

INVER GROVE HEIGHTS CITY COUNCIL AGENDA
MONDAY, MARCH 25, 2013
8150 BARBARA AVENUE
7:00 P.M.

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PRESENTATIONS**
4. **CONSENT AGENDA** – All items on the Consent Agenda are considered routine and have been made available to the City Council at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event the item will be removed from this Agenda and considered in normal sequence.
 - A. i) Minutes – March 11, 2013 Council Study Session _____
ii) Minutes – March 11, 2013 Regular Council Meeting _____
 - B. Resolution Approving Disbursements for Period Ending March 20, 2013 _____
 - C. Agreement for 2013 Water Quality Sampling Program with Dakota County Soil and Water Conservation District (SWCD) _____
 - D. Accept Quote and Award Work to AET, Inc. for Soil Borings for Storm Water Infiltration Features _____
 - E. Approve Engineering Consultants Scope for City Project No. 2011–15, Orchard Trail _____
 - F. Resolution Accepting Individual Project Order (IPO) No. 17E from Kimley–Horn and Associates, Inc. for Additional Construction Phase Services for City Project No. 2011–09D, South Grove Street Reconstruction – Area 6 _____
 - G. Resolution Rescinding Resolution No. 99–147 relating to Correcting the Legal Description for a Rezoning in Arbor Pointe to Satisfy Park Land Dedication Requirements _____
 - H. Approve Mendota Heights Par 3 Golf Course Maintenance Proposal _____
 - I. Approve Tree Removal at River Heights Marina/RISB _____
 - J. Accept Amended 2013 City Council Meeting Schedule _____
 - K. Schedule Public Hearing _____
 - L. Accept Donation to Inver Grove Heights Police Department _____
 - M. Personnel Actions _____
5. **PUBLIC COMMENT**: Public comment provides an opportunity for the public to address the Council on items that are not on the Agenda. Comments will be limited to three (3) minutes per person.

6. **PUBLIC HEARINGS:**

7. **REGULAR AGENDA:**

COMMUNITY DEVELOPMENT:

- A. **CITY OF INVER GROVE HEIGHTS;** First Reading to Consider Adoption of Ordinance Amendment to Title 8, Chapter 5, Subsurface Sewage Treatment Systems Code _____

PUBLIC WORKS:

- B. **CITY OF INVER GROVE HEIGHTS;** Resolution Authorizing and Receiving Feasibility Report and Schedule Public Hearing to Consider Ordering City Project No. 2013-09E, Henry Avenue Bituminous Removal and Replacement _____

8. **MAYOR & COUNCIL COMMENTS**

9. **EXECUTIVE SESSION:**

- A. City Hall Mediation
- B. Collective Bargaining Update

10. **ADJOURN**

This document is available upon 3 business day request in alternate formats such as Braille, large print, audio recording, etc. Please contact Melissa Kennedy at 651.450.2513 or mkennedy@invergroveheights.org

**INVER GROVE HEIGHTS CITY COUNCIL STUDY SESSION
MONDAY, MARCH 11, 2013 – 8150 BARBARA AVENUE**

1. CALL TO ORDER The City Council of Inver Grove Heights met in study session on Monday, February 11, 2013, in the City Hall Lower Level Training Room. Mayor Tourville called the meeting to order at 5:30 p.m. Present were Council members Bartholomew, Madden, Mueller and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Finance Director Smith, Police Chief Stanger, and Deputy Clerk Kennedy.

2. FRONT YARD PARKING

Mr. Hunting explained in early 2012 staff presented Council with some preliminary research on the topic of parking of vehicles in the front yards of residential properties. The parking issue centers around automobiles being parked anywhere in the front yard of a property and not on the driveway. Currently the City Code does not clearly address the location of parking of vehicles, or the number allowed, in the front yard of a residential property. The City Code does contain a definition of a "parking space" which addresses acceptable surfaces for parking, but does not address location (setbacks) or the number of cars allowed on a lot.

Mr. Hunting stated staff contacted five (5) neighboring cities to research regulations related to yard location, surfacing, setbacks, and the numbers allowed. Additional research was conducted with respect to how other cities regulate vehicles such as RV's, boats, campers, and trailers. All five (5) cities contacted allow parking in the front yard only on the driveway. No parking is allowed on grass in the front yard. Farmington does not allow RV's, campers, boats, or trailers to be parked in front of the house. All cities allowed parking in the side and rear yards. Most of the cities also had requirements for setbacks from property lines or out of easements. All five (5) cities require parking in the front yard driveway to be on a hard surface. Surfacing for RV's, boats, campers, and trailers varied between the cities. Some required larger recreational vehicles to be on a hard surface in the side and rear yards. Not all of the cities contacted had limits on the number of vehicles allowed. More cities put limits on parking of recreational vehicles.

Mr. Hunting explained Council should provide direction regarding four (4) questions. What type of surface should be allowed for parking in the front yard? Should it be restricted to a particular area? Should there be regulations pertaining to parking in the side or rear yards? Should regulations address boats, trailers, etc.? He stated regulation of parking can help retain attractive neighborhoods and maintain property values. Negative aspects of regulation include difficulty defining parking/storage and how to address families with multiple cars and impacts during the winter parking restriction time period. He explained based on the research conducted staff recommended that the parking or storage of automobiles and recreational vehicles be limited in the front yard to the driveway only and be on a hard surface of bituminous, concrete, or pavers. Staff also recommended that the parking of automobile or recreational vehicles be allowed in the side and rear yards without any surfacing requirements.

Councilmember Piekarski Krech stated the issue was more than just cars and also involved the length of time vehicles were allowed to be parked in the front and a question as to where the hard surface had to be located.

Mr. Hunting explained the first task would be to determine what the Council wants the ordinance to address. He stated a definition of a driveway would need to be included in order to avoid situations in which people were creating hard surface parking pads in the front.

Councilmember Piekarski Krech stated she would also like the ordinance to address permanent versus temporary parking.

Mayor Tourville stated the issue was not limited to just automobiles. He noted some of the opposition would be solved by limiting the regulations to urban areas.

Councilmember Madden questioned what would prevent someone from laying gravel beyond their driveway for use as a parking pad.

Mr. Hunting stated including a definition of a driveway would address that issue. The definition could limit materials to bituminous or a pervious paver.

Councilmember Bartholomew confirmed class v gravel was already prohibited. He stated he would be opposed to banning boats from being parked in driveways.

Mayor Tourville clarified parking in the driveway was not the issue. He stated people are parking boats, cars, and other vehicles in the front yard on the grass and that is what is to be addressed. He agreed people should be allowed to park whatever they choose in their driveway.

Councilmember Madden questioned what would prevent residents from expanding their driveway.

Mr. Hunting stated impervious surface standards would provide the means for regulation.

Councilmember Mueller stated he would not be in favor of limiting the number of cars. He opined he was fine with allowing people to park on the lawn because of the limitations on street parking created by the winter parking regulations. He added many families have more than two (2) cars now and it becomes difficult to fit everything in the driveway.

Mr. Lynch noted staff's recommendation did not include a limit on the number of cars.

Councilmember Bartholomew stated he was in favor of the proposed regulations. He opined that parking on the grass ruins the yard and presents concerns regarding contamination of runoff. He stated all of the other cities staff contacted had regulations and it would not be unreasonable to implement restrictions.

Councilmember Piekarski Krech expressed similar concerns regarding contamination that could occur if vehicles are parked on the grass. She stated eliminating parking on the front yard would also enhance the aesthetics of the neighborhoods.

Councilmember Mueller opined the City should be able to get people to move their vehicles off of the grass without an ordinance.

Mayor Tourville explained staff cannot address the issue because the City currently has no regulations that prohibit parking in the front yard.

Dian Piekarski suggested that temporary parking situations be taken into consideration because there may be legitimate reasons why it is necessary to park in the front.

Mr. Lynch indicated the City would work with people in those instances where temporary parking in the yard was needed for certain events or circumstances.

Councilmember Madden suggested that the ordinance be kept simple and limit parking in the front to the driveway or a hard surface.

Jim Huffman stated parking should be limited to a hard surface and people should use their driveway.

Councilmember Madden stated he was concerned that some may go overboard with adding impervious surface to their property.

Mr. Hunting stated the first step would be to develop a definition of a driveway. He explained someone could expand their driveway beyond the curb cut, but they would be required to meet the impervious surface standards.

Councilmember Bartholomew suggested that a continuous hard surface be considered to eliminate satellite pads being installed all over the front yard.

Mr. Lynch stated staff would proceed with drafting an ordinance that limits parking in the front yard to a hard surface only.

Councilmember Piekarski Krech reiterated this would not apply to the side or back yards.

3. HVP BONDING BILL REQUEST

Mr. Lynch stated the City submitted a \$3,500,000 bonding bill request to Representative Atkins and Senator Metzen. If successful the bond proceeds would be used to make further improvements to Heritage Village Park including property acquisition, park improvements, and public infrastructure. He reviewed the options for improvements to pursue. Heritage Gardens included costs to acquire the property currently occupied by Amiri Auto, costs to upgrade water, sewer, storm utilities, and the roadway of 65th Street from Concord to Doffing and Doffing from 66th to 65th Street. Park improvements included in this option were storm water improvements, a parking lot along 65th Street, trail connections, lighting, signage, landscaping, and the relocation and remodeling of the Old Town Hall and School House. The second option, Heritage Child's Play Area, included property acquisition costs for Amiri Auto and Riverview Auto, and the same roadway and utility improvements included in the Heritage Gardens option. The Heritage Child's Play Area similarly included costs for the parking lot along 65th Street, trail connections, lighting, signage, and landscaping, and also included a picnic shelter, playground equipment, and a splash pad. Mr. Lynch noted there was no bonding bill proposed by the legislature at this time. He indicated the Mayor would be testifying on behalf of the City to advocate for the bonding bill.

Councilmember Piekarski Krech opined that the Old Town Hall and School House should take priority over the child's play area. She stated the continuous maintenance costs of the play area needed to be considered and she would rather preserve the Old Town Hall now before it is too late.

Jim Huffman suggested that the Council bring the Old School House to Heritage Village Park and leave the Old Town Hall where it has been for so long. He stated the City should restore the Old Town Hall but maintain its original character.

Councilmember Madden stated staff should determine how much it would cost to restore the Old Town Hall.

Councilmember Piekarski Krech questioned if the Old School House had enough historical significance to save.

Councilmember Mueller stated he would like to see a boat launch added to draw more people into the park and the City.

Mayor Tourville stated it was previously discussed and the City could work out a deal with the marina for a boat launch. He noted the launch in South St. Paul was owned by the DNR.

Dian Piekarski stated a boat ramp would be a good amenity for the park. She suggested that the proposed Child's Play Area be located away from the King of Diamonds. She questioned when the City would have to pay the money back if it was awarded.

Mayor Tourville noted both marinas provide access to the area. He explained the money would be part of a bonding bill and the City would not have to pay it back. The state would award money to be used for a specific project.

Mr. Lynch stated staff would make the Heritage Gardens option the priority going forward.

4. SEPTIC SYSTEM ORDINANCE AMENDMENT

Mr. Martin explained the existing SSTS system compliance inspection determines if the system is performing normally, is maintained, and is protecting groundwater and public health by properly treating the wastewater. He noted this was the only criterion required by the MPCA and Dakota County. The City previously amended the ordinance by adding a Capacity Compliance Inspection requirement to determine if the existing size and capacity of the system complied with current sizing design requirements, regardless of the date of the initial installation. The City added to the requirement to ensure that homes with finished basements not completed under required building permits would have septic systems sized commensurate to the number of bedrooms in the home. It was also expected that other communities would add similar requirements to their code. Following implementation it was determined that the

requirement caused unintended consequences and created unforeseen burdens for residents and contractors working in the City. No other community adopted or intends to adopt similar requirements. Staff recommended that Council repeal the provision from the City Code because it is not required by the MPCA or other cities and it has proved burdensome to residents of the City. Repealing the provision would not reduce the level of groundwater protections currently in place to protect public health.

Councilmember Madden clarified that the provision was creating a situation in which contractors did not want to work in the City and those that were willing were charging homeowners increased rates.

Mr. Martin responded in the affirmative. He stated any time there is a failing system the capacity compliance inspection is necessary and there is no way to protect anyone from the capacity issue.

Councilmember Piekarski Krech noted systems are required to be inspected every three (3) years.

Mr. Martin stated the compliance check that is performed at the time of sale would provide an overview of the operation of the entire system.

Mr. Link noted the State was required to inspect systems at the time of sale.

The meeting was adjourned at 6:30 p.m.

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, MARCH 11, 2013 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Monday, March 11, 2013, in the City Council Chambers. Mayor Tourville called the meeting to order at 7:00 p.m. Present were Council members Bartholomew, Madden, Mueller, and Piekarski Krech; City Administrator Lynch, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Finance Director Smith, Police Chief Stanger, Fire Chief Thill, and Deputy Clerk Kennedy

3. PRESENTATIONS: None.

4. CONSENT AGENDA:

Mayor Tourville removed Item 4D from the Consent Agenda.

Citizen Dian Piekarski requested that Item 4I be removed from the Consent Agenda.

- A. i) Minutes – February 25, 2013 Council Study Session
ii) Minutes – February 25, 2013 Regular Council Meeting
- B. **Resolution No. 13-22** Approving Disbursements for Period Ending March 6, 2013
- C. Approve Custom Grading Agreement for 8671 Alvarado Court (Lot 4, Block 2, Wildwood Ranch Estates)
- E. Change Order No. 4 and Pay Voucher No. 7 for City Project No. 2012-09D, Urban Street Reconstruction, 65th Street Neighborhood and Cahill Court
- F. **Resolution No. 13-24** Accepting Amendment No. 5 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 Court
- G. **Resolution No. 13-25** Accepting Contract Change Order No. 1 to Proposal from American Engineering Testing, Inc. for Construction Materials Testing Services for the 2012 Pavement Management Program, City Project No. 2012-09D, 65th Street Improvements
- H. **Resolution No. 13-26** Accepting Final Response Action Plan (RAP) prepared by AET, Inc. for Pollution Mitigation on City Project No. 2012-09D, 65th Street Improvements
- J. Approve 2013 Tree Replacement Plan
- K. Approve MOU with Friend of the Mississippi River for Implementation of the First Phase of a Natural Resource Management Plan for the Rock Island Swing Bridge Property
- L. Approve Contract for Portable Toilets for the Park System
- M. Approve Revised Date for Commission Appreciation Dinner
- N. Personnel Actions

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

Ayes: 5

Nays: 0 Motion carried.

- D. Resolution Authorizing Execution of a Professional Services Agreement with SEH, Inc. for Construction Phase Services for City Project No. 2006-08, Asher Water Tower Replacement

Mayor Tourville stated he would abstain from the vote because the item related to SEH, Inc.

Motion by Piekarski Krech, second by Mueller, to adopt Resolution No.13-23 Authorizing Execution of a Professional Services Agreement with SEH, Inc. for Construction Phase Services for the City Project No. 2006-08, Asher Water Tower Replacement

Ayes: 4

Nays: 0

Abstain: 1 (Tourville) Motion carried.

I. Approve Actions related to State Auditor TIF Reports

Dian Piekarski, 7609 Babcock Trail, questioned how this would affect the City's finances.

Mr. Lynch explained when TIF was created all expenses were included and over time the auditor and TIF preparers decided that non-TIF related expenditures should not be included. Those cities that have TIF districts have been asked to remove those expenditures that were not TIF related.

Ms. Smith stated the first task was to get the reports that were submitted to the OSA to agree with the City's financial reports (CAFR) that were produced at the end of the year. The second task was to remove all non-TIF related revenues and move them into other funds as per the direction given from the State Auditor. She stated the transfer of money out of TIF funds went primarily into the Water System Improvements Fund and the Closed Bond Fund.

Mr. Lynch stated the result is a lower fund balance in TIF accounts and an increased balance in the identified funds.

Councilmember Piekarski Krech clarified all of this was being done to fulfill the requirements of the State Auditor.

Mayor Tourville questioned if any financial difficulties were created in the City's TIF districts because of the new requirement.

Ms. Smith explained the City has been aware for some time that TIF District 2-1 had shortfalls. Pooling authority was given to take funds from TIF District 4-1 to cover those shortfalls. She noted TIF District 2-1 would be decertified by the end of the year, and future actions would be taken to close out the district.

Motion by Madden, second by Bartholomew, to approve actions related to State Auditor TIF Reports

Ayes: 5

Nays: 0 Motion carried.

5. PUBLIC COMMENT: None.

6. PUBLIC HEARINGS: None.

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

A. MIKE STANTON; Consider Resolutions for the property located at 3865 73rd Street:

- i) **Resolution No. 13-27** and Improvement Documents relating to a Conditional Use Permit to allow Additional Impervious Surface up to 4,719 Square Feet
- ii) **Resolution No. 13-28** relating to a Variance to allow an addition to the existing home five (5) feet from the side property line whereas ten (10) feet is required
- iii) **Resolution No. 13-29** relating to a Variance to allow a front porch addition 26 feet from the front property line whereas 30 feet is required

Mr. Link reviewed the location of the property. He stated the applicant would like to make two (2) additions to his home, one on the back side and the other on the front. He explained up to 35% impervious coverage is allowed as a permitted use and up to 45% is allowed as a conditional use. The home is currently setback five (5) feet and the proposed addition to the back of the home would maintain the same five (5) foot setback. Ordinance requires a setback of ten (10) feet. Because the home was built in 1956 and the City ordinance did not go into effect until 1965, a legal non-conforming use was created and staff did not see an issue with granting the variance from the side property line because the

current setback would be maintained. The third request, relating the front porch addition, was for a variance to allow the addition to be located 26 feet from the front property line whereas 30 feet is required by ordinance. Planning and Engineering staff recommended approval of the conditional use permit and side yard setback variance. Planning and Engineering staff also recommended denial of the front yard setback variance for the porch because no practical difficulty was identified. The Planning Commission agreed with staff's recommendations however, the vote in favor of denial of the front yard setback was on a 7-1 vote.

Councilmember Bartholomew questioned if 45% impervious surface coverage would be the maximum limit for the property.

Mr. Link responded that would be the absolute maximum with a conditional use permit.

Councilmember Madden questioned if the applicant would have to make storm water improvements on the property.

Mr. Link stated the applicant worked with Engineering staff to finalize a storm water management plan.

Mike Stanton, 3865 73rd St. E., stated he would be allowed to construct the porch addition without a variance if he did not put a cover over it. He explained the proposed porch addition would not obstruct the sight lines or negatively impact the neighbors. He stated they want the porch covered to protect it from the weather elements and noted there were other similar structures in the neighborhood.

Mayor Tourville clarified that the porch without the cover would be permitted without a variance.

Mr. Link confirmed once the roof is added it becomes a covered porch and is essentially a structure. He stated without the cover the porch would be permitted without a variance.

Mayor Tourville opined that the roof over the porch would greatly enhance the aesthetics and usage.

Councilmember Mueller added that the cover also enhanced the safety of the porch because it would protect it from rain, sleet, and snow.

Councilmember Madden questioned if the roof would cover the entire porch and extend along the length of the house.

Mr. Stanton stated the cover would extend approximately one (1) foot beyond the porch and showed how the cover would run along the length of the front of the house.

Mayor Tourville stated the proposed style and design of the front porch is very common.

Councilmember Madden questioned if staff felt the porch would adversely affect the sight lines of the neighbors.

Mr. Link responded in the negative.

Mr. Stanton explained his neighbors were in favor of his proposed plan. He stated the home was purchased as an abandoned foreclosure and he has worked to clean up and remodel the property.

Councilmember Bartholomew questioned if the peak over the door, the fascia, was 26 feet from the property line and confirmed the request was for a four (4) foot variance.

Mr. Stanton responded in the affirmative.

Councilmember Madden, second by Mueller, to approve the conditional use permit and both variance requests

Councilmember Piekarski Krech questioned if justification for the variances was required.

Mr. Link explained there should be some statement of a practical difficulty. He noted one of the statements he heard was that the variance would not negatively impact the sight line of neighboring properties.

Mayor Tourville stated the covered porch would not adversely affect the sight lines, was more functional

and aesthetically pleasing, and provided a greater degree of safety than a porch with no cover.

Councilmember Bartholomew stated without a practical difficulty a precedent could be set. He noted the Planning Commission expressed the same concern.

Councilmember Madden opined each scenario should be looked at on a case by case basis and stated he believed in following the spirit of the law rather than the letter of the law. He added in this case the request made sense.

Amended Motion by Madden, second by Mueller, to adopt Resolution No. 13-27 and Improvement Documents relating to a Conditional Use Permit to allow Additional Impervious Surface up to 4,719 Square Feet

Ayes: 5

Nays: 0 Motion carried.

Motion by Madden, second by Mueller, to adopt Resolution No. 13-28 relating to a Variance to allow an Addition to the Existing Home Five (5) Feet from the Side Property Line whereas Ten (10) Feet is Required

Ayes: 5

Nays: 0 Motion carried.

Motion by Madden, second by Mueller, to adopt Resolution No. 13-29 relating to a Variance to allow a Front Porch Addition 26 Feet from the Front Property Line whereas 30 Feet is Required

Ayes: 4

Nays: 0 Motion carried.

FINANCE:

B. CITY OF INVER GROVE HEIGHTS; Approve Carryover of Unused Budget Appropriations, Approve Transfers, Closing of Funds, and 2013 Budget Amendments

Ms. Smith explained the first item related to department requests to carryover funds from the 2012 budget into the 2013 budget. She stated departments impacted in the General Fund were Police, Planning, Engineering, and Fire for a total carryover request of \$114,300. The Community Center requested a carryover of capital items in the amount of \$95,000. The Water Fund requested a carryover of \$160,000 and the Sewer department requested a carryover of \$48,000. She noted details of each department's requests were included in the Council's packet.

Ms. Smith stated staff also requested that transfers be authorized, effective December 31, 2012. The first transfer from the Host Community Fund to the Community Center Fund was in the amount of \$301,290 to cover the operating deficit for 2012. She noted the budgeted transfer for 2012 was \$393,900. As part of the 2007 operational audit of the VMCC a goal was set to recover 90% of operating expenditures with revenues and with the unaudited information from 2012 approximately 88% was recovered. Transfers from the Community Project Fund to the Community Center Fund in the amount of \$337,684, from the Capital Facilities Fund to the Community Center Fund in the amount of \$53,855 and an additional \$10,000 from the Host Community Fund to the Community Center Fund were requested for budgeted capital outlay expenses. A \$150,000 transfer from the Host Community Fund to the Doffing Avenue Voluntary Acquisition Program was requested to replenish the fund balance. A transfer from Fund 348 to Fund 399 for Geo Equipment Certificates Issue 2007A was also requested because the certificates were paid off and residual funds were left in the account. In relation to the carryover requests, authorization was also requested for transfers from the Community Projects Fund to the Community Center Fund up to \$45,000 to cover capital outlay and from the Capital Facilities Fund to the Community Center Fund up to \$50,000. Each of the transfer authorizations would be brought back to the Council for individual approval at a later date once the final costs are established.

Ms. Smith explained prior to the carryovers and transfers the General Fund had a surplus of \$1,060,000. Project related transfers reduced the surplus amount to approximately \$805,000. This reflected revenues in excess of expenditures in the General Fund as opposed to the anticipated contribution from fund balance in the amount of \$437,390. She also reviewed the proposed 2013 budget amendments.

Mayor Tourville stated the goal to recover 90% of the operational expenses with revenues at the Community Center was very aggressive and it is a great achievement to be so close to the established goal.

Ms. Piekarski questioned if legislative impacts on the Host Community Fund would be discussed at an upcoming meeting.

Mr. Lynch stated the City partnered with the City of Burnsville to consider possible legislation that would provide for reimbursement of the potential revenue lost due to the enforcement of the solid waste management plan by the MPCA. The solid waste management plan has been in effect for ten (10) years under the purview of the Met Council who chose not to enforce it. The Met Council received orders from the legislature to begin enforcement as of February 15, 2013. He noted the City would also work with the MPCA to determine when the enforcement would begin so the City can adequately plan for potential impacts on the Host Community Fund. He explained in 2012 staff began to plan and budget for an estimated loss of 20% of revenue. Separate budget sessions would be held with the Council to discuss individual funds such as the Host Community Fund.

Motion by Mueller, second by Madden, to adopt Resolution No. 13-30 Approving Transfers for Fiscal Year 2012, and Resolution No. 13-31 Approving Carryover of 2012 Budget Appropriations and 2013 Budget Amendments

Ayes: 5

Nays: 0 Motion carried.

8. MAYOR & COUNCIL COMMENTS:

Mayor Tourville stated the Town Hall Forum for residents would be held on April 13th from 10 am to noon and the Town Hall Meeting for the business community would be held on April 18th at 11:30 am. He reminded all those interested that applications for the Citizen Advisory Commissions were available on the website and could be submitted through the middle of May.

John Wendt, 1111 105th St. W, expressed concern that the proposed regulations related to the feeding of deer were too broad. He stated his family feeds pheasants and other wildlife and fear that they would be cited if deer were to stop and eat that food. He stated he lives in a rural area of the City and did not feel that feeding would change the deer's habits or migration patterns. He opined that the Police Department was already understaffed and should not be responsible for enforcement of such an ordinance. He stated the City should focus their resources on the most important issues. He presented a letter from his wife, noting that she felt it was a privilege to live in the City because they had the opportunity to experience the wildlife.

9. EXECUTIVE SESSION:

A. UPDATE ON CITY HALL MEDIATION

This portion of the meeting was closed subject to attorney-client privilege.

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: March 25, 2013
 Item Type: Consent
 Contact: Kristi Smith 651-450-2521
 Prepared by: Bill Schroepfer, Accountant
 Reviewed by: N/A

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve the attached resolution approving disbursements for the period of March 7, 2013 to March 20, 2013.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending March 20, 2013. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$273,848.37
Debt Service & Capital Projects	190,083.74
Enterprise & Internal Service	267,031.51
Escrows	23,688.64
	<hr/>
Grand Total for All Funds	<u><u>\$754,652.26</u></u>

If you have any questions about any of the disbursements on the list, please call Kristi Smith, Finance Director at 651-450-2517.

Attached to this summary for your action is a resolution approving the disbursements for the period March 7, 2013 to March 20, 2013 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING March 20, 2013**

WHEREAS, a list of disbursements for the period ending March 20, 2013 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	\$273,848.37
Debt Service & Capital Projects	190,083.74
Enterprise & Internal Service	267,031.51
Escrows	23,688.64
Grand Total for All Funds	<u><u>\$754,652.26</u></u>

Adopted by the City Council of Inver Grove Heights this 25th day of March, 2013.

Ayes:

Nays:

Rosemary Piekarski Krech, Acting Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk



City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 3/7/2013 - 3/20/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ACE PAINT & HARDWARE	514998/5	03/13/2013	3/4/13	101.42.4200.423.60011	52.32
ACE PAINT & HARDWARE	513408/5	03/13/2013	501126	101.44.6000.451.60016	6.94
ACE PAINT & HARDWARE	513464/5	03/13/2013	501126	101.44.6000.451.60012	23.91
ACE PAINT & HARDWARE	513524/5	03/13/2013	501126	101.44.6000.451.60012	4.06
ACE PAINT & HARDWARE	513635/5	03/13/2013	501126	101.44.6000.451.60016	16.02
ACE PAINT & HARDWARE	514095/5	03/13/2013	501126	101.44.6000.451.40040	35.20
ACE PAINT & HARDWARE	514149/5	03/13/2013	501126	101.44.6000.451.40040	18.13
ACE PAINT & HARDWARE	515058/5	03/20/2013	3/10/13	101.42.4200.423.40040	7.95
ACE PAINT & HARDWARE	513919/5	03/13/2013	501126	101.43.5100.442.60040	17.08
ACTIVE 911, INC.	1/31/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.60065	165.00
ADVANCED GRAPHIX, INC.	187282	03/13/2013	2/20/13	101.42.4200.423.50030	134.66
ARAMARK UNIFORM SERVICES	629-7693786	03/13/2013	792069636	101.43.5200.443.60045	41.03
ARAMARK UNIFORM SERVICES	629-7693786	03/13/2013	792069636	101.44.6000.451.60045	28.59
ARAMARK UNIFORM SERVICES	629-7698605	03/13/2013	792069636	101.43.5200.443.60045	24.08
ARAMARK UNIFORM SERVICES	629-7698605	03/13/2013	792069636	101.44.6000.451.60045	45.54
ARAMARK UNIFORM SERVICES	629-7703389	03/20/2013	792089636	101.43.5200.443.60045	24.08
ARAMARK UNIFORM SERVICES	629-7703389	03/20/2013	792089636	101.44.6000.451.60045	28.59
AT & T MOBILITY	2/4/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.60065	106.95
AT & T MOBILITY	287237771092X03122013	03/20/2013	287237771092	101.41.1000.413.50020	51.86
AT & T MOBILITY	287237771092X03122013	03/20/2013	287237771092	101.41.1100.413.50020	25.93
AT & T MOBILITY	287237771092X03122013	03/20/2013	287237771092	101.43.5100.442.50020	44.93
BARNA, GUZY, & STEFFEN LTD	113413	03/20/2013	113413	101.41.1100.413.30430	39.00
BATTLES, SHANNON	3/13/13	03/20/2013	REIMBURSE-GFOA CAFR REVIEW	101.41.2000.415.50075	50.00
CARGILL, INC.	2901019746	03/13/2013	931078	101.43.5200.443.60016	11,329.56
CARGILL, INC.	2901022605	03/13/2013	931078	101.43.5200.443.60016	4,720.05
CENTURY LINK	2/7/13 651 451 0205 745	03/13/2013	651 451 0205 745	101.44.6000.451.50020	57.95
CENTURY LINK	2/22/13 651 457 4184 746	03/13/2013	651 457 4184 746	101.44.6000.451.50020	57.95
CENTURY LINK	2/22/13 651 457 5524 959	03/13/2013	651 457 5524 959	101.44.6000.451.50020	64.32
COLLINS ELECTRICAL CONST.	1330241.01	03/13/2013	2/25/13	101.43.5200.443.30700	226.00
COLLINS ELECTRICAL CONST.	1330254.01	03/13/2013	2/25/13	101.43.5200.443.30700	182.00
CULLIGAN	2/28/13 157-98459100-6	03/13/2013	157-98459100-6	101.42.4200.423.60065	5.29
CULLIGAN	2/28/13 157-98459118-8	03/13/2013	157-98459118-8	101.42.4200.423.60065	49.15
DAKOTA CTY FINANCIAL SVCS	00005482	03/13/2013	4115	101.43.5100.442.50080	85.00
DAKOTA CTY PROP TAXATION & RECORD	12/26/12-12/28/12	03/20/2013	2917497-2917506 & T708619-T708	101.45.0000.3413000	572.00
DAKOTA ELECTRIC ASSN	2/28/13 246837-9	03/13/2013	246837-9	101.44.6000.451.40020	362.35
DAKOTA ELECTRIC ASSN	2/28/13 250165-8	03/13/2013	250165-8	101.44.6000.451.40020	54.55
DAKOTA ELECTRIC ASSN	2/28/13 393563-2	03/13/2013	393563-2	101.44.6000.451.40020	145.90
DAKOTA ELECTRIC ASSN	2/28/13 426713-4	03/20/2013	426713-4	101.43.5400.445.40020	35.65
DAKOTA ELECTRIC ASSN	2/28/13 443054-2	03/13/2013	443054-2	101.44.6000.451.40020	15.25
DAKOTA ELECTRIC ASSN	3/7/13 109394-7	03/20/2013	109394-7	101.43.5400.445.40020	1,243.30
DICKEY'S	2/2/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.50075	79.17
ECOLAB	1299637	03/20/2013	16852	101.42.4200.423.60011	269.68
EDGE MARKETING	13172	03/20/2013	35101	101.43.5200.443.60045	123.74
EFTPS	INV0018048	03/08/2013	FEDERAL WITHHOLDING	101.203.2030200	38,030.70
EFTPS	INV0018050	03/08/2013	MEDICARE WITHHOLDING	101.203.2030500	10,278.74
EFTPS	INV0018051	03/08/2013	SOCIAL SECURITY WITHHOLDING	101.203.2030400	29,943.50
FEDEX OFFICE WSP	2/23/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.50030	31.33
FIRST IMPRESSION GROUP, THE	51824	03/20/2013	4363	101.41.1100.413.50032	2,841.48
FIRSTSCRIBE	2459204	03/13/2013	00095-0037	101.43.5100.442.40044	250.00
FISCHER, KATHY	3/12/13	03/13/2013	REIMBURSE-JACKET	101.43.5100.442.60065	48.98
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.41.1100.413.30550	38.65
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.41.2000.415.30550	81.83
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.42.4000.421.30550	304.35
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.42.4200.423.30550	14.00
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.43.5000.441.30550	8.38
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.43.5100.442.30550	49.73
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.43.5200.443.30550	24.51
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.44.6000.451.30550	40.23
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.45.3000.419.30550	24.47

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.45.3200.419.30550	14.95
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	101.45.3300.419.30550	40.05
GENESIS EMPLOYEE BENEFITS, INC	INV0018039	03/08/2013	HSA ELECTION-SINGLE	101.203.2032500	2,416.86
GENESIS EMPLOYEE BENEFITS, INC	INV0018040	03/08/2013	HSA ELECTION-FAMILY	101.203.2032500	3,955.26
HIGHWAY TECHNOLOGIES	65119912-001	03/13/2013	9500891	101.43.5200.443.50080	239.70
HIGHWAY TECHNOLOGIES	65119912-001	03/13/2013	9500891	101.44.6000.451.50080	239.70
HOMETOWN MEATS	2/11/13	03/18/2013	ELAN CC 3/18/13	101.41.1000.413.50075	112.35
IAPE	2/28/13	03/18/2013	ELAN CC 3/18/13	101.42.4000.421.50080	350.00
ICMA RETIREMENT TRUST - 457	INV0017994	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	135.00
ICMA RETIREMENT TRUST - 457	INV0017995	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	309.01
ICMA RETIREMENT TRUST - 457	INV0017996	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	200.00
ICMA RETIREMENT TRUST - 457	INV0017997	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	635.02
ICMA RETIREMENT TRUST - 457	INV0017998	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	175.00
ICMA RETIREMENT TRUST - 457	INV0017999	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	326.35
ICMA RETIREMENT TRUST - 457	INV0018000	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	940.00
ICMA RETIREMENT TRUST - 457	INV0018001	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	125.20
ICMA RETIREMENT TRUST - 457	INV0018002	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	250.00
ICMA RETIREMENT TRUST - 457	INV0018003	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	724.83
ICMA RETIREMENT TRUST - 457	INV0018004	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	75.00
ICMA RETIREMENT TRUST - 457	INV0018005	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	239.44
ICMA RETIREMENT TRUST - 457	INV0018006	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	1,576.58
ICMA RETIREMENT TRUST - 457	INV0018007	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	121.01
ICMA RETIREMENT TRUST - 457	INV0018008	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	240.00
ICMA RETIREMENT TRUST - 457	INV0018009	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	405.55
ICMA RETIREMENT TRUST - 457	INV0018010	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	190.00
ICMA RETIREMENT TRUST - 457	INV0018011	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	463.78
ICMA RETIREMENT TRUST - 457	INV0018012	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	500.00
ICMA RETIREMENT TRUST - 457	INV0018013	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	145.15
ICMA RETIREMENT TRUST - 457	INV0018014	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	125.00
ICMA RETIREMENT TRUST - 457	INV0018015	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	37.02
ICMA RETIREMENT TRUST - 457	INV0018016	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	525.00
ICMA RETIREMENT TRUST - 457	INV0018017	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	155.58
ICMA RETIREMENT TRUST - 457	INV0018018	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	25.00
ICMA RETIREMENT TRUST - 457	INV0018019	03/08/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	57.10
ICMA RETIREMENT TRUST - 457	INV0018020	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	200.24
ICMA RETIREMENT TRUST - 457	INV0018021	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	325.00
ICMA RETIREMENT TRUST - 457	INV0018022	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	93.85
ICMA RETIREMENT TRUST - 457	INV0018023	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	150.00
ICMA RETIREMENT TRUST - 457	INV0018024	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	781.62
ICMA RETIREMENT TRUST - 457	INV0018025	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	947.63
ICMA RETIREMENT TRUST - 457	INV0018026	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	303.32
ICMA RETIREMENT TRUST - 457	INV0018027	03/08/2013	ICMA (AGE 50 & OVER)	101.203.2031400	3,889.23
ICMA RETIREMENT TRUST - 457	INV0018028	03/08/2013	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	70.79
ICMA RETIREMENT TRUST - 457	INV0018037	03/08/2013	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	532.70
ICMA RETIREMENT TRUST - 457	INV0018038	03/08/2013	ROTH IRA (AGE 50 & OVER)	101.203.2032400	230.77
IGH FIRE RELIEF ASSN	19432A219052B1	03/20/2013	IGH FIRE RELIEF COMPENSATION	101.42.4200.423.20500	2,000.00
INT'L CODE COUNCIL, INC.	2/27/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.50080	(133.00)
INT'L CODE COUNCIL, INC.	2/27/13	03/18/2013	ELAN CC 3/18/13	101.45.3300.419.50080	805.00
JIMMY JOHN'S SANDWICHES	2/25/13	03/18/2013	ELAN CC 3/18/13	101.41.1000.413.50075	142.33
LEAGUE OF MN CITIES	180909	03/13/2013	J. BILLMEYER WORKSHOP	101.42.4000.421.50080	20.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.41.1000.413.30401	360.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.41.1000.413.30420	2,204.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.42.4000.421.30420	16.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.42.4000.421.30420	180.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.42.4000.421.30420	856.60
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.42.4000.421.30420	40.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.42.4000.421.30420	148.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.43.5000.441.30420	72.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.43.5100.442.30420	2,031.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.44.6000.451.30420	29.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.45.3000.419.30420	160.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	101.45.3200.419.30420	1,011.10
LILLIE SUBURBAN NEWSPAPERS	2/28/13 001363	03/20/2013	001363	101.41.1100.413.50025	219.43
LILLIE SUBURBAN NEWSPAPERS	2/28/13 001363	03/20/2013	001363	101.41.2000.415.50025	55.68
LILLIE SUBURBAN NEWSPAPERS	2/28/13 001363	03/20/2013	001363	101.45.3200.419.50025	55.68
LOW VOLTAGE CONTRACTORS	SIL-41473	03/13/2013	2/26/13	101.42.4200.423.40040	3,400.00
LYNN & ASSOCIATES	PG2:1:2013	03/20/2013	LOGG PEER GROUP	101.41.1000.413.30700	265.20

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LYNN & ASSOCIATES	PG2:1:2013	03/20/2013	LOGG PEER GROUP	101.41.1000.413.50065	115.31
LYNN & ASSOCIATES	PG2:1:2013	03/20/2013	LOGG PEER GROUP	101.41.1000.413.50075	172.96
LYNN & ASSOCIATES	PG2:1:2013	03/20/2013	001363	101.41.1000.413.50080	576.53
MACH 1 TAPING & PAINTING LLC	1768	03/20/2013	2/28/13	101.42.4200.423.40040	3,500.00
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	101.203.2031700	2,479.21
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	101.42.4000.421.20630	(139.68)
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	101.43.5100.442.20630	(12.60)
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	101.44.6000.451.20630	(6.30)
MARTIN, FRANKLIN	3/11/13	03/20/2013	REIMBURSE-EDUCATION	101.45.3300.419.50085	1,000.00
MCDONALD'S	2/14/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.50075	30.96
MENARDS - WEST ST. PAUL	18667	03/20/2013	30170270	101.43.5200.443.60016	123.17
METROPOLITAN COUNCIL ENVIRON SRV(FEBRUARY 2013		03/13/2013	FEBRUARY 2013	101.41.0000.3414000	(170.45)
MICHAEL'S	2/13/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.60010	14.99
MINNEAPOLIS OXYGEN CO.	171059259	03/13/2013	113504	101.42.4200.423.40042	59.25
MINNEAPOLIS OXYGEN CO.	171059260	03/13/2013	113504	101.42.4200.423.40042	105.34
MINNEAPOLIS OXYGEN CO.	183074275	03/20/2013	113504	101.42.4200.423.40042	107.79
MINNESOTA DEPARTMENT OF HUMAN S INV0017992		03/08/2013	RICK JACKSON FEIN/TAXPAYER ID: 4	101.203.2032100	318.41
MINNESOTA DEPARTMENT OF HUMAN S INV0017993		03/08/2013	JUSTIN PARRANTO FEIN/TAXPAYER	101.203.2032100	484.54
MN CHIEFS OF POLICE ASSOCIATION	2/6/13	03/18/2013	ELAN CC 3/18/13	101.42.4000.421.50030	34.09
MN DEPT OF LABOR & INDUSTRY	PL002206 2013 LICENSE	03/13/2013	POWER LIMITED TECHNICIAN LICEN	101.44.6000.451.50070	74.80
MN DEPT OF LABOR & INDUSTRY	FEBRUARY 2013 SURCHARGE	03/07/2013	FEBRUARY 2013 SURCHARGE	101.207.2070100	1,579.95
MN DEPT OF LABOR & INDUSTRY	FEBRUARY 2013 SURCHARGE	03/07/2013	FEBRUARY 2013 SURCHARGE	101.41.0000.3414000	(31.60)
MN DEPT OF REVENUE	INV0018049	03/08/2013	STATE WITHHOLDING	101.203.2030300	15,665.07
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.207.2070300	67.56
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.207.2070300	0.06
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.42.4000.421.60065	2.06
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.42.4200.423.60065	11.34
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.42.4200.423.60065	6.97
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	101.43.5200.443.60016	199.86
MPSTMA	3/27/13 WORKSHOP	03/13/2013	3/27/13 WORKSHOP	101.44.6000.451.50080	100.00
MRPA	3/11/13	03/13/2013	CERTIFIED PLAYGROUND SAFETY IN	101.44.6000.451.50080	960.00
MUELLER, JIM	3/11/13	03/13/2013	REIMBURSE-CARDS AND MILEAGE	101.41.1000.413.30700	58.78
MUELLER, JIM	3/11/13	03/13/2013	REIMBURSE-CARDS AND MILEAGE	101.41.1000.413.50065	64.41
MUNICIPALS	2013 MEMBERSHIP DUES	03/20/2013	2013 MEMBERSHIP	101.41.1100.413.50070	25.00
NATURE CALLS, INC.	16389	03/13/2013	2/7/13	101.44.6000.451.40065	104.06
OFFICEMAX INC	2/6/13	03/18/2013	ELAN CC 3/18/13	101.42.4200.423.60010	25.69
OPTICS PLANET, INC.	2/22/13	03/18/2013	ELAN CC 3/18/13	101.42.4000.421.60065	29.98
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.41.1100.413.30550	1.20
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.41.2000.415.30550	1.58
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.42.4000.421.30550	6.80
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.43.5000.441.30550	0.40
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.43.5100.442.30550	1.60
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.44.6000.451.30550	1.34
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.45.3000.419.30550	0.76
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	101.45.3300.419.30550	0.80
OXYGEN SERVICE COMPANY, INC	03220638	03/13/2013	04394	101.42.4000.421.60065	11.97
PERA	INV0018029	03/08/2013	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,300.32
PERA	INV0018031	03/08/2013	EMPLOYER SHARE (PERA COORDIN/	101.203.2030600	14,376.63
PERA	INV0018032	03/08/2013	PERA COORDINATED PLAN	101.203.2030600	14,376.63
PERA	INV0018033	03/08/2013	EMPLOYER SHARE (PERA DEFINED F	101.203.2030600	57.69
PERA	INV0018034	03/08/2013	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0018035	03/08/2013	EMPLOYER SHARE (POLICE & FIRE P	101.203.2030600	16,828.03
PERA	INV0018036	03/08/2013	PERA POLICE & FIRE PLAN	101.203.2030600	11,218.66
PINE BEND PAVING, INC.	27913	03/20/2013	3/7/13	101.43.5200.443.60016	1,455.55
RIVARD STONE, INC.	77939	03/13/2013	95952	101.44.6000.451.60065	7,607.36
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	101.45.3200.419.60010	37.02
SAM'S CLUB	2/23/13 7715 0900 6184 5624	03/13/2013	7715 0900 6184 5624	101.43.5200.443.50070	35.00
SEACOLE	114422	03/13/2013	INV105	101.44.6000.451.60016	1,790.86
SEXTON COMPANY, THE	55944	03/13/2013	4115	101.44.6000.451.60045	102.48
SOUTH RIVER HEATING & COOLING, INC.	13-16083	03/13/2013	3/1/13	101.42.4200.423.40040	151.28
ST PAUL STAMP WORKS INC	274572	03/13/2013	INVER004	101.41.1100.413.50030	213.39
T MOBILE	2/7/13 494910368	03/13/2013	494910368	101.43.5100.442.50020	49.99
THOMSON REUTER - WEST	826726229	03/13/2013	1000197212	101.42.4000.421.30700	75.49
TIMESAVER OFF SITE SECRETARIAL INC	M19632	03/13/2013	2/25/13 CITY COUNCIL MEETING	101.41.1100.413.30700	188.40
TIMESAVER OFF SITE SECRETARIAL INC	M19500	03/13/2013	DEC 10 CITY COUNCIL MEETING	101.41.1100.413.30700	184.50
TOTAL CONSTRUCTION & EQUIP.	56295	03/13/2013	CIT001	101.44.6000.451.40040	534.09
TOTAL CONSTRUCTION & EQUIP.	55652	03/13/2013	CIT001	101.44.6000.451.40040	487.48

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TWIN CITIES OCCUPATIONAL HEALTH PC	102023348	03/13/2013	N26-1251001592	101.41.1100.413.30500	105.00
U OF M - EXTENSION REGISTRATION	1156968-53428631	03/13/2013	REGISTRATION 53428631	101.43.5100.442.50080	65.00
UNIFIRST CORPORATION	090 0153990	03/20/2013	1051948	101.43.5200.443.60045	23.77
UNIFIRST CORPORATION	090 0153990	03/20/2013	1051948	101.44.6000.451.60045	30.92
US BANK	7964715	03/13/2013	10129462	101.41.1100.413.30550	21.27
US BANK	7964715	03/13/2013	10129462	101.41.2000.415.30550	41.46
US BANK	7964715	03/13/2013	10129462	101.42.4000.421.30550	276.51
US BANK	7964715	03/13/2013	10129462	101.43.5000.441.30550	21.27
US BANK	7964715	03/13/2013	10129462	101.43.5100.442.30550	63.81
US BANK	7964715	03/13/2013	10129462	101.44.6000.451.30550	28.50
US BANK	7964715	03/13/2013	10129462	101.45.3000.419.30550	19.14
US BANK	7964715	03/13/2013	10129462	101.45.3300.419.30550	42.54
USA MOBILITY WIRELESS INC	W0317409C	03/13/2013	0317409-1	101.42.4000.421.50020	4.89
WHAT WORKS INC	IGH13-2	03/13/2013	12/5/12-2/21/13	101.41.1100.413.30700	3,230.00
XCEL ENERGY	356516766	03/20/2013	51-5279113-0	101.43.5200.443.40020	340.25
XCEL ENERGY	356516766	03/20/2013	51-5279113-0	101.43.5400.445.40020	11,703.29
XCEL ENERGY	357243488	03/13/2013	51-4779167-3	101.44.6000.451.40010	910.57
XCEL ENERGY	357243488	03/13/2013	51-4779167-3	101.44.6000.451.40020	1,198.32
XCEL ENERGY	359545380	03/13/2013	51-9782436-1	101.43.5400.445.40020	96.03
XCEL ENERGY	360036324	03/20/2013	51-8849473-7	101.43.5400.445.40020	83.00
XCEL ENERGY	360173766	03/20/2013	51-6431857-4	101.42.4200.423.40010	1,343.99
XCEL ENERGY	360173766	03/20/2013	51-6431857-4	101.42.4200.423.40020	2,188.40
XCEL ENERGY	360175064	03/20/2013	51-6435129-1	101.43.5400.445.40020	146.23
Fund: 101 - GENERAL FUND					262,091.91
BYERLY'S	2/8/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	8.50
CARIBOU COFFEE	2/8/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	45.00
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	204.44.6100.452.30550	31.21
IGH SENIOR CLUB	3/5/13	03/13/2013	FEBRUARY 2013	204.227.2271000	104.00
IGH/SSP COMMUNITY EDUCATION	3/5/13	03/13/2013	SENIOR SCOOP NEWSLETTER	204.227.2271000	112.00
MICHAEL'S	2/13/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	35.21
MICHAEL'S	2/13/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	20.31
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	204.207.2070300	499.16
NELSON, BENJAMIN	3/8/13 PR	03/20/2013	PR 3/8 ACH RTN	204.44.6100.452.10300	11.54
NELSON, BENJAMIN	PR 03/08 ACH	03/08/2013	PR 3/8	204.44.6100.452.10300	11.54
OFFICEMAX INC	2/6/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	16.07
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	204.44.6100.452.30550	0.17
PARTY CITY-WSP	2/1/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	22.91
RAINBOW FOODS	2/7/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	3.20
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	204.44.6100.452.60009	256.54
SAM'S CLUB	2/23/13 7715 0900 6570 2540	03/13/2013	7715 0900 6570 2540	204.44.6100.452.60009	52.96
SAM'S CLUB	2/23/13 7715 0900 6570 2540	03/13/2013	7715 0900 6570 2540	204.44.6100.452.60009	17.01
SAM'S CLUB	2/23/13 7715 0900 6570 2540	03/13/2013	7715 0900 6570 2540	204.44.6100.452.60009	183.16
ST LOUIS PARK, CITY OF	23150	03/20/2013	CULTURE OF INNOVATION SEMINAI	204.44.6100.452.50080	93.00
TARGET BANK	2/18/13 00028954117	03/20/2013	00028954117	204.44.6100.452.60009	11.27
TARGET BANK	2/18/13 00028954117	03/20/2013	00028954117	204.44.6100.452.60009	8.49
US BANK	7964715	03/13/2013	10129462	204.44.6100.452.30550	9.14
WAL-MART - IGH	2/20/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	10.79
YARUSSO BROS.	2/8/13	03/18/2013	ELAN CC 3/18/13	204.44.6100.452.60009	1,198.34
Fund: 204 - RECREATION FUND					2,761.52
BUDGET SIGN AND GRAPHICS	55090	03/13/2013	2/28/13	205.44.6200.453.60065	24.85
CUB FOODS	2/15/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	21.96
CUB FOODS	2/15/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.76100	19.25
FITNESS FIRST	2/20/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.40042	88.19
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	205.44.6200.453.30550	10.50
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	205.44.6200.453.30550	3.50
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	205.44.6200.453.30550	37.74
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	205.44.6200.453.30550	10.50
HEALTHWAYS	2/20/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60040	304.50
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	205.44.6200.453.20630	(16.55)
MADISON NATIONAL LIFE INSURANCE CC 1086447		03/13/2013	APRIL 2013 101243900000000	205.44.6200.453.20630	(16.54)
MICHAEL'S	2/13/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	10.26
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	205.207.2070300	7,037.07
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	205.44.6200.453.40042	6.07
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	205.44.6200.453.60018	2.61
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	205.44.6200.453.60040	6.73

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	205.44.6200.453.60040	20.93
MORGAN JULIE	3/12/13	03/20/2013	REIMBURSE-LOW ENROLLMENT	205.44.0000.3493501	39.00
OFFICE DEPOT	2/23/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	54.59
OFFICE DEPOT	2/23/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	58.90
OFFICE DEPOT	2/23/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	(23.56)
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	205.44.6200.453.30550	1.69
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	205.44.6200.453.30550	0.40
PARTY CITY-WSP	2/1/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60065	11.23
ROACH, RICK	3/6/13	03/13/2013	REIMBURSE-MILEAGE	205.44.6200.453.50065	50.86
RUSSELL, BOB	3/6/13	03/20/2013	REIMBURSE-STRENGTH TRAINING	205.44.0000.3493501	34.00
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.40042	5.28
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60011	27.89
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60040	193.66
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60065	67.46
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60065	95.94
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60065	48.93
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.60065	44.89
SAM'S CLUB	2/23/13 7715 0900 6160 6950	03/13/2013	7715 0900 6160 6950	205.44.6200.453.76050	13.98
SAM'S CLUB	2/23/13 7715 0900 6570 2540	03/13/2013	7715 0900 6570 2540	205.44.6200.453.60065	9.66
SIMLEY LACROSSE BOOSTER CLUB	3/11/13	03/20/2013	DAMAGE DEPOSIT RETURN	205.44.0000.3492500	250.00
TARGET BANK	2/18/13 00028954117	03/20/2013	00028954117	205.44.6200.453.60065	17.16
TRISTO.COM	2/21/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.60040	97.96
TURITTO'S PIZZA	2/1/13	03/18/2013	ELAN CC 3/18/13	205.44.6200.453.76050	119.14
US BANK	7964715	03/13/2013	10129462	205.44.6200.453.30550	89.96
VANCO SERVICES LLC	00005457557	03/13/2013	FEBRUARY 2013	205.44.6200.453.70600	110.25
Fund: 205 - COMMUNITY CENTER					8,990.84
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	290.45.3000.419.30550	1.95
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	290.45.3000.419.30550	0.04
US BANK	7964715	03/13/2013	10129462	290.45.3000.419.30550	2.11
Fund: 290 - EDA					4.10
LOW VOLTAGE CONTRACTORS	SIL-41473	03/13/2013	2/26/13	400.00.7500.423.40040	3,625.00
Fund: 400 - CAPITAL FACILITIES FUND					3,625.00
METROPOLITAN COUNCIL ENVIRON SRV(FEBRUARY 2013		03/13/2013	FEBRUARY 2013	404.217.2170000	17,045.00
Fund: 404 - SEWER CONNECTION FUND					17,045.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	421.72.5900.721.30420	1,213.50
Fund: 421 - 2001 IMPROVEMENT FUND					1,213.50
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	425.72.5900.725.30420	162.00
Fund: 425 - 2005 IMPROVEMENT FUND					162.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	431.73.5900.731.30420	162.00
Fund: 431 - 2011 IMPROVEMENT FUND					162.00
AMERICAN ENGINEERING TESTING, INC.	57653	03/13/2013	INV001	440.74.5900.740.30340	5,529.60
BOLTON & MENK, INC.	0153858	03/13/2013	R18.103889	440.74.5900.740.30300	20,317.37
FRIEDGES CONTRACTING INC.	PAY VOUCHER NO. 7	03/13/2013	PROJECT NO. 2012-09D URBAN STR	440.74.5900.740.80300	135,390.76
MN POLLUTION CONTROL AGENCY	7700005695	03/13/2013	VOLUNTARY INVESTIGATION CLEAN	440.74.5900.740.30700	62.50
Fund: 440 - PAVEMENT MANAGEMENT PROJ					161,300.23
ACE PAINT & HARDWARE	514660/5	03/13/2013	1/31/13	443.74.5900.743.60016	16.01
Fund: 443 - TREE PRESERVATION FUND					16.01
EMMONS & OLIVIER RESOURCES	00095-0035-10	03/13/2013	00095-0035	446.74.5900.746.30300	285.00
Fund: 446 - NW AREA					285.00
DECISION RESOURCES LTD	030613.1	03/13/2013	SURVEY RESEARCH	451.75.5900.751.30700	6,125.00
Fund: 451 - HOST COMMUNITY FUND					6,125.00
EHLERS AND ASSOCIATES, INC.	346010	03/20/2013	BRENTWOOD HILLS TIF	453.70.5900.703.30150	150.00
Fund: 453 - SE QUADRANT TIF DIST 4-1					150.00
AMERICAN WATER WORKS ASSN	7000626700	03/20/2013	00139413 MEMBERSHIP DUES	501.50.7100.512.50070	1,705.00
BATTERIES PLUS	030-578331	03/20/2013	C-1034	501.50.7100.512.60016	34.16
CITY OF BLOOMINGTON	2/1/13-2/28/13	03/13/2013	2/1/13-2/28/13	501.50.7100.512.30700	420.00
DAKOTA CTY PERMITS OFFICE	1264	03/13/2013	3/12/13	501.50.7100.512.30700	125.00
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	501.50.7100.512.30550	36.29
GOODIN COMPANY	02977693-00	03/20/2013	1001619	501.50.7100.512.40040	58.65

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HD SUPPLY WATERWORKS LTD	6264753	03/13/2013	099872	501.50.7100.512.75500	3,998.94
HIGHWAY TECHNOLOGIES	65119912-001	03/13/2013	9500891	501.50.7100.512.50080	199.75
MACQUEEN EQUIPMENT INC	2/11/13	03/18/2013	ELAN CC 3/18/13	501.50.7100.512.50080	375.00
MADISON NATIONAL LIFE INSURANCE CC	1086447	03/13/2013	APRIL 2013 101243900000000	501.50.7100.512.20630	(19.29)
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	501.207.2070200	1,489.88
MN PIPE & EQUIPMENT	0295574	03/20/2013	2195	501.50.7100.512.60016	11,855.64
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	501.50.7100.512.30550	1.44
US BANK	7964715	03/13/2013	10129462	501.50.7100.512.30550	61.68
VALLEY-RICH CO, INC	18535	03/13/2013	130132 03/04	501.50.7100.512.40046	5,889.14
VESSCO INC	56551	03/13/2013	13641	501.50.7100.512.40040	545.03
WATER CONSERVATION SERVICES INC	3839	03/13/2013	2/19/13	501.50.7100.512.30700	274.64
XCEL ENERGY	360169350	03/13/2013	51-6098709-7	501.50.7100.512.40010	1,531.87
XCEL ENERGY	360169350	03/13/2013	51-6098709-7	501.50.7100.512.40020	11,577.68

Fund: 501 - WATER UTILITY FUND 40,160.50

GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	502.51.7200.514.30550	16.62
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	502.51.7200.514.30550	0.96
US BANK	7964715	03/13/2013	10129462	502.51.7200.514.30550	44.67
VISU-SEWER INC	23744	03/13/2013	2021 12353	502.51.7200.514.40043	89,285.85
XCEL ENERGY	360169350	03/13/2013	51-6098709-7	502.51.7200.514.40020	1,423.48

Fund: 502 - SEWER UTILITY FUND 90,771.58

DEX MEDIA EAST	2/20/13 110360619	03/13/2013	110360619	503.52.8500.526.50025	73.25
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	503.52.8000.521.30550	7.00
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	503.52.8500.526.30550	14.35
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	503.52.8600.527.30550	22.30
NAPA OF INVER GROVE HEIGHTS	329593	03/20/2013	2/21/13	503.52.8600.527.40042	187.95
NIKE USA, INC.	947043786	03/20/2013	79282	503.52.8200.523.76350	598.00
OFFICEMAX INC	2/6/13	03/18/2013	ELAN CC 3/18/13	503.52.8000.521.60010	245.28
OFFICEMAX INC	2/6/13	03/18/2013	ELAN CC 3/18/13	503.52.8000.521.60010	25.47
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	503.52.8000.521.30550	0.40
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	503.52.8600.527.30550	0.40
SPORTCOVER INTERNATIONAL INC	590842	03/20/2013	INVE001	503.52.8200.523.76400	735.00
TAYLOR MADE GOLF COMPANY INC	19183722	03/20/2013	602343	503.52.8200.523.76200	177.27
TAYLOR MADE GOLF COMPANY INC	19207928	03/20/2013	602343	503.52.8200.523.76200	2,279.43
WALGREENS	2/1/13	03/18/2013	ELAN CC 3/18/13	503.52.8500.526.60065	36.93

Fund: 503 - INVER WOOD GOLF COURSE 4,403.03

GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	602.00.2100.415.30550	2.35
KENNEDY & GRAVEN	113084	03/20/2013	NV125-00045	602.00.2100.415.30420	18,115.16
LEAGUE OF MN CITIES INS TRUST	C0018386 2 PAYMENT	03/20/2013	O'BRIEN COLLEEN	602.00.2100.415.70200	685.00
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	602.00.2100.415.30550	0.02
US BANK	7964715	03/13/2013	10129462	602.00.2100.415.30550	0.96

Fund: 602 - RISK MANAGEMENT 18,803.49

ABM EQUIPMENT & SUPPLY	0135202-IN	03/13/2013	0115690	603.00.5300.444.40041	435.09
ACE PAINT & HARDWARE	514862/5	03/13/2013	2/20/13	603.00.5300.444.40041	11.18
ALTERNATORS STARTERS & PARTS INC	A49059	03/20/2013	3/5/13	603.00.5300.444.40041	153.99
ARAMARK UNIFORM SERVICES	629-7693786	03/13/2013	792069636	603.00.5300.444.40065	75.91
ARAMARK UNIFORM SERVICES	629-7693786	03/13/2013	792069636	603.00.5300.444.60045	26.73
ARAMARK UNIFORM SERVICES	629-7698605	03/13/2013	792069636	603.00.5300.444.40065	75.91
ARAMARK UNIFORM SERVICES	629-7698605	03/13/2013	792069636	603.00.5300.444.60045	26.73
ARAMARK UNIFORM SERVICES	629-7703389	03/20/2013	792089636	603.00.5300.444.40065	75.91
ARAMARK UNIFORM SERVICES	629-7703389	03/20/2013	792089636	603.00.5300.444.60045	43.68
BOYER TRUCKS - PARTS DISTRIBUTION	717661	03/13/2013	C20390	603.00.5300.444.40041	9.68
BOYER TRUCKS - PARTS DISTRIBUTION	718340	03/13/2013	C20390	603.00.5300.444.40041	162.88
CARQUEST OF MSP-ROSEMOUNT	1596-191280	03/13/2013	614420	603.00.5300.444.40041	179.21
CARQUEST OF MSP-ROSEMOUNT	1596-191281	03/13/2013	614420	603.00.5300.444.60012	94.69
CARQUEST OF MSP-ROSEMOUNT	1596-191281	03/13/2013	614420	603.00.5300.444.60040	10.08
CARQUEST OF MSP-ROSEMOUNT	1596-191301	03/13/2013	614420	603.00.5300.444.40041	59.41
CARQUEST OF MSP-ROSEMOUNT	1596-191321	03/13/2013	614420	603.140.1450050	21.08
CARQUEST OF MSP-ROSEMOUNT	1596-191324	03/13/2013	614420	603.00.5300.444.40041	(21.16)
CARQUEST OF MSP-ROSEMOUNT	1596-191339	03/13/2013	614420	603.00.5300.444.40041	59.41
CARQUEST OF MSP-ROSEMOUNT	1596-191487	03/13/2013	614420	603.140.1450050	5.73
CARQUEST OF MSP-ROSEMOUNT	1596-191511	03/13/2013	614420	603.00.5300.444.60012	29.20
CARQUEST OF MSP-ROSEMOUNT	1596-191541	03/13/2013	614420	603.140.1450050	11.31
CARQUEST OF MSP-ROSEMOUNT	1596-191460	03/13/2013	614420	603.00.5300.444.60012	3.21
CARQUEST OF MSP-ROSEMOUNT	1596-191705	03/13/2013	614420	603.140.1450050	47.30

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CARQUEST OF MSP-ROSEMOUNT	1596-191721	03/20/2013	614420	603.00.5300.444.40041	12.24
CARQUEST OF MSP-ROSEMOUNT	1596-191800	03/20/2013	614420	603.00.5300.444.40041	33.57
CARQUEST OF MSP-ROSEMOUNT	1596-192144	03/20/2013	614420	603.00.5300.444.60012	34.51
CARQUEST OF MSP-ROSEMOUNT	1596-192145	03/20/2013	614420	603.140.1450050	33.42
CARQUEST OF MSP-ROSEMOUNT	1596-192179	03/20/2013	614420	603.140.1450050	188.01
CARQUEST OF MSP-ROSEMOUNT	1596-192253	03/20/2013	614420	603.140.1450050	175.15
CARQUEST OF MSP-ROSEMOUNT	1596-192293	03/20/2013	614420	603.140.1450050	22.22
CARQUEST OF MSP-ROSEMOUNT	1596-192336	03/20/2013	614420	603.140.1450050	16.44
CENTENNIAL GLASS	W00003263	03/20/2013	2/26/13	603.00.5300.444.40041	39.95
DON PIEHL	348365	03/13/2013	2/26/13	603.00.5300.444.60040	12.70
EMERGENCY AUTOMOTIVE TECHNOLOG	CS030513-31	03/20/2013	3/5/13	603.00.5300.444.40041	883.87
FACTORY MOTOR PARTS COMPANY	1-4096562	02/20/2013	10799	603.00.5300.444.40041	(46.49)
FACTORY MOTOR PARTS COMPANY	1-4113577	03/13/2013	10799	603.00.5300.444.40041	509.42
FACTORY MOTOR PARTS COMPANY	1-4122848	03/20/2013	10799	603.00.5300.444.40041	14.96
FACTORY MOTOR PARTS COMPANY	1-4122848	03/20/2013	10799	603.140.1450050	83.96
FACTORY MOTOR PARTS COMPANY	1-4120831	03/13/2013	10799	603.00.5300.444.40041	(14.96)
FACTORY MOTOR PARTS COMPANY	1-4126162	03/20/2013	10799	603.00.5300.444.40041	126.43
FACTORY MOTOR PARTS COMPANY	1-4127250	03/20/2013	10799	603.00.5300.444.40041	275.25
FLEETPRIDE	52872536	03/20/2013	501278	603.00.5300.444.40041	245.83
FLEXIBLE PIPE TOOL COMPANY	16044	03/20/2013	3/6/13	603.00.5300.444.40041	714.19
FORCE AMERICA, INC.	01401943	03/20/2013	366100	603.00.5300.444.40041	2,456.84
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	603.00.5300.444.30550	21.14
H&L MESABI	87086	03/13/2013	514	603.00.5300.444.40041	777.48
HOSE / CONVEYORS INC	00034629	03/20/2013	CIT300	603.00.5300.444.40041	173.02
HOSE / CONVEYORS INC	00034903	03/20/2013	CIT300	603.00.5300.444.40041	10.33
INTERSTATE POWERSYSTEMS	C001083540:01	03/13/2013	13468	603.00.5300.444.40041	16.28
INTERSTATE POWERSYSTEMS	R001074195:01	03/13/2013	31421	603.00.5300.444.40041	1,139.63
INVER GROVE FORD	5107866	03/13/2013	2/25/13	603.00.5300.444.40041	74.54
INVER GROVE FORD	5107930	03/13/2013	2/26/13	603.00.5300.444.40041	97.33
INVER GROVE FORD	5108057	03/13/2013	2/27/13	603.00.5300.444.40041	23.74
INVER GROVE FORD	6112569/1	03/20/2013	3/4/13	603.00.5300.444.40041	284.40
INVER GROVE FORD	6112655/1	03/20/2013	3/8/13	603.00.5300.444.40041	1,394.01
INVER GROVE FORD	5108797	03/20/2013	3/8/13	603.00.5300.444.40041	191.95
INVER GROVE FORD	5108798	03/20/2013	3/8/13	603.00.5300.444.40041	6.05
I-STATE TRUCK CENTER	C242246385:01	03/13/2013	13468	603.00.5300.444.40041	53.38
KIMBALL MIDWEST	2842011	03/13/2013	222006	603.00.5300.444.60012	58.19
KIMBALL MIDWEST	2842011	03/13/2013	222006	603.140.1450050	576.06
KIMBALL MIDWEST	2864079	03/20/2013	222006	603.00.5300.444.60012	749.59
KREMER SERVICES LLC	0000022640	03/13/2013	0000026530	603.00.5300.444.40041	8,479.17
KREMER SERVICES LLC	0000021970	03/13/2013	0000025971	603.00.5300.444.40041	1,641.90
LARSON COMPANIES	B-230530077	03/13/2013	14649	603.140.1450050	127.01
LARSON COMPANIES	B-230700342	03/20/2013	14649	603.140.1450050	320.71
LITTLE FALLS MACHINE INC	00050226	03/13/2013	045597	603.00.5300.444.40041	58.14
LITTLE FALLS MACHINE INC	00050517	03/20/2013	046713	603.00.5300.444.40041	637.32
LITTLE FALLS MACHINE INC	00050586	03/20/2013	045781	603.00.5300.444.40041	564.68
MACQUEEN EQUIPMENT INC	2/11/13	03/18/2013	ELAN CC 3/18/13	603.00.5300.444.50080	150.00
MN DEPT OF REVENUE	3/20/13	03/20/2013	FEBRUARY SALES AND USE TAX	603.00.5300.444.60021	9.70
MN GLOVE & SAFETY, INC.	270020	03/13/2013	CTINVP	603.00.5300.444.60045	62.99
NAPA AUTO PARTS- NEWPORT	403470	03/20/2013	3/14/13	603.00.5300.444.40041	95.49
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	603.00.5300.444.30550	0.40
OXYGEN SERVICE COMPANY, INC	07663323	03/20/2013	04393	603.00.5300.444.60012	200.39
POMP'S TIRE SERVICE, INC.	450004510	03/20/2013	4502557	603.00.5300.444.40041	151.69
R & R CARPET SERVICE	5043	03/13/2013	2/7/13	603.00.5300.444.40065	41.15
R & R CARPET SERVICE	5204	03/13/2013	2/21/13	603.00.5300.444.40065	41.15
STATE OF MN - DEPT OF PUBLIC SAFETY	1907100502012 M-59924	03/13/2013	190710050	603.00.5300.444.50070	25.00
TITAN MACHINERY	220376 PC	03/20/2013	6239910	603.00.5300.444.40041	183.81
TOTAL TOOL	01890335	03/20/2013	002589	603.00.5300.444.60040	41.97
TOTAL TOOL	01890597	03/20/2013	002589	603.00.5300.444.60040	272.02
TOWMASTER TRAILERS INC	345831	03/13/2013	2946	603.00.5300.444.40041	323.37
TRACTOR SUPPLY CREDIT PLAN	2/21/13	03/18/2013	ELAN CC 3/18/13	603.00.5300.444.60016	71.15
TWIN SOURCE SUPPLY	00430058	03/13/2013	12/20/12	603.00.5300.444.40040	11.49
UNIFIRST CORPORATION	090 0153990	03/20/2013	1051948	603.00.5300.444.40065	48.57
UNIFIRST CORPORATION	090 0153990	03/20/2013	1051948	603.00.5300.444.60045	36.01
US BANK	7964715	03/13/2013	10129462	603.00.5300.444.30550	21.27
VARITECH INDUSTRIES, INC.	126064	03/13/2013	001626	603.00.5300.444.40041	108.41
WACONIA FARM SUPPLY	76980	03/13/2013	30035	603.00.5300.444.40041	22.12
WACONIA FARM SUPPLY	76999	03/20/2013	30035	603.00.5300.444.40041	475.01

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
WESTERN PETROLEUM COMPANY	97114593-41801	03/13/2013	112741	603.00.5300.444.40041	106.53
WESTERN PETROLEUM COMPANY	97115270-41801	03/13/2013	112741	603.140.1450050	1,494.03
WESTERN PETROLEUM COMPANY	97115658-41801	03/20/2013	112741	603.00.5300.444.40041	79.90
WESTERN PETROLEUM COMPANY	97115658-41801	03/20/2013	112741	603.140.1450050	579.00
XCEL ENERGY	356516766	03/20/2013	51-5279113-0	603.00.5300.444.40010	2,216.44
XCEL ENERGY	356516766	03/20/2013	51-5279113-0	603.00.5300.444.40020	1,947.05
YOCUM OIL COMPANY, INC.	541682	03/13/2013	502860	603.140.1450060	6,765.42
Fund: 603 - CENTRAL EQUIPMENT					40,472.25
COORDINATED BUSINESS SYSTEMS	CNIN113896	03/13/2013	4502512	604.00.2200.416.40050	371.25
COORDINATED BUSINESS SYSTEMS, LTD	223516816	03/13/2013	923425	604.00.2200.416.40050	119.72
OFFICEMAX INC	110063	03/13/2013	687054	604.00.2200.416.60005	28.11
OFFICEMAX INC	110063	03/13/2013	687054	604.00.2200.416.60010	53.41
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60005	205.99
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60005	1,120.32
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60010	1,893.94
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60010	72.27
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60010	156.34
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	604.00.2200.416.60010	87.13
US BANCORP EQUIPMENT FINANCE, INC.	223458217	03/13/2013	923425	604.00.2200.416.40050	1,124.17
Fund: 604 - CENTRAL STORES					5,232.65
B & B SHEETMETAL AND ROOFING, INC.	50226	03/13/2013	3/12/13	605.00.7500.460.40040	645.27
CULLIGAN	2/28/13 157-98503022-8	03/20/2013	157-98503022-8	605.00.7500.460.60011	59.03
CUSTOM HEADSETS, INC	49383	03/20/2013	C1521	605.00.7500.460.60016	372.80
DASCOM SYSTEMS GROUP LLC	5003022	03/13/2013	IGH001	605.00.7500.460.40040	210.00
ELECTRIC FIRE & SECURITY	83425	03/13/2013	130396	605.00.7500.460.40040	305.77
ELECTRIC FIRE & SECURITY	83579	03/20/2013	130888	605.00.7500.460.60065	364.23
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	605.00.7500.460.30550	3.50
HILLYARD INC	600592609	03/13/2013	274069	605.00.7500.460.60011	99.21
HORWITZ NS/I	C002614	03/13/2013	CTYIGH	605.00.7500.460.40040	2,580.00
HUEBSCH SERVICES	3032090	03/13/2013	100075	605.00.7500.460.40065	102.03
HUEBSCH SERVICES	3039771	03/20/2013	100075	605.00.7500.460.40065	102.03
INTEGRA TELECOM	120336693	03/20/2013	002129	605.00.7500.460.40040	483.69
M & J SERVICES, LLC	2/13/13	03/20/2013	2/13/13	605.00.7500.460.40040	495.00
M & J SERVICES, LLC	358	03/20/2013	2/13/13	605.00.7500.460.40040	385.00
MAILFINANCE	N3853868	03/20/2013	N13011544	605.00.7500.460.40050	835.58
MINNESOTA ELEVATOR, INC	270734	03/20/2013	B1530	605.00.7500.460.40040	226.00
S & T OFFICE PRODUCTS	FEB 2013	03/13/2013	FEBRUARY 2013	605.00.7500.460.60011	42.54
SAM'S CLUB	2/23/13 7715 0900 6358 0633	03/20/2013	7715 0900 6358 0633	605.00.7500.460.60011	54.07
TDS METROCOM	3/13/13 651 451 1944	03/20/2013	651 451 1944	605.00.7500.460.50020	256.75
VEIT & COMPANY INC	120479-1	03/13/2013	14079	605.00.7500.460.40047	32,918.95
VISUAL COMMUNICATIONS	10342	03/13/2013	SIGNAGE	605.00.7500.460.30700	3,200.00
XCEL ENERGY	356516766	03/20/2013	51-5279113-0	605.00.7500.460.40020	7,057.24
Fund: 605 - CITY FACILITIES					50,798.69
ADVANCED TECHNOLOGY SYSTEMS, INC.	68310	03/13/2013	2/21/13	606.00.1400.413.60010	995.31
AT & T MOBILITY	287237771092X03122013	03/20/2013	287237771092	606.00.1400.413.50020	25.93
BROOKSTONE	2/25/13	03/18/2013	ELAN CC 3/18/13	606.00.1400.413.40049	75.08
ESRI INC	92622710	03/13/2013	2626059	606.00.1400.413.30700	8,310.39
GENESIS EMPLOYEE BENEFITS, INC	18001	03/13/2013	2/28/13	606.00.1400.413.30550	22.90
GS DIRECT, INC.	295801	03/20/2013	3/5	606.00.1400.413.60010	1,433.77
INTEGRA TELECOM	10613276	03/13/2013	645862	606.00.1400.413.50020	846.70
INTEGRA TELECOM	10637801	03/13/2013	887115	606.00.1400.413.50020	1,029.03
OFFICE OF ENTERPRISE TECHNOLOGY	DV13020450	03/13/2013	200B00171	606.00.1400.413.30750	311.81
OPTUMHEALTH	188834	03/13/2013	VEBA END OF YEAR	606.00.1400.413.30550	0.40
TDS METROCOM	2/15/13	03/18/2013	ELAN CC 3/18/13	606.00.1400.413.50020	576.73
US BANK	7964715	03/13/2013	10129462	606.00.1400.413.30550	21.27
US INTERNET	1011289	03/13/2013	2/25/13	606.00.1400.413.30700	440.00
WORKS COMPUTING, INC.	19334	03/13/2013	INVER	606.00.1400.413.30700	1,150.00
WORKS COMPUTING, INC.	19440	03/13/2013	INVER	606.00.1400.413.30700	1,150.00
Fund: 606 - TECHNOLOGY FUND					16,389.32
160 INVESTMENTS LLC	3/4/13	03/13/2013	ESCROW RELEASE	702.229.2284901	2,476.07
BLUE EARTH COUNTY DISTRICT COURT	13-48	03/13/2013	RAUNIE Q BEVVY	702.229.2291000	300.00
CULLIGAN	2/28/13 157-98473242-8	03/20/2013	157-98473242-8	702.229.2286300	53.97
EMMONS & OLIVIER RESOURCES	00095-0034-9	03/13/2013	00095-0034	702.229.2289901	131.25
EMMONS & OLIVIER RESOURCES	00095-0035-10	03/13/2013	00095-0035	702.229.2282200	4,984.34

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
EMMONS & OLIVIER RESOURCES	00095-0035-10	03/13/2013	00095-0035	702.229.2289901	1,230.20
EMMONS & OLIVIER RESOURCES	00095-0036-1	03/13/2013	00095-0036	702.229.2289901	4,243.71
GREENWOOD DESIGN BUILD	13645	03/20/2013	REFUND ESCROW-8169 CLEARY CT	702.229.2299800	2,500.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	702.229.2283800	1,581.98
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	702.229.2284901	285.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	702.229.2290301	97.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	702.229.2293201	22.00
LEVANDER, GILLEN & MILLER P.A.	2/28/13 81000E	03/20/2013	81000E	702.229.2298800	144.00
SAM'S CLUB	2/23/13 7715 0900 6570 2540	03/13/2013	7715 0900 6570 2540	702.229.2307200	(24.00)
SCOTT COUNTY CLERK OF COURT	2011002991	03/20/2013	DEANNA LYN REINHART	702.229.2291000	300.00
TARGET CORPORATION	3/12/13	03/20/2013	ESCROW RELEASE	702.229.2290301	5,363.12
Fund: 702 - ESCROW FUND					23,688.64
Grand Total					754,652.26

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Agreement for 2013 Water Quality Sampling Program with Dakota County Soil and Water Conservation District (SWCD)

Meeting Date: March 25, 2013
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director

SDT

Fiscal/FTE Impact:
 None
 Amount included in current budget
 Budget amendment requested
 FTE included in current complement
 New FTE requested – N/A
 Other: Funding provided by LMRWMO

PURPOSE/ACTION REQUESTED

Approve the Intergovernmental Agreement between the Dakota County SWCD and the City of Inver Grove Heights for the 2013 Water Quality Sampling Program.

The City has participated in the CAMP (Citizen Assisted Lake Monitoring Program) since 1995. The lake monitoring program involves collection of in-lake samples from 192 lakes in the Twin Cities Metropolitan Area. The sampling measures surface water temperature and transparency; surface water samples are analyzed for total phosphorus, total Kjeldahl nitrogen, and chlorophyll-a on a bi-weekly basis from mid-April to mid-October (approximately 7 sampling events). After each monitoring date, samples are submitted to the Metropolitan Council for chemical analysis.

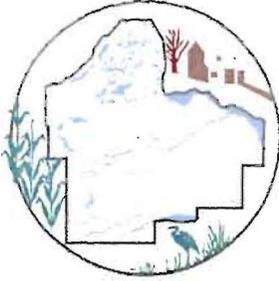
The Lower Mississippi River Watershed Management Organization (LMRWMO) has agreed to provide funding in 2013 to sample the same four lakes in the City of Inver Grove Heights as sampled in 2012. The LMRWMO will provide \$7,420 to cover the costs for the sample collections by the SWCD, \$150 for the cost of the testing kit, and \$980 for the cost of the lab analysis by the Metropolitan Council for the four lakes, for a total of \$8,550, as outlined in the attached February 12, 2013 letter.

A copy of the SWCD proposal for the 2013 Water Quality Sampling is attached. A map showing the four lakes that the LMRWMO has selected to sample is included. It includes Simley Lake and three lakes in the Marcott chain of lakes. The City has received permission from private landowners to access the lakes for this water quality testing. The SWCD will collect water samples seven times from each of these four lakes.

The subject Intergovernmental Agreement defines the responsibilities of the City and the SWCD. The SWCD will utilize a budget of \$7,570 for collecting the samples (this amount includes the \$150 for the sampling kit to be obtained from the Metropolitan Council). The remaining funds (\$980) will pay for the Metropolitan Council's lab analyses of the samples. A copy of the 2013 Joint Powers Agreement between the City and SWCD is attached. The Public Works Department is seeking authorization to enter the 2013 agreement.

Public Works/Engineering recommends approval of the agreement,

TJK/kf
 Attachment: Map
 LMRWMO letter
 Agreement

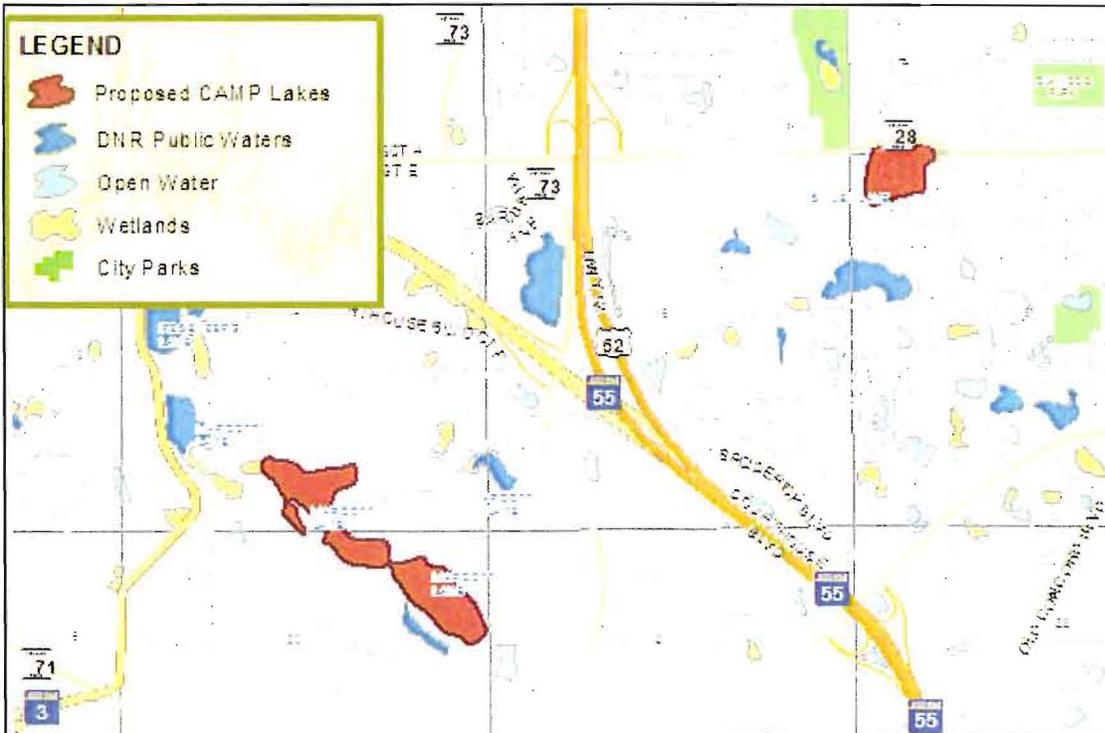


**DAKOTA COUNTY SOIL AND WATER
CONSERVATION DISTRICT**

Dakota County Extension and Conservation Center
 4100 220th Street West, Suite 102
 Farmington, Minnesota 55024
 Phone: (651) 480-7777 Fax: (651) 480-7775
 www.dakotacountyswcd.org

**2013 Lake Monitoring
 Work Plan and Budget
 Prepared for the City of Inver Grove Heights**

TASK	ESTIMATED COST
Project coordination with Inver Grove Heights and Met. Council	4hr X \$70/hr = \$280
Monthly sampling (April-October)	2 people X 1.75 hr/lake X 4 lakes X 7 sampling rounds = 98 hrs 98 hr X \$70/hr = \$6,860
CAMP Training	4 hr X \$70/hr = \$280
Misc. supplies/CAMP Test Kit	\$150
TOTAL NOT TO EXCEED	\$7,570



Lower Mississippi River Watershed Management Organization



February 12, 2013

Lower Mississippi River WMO Members:

Tom Kaldunski, Inver Grove Heights
 John Sachi, South St. Paul
 John Mazzitello, Mendota Heights
 Mayor Williams, Sunfish Lake

Dear LMRWMO Members,

At their meeting on February 7, 2013, the Board of Managers of the Lower Mississippi River Watershed Management Organization approved their 2013 Lake Monitoring Program with reimbursement to cities for monitoring as shown below. Reimbursement to cities from the LMRWMO is for actual monitoring costs including CAMP fees and payment to the Dakota County Soil and Water Conservation District for sample collection on three Marcott Lakes and Simley Lake.

Lake	Status	Location	Maximum reimbursed to city by LMRWMO
Marcott Lake #1	2 nd year of monitoring in CAMP; 7 samples	Inver Grove Heights	\$2,100
Marcott Lake #2	2 nd year of monitoring in CAMP; 7 samples	Inver Grove Heights	\$2,100
Marcott Lake #3	2 nd year of monitoring in CAMP; 7 samples	Inver Grove Heights	\$2,100
Simley Lake	2 nd year of monitoring in CAMP; 7 samples	Inver Grove Heights	\$2,100
Hornbean Lake	Continue CAMP as in previous years; 14 samples	Sunfish Lake/Inver Grove Heights	\$550
Horseshoe Lake	Continue CAMP as in previous years; 14 samples	Sunfish Lake/Inver Grove Heights	\$550
Anderson Pond	Continue CAMP as in previous years; 7 samples	South St. Paul	\$280
LeVander Pond	Continue CAMP as in previous years; 7 samples	South St. Paul	\$280
Rogers Lake	Continue CAMP as in previous years; 14 samples	Mendota Heights	\$550
Sunfish Lake	Continue CAMP as in previous years; 14 samples	Sunfish Lake	\$550
Seidl's Lake	Continue CAMP as in previous years; 7 samples	South St. Paul/Inver Grove Heights	\$280
CAMP Test Kit			\$150
TOTAL LMRWMO COSTS			\$11,590

Sincerely,

Laura Jester, Watershed Administrator

Ⓢ = \$8,550

CC: Judy MacManus, Sunfish Lake
 Mary Jeanne Schneeman, Mendota Heights
 Janna Kieffer, LMRWMO Engineer
 Bob Bullard, LMRWMO Chair

C/O DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT
 4100 220TH ST. WEST SUITE 102
 FARMINGTON, MN 55024

**JOINT POWERS AGREEMENT BETWEEN
THE DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT AND
THE CITY OF INVER GROVE HEIGHTS
FOR 2013 LAKE MONITORING SERVICES**

THE PARTIES TO THIS AGREEMENT are the Dakota County Soil and Water Conservation District (SWCD) and the City of Inver Grove Heights (City), both political subdivisions of the State of Minnesota and "governmental units" as that term is defined in Minn. Stat. § 471.59. This Agreement is made pursuant to the authority conferred upon the parties by Minn. Stat. § 471.59.

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

1. PURPOSE. The purpose of this Agreement is to define the responsibilities and obligations of the SWCD and the City for lake monitoring services to be provided by the SWCD to the City as more fully described herein.
2. TERM. This Agreement shall be effective the date of the signatures of the parties to this Agreement and shall remain in effect until December 31, 2013, or until completion by the parties of their respective obligations under this Agreement, whichever occurs first, unless earlier terminated by law or according to the provisions of this Agreement.
3. SCOPE OF SERVICES. SWCD agrees to provide the City with the services described in the *2013 Lake Monitoring Work Plan and Budget Prepared for the City of Inver Grove Heights* attached and incorporated into this Agreement as Exhibit 1.

In the event of a conflict between the terms of this Agreement and Exhibit 1, the terms of this Agreement shall govern.

4. TOTAL COST. The total amount to be paid by the City for all services provided pursuant to this Agreement shall not exceed \$7,570.00. The City shall pay SWCD for purchased services at the rates set out in Exhibit 1.
5. TIME OF PAYMENT. The City shall make payment to the SWCD within 35 days of the date on which an itemized invoice is received. If an invoice is incorrect, defective, or otherwise improper, the City shall notify the SWCD within 10 days of receiving the incorrect invoice. Upon receiving the corrected invoice, the City shall make payment within 35 days.
6. PAYMENT FOR UNAUTHORIZED CLAIMS. The City may refuse to pay any claim that is not specifically authorized by this Agreement. Payment of a claim shall not preclude the City from questioning the propriety of the claim. The City reserves the right to offset any overpayment or disallowance of claim by reducing future payments.
7. PAYMENT UPON EARLY TERMINATION. In the event this Agreement is terminated before the completion of services, the City shall pay the SWCD for services provided in a satisfactory manner, in a pro-rated sum of the rates set forth in Exhibit 1 based upon actual time spent. In no case shall such payments exceed the City's total cost under this Agreement.
8. COMPLIANCE WITH LAWS/STANDARDS. SWCD shall abide by all federal, state or local statutes, ordinances, rules and regulations now in effect or hereafter adopted pertaining to this Agreement or to the facilities, programs and staff for which SWCD is responsible.
9. INDEPENDENT CONTRACTOR STATUS. Nothing in this Agreement is intended or should be construed as creating the relationship of a partnership, joint venture or employer-employee relationship between the parties. Officers, employees or agents of one party shall not be considered officers, employees or agents of the other party.
10. SUBCONTRACTING. A party shall not enter into any subcontract for the performance of the services contemplated under this Agreement nor assign any interest in this Agreement without prior written

consent of the other party and subject to such conditions and provisions as are deemed necessary. The subcontracting or assigning party shall be responsible for the performance of its subcontractors or assignees unless otherwise agreed.

11. ASSIGNMENT. A party shall not assign any interest it has in this Agreement without prior written consent of the other party. The assigning party shall be responsible for the performance of its assignee unless otherwise agreed.
12. LIABLE FOR OWN ACTS. Each party to this Agreement shall be liable for the acts of their own officers, employees and agents and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party, its officers, employees and/or agents. It is understood and agreed that the provisions of the Municipal Tort Claims Act, Minn. Stat. ch. 466, and other applicable laws govern liability arising from a party's acts or omissions. Each party warrants that it has an insurance or self-insurance program and that it has minimum coverage consistent with the liability limits contained in Minn. Stat. ch. 466.
13. AUTHORIZED REPRESENTATIVES. The following named persons are designated the authorized representatives of parties for purposes of this Agreement. These persons have authority to bind the party they represent and to consent to modifications and subcontracts, except that, the authorized representatives shall have only the authority specifically or generally granted by its respective Board. Notification required to be provided pursuant to this Agreement shall be provided to the following named persons and addresses unless otherwise stated in this Agreement, or in a modification of this Agreement.

To SWCD:

Brian Watson or successor, Director
Dakota County SWCD
4100 220th Street West, Suite 102
Farmington, MN 55024
Telephone: (651) 480-7778

To City:

Scott Thureen or successor
Public Works Director
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

14. LIAISONS. To assist the parties in the day-to-day performance of this Agreement and to develop service, ensure compliance and provide ongoing consultation, a liaison shall be designated by SWCD and the City. The parties shall keep each other continually informed, in writing, of any change in the designated liaison. At the time of execution of this Agreement, the following persons are the designated liaisons:

SWCD Liaison:	Curt Coudron
Telephone:	(651) 480-7774
Email:	curt.coudron@co.dakota.mn.us

City Liaison:	Tom Kaldunski
Telephone:	(651) 450-2572
Email:	tkaldunski@ci.inver-grove-heights.mn.us

15. DEFAULT: FORCE MAJEURE. Neither party shall be liable to the other party for any loss or damage resulting from a delay or failure to perform due to unforeseeable acts or events outside the defaulting party's reasonable control, providing the defaulting party gives notice to the other party as soon as possible. Acts and events may include acts of God, acts of terrorism, war, fire, flood, epidemic, acts of civil or military authority, and natural disasters.

16. DATA PRIVACY. All data created, collected, received, stored, used, maintained, or disseminated in the performance of this Agreement is subject to the requirements of the Minnesota Government Data Practices Act, Minn. Stat. ch. 13 and the Minnesota Rules implementing the Act now in force or hereafter adopted as well as the federal laws on data privacy.
17. RECORDS DISCLOSURE/RETENTION. Bonds, records, documents, papers, accounting procedures and practices, and other evidences relevant to this Agreement are subject to the examination, duplication, transcription and audit by each party to this Agreement and either the Legislative or State Auditor, pursuant to Minn. Stat. § 16C.05, Subd. 5. Such evidences are also subject to review by the Comptroller General of the United States, or a duly authorized representative, if federal funds are used for any work under this Agreement. Each governmental unit agrees to maintain such evidences for a period of six years from the date services or payment were last provided or made or longer if any audit in progress requires a longer retention period.
18. TERMINATION. Either party may terminate this Agreement for cause by giving seven days' written notice or without cause by giving 30 days' written notice, of its intent to terminate, to the other party. Such notice to terminate for cause shall specify the circumstances warranting termination of this Agreement. Cause shall mean a material breach of this Agreement and any supplemental agreements or amendments thereto. Notice of Termination shall be made by certified mail or personal delivery to the authorized representative of the other party. Termination of this Agreement shall not discharge any liability, responsibility or other right of any party, which arises from the performance of or failure to adequately perform the terms of this Agreement prior to the effective date of termination.

Notwithstanding any provision of this Agreement to the contrary, either party may immediately terminate this Agreement if it does not obtain funding from the Minnesota Legislature, Minnesota Agencies, or other funding source, or if its funding cannot be continued at a level sufficient to allow payment of the amounts due under this Agreement.

19. MODIFICATIONS. Any alterations, variations, modifications, or waivers of the provisions of this Agreement shall only be valid when they have been reduced to writing and signed by the authorized representatives of the parties.
20. MINNESOTA LAW TO GOVERN. This Agreement shall be governed by and construed in accordance with the substantive and procedural laws of the State of Minnesota, without giving effect to the principles of conflict of laws. All proceedings related to this Agreement shall be venued in the County of Dakota, State of Minnesota.
21. SEVERABILITY. The provisions of this Agreement shall be deemed severable. If any part of this Agreement is rendered void, invalid, or unenforceable, such rendering shall not affect the validity and enforceability of the remainder of this Agreement unless the part or parts that are void, invalid or otherwise unenforceable shall substantially impair the value of the entire Agreement with respect to either party.
22. FINAL AGREEMENT. This Agreement is the final expression of the agreement of the parties and the complete and exclusive statement of the terms agreed upon, and shall supersede all prior negotiations, understandings or agreements. There are no representations, warranties, or stipulations, either oral or written, not contained in this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date(s) indicated below.

CITY OF INVER GROVE HEIGHTS

By _____
George Tourville, Mayor
Date of Signature _____

Attest _____

(title)
Date of Signature _____

DAKOTA COUNTY SOIL AND WATER CONSERVATION DISTRICT

By _____
Joseph Meyers, Chair
Date of Signature _____

Approved as to Form:

Kathryn M. Keena 3/8/2013
Assistant Dakota County Attorney/Date

SWCD Board Action No. 13.164
KS-13-108(EF)

EXHIBIT 1

2013 Lake Monitoring
 Work Plan and Budget
 Prepared for the City of Inver Grove Heights

TASK	ESTIMATED COST
Project coordination with Inver Grove Heights and Met. Council	4hr X \$70/hr = \$280
Monthly sampling (April-October)	2 people X 1.75 hr/lake X 4 lakes X 7 sampling rounds = 98 hrs 98 hr X \$70/hr = \$6,860
CAMP Training	4 hr X \$70/hr = \$280
Misc. supplies/CAMP Test Kit	\$150
TOTAL NOT TO EXCEED	\$7,570

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Accept Quote and Award Work to AET, Inc. for Soil Borings for Storm Water Infiltration Features

Meeting Date: March 25, 2013
 Item Type: Consent
 Contact: Thomas J. Kaldunski, 651.450.2572
 Prepared by: Thomas J. Kaldunski, City Engineer
 Reviewed by: Scott D. Thureen, Public Works Director



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

PURPOSE/ACTION REQUESTED

Accept quote and award work to AET, Inc. for soil borings for proposed storm water infiltration features at various locations in the City.

SUMMARY

As part of the City's MS4 permit process, the City has implemented a program for inspecting the storm sewer system, outlet structures and storm water facilities such as ponds and treatment basins. This program has identified a need for pond excavation and storm sewer cleaning near the intersection of Claude Way and Carmen Avenue. A preliminary plan for excavating areas filled with sediment has been developed as part of City Project No. 2012-07 Bohrer Pond Northwest Pre-Treatment Basin (see attached concept plan).

Our inspection programs have also identified a need to construct a water quality treatment basin near 78th Street and Concord Boulevard. The City completed the site acquisition in 2012. A preliminary concept for a treatment basin has been developed as part of City Project No. 2011-02 (attached). A need for a sediment basin has also been identified near the Bridgewood Apartments on City-owned land. This facility would reduce erosion and sedimentation into Bohrer Pond.

The City is conducting preliminary engineering design and review on these three project locations (see map). In order to advance the project designs, geotechnical evaluations are needed. A series of soil borings and testing for PAHs has been developed. Quotes were requested from the geotechnical firms in our consulting engineers pool.

The City received two quotes for geotechnical evaluation and environmental sampling for work on City Project No. 2012-07 – Bohrer Pond Northwestern Pre-treatment Basin and City Project No. 2011-02 Concord Bio-retention Basin at 78th Street. City Project No. 2012-07 has three borings and one PAH environmental test. City Project No. 2011-02 has three borings and one PAH environmental test. The site near the Bridgewood Apartments has one boring.

Based on bid amounts and expertise, I recommend accepting the quote from AET, Inc.

AET, Inc.	\$4600.00
Braun Intertec	\$6858.70

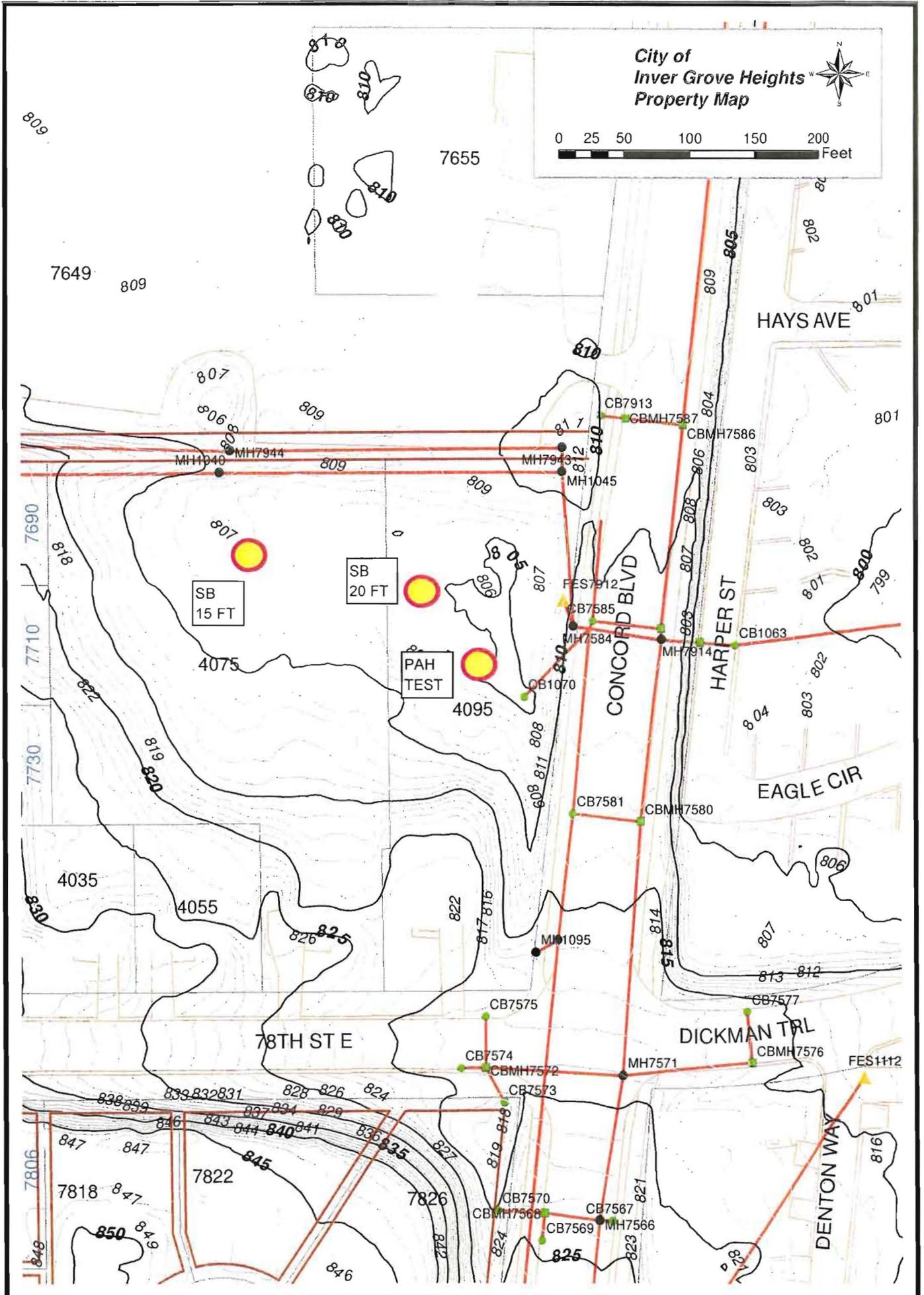
The soil borings will be funded through 441.74.5900.741.30340 (Storm Water – Geotechnical Services).

It is recommended that the City Council award the soil borings testing work to AET, Inc. in the amount of \$4600.00 for testing on City Project Nos. 2012-07 Bohrer Pond Northwestern Pre-treatment Basin Restoration, City Project No. 2011-02 Concord Bio-retention Basin at 78th Street, and the site near the Bridgewood Apartments.

TJK/kf

- Attachments: Quotes
 Concept plans
 Two location maps

City of
Inver Grove Heights
Property Map





AMERICAN
ENGINEERING
TESTING, INC.

CONSULTANTS
• ENVIRONMENTAL
• GEOTECHNICAL
• MATERIALS
• FORENSICS

March 8, 2013

Mr. Thomas Kaldunski
8150 Barbara Avenue
Inver Grove Heights, Minnesota 55077

RE: Proposal for Geotechnical Exploration and Environmental Assessment
Proposed Infiltration Basins
Inver Grove Heights, Minnesota
AET Proposal No. 03-04710

Dear Mr. Kaldunski:

American Engineering Testing, Inc. (AET) is pleased to offer you geotechnical and environmental services for the proposed infiltration basins in Inver Grove Heights, Minnesota. We have based our proposed services on information provided in an email request dated March 4, 2013 and correspondence with Peter Hindman. This proposal describes the scope of services, schedule, fees, and other information regarding our services.

Project Information

We understand that you are planning to construct a pretreatment basin located south of the intersection of Carmen Avenue and Claude Way and a bioretention basin located northeast of the intersection of Concord Boulevard and 78th Street East in Inver Grove Heights. You have specified the locations and depths of seven borings, and have specified the number of soil samples to be submitted for laboratory analysis and the sampling parameters. Typically stormwater sediments are characterized using the Minnesota Pollution Control Agency (MPCA) document *Managing Stormwater Sediment Best Management Practice Guidance for Municipalities* (MPCA document no. wq-strm4-16, June 2012) as guidance. We shall follow your directive in sampling and analysis where deviations between these specifications and MPCA guidance recommendations exist.

Scope of Service

In response to your request and the above information, AET proposes the following scope of services at this time:

- Arrange clearance of public underground utilities through Gopher State One-Call.
- Drill seven (7) Standard Penetration test borings, each to specified depths as shown on the attached property maps (87 lineal feet of drilling).
- Drill each of the borings under environmental protocol. We will steam clean the augers and samplers before mobilizing to the site and wash the sampler with Alconox solution between uses.
- Backfill the boreholes per Minnesota Department of Health regulations.

550 Cleveland Avenue North | St. Paul, MN 55114

Phone 651-659-9001 | Toll Free 800-972-6364 | Fax 651-659-1379 | www.amengtest.com | AA/EEO

This document shall not be reproduced, except in full, without written approval from American Engineering Testing, Inc.



Mr. Thomas Kaldunski
AET Proposal No. 03-04710
March 8, 2013
Page 2 of 3

- Submit two samples collected for chemical analysis to a fixed laboratory to be tested for polycyclic aromatic hydrocarbons “extended list” by EPA method 8270 (SIM).
- Prepare a brief letter report of boring logs and laboratory results.

Performance Schedule

We are available to perform the borings within two to three weeks of receiving authorization to proceed. We anticipate field operations would be completed in one day. Standard analytical laboratory turnaround times are 10 working days or less. Barring unforeseen circumstances, AET estimates it will submit the report within one week of receiving the final laboratory results; actual analytical laboratory turnaround time is beyond AET’s control and may extend beyond the standard time referenced above.

Please let us know if the timetable presented above does not meet your schedule, as we are available to review with you special needs that you may have.

Estimated Fees

Our fees for services will be charged on a time and materials basis in accordance with the attached fee schedules. Based on the above scope, we estimate our fees will be:

Drilling and sample collection	\$3,300
Perform 2 laboratory analytical tests	\$500
Project coordination & reporting	<u>\$800</u>
Total Fees	\$4,600

In the event the scope of our work needs to be revised due to unanticipated conditions, we will review such adjustments and the associated fees with you, and receive your approval before proceeding.

Conditions

Our services will be performed per the attached Service Agreement. Our estimate is based on our 2013 Geotechnical and Environmental Fee Schedules; additional services requested and supplied in addition to those described above will be billed on a time and material basis in accordance with this schedule.

This proposal is valid for a period of 90 days from the date issued.

Remarks

Our scope is intended to comply with your request for services. We cannot guarantee that the requested scope will fulfill all regulatory requirements. The scope is not intended to assess other potential environmental conditions on the site; there may be areas that are impacted that are not detected, or there may be contaminants present other than those for which we test. This scope of services is not intended to be all-inclusive, covering every possible contaminant.

Mr. Thomas Kaldunski
AET Proposal No. 03-04710
March 8, 2013
Page 3 of 3

Acceptance

Please indicate your acceptance of this proposal and authorization to proceed by signing, dating, and returning one copy of this proposal to us. The second copy is for your records.

American Engineering Testing, Inc. appreciates the opportunity to provide this service for you and looks forward to working with you on this project. If you have any questions, or need additional information, please contact me.

Sincerely,
American Engineering Testing, Inc.



Tracey C. Lee
Environmental Engineer
Phone: (651) 789-4648
Email: tlee@amengtest.com

Attachments:
Property Maps
2013 Geotechnical and Environmental Fee Schedules
Service Agreement

PROPOSAL ACCEPTANCE

Signature: _____

Printed Name: _____

Company: _____

Date: _____

March 11, 2013

Proposal SP-13-01237

Mr. Pete Hindman
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

Re: Proposal for a Geotechnical Evaluation and Environmental Sampling
Various City Projects
Inver Grove Heights, Minnesota

Dear Mr. Hindman:

Braun Intertec respectfully submits this proposal to complete a geotechnical evaluation and environmental sampling for various projects within the City of Inver Grove Heights (City). The project areas are indicated on the attached sketches, as provided by the City.

Our Understanding of Project

Per the information provided by you, we understand that the City is requesting geotechnical soil borings as part of three City projects. The project areas are planned pond areas that are to be designed in the spring and constructed later in 2013.

The first project, near Claude Way and Carmen Avenue, is referred to as City project number 2012-07. We understand that in this area the City is requesting two borings to a depth of ten (10) feet, and soil samples for polycyclic aromatic hydrocarbons (PAHs), Arsenic and Copper analysis to depth of six (6) feet. The second project is in the same area and is referred to as the Bridgewood Apartments project. In this area, one boring to a depth of twenty (20) feet has been requested. The third project, near Concord Boulevard, is referred to as City project number 2011-02. We understand that in this area, two borings are requested to depths of fifteen (15) and twenty (20) feet respectively, as well as PAHs, Arsenic and Copper soils analyses to depth of six (6) feet.

Purpose

The goals of our geotechnical evaluation are to assist with the design of the planned pond areas. The purpose of the environmental sampling is to provide the City with analytical data to determine whether existing soils are considered regulated per Minnesota Pollution Control Agency (MPCA) definitions.

Scope of Services

The following tasks are proposed to help achieve the stated purpose. If unfavorable or unforeseen conditions are encountered at any point during the completion of the tasks that lead us to recommend an expanded scope of services, we will contact you to discuss the conditions before resuming work.

Site Access, Staking and Utility Clearance

Based on the sketch provided and our discussions, we assume that the borings will require an off-road track drill rig. We understand that the City will provide access to the site.

Exploration locations will be surveyed using GPS (Global Positioning System) technology.

Depending on access requirements or potential utility conflicts, our field crew may slightly alter the exploration locations from those proposed to facilitate accessibility.

Prior to drilling, we will contact Gopher State One Call and arrange for notification to the appropriate utility vendors to mark and clear the exploration locations of public underground utilities. You or your authorized representatives are responsible to notify us before we begin our work of the presence and location of any underground objects or private utilities that are not the responsibility of public agencies.

Auger Borings

At the specified locations, we will drill five (5) solid-stem auger borings to the requested depths. Two borings will be performed to ten (10) feet; one boring to fifteen (15) feet and two borings to twenty (20) feet.

If groundwater is encountered in the boreholes, the depth where it is observed will be recorded on the boring logs.

Borehole Abandonment

Minnesota Well Code requires sealing of any boring or core that encounters groundwater and is either greater than 25 feet deep or penetrates a confining layer.

Based on the intended exploration depths, we do not anticipate the need to seal the boreholes. The boreholes will be backfilled with the auger cuttings and the pavement will be patched.

Soils Review

Soil samples will be returned to our laboratory and will be visually classified and logged by a geotechnical engineer. For each boring location, soil sample textures will be evaluated by visual methods as the samples are collected and noted in the field notes.

Environmental Assessment

Per the City's request, we propose to advance two borings to a depth of six (6) feet to collect soil samples for chemical analysis in the locations requested by the City. Soils will be collected from steam-cleaned flight augers in two foot intervals from zero (0) to two (2) feet, two (2) to four (4) feet, and four (4) to six (6) feet. Soils from each interval will be composited together for one resulting soil sample from each boring location. The samples will be analyzed by the Braun Intertec laboratory for parameters (as recommended by MPCA for urban stormwater ponds) listed below:

- Arsenic by SW-846 EPA 6010
- Copper by SW-846 EPA 6010
- Polycyclic Aromatic Hydrocarbons by SW-846 8270

The samples will be transferred to clean laboratory-supplied containers, preserved in accordance with Braun Intertec Standard Operating Procedures (SOPs) and transported to the Braun Intertec laboratory for analysis. Chain of Custody will be initiated at the time of sampling and maintained throughout the process.

For the purpose of this proposal, we assume a total of 2 soil samples for chemical analysis. Laboratory data will be tabulated and the tables provided to you along with the report. The MPCA Soil Reference Values will be included in the table and concentrations exceeding either of those values will be highlighted. Standard Braun Intertec quality assurance/quality control (QA/QC) procedures will be used.

Reporting

Data obtained from the soil borings and laboratory tests will be used to evaluate the subsurface soil, perform engineering analyses related to pond design and performance and prepare a report including:

- Boring logs describing the materials encountered. The depth to groundwater will be identified, if encountered during drilling.
- A written summary of the subsurface profile and groundwater conditions.
- A sketch of the boring locations with corresponding boring numbers identified.
- Soil analytical results table with detections above laboratory method reporting limits and attach a copy of the analytical laboratory report.

One original report and one copy will be submitted to you. At your request, additional copies can be prepared for other project team members. If you anticipate that additional copies will be needed, please request them prior to the report being completed and forwarded to you so we can prepare a copy list for the recipients and broadcast the additional reports expediently.

Additional Services

If borings need to be extended beyond their termination depths, we will charge an additional \$15 per lineal foot beyond the originally intended termination depth.

Additional site mobilization will be charged at \$514 per day.

Additional soil samples (for PAH, Arsenic, and Copper) will be charged at \$244 per sample.

Cost and Invoicing

We will furnish the services described in this proposal for an estimated fee of \$6,858.70. A tabulation showing our estimated hourly and/or unit rates associated with our proposed scope of services is also attached. We would be happy to meet with you and discuss our proposed scope of services further, clarifying the various scope components, or to discuss how the scope may be adjusted to meet your project requirements.

Our work may extend over several invoicing periods. As such, for work that is performed during the course of each invoicing period, we will submit partial progress invoices.

Schedule

Based on our current drilling backlog and the schedule requirements of this project, we expect drilling will occur within 3 weeks of written authorization. We understand the City needs the final report this spring so as to design the ponds and have them constructed this year.

If our proposed scope of services cannot be completed according to this schedule due to circumstances beyond our control, we may need to revise this proposal prior to completing the remaining tasks.

General Remarks

We appreciate the opportunity to present this proposal to you. It is provided in duplicate so the original can be retained for your records and the ***copy can be signed and returned to us. Please return the signed copy in its entirety.***

The proposed fee is based on the scope of services described and the assumptions that our services will be authorized within 30 days and that others will not delay us beyond our proposed schedule.

We have included the Master Professional Services agreement with the City of Inver Grove Heights, dated April 12, 2012, which provide additional terms and are a part of our agreement.

To have questions answered or schedule a time to meet and discuss our approach to this project further, please call Amy Grothaus at 651-261-7122.

Sincerely,

BRAUN INTERTEC CORPORATION



Amy Grothaus
Senior Project Manager/Engineer



Jackie Dylla, CHMM
Principal/Senior Scientist

Attachments:
Cost Estimate
Project Location Sketch
Master Professional Services Agreement

Authorization to Proceed:

Please proceed according to the described scope of services:

Authorizer's Firm

Authorizer's Signature

Authorizer's Name (please print or type)

Authorizer's Title

Date

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Approve Engineering Consultant Proposal for City Project No. 2011-15 – Orchard Trail

Meeting Date: March 25, 2013
 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

STK

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, Special Tax District Levy, City Contribution

PURPOSE/ACTION REQUESTED

Approve the March 14, 2013 proposal from Emmons and Olivier Resources, Inc. (EOR) for their consulting engineering services on City Project No. 2011-15 – Orchard Trail to work on rain garden plans and specifications.

SUMMARY

The City of Inver Grove Heights had contracted with EOR for engineering services related to review of the storm water design for the Orchard Trail development. Subsequently they were hired by the City, utilizing the developer escrow funds, to develop construction plans and specifications for the right-of-way, outlot and residential rain gardens. The preliminary plans were 75 percent complete at the time of developer default.

The City Council conducted a public hearing on the Orchard Trail project and directed staff to secure bids for City Project No. 2011-15 according to the feasibility study prepared in late 2012. Residents at the public hearing expressed concerns about the design of rain gardens and changes that occurred between 2005 and 2013. Comments from residents indicated their desire to have appropriate botanists and soil scientists involved with the 2013 design.

Since the development of the draft design in 2005, the state of science for rain garden construction has advanced. Design considerations on planting palette, soil/leaf compost mixes, drain tiles and use of off-system rain gardens have improved the effectiveness of these storm water facilities.

The City recognizes these changes in design and has sought a proposal from EOR to provide state of the art storm water facilities in the Orchard Trail development. EOR is recognized as an expert in the field.

The City has requested and received a proposal from EOR, dated March 14, 2013 (attached). EOR has proposed to prepare updated plans and specifications for the right-of-way, outlot and residential driveway, infiltration facilities (rain gardens) using up-to-date design criteria for an estimated cost of \$16,608. This will include all modifications and additions to the storm water management plan for Orchard Trail as outlined in the December 10, 2012 feasibility study.

The deliverables from EOR (infiltration facilities plans and specifications) will be incorporated into the final bidding documents prepared by the City Engineering Division.

I recommend that the City Council approve the modification to the EOR scope by accepting this proposal in the amount of \$16,608.

TJK/kf
 Attachments: EOR Proposal dated March 14, 2013
 Map

Date | March 14, 2013
To | Tom Kaldunski, City of Inver Grove Heights
From | Carl K. Almer, Brad Aldrich & Derek Lash, PE
Regarding | Orchard Trail Stormwater Improvements
 Scope of Work for Raingarden Plans & Specifications

The purpose of this memorandum is to outline a scope of work for developing plans and specifications for construction of the raingardens within the Orchard Trail Development. The plans and specifications would be incorporated into the plans for City Project 2011-15 (Orchard Trail Stormwater Improvements).

BACKGROUND

EOR was originally retained by the City to review and comment on the Orchard Trail stormwater management plan. In addition, EOR was retained (through escrow held by the City from the developer) to develop construction plans and specifications for the right-of-way, outlot and residential driveway raingardens. These plans were advanced to roughly 75% before the developer defaulted. Specifications were in the very initial stages of development. Since development of the draft plans in 2005, the state of science for raingarden construction has advanced significantly. In addition, existing site conditions and development to date necessitate modified footprints for some raingardens and addition of three raingardens to offset modifications and fulfill the terms of the approved stormwater management plan.

The remainder of this memorandum outlines the tasks and associated cost to complete a biddable set of plans and specifications for the Orchard Trail raingardens, including the design revision discussed with City Staff on February 26th.

SCOPE OF WORK

TASK	COST
<p>Task 1 – Site Reconnaissance & Existing Conditions Plan. Data provided by the city includes survey information for most raingarden locations. Several of the raingarden locations were over-excavated to serve as temporary sediment basins and are in poor condition with apparent siltation. In addition, three additional raingarden locations (6B, 7B & 8B) are proposed.</p> <p>Given the state of the raingarden locations and design changes proposed, it is necessary to supplement the existing conditions survey and identify depths of accumulated silt to complete the design and calculate material quantities. EOR will provide an itemized list of additional survey needs for completion by City staff.</p> <p>Upon completion of supplemental survey work by the city, EOR will draft an existing conditions plan and surface for the raingarden areas, add utilities to the raingarden plans, review the information for design conflicts and attend one design meeting.</p> <p><u>Assumptions:</u> City staff will complete all supplemental survey work and manage and conduct the utility notification process.</p> <p><u>Deliverables:</u> Existing conditions survey including utilities for raingarden plans.</p>	<p>\$2,980</p>

<p>Task 2 – Plans, Material Quantities & Cost Estimates. Revised plans including an overview map, individual grading plans, planting plans and schedules, typical details and general notes will be drafted including the following substantive revisions:</p> <ol style="list-style-type: none"> 1. Incorporation of underdrain with valve (all except 1B, 2B and 5B) 2. Over excavation to native soils and backfill with construction sand (all used as temporary sedimentation ponds except 1B and 2B) 3. Modified soil mix (all) 4. Update planting and seeding plans (all) 5. Plug planting instead of seed (Type B raingardens, except 1B and 2B) 6. Incorporation of pretreatment and energy dissipation measures 7. Incorporation of high-flow bypasses (as feasible) 8. Modified footprints (all, but most notably 4A and 5B) 9. Additional locations (6B, 7B and 8B) 10. Modified details as needed - may include retaining walls, overflow weirs, etc. <p>60% and 90% draft plans, material quantities and cost estimates will be provided for City staff review and comment.</p> <p><u>Assumptions:</u> City Staff will further investigate Raingarden 5B siting constraints and coordinate with landowners for ultimate footprint. Any landowner-specific planting or material specifications will be coordinated by City staff in advance of 60% plans.</p> <p><u>Deliverables:</u> 60%, 90% and Final Plans</p>	<p>\$8,774</p>
<p>Task 3 – Specifications. Draft specification language will be provided to city staff for incorporation into overall project specifications.</p> <p><u>Assumptions:</u> None</p> <p><u>Deliverables:</u> Specification language in generic electronic format. City will format as needed.</p>	<p>\$1,831</p>
<p>Task 4 – Progress Meetings. Initial kickoff meeting (2/26) plus two additional meetings will be convened with City staff for review and comment on 60% and 90% Plans and Specifications.</p>	<p>\$3,023</p>
<p>TOTAL:</p>	<p>\$16,608</p>

ANTICIPATED SCHEDULE

- 60% Plans – 2 weeks from notice to proceed
- 90% Plans – 3 weeks from notice to proceed
- Final Plans & Specifications – 1 month from notice to proceed

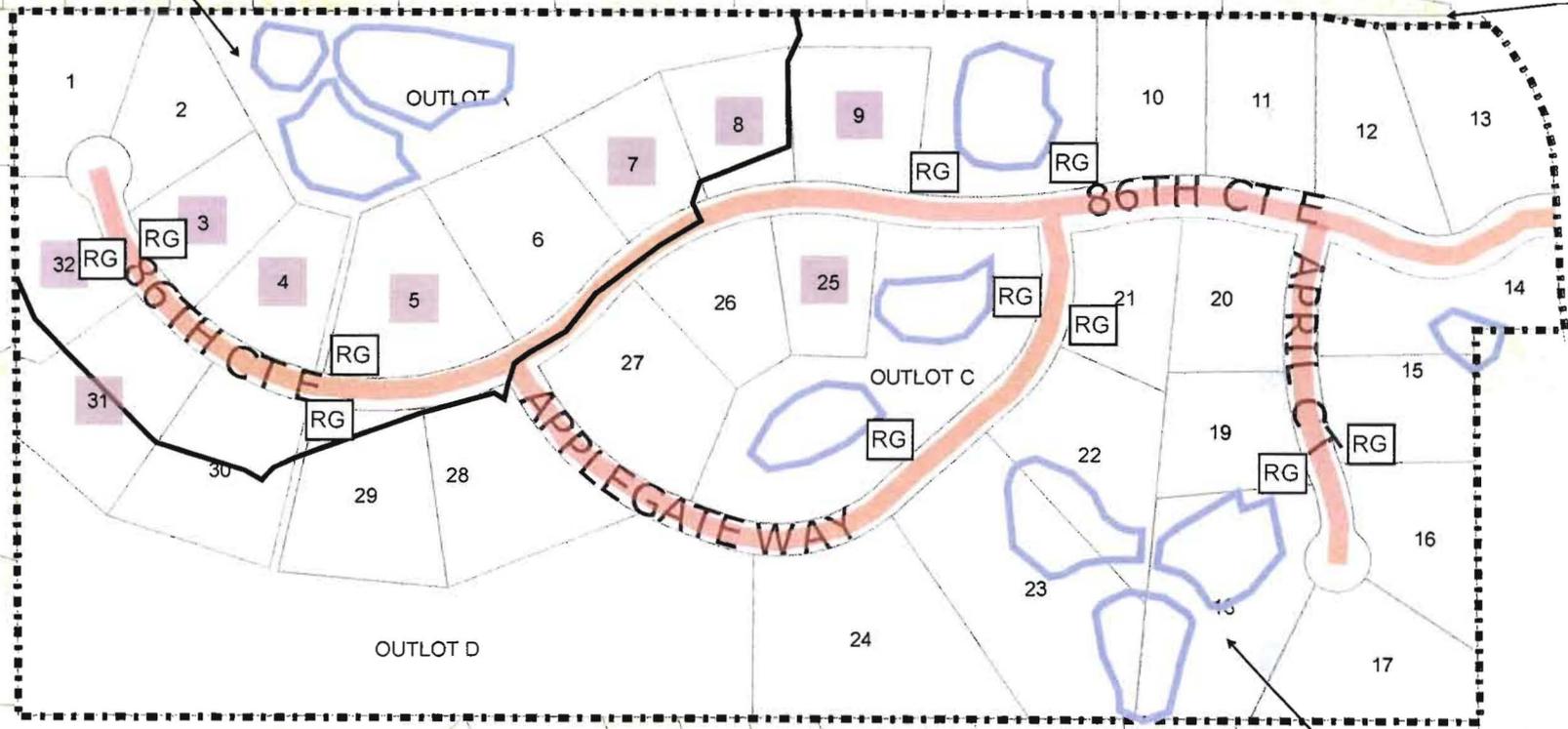
FIGURE 2

CITY PROJECT NO. 2011-15 -
ORCHARD TRAIL DEVELOPMENT

-  POND OR WETLAND AREA
-  AFFECTED PROPERTY BOUNDARY
-  WATERSHED BOUNDARY
-  VACANT LOT
(OWNERS VARY)
-  INSTALL RAIN GARDEN

NORTHWEST
WATERSHED
20.9 ACRES

OUTLOT B



SOUTH MARCOTT LAKES
WATERSHED
61.1 ACRES

WAY

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Accepting Individual Project Order (IPO) No. 17E from Kimley-Horn and Associates, Inc. for Additional Construction Phase Services for City Project No. 2011-09D – South Grove Street Reconstruction – Area 6

Meeting Date: March 25, 2013
Item Type: Consent
Contact: Thomas J. Kaldunski, 651.450.2572
Prepared by: Thomas J. Kaldunski, City Engineer
Reviewed by: Scott D. Thureen, Public Works Director *SAT*

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

PURPOSE/ACTION REQUESTED

Consider resolution accepting IPO No. 17E from Kimley-Horn and Associates, Inc. for additional construction phase services for City Project No. 2011-09D – South Grove Street Reconstruction – Area 6.

As part of the Pavement Management Program, Area 6 of the South Grove neighborhood was identified for reconstruction in 2011. A feasibility report was authorized at the January 10, 2011, Council meeting. Kimley-Horn was selected as the consultant for this project in conjunction with the engineering consultant pool which was brought before Council.

This IPO will provide the services needed to close out the project. This IPO is for additional construction coordination services provided to the City for final close out of City Project No. 2011-09D. This work included attendance at two (2) final close-out coordination meetings, coordination with City and MnDOT and coordination with the contractor. Kimley-Horn also prepared the final state-aid payment for submittal to Mn/DOT state-aid staff. They also reviewed EEO requirements on the state-aid project.

I recommend that the Council adopt the resolution accepting IPO No. 17E from Kimley-Horn and Associates, Inc., for additional construction phase services for City Project No. 2011-09D – South Grove Street Reconstruction – Area 6.

TJK/kf
Attachments: Resolution
IPO No. 17E

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY**

**RESOLUTION ACCEPTING INDIVIDUAL PROJECT ORDER (IPO) NO. 17E FROM KIMLEY-HORN
AND ASSOCIATES, INC. FOR ADDITIONAL CONSTRUCTION PHASE SERVICES FOR CITY
PROJECT NO. 2011-09D – SOUTH GROVE STREET RECONSTRUCTION – AREA 6**

RESOLUTION NO. _____

WHEREAS, as part of the City's Pavement Management Program, South Grove – Area 6 was identified for reconstruction starting in 2011; and

WHEREAS, at the January 10, 2011, regular meeting, City Council authorized staff to enter into a contract with Kimley-Horn and Associates, Inc. for preparation of a Feasibility Report update for the Pavement Management Program – Urban Street Reconstruction Project, City Project No. 2011-09D (South Grove – Area 6).

WHEREAS, in order to complete the final design and construction plans in a timely manner for the Pavement Management Program – Urban Reconstruction Project – City Project No. 2011-09D (South Grove Area 6), assistance of a consulting engineering firm was required for design services and preparation of preliminary and final plans and construction phase services, as outlined in IPOs 17-17D; and

WHEREAS, City staff requested, and received, a proposal from Kimley-Horn and Associates, Inc. for additional construction phase services to close-out City Project No. 2011-09D.

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

1. The proposal of Kimley-Horn and Associates, Inc. is accepted and staff is authorized to enter into a contract with Kimley-Horn and Associates, Inc. in the amount of \$1,905 for additional construction phase services and other deliverables identified in IPO 17E for the Pavement Management Program – Urban Street Reconstruction Project, City Project No. 2011-09D (South Grove – Area 6).
2. Project funding is provided through the Pavement Management Fund, Special Assessments, State Aid Funds, the Sewer Fund and the Water Fund.

Adopted by the City Council of Inver Grove Heights, Minnesota this 25th day of March 2013.

AYES:
NAYS:

Rosemary Piekarski-Krech, Acting Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

INDIVIDUAL PROJECT ORDER NUMBER 17E

Describing a specific agreement between Kimley-Horn and Associates, Inc. (the Consultant), and City of Inver Grove Heights (the Client) in accordance with the terms of the Master Agreement for Continuing Professional Services dated April 19, 2011, which is incorporated herein by reference.

Identification of Project: South Grove Urban Street Reconstruction Area 6
City Project 2011-09D

General Category of Services: Additional Construction Phase Services for Area 6

Specific Scope of Basic Services: Additional construction phase services for Area 6. See attached Exhibit A for a more detailed summary of the scope of services.

Additional Services if Required: None identified at this time.

Schedule: See attached Exhibit C.

Deliverables: None identified at this time.

Method of Compensation: To be billed on an hourly (cost plus) basis as detailed in attached Exhibit B.

Special Terms of Compensation: None

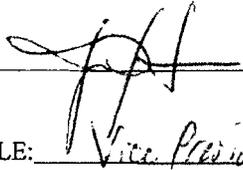
Other Special Terms of Individual Project Order: None

ACCEPTED:

CITY OF INVER GROVE HEIGHTS

KIMLEY-HORN AND ASSOCIATES, INC.

BY: _____

BY:  _____

TITLE: _____

TITLE: *Vice President* _____

DATE: _____

DATE: *3/7/13* _____

EXHIBIT A
SCOPE OF SERVICES

INDIVIDUAL PROJECT ORDER (IPO) NO. 17E

SOUTH GROVE STREET RECONSTRUCTION AREA 6

Previous IPO's No. 17, 17A, 17B, 17C, and 17D included feasibility study, final design, and construction phase services for the South Grove Street Reconstruction Area 6, City Project 2011-09D. This IPO includes additional construction phase services on an as-needed basis per a request from City staff. These services are detailed below.

Construction Phase Services

At the request of City staff, Kimley-Horn provided additional construction coordination assistance to City staff for the final closeout that occurred in 2013. This work included attendance at two (2) final closeout coordination meetings, coordination with City staff, and coordination with the Contractor as directed by City staff.

Kimley-Horn also prepared the final State Aid payment request for submittal to MnDOT State Aid by City staff.

EXHIBIT B
ESTIMATED COSTS

INDIVIDUAL PROJECT ORDER (IPO) NO. 17E
SOUTH GROVE STREET RECONSTRUCTION AREA 6

Kimley-Horn proposes to perform all services included within this IPO on an hourly (cost plus) basis using our current standard hourly rate schedule. The following is a summary of our estimated costs for the services included as a part of this IPO:

<u>Work Task</u>	<u>Estimated Fee</u>
Additional Construction Phase Services	\$ 1,800
Reimbursable Expenses	\$ 105
Total	\$ 1,905

Reimbursable expenses (copy/printing charges, plotting, mileage, delivery charges, faxes, etc.) will be charged as an office expense at 6.0% of the labor fee.

Our total estimated not-to-exceed cost for the scope of services included as a part of this IPO is, therefore, \$1,905 including all labor and reimbursable expenses.

EXHIBIT C
SCHEDULE

INDIVIDUAL PROJECT ORDER (IPO) NO. 17E
SOUTH GROVE STREET RECONSTRUCTION AREA 6

The following is a summary of the proposed schedule for the project:

Project Closeout	January 2013
Final State Aid Payment Request	March 2013

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

CITY OF INVER GROVE HEIGHTS

Meeting Date: March 25, 2013
 Item Type: Consent Agenda
 Contact: Allan Hunting 651.450.2554
 Prepared by: Allan Hunting, City Planner
 Reviewed by:

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

PURPOSE/ACTION REQUESTED

Consider a Resolution rescinding Resolution No. 99-147 relating to correcting the legal description for a rezoning in Arbor Pointe to satisfy park land dedication requirements.

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

A recent inquiry on a parcel in Arbor Pointe revealed a discrepancy on the zoning of a parcel. In 1999, the City adopted a resolution relating to acquiring the parcel to satisfy park land dedication requirements in Arbor Pointe. The legal description adopted and recorded was incorrect. The documents available at the time correctly identified the parcel, but the legal description was incorrect.

The attached resolution contains the correct legal for the parcels that were amended in the Arbor Pointe Master Plan to reflect park land dedication requirements.

RECOMMENDATION

Planning Division: Recommends approval of the revised resolution.

Attachment: Resolution with new legal description
Location Map

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

RESOLUTION NO. ____

**A RESOLUTION RESCINDING RESOLUTION NO. 99-147 AND APPROVING AN
AMENDMENT TO THE ARBOR POINTE MASTER PUD DEVELOPMENT PLAN BY
CHANGING THE LAND USE DESIGNATION FROM MEDIUM DENSITY RESIDENTIAL
TO PARK LAND FOR THE PROPERTY DESCRIBED ON THE ATTACHED EXHIBIT A**

CASE NO. 99-53Z

**Property located on Concord Boulevard, east of Cahill Avenue as described on the attached
Exhibit A**

WHEREAS, on September 27, 1999 the Inver Grove Heights City Council passed Resolution No. 99-147. Resolution No. 99-147 was recorded with the Dakota County Recorder as Document No. 2431293 on May 22, 2006.

WHEREAS, Resolution No. 99-147 recorded as Document No. 2431293 contains an error in the legal description of the parcel made the subject of the Resolution. The legal description is too broad and is incorrect. The City has determined that this is a ministerial error in that other documents were available at the time of the Resolution that correctly identified the parcel made the subject of the Resolution, but the legal description of the parcel was not correctly stated in the Resolution.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that Resolution No. 99-147 recorded as Document No. 2431293 is hereby rescinded and of no further force and effect.

BE IT FURTHER RESOLVED:

WHEREAS, an application for an amendment to the Arbor Pointe Master PUD Development Plan has been submitted for the property described on the attached Exhibit A and shown by sketch on the attached Exhibit B. (hereafter referred to as the Property) The attached Exhibits A and B are hereby incorporated by reference;

WHEREAS, the Property is currently designated for Medium Density Residential;

WHEREAS, the City acquired the Property from Rottlund Company to satisfy the park land dedication requirements as approved in the Arbor Pointe Master Plan;

WHEREAS, in accordance with Minnesota Statutes, Section 462.357, Subdivision 3, a public hearing concerning the proposed Amendment was held before the Inver Grove Heights Planning Commission on September 7, 1999;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that an amendment to the Arbor Pointe Master PUD Development Plan to change the land use designation of the Property from Medium Density Residential to Park Land and any accompanying zoning change is hereby approved.

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 on this 25th day of March, 2013.

AYES:

NAYS:

ATTEST:

Rosemary Piekarski-Krech, Acting Mayor

Melissa Kennedy, Deputy Clerk

Exhibit A
Legal Description of Property

Outlot A, ARBOR POINTE 8TH ADDITION, according to the recorded plat thereof, Dakota County, Minnesota.

Together with:

All that part of Outlot E and Outlot L, ARBOR POINTE, according to the recorded plat thereof, said Dakota County, lying southwesterly of the most southwesterly line of said Outlot A and northeasterly of the following described line:

Commencing at the intersection of said southwesterly line of Outlot A and the southerly right of way line of Concord Boulevard as delineated on said ARBOR POINTE 8TH ADDITION; thence on an assumed bearing of South 48 degrees 48 minutes 46 seconds West, along said southerly right of way line, a distance of 68.38 feet, to the point or beginning of the line to be described; thence South 41 degrees 11 minutes 14 seconds East, a distance of 308.06 feet; thence South 56 degrees 07 minutes 34 seconds East, a distance of 265.26 feet to the most southerly corner of said Outlot A and there terminating.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Approval of Mendota Heights Par 3 Golf Course Maintenance Proposal

Meeting Date: March 25, 2013
 Item Type: Consent Agenda
 Contact: Al McMurchie – 651.457.3667
 Prepared by: Al McMurchie
 Reviewed by: Eric Carlson – Parks & Recreation

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

PURPOSE/ACTION REQUESTED

Approve the Mendota Heights Par 3 Golf Course Maintenance Proposal submitted by the City of Inver Grove Heights/Inver Wood Golf Course and accepted by the City Council of Mendota Heights on March 19, 2013.

SUMMARY

In February, Inver Grove Heights staff was approached by the City of Mendota Heights to provide course maintenance services for their par three golf course. Inver Wood staff completed a comprehensive review of the physical facility, its equipment, and past turf maintenance practices and submitted a proposal to maintain their golf course for the 2013 season. The proposal is attached as Attachment A.

The Mendota Heights Par 3 Golf Course was acquired by the City of Mendota Heights through referendum in 2007. The course sits on 11 acres and is comprised of nine short par three holes ranging in length from 79 to 180 yards. The course contains an appropriate inventory of on-site maintenance equipment adequate for a facility of this size. The Toro irrigation system is the same type and age of Inver Wood’s.

The management fee is an all-inclusive flat fee of \$48,600. Maintenance plan detail forecasts 1,260 hours of seasonal labor at \$14 per hour equaling a labor budget of \$17,600 (rounded). Projected general expenses are consistent with past course history and equal \$14,000. Salaried Inver Wood management time will be leveraged to provide a first year net income of \$17,000.

We recommend the City Council approve the Mendota Heights golf course maintenance proposal as a framework for a final formal contract. Once the legal language of the contract is developed the resulting contract will be submitted for final City Council approval at the regular meeting scheduled on April 8, 2013.

Proposal:

Date: March 12, 2013

To: The City of Mendota Heights

From: The City of Inver Grove Heights – Inver Wood Golf Course

For: Golf Course Maintenance Services – Mendota Heights Par Three Golf Course

Scope of Services:

The City of Inver Grove Heights/Inver Wood Golf Course (Contractor) will provide golf course maintenance services to the City of Mendota Heights for the 2013 golf season beginning April 1, 2013, or as soon as weather permits, and ending November 3, 2013. The Contractor will maintain the golf course to provide good playing conditions, while sustaining aesthetically pleasing and healthy turf conditions. Services will be provided based on the following summarized schedule:

Cutting Frequency - Start Time 7:00 AM	
Greens	3 Times Weekly
Tees	2 Times Weekly
Fairways	2 Times Weekly
Rough	1 Time Weekly
Other Weekly Maintenance	
Irrigation System Operation	Daily
Cup Changes	2 Times Weekly
Refuse Removal	2 Times Weekly
Tee Repair/Spot Seeding	2 Times Weekly
Clubhouse Garden	2 Times Weekly
Misc. Trimming	2 Times Weekly
Annual Maintenance	
Verticut Greens	Spring
Green Aerification	Fall
Tree Removal	As Needed
Applications	
Crabgrass	Spring
Fertilizer/Fungicide - Greens	11 Applications
Fertilizer - Tees	4 Applications
Fertilizer – Fairways & Roughs	1 Application
Pesticides/Herbicides	As Needed
Topdressing - Greens	4 Times May thru August
Winter Treatment	Fall
Equipment Maintenance	
Oil and Filter Changes	1 Time Annually
Air Filter Changes	2 Times Annually
Reel Sharpening and Maintenance	1 Time Annually
Equipment Repair	As Needed

Scheduling

Specific work days will be determined by the Contractor and remain the same throughout the operational season. Application scheduling will occur a minimum of seven (7) days in advance with communication between the Contractor and Mendota Heights staff. Changes to the maintenance schedule based on weather interruptions are situational by nature and will need to be communicated on that basis.

Staffing:

1.	Inver Wood Supervisory Staff	Position	Golf Course Experience
	Glen Lentner, CGCS	Superintendent	38 Years
	Joel Metz	Assistant Superintendent	21 Years
	Tim Lage	Mechanic	19 Years
	Al McMurchie, PGA Life Member	Manager	32 Years

2. Inver Wood Golf Course will select and provide two (2) laborers to execute the weekly maintenance duties for the 31-week period, three (3) days per week for a total of 93 days. Laborers will have a minimum of two (2) full seasons of maintenance experience for all defined tasks.
3. Superintendent's labor is included for all turf applications, topdressing procedures, and irrigation system operation. Contractor's Superintendants hold all current pesticide and fertilizer application licenses.
4. Additional laborer staff for special projects such as annual aerification, irrigation system shutdown, and tree removal will be provided as required with on-site supervision. Costs for these procedures are included within this proposal.

Proposed Contract Terms:

1. Reporting: Contractor shall provide a report to the City of Mendota Heights contact on a monthly basis on course conditions, previous and upcoming maintenance activities.
2. Insurance – Property: City of Mendota Heights to provide Certificate of Insurance in order to indemnify the Contractor in the event of natural disaster and/or business interruption.
3. Insurance – Liability: Contractor will provide Certificate of Insurance in order to indemnify the City of Mendota Heights from general liability claims.
4. Insurance – Personnel: All personnel wages, taxes, and benefits to be provided by City of Inver Grove Heights/Inver Wood Golf Course. In addition, the Contractor will provide Certificate of Insurance in order to indemnify the City of Mendota Heights from claims.
5. Equipment: Inver Wood supervisory staff may elect to remove existing golf course maintenance equipment owned by the City of Mendota Heights to the Inver Wood Golf Course maintenance facility for purposes of repair. In addition, Inver Wood supervisory staff may elect to provide additional maintenance equipment for routine or specialized uses. Transport of equipment to be insured by the Contractor.
6. City of Mendota Heights Maintenance Equipment - Emergency Repair: The City of Mendota Heights acknowledges that unforeseen equipment repairs may occur, and reserves the right to provide timely approval of any large equipment repair in excess of \$500.00.
7. Irrigation System - Emergency Repair: The City of Mendota Heights acknowledges that unforeseen irrigation system repairs may occur, and reserves the right to provide timely approval of any large irrigation system repair in excess of \$500.00.
8. Fuel to be provided and delivered by the City of Mendota Heights, Public Works Department.
9. Term: Golf course maintenance - April 1, 2013, or as soon as weather permits, and ending November 3, 2013. Winter season equipment maintenance – December 1, 2013 through December 31, 2013.
10. Management Fee: All-inclusive flat fee - \$48,600.00. All supervision, labor, and general expenses included. Invoicing to take place in nine (9) equal monthly payments of \$5,400.00 for the period April through December, payable by the end of each month (invoice terms: net 30 days).
11. Termination: Either party may terminate this contract upon 30 days written notice.
12. Renewal: Upon mutual agreement of both parties after conclusion of the golf season.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Tree Removal at River Heights Marina/RISB

Meeting Date: March 25, 2013
 Item Type: Consent Agenda
 Contact: Mark Borgwardt-651-450-2581
 Prepared by: Brian Swoboda/Mark Borgwardt
 Reviewed by: Eric Carlson

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED

Approve entering into agreement (attached) with Joe Harms of River Heights Marina to selectively remove some of the trees along Mississippi River shore property between River Heights Marina and Rock Island Swing Bridge (see attached map) utilizing low bid tree removal contractor, St. Croix Tree Service. Two bids were received for project as follows:

- St. Croix Tree Service \$10,687.50
- S & S Tree Specialists \$12,290.63

Recommend \$11,000.00 funding for project from Park Dedication Fund 402.

SUMMARY

The City of Inver Grove Heights and Dakota County are cooperatively working on the Mississippi River Regional Trailhead facility at the Rock Island Swing Bridge. As a part of the project the City and Joe Harms from River Heights Marina have had on-going discussions about opening site lines between the marina and the Rock Island Swing Bridge site. We have worked with our Planning staff who have consulted with the MN DNR to ensure that we can proceed. Because of the wet conditions in the spring/summer/fall it seems like an opportune time to for the tree removal project which is likely to start last week of March to take advantage of frozen soil conditions.

CITY OF INVER GROVE HEIGHTS
RIGHT OF ENTRY AND WAIVER OF TRESPASS
FOR River Heights Marina, 4455 66th St. E, Inver Grove Heights, MN 5576
(address)

THIS AGREEMENT, made this 21st day of March 2013, between Joe Harms, hereinafter collectively referred to as the "Owner", and the City of Inver Grove Heights, a municipal corporation organized under the laws of the State of Minnesota, ("City").

Agreement

In consideration of the premises contained herein and for valuable consideration the receipt of which is hereby acknowledged, it is agreed by the parties that:

- 1) Owner is the fee owner of certain real property situate in the City of Inver Grove Heights, County of Dakota and State of Minnesota, described on and depicted in the attached **Exhibit A** ("Subject Property and Proposed Improvements").
- 2) In order to construct the Project it is necessary that the City, its agents, servants, representatives and contractors immediately enter upon the Subject Property.
- 3) It is in the best interest of the City and the Owner that construction work for the Project begins immediately on the Subject Property.
- 4) The Owner grants to the City, its agents, servants, representatives and contractors the right, privilege and license to enter upon that portion of the Subject Property shown on **Exhibit A**, attached hereto and incorporated herein, for the purposes of ingress and egress, and the construction, maintenance, repair and replacement of the Project. *(Tree Removal Y.M.B.)*
- 5) The Owner waives all actions, causes of action and claims against the City, its agents, servants, representatives, and contractors for trespass on the Subject Property.
- 6) The City agrees to replace the disturbed area on the Subject Property in-kind unless otherwise agreed to in Exhibit A.
- 7) The right, privilege and license granted to the City shall expire and terminate upon the completion of the Project and full turf establishment on the Subject Property.
- 8) The Owner covenants, represents, warrants and agrees with and to the City that it is well seized in fee of the Subject Property and has good right to grant to the City the right, privilege and license thereof.
- 9) The City shall not be responsible for any costs, expenses, damages, demands, obligations, penalties, attorneys' fees and losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, petroleum, pollutants, and contaminants which may have existed on, or which relate to the Subject Property prior to the date hereof.
- 10) Nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by Landowner, its successors or assigns, shall be subject to any governmental immunity defenses of the City and the maximum liability limits provided by Minnesota Statute, Chapter 466.
- 11) Nothing contained herein shall be deemed or construed to grant an easement or fee title interest in the Subject Property.

Owner(s) Signature:  _____
Printed Name(s): Joe Harms _____
Date: 3-21-13 _____

EXHIBIT A

SUBJECT PROPERTY and PROPOSED IMPROVEMENTS

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

Lot __, Block __, of _____,
(plat name)

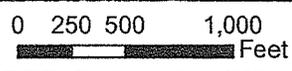
OR

4455 66th St. E, Inver Grove Heights, MN 55076

River Heights ^(address) Marina - M.B.

Below is a drawing or sketch of the subject property, right of entry or waiver of trespass area, and/or proposed improvements as noted:

Rock Island Swing Bridge



Tree Removal Site. W.B.

-  Sent Letter
-  City Park
-  Street
-  Parcel
-  Water

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

2013 CITY COUNCIL MEETING SCHEDULE

Meeting Date: March 25, 2013
 Item Type: Consent
 Contact: Jenelle Teppen, Asst. City Admin.
 Prepared by:
 Reviewed by:

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED Accept the 2013 City Council Meeting Schedule

SUMMARY Following discussion at the City Council/City Administrator retreat the City Council has indicated that they wish to amend their 2013 meeting schedule with respect to work sessions.

Instead of meeting prior to the regular City Council meetings on the second and fourth Mondays at 5:30 pm, the Council wishes to meet on the first Monday of the month at 6 pm. Following the direction of the Council, there will be no meals provided at these meetings.

RECOMMENDATION: Staff recommends the Council review and approve the amended 2013 meeting schedule.

**2013 CITY COUNCIL MEETING SCHEDULE
INVER GROVE HEIGHTS**

REGULAR MEETINGS 7:00 P.M. City Council Chambers	SPECIAL MEETINGS 6:00 P.M. Lower Level Training Room	HOLIDAYS CITY HALL CLOSED
APRIL 8 APRIL 22	APRIL 1 APRIL 11 – Commission Appreciation 6:00 p.m. APRIL 13 – Town Hall Meeting 10 a.m. APRIL 18 – Business Town Hall 11:30 a.m.	
MAY 13 MAY 28* Tuesday	May 6 MAY 20 – Commission Interviews 7 p.m.	MAY 27 - Memorial Day
JUNE 10 JUNE 24	JUNE 3	
JULY 8 JULY 22	JULY 1	JULY 4 – Fourth of July
AUGUST 12 AUGUST 26	AUGUST 5	
SEPTEMBER 9 SEPTEMBER 23	SEPTEMBER 3 - Tuesday	SEPTEMBER 2 - Labor Day
OCTOBER 14 OCTOBER 28	OCTOBER 7	
NOVEMBER 12* Tuesday NOVEMBER 25	NOVEMBER 4	NOVEMBER 11 - Veterans Day NOVEMBER 28 & 29 - Thanksgiving
DECEMBER 9 DECEMBER 23 (If nec.)	DECEMBER 2	DECEMBER 24 - Christmas Eve/1/2 Day DECEMBER 25 - Christmas Day Holiday

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

SCHEDULE PUBLIC HEARING – Temporary On-Sale Intoxicating Liquor License

Meeting Date: March 25, 2013
Item Type: Consent
Contact: 651.450.2513
Prepared by: Melissa Kennedy
Reviewed by: N/A

Fiscal/FTE Impact:

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

PURPOSE/ACTION REQUESTED:

Schedule public hearing on April 22, 2013 at 7:00 p.m. to consider the application of the Church of St. Patrick for a Temporary On-Sale Intoxicating Liquor License for premises located at 3535 72nd Street East.

SUMMARY:

St. Patrick’s Catholic Church submitted an application for a Temporary On-Sale Intoxicating Liquor License for events to be held in conjunction with the annual fall festival. The City Code was previously amended to allow for the issuance of temporary on-sale intoxicating liquor licenses to qualified organizations for a period not to exceed four consecutive days. Council is required to hold a public hearing to consider approval of the license.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: March 25, 2013
Item Type: Consent
Contact: Lt. Joshua Otis (651) 450-2528
Prepared by: Lt. Joshua Otis
Police Department
Reviewed by: Chief Larry Stanger
Chief of Police

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 request to accept a \$1000.00 donation to the Inver Grove Heights Police Department from Rick and Janine Potter.

SUMMARY:

Rick and Janine Potter have generously donated \$1000.00 to the Inver Grove Heights Police Department. Rick is a graduate of the 2010 Police Citizen Academy and he and his wife have previously donated to the Inver Grove Heights Police Department. Rick and Janine Potter would like to have the donation be used for updating police department training materials or to assist with purchasing equipment.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: March 25, 2013
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: Aquatics – Anthony Trinkner, Fitness – Jacob Minnig, Kiyomi Helland, and Marcus Hughes.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Ordinance Amendment Regarding Subsurface Sewage Treatment Systems

Meeting Date: March 25, 2013
 Item Type: Regular Agenda
 Contact: Franklin Martin: 651-450-2549
 Prepared by: Franklin Martin, Building Official
 Reviewed by: Tom Link, Community Development Director
 Tim Kuntz, Levander, Gillen, & Miller

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

The City Council is to approve first reading of an ordinance amendment, as attached, to Title 8, Chapter 5, Subsurface Sewage Treatment Systems Code, repealing all requirements to Capacity Compliance Inspections on existing Subsurface Sewage Treatment Systems (SSTS).

BACKGROUND

At the March 11, 2013, City Council Work Session, City Council directed staff to proceed with repealing the Capacity Compliance Inspection requirement in the City of Inver Grove Heights Septic Ordinance.

ANALYSIS

Inver Grove Heights amended the septic ordinance in 2010 by adding a Capacity Compliance Inspection requirement to the MPCA Compliance Inspection criteria. This Capacity Compliance Inspection requires that the system be inspected to determine if the existing size and/or capacity of the system complies with current sizing design requirements, regardless of the date of the initial installation. If the SSTS is found to be undersized, when compared to current design standards, then the system must either be upgraded, or as an alternative to upgrading the system, install a device to measure the volume of wastewater being discharged into the septic system, and require the owner to follow a city approved management plan. Again, this Capacity Compliance Inspection is not required by the MPCA.

Inver Grove Heights added this requirement for two reasons. One, to ensure that homes with finished basements not completed under required building permits would have septic systems sized commensurate to the number of bedrooms in the home. Second, it was the expectation that other communities would follow our lead and add this requirement to their ordinances. Now that the requirement has been in effect for over two years, the requirement has caused some unintended consequences and burdens for both citizens and contractors who work in Inver Grove

Heights. Unfortunately, Inver Grove Heights currently stands alone in the entire state of Minnesota. No other community has adopted, or intends to adopt a similar provision.

Initially, the absence of new construction and the slowdown in the real estate market prevented the problems associated with the provision from presenting themselves immediately. With the increased activity in the real estate market, it is becoming more apparent that unforeseen issues are created by the city's capacity compliance inspection provision.

Common consequences of this requirement are:

- 1) A person selling their home can be an owner of a septic system that had passed previous compliance inspections, but are now informed that their system is non-compliant. Despite functioning normally, meeting all the criteria required by the MPCA and County, and nothing changing with regard to the septic system, the system is labeled as non-compliant due to the IGH Capacity Compliance Inspection portion only.
- 2) An owner of a system that is only short of the current required sizing formula by 1 or 2 percent is informed that their system is now classified as non-compliant. It is the opinion of the Inspections Department that addressing a shortfall of such minor consequence was never the intent of the ordinance. Due to the method of construction of a septic system, a sizing deviation, plus or minus a few percent, would not be unusual nor considered unacceptable.
- 3) The general consensus, through telephone conversations and feedback with owners and contractors, is that most of the licensed compliance inspectors have recently refused to perform business in Inver Grove Heights. The reason is solely based on the Capacity Compliance Inspection requirement, and all the associated work. Those willing to do the capacity compliance inspections will only do so at considerable markup to the homeowner. Currently, only one compliance inspector will perform these inspections in winter months and at extremely high costs to the homeowner. This has presented several homeowners with the problem of not being able to get a 'passing' compliance inspection done, thus delaying or otherwise impacting the sale of their property.

SUMMARY

This is the first of three readings; however, City Council can choose to adopt it in one meeting.

Staff respectfully recommends that Council repeal this provision because it is not required by the MPCA or other cities and the unintended burden that it places on the residents of Inver Grove Heights. The repeal of this provision will not reduce the level of groundwater protections currently in place to protect public health as directed by the MPCA and County Rules.

Attachments: Amended Title 8, Chapter 5, Subsurface Sewage Treatment Systems Code.

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 8 CHAPTER 5 OF THE
INVER GROVE HEIGHTS CITY CODE AND REPEALING PROVISIONS
RELATING TO COMPLIANCE INSPECTIONS FOR SSTS CAPACITY**

THE CITY COUNCIL OF INVER GROVE HEIGHTS DOES HEREBY ORDAIN AS FOLLOWS:

Section 1. Repeal of Section 8-5-5.02 (D) of the Inver Grove Heights City Code

Section 8-5-5.02 (D) of the Inver Grove Heights City Code is hereby repealed and deleted from the Inver Grove Heights City Code.

~~D. INSUFFICIENT CAPACITY. An SSTS, or any component thereof, that is determined to be undersized, shall be upgraded, repaired, replaced, or abandoned by the owner in accordance with the provisions of this chapter within 12 months of receipt of notice of noncompliance from the department.~~

For purposes of the Inver Grove Heights City Code, Section 8-5-5.02 (D) shall be shown and listed as “Intentionally Omitted.”

Section 2. Repeal of Section 8-5-6.03 (C) of the Inver Grove Heights City Code

Section 8-5-6.03 (C) of the Inver Grove Heights City Code is hereby repealed and deleted from the Inver Grove Heights City Code.

~~C. Existing SSTS must be sized to have sufficient capacity for the pretreatment and final dispersal components employing design flows determined by Minn. R. 7080.1850 to 7080.1885 and 7081.0120 to 7081.0140.~~

~~The minimum required septic tank capacity for dwellings shall be determined by Minn. Rules 7080.1930 and for other establishments and MSTs by Minn. R. 7081.0240 subp.2. Unless otherwise determined by the department, if no septic tank is otherwise required under this chapter to be upgraded or replaced, then a total aggregate tank capacity of at least 66 percent of the minimum required shall be considered compliant provided the tank(s) are regularly maintained so that volume of accumulated solids never exceed 25 percent of any individual tank's capacity.~~

~~The minimum required size of a system's absorption area shall be determined by subsection 8-5-6.02(A). Unless otherwise determined by the department, a final~~

~~dispersal system not otherwise required under this chapter to be upgraded or replaced, shall be considered conforming if the measured average daily flow over a period of 30 days is not great than 70 percent of the daily design flow based on the hydraulic loading rate and size of the existing soil absorption area.~~

~~The compliance of any reduced capacity system components shall be contingent on the system owner following a management plan, duly filed with and approved by the department, that takes into account the reductions in capacity and includes the items listed in Minn. R. 7082.0600 Subpart 1B.~~

~~Notwithstanding the above exceptions, existing MSTs must meet the requirements as described in Minn. R. 7081.0080 Subpart 1 in order to be considered conforming.~~

For purposes of the Inver Grove Heights City Code, Section 8-5-6.03 (C) shall be shown and listed as “Intentionally Omitted.”

Section 3. Amendment of First Paragraph of Section 8-5-9.02 (C) (2) of the Inver Grove Heights City Code

The First Paragraph of Section 8-5-9.02 (C) (2) of the Inver Grove Heights City Code is hereby amended to read as follows.

2. Compliance inspections of existing SSTS shall be reported on the inspection report forms provided by the MPCA. An inspection for existing SSTS must verify the conditions in subitems (a) to ~~(d)~~ (c).

Section 4. Repeal of Section 8-5-9.02 (C) (2) (d) of the Inver Grove Heights City Code

Section 8-5-9.02 (C) (2) (d) of the Inver Grove Heights City Code is hereby repealed and deleted from the Inver Grove Heights City Code.

- ~~d. The capacity of both the pretreatment components such as sewage tank(s) and the final dispersal system must be verified and evaluated for compliance. The verification and evaluation must be made by a licensed SSTS inspection or design business hired by the system owner. The system capacity shall be considered in compliance if it meets or exceeds the compliance criteria of subsection 8-5-6.03(C). The findings shall be reported in a format approved by the department along with the applicable inspections reports on the MPCA provided forms for the preceding subitems (a) to (e).~~

Section 5. Effective Date. This ordinance shall be effective from and after its passage in publication according to law.

Passed this ____ day of April, 2013.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

By: _____
Melissa Kennedy, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Authorizing and Receiving Feasibility Report and Scheduling Public Hearing to Consider Ordering City Project No. 2013-09E – Henry Avenue Bituminous Pavement Removal and Replacement

Meeting Date:	March 25, 2013	<input type="checkbox"/>	Fiscal/FTE Impact:
Item Type:	Regular	<input type="checkbox"/>	None
Contact:	Thomas J. Kaldunski, 651.450.2571	<input type="checkbox"/>	Amount included in current budget
Prepared by:	Thomas J. Kaldunski, City Engineer	<input type="checkbox"/>	Budget amendment requested
Reviewed by:	Scott D. Thureen, Public Works Director	<input type="checkbox"/>	FTE included in current complement
	<i>SAT</i>	<input type="checkbox"/>	New FTE requested – N/A
		<input checked="" type="checkbox"/>	Other: Pavement Management Fund, Special Assessments

PURPOSE/ACTION REQUESTED

Consider resolution authorizing and receiving feasibility report and scheduling public hearing to consider ordering City Project No. 2013-09E – Henry Avenue Bituminous Pavement Removal and Replacement

SUMMARY

The subject north-south street is located in both Inver Grove Heights and South St. Paul, with its centerline on the corporate boundary. South St. Paul has proposed to remove and replace the bituminous pavement as part of its pavement management program. They approached Inver Grove Heights concerning a joint project to do the entire width of the street. Historically, the cities have cost-shared projects on streets that straddle the corporate boundaries. A feasibility study has been prepared and is attached.

I recommend that the Council approve the attached resolution authorizing and receiving the feasibility report, and scheduling a public hearing on April 22, 2013. The City will also have a benefit analysis prepared to determine if the proposed assessments are sustainable.

TJK/kf
 Attachments: Feasibility Study
 Resolution

FEASIBILITY REPORT

**2013 PAVEMENT PROGRAM
INVER GROVE HEIGHTS, MINNESOTA**

**CITY PROJECT NO. 2013-09E
HENRY AVENUE BITUMINOUS PAVEMENT REMOVAL AND REPLACEMENT**

LOCATION: Henry Avenue (South Saint Paul) from Airport Road to MacArthur Street East. SW ¼ of Section 34, T28N, R22W (See Exhibit 1).

IMPROVEMENTS: Bituminous removal and replacement, minor curb and gutter replacement, miscellaneous subgrade correction, restoration and appurtenances.

INITIATION: City Council initiated under Pavement Management Program.

OWNERS ABUTTING: Two (2). See Exhibit 1 and Table 1.

ISSUES: The street segment included in the project lies in Inver Grove Heights and South St. Paul, with its centerline on the corporate boundary. South St. Paul has scheduled this street for a full depth bituminous pavement removal and replacement. This major street maintenance technique falls somewhere between a mill and overlay and a complete reconstruction in terms of life expectancy.

The street is 39 years old. It is a solid candidate for bituminous replacement per the Inver Grove Heights' PMP policy. Historically, the cities have worked together to maintain the streets that are located in both cities, with one city taking the lead to contract for the work and the cities sharing the cost under the terms of a joint powers agreement. In this case, South St. Paul would be the lead and would let a contract for the project.

The project would consist of removal of the entire existing bituminous pavement, base repairs, subgrade correction, where necessary, minor curb and gutter replacement, installation of four inches of new bituminous pavement and boulevard restoration.

RIGHT-OF-WAY: None required.

EASEMENTS: None required.

SCHEDULE: 2013 Construction.

FINANCING:	<u>Estimated Costs</u>	<u>Total</u>	<u>IGH Share</u>
	Construction	\$221,959	\$37,203
	Contingency	\$22,196	\$3,720
	Engineering	\$22,196	
	Administration		<u>\$3,720</u>
		<u>\$266,351</u>	<u>\$44,643</u>

PROJECT FUNDING: Two properties in Inver Grove Heights would be included for assessment per the Pavement Management Program funding policy. Due to the fact that this maintenance technique is more involved than a mill and overlay, a 25 percent City contribution is proposed. Similar percentages were used for projects on a 46th Street project (City Project No. 2007-09E) and Blaine Avenue (City Project No. 2010-09F). The balance would be assessed to the two parcels on a front-foot basis (see Table 1).

ESTIMATED TOTAL INVER GROVE HEIGHTS' COST SHARE \$44,643.00

CITY PARTICIPATION (25 PERCENT) - \$11,161.11

AMOUNT TO BE ASSESSED \$33,481.89

ESTIMATED FRONT-FOOT RATE \$33,481.89/ 821.44 FF = \$40.76/FF

EXHIBIT 1

*City of
Inver Grove Heights
Project 2013-09E*
Assessment Map



0 70 140 280 420 560 Feet



SOUTH STREET EAST

HENRY AVENUE

PARCEL 1
FRATTALONE'S DAWN WAY LANDFILL
FF = 612.48 LF
Area = 967,903 SF

PARCEL 2
XCEL ENERGY
FF = 208.96 LF
Area = 43,560 SF

AIRPORT ROAD

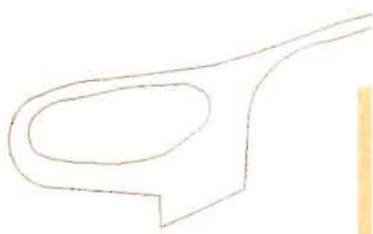


TABLE 1
CITY PROJECT NO. 2013-09E HENRY AVENUE BITUMINOUS REMOVAL AND REPLACEMENT - PRELIMINARY ASSESSMENT ROLL

MAP NO.	PID NO.	OWNER NAME	OWNER ADDRESS	OWNER CITY, STATE	OWNER ZIP	PRELIMINARY ASSESSMENT
1	200341075020	FRATTALONES DAWNWAY LLLP	3205 SPRUCE STREET	LITTLE CANDADA, MN	55117	\$ 24,964.68
2	200341077021	NORTHERN STATES POWER CO	414 NICOLLET MALL	MINNEAPOLIS, MN	55401	\$ 8,517.21
TOTAL:						\$ 33,481.89

CHECKED BY: TJK

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AUTHORIZING AND RECEIVING FEASIBILITY REPORT AND SCHEDULING
PUBLIC HEARING TO CONSIDER ORDERING CITY PROJECT NO. 2013-09E – HENRY
AVENUE BITUMINOUS PAVEMENT REMOVAL AND REPLACEMENT

WHEREAS, a feasibility report has been prepared by the Public Works Director with reference to the 2013 Pavement Management Program for the following project:

<u>Project No.</u>	<u>Improvement</u>
2013-14	Bituminous removal and replacement, minor curb and gutter replacement, miscellaneous subgrade correction, restoration and appurtenances.

Said report is hereby authorized and received by the City Council of the City of Inver Grove Heights on March 25, 2013.

1. The City Council will consider the above-mentioned improvements in accordance with the report and assess, or tax, the abutting properties for all or a portion of the cost of the improvement pursuant to Chapter 429 of the Minnesota Statutes at an estimated Inver Grove Heights' share of the cost of the improvement of \$44,643.00.
2. The South St. Paul Engineering Division is hereby designated as the Engineer for the project and shall prepare the final plans and specifications for the project.
3. A public hearing will be held on such improvements at 7:00 p.m. on April 22, 2013 in the City Council Chambers at 8150 Barbara Avenue and the City Clerk shall give mailed and published notice of such hearing and improvements as required by law.
4. Staff is authorized to obtain a benefit analysis to ensure the proposed assessments are sustainable.

Adopted by the City Council of Inver Grove Heights this 25th day of March 2013.

AYES:
NAYS:

Rosemary Piekarski-Krech, Acting Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk