

**INVER GROVE HEIGHTS CITY COUNCIL AGENDA**  
**MONDAY, AUGUST 26, 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 – July 29, 2013 Special City Council Meeting \_\_\_\_\_
- ii) Minutes – August 5, 2013 City Council Study Session \_\_\_\_\_
- iii) Minutes – August 12, 2013 Regular City Council Meeting \_\_\_\_\_
- B. Resolution Approving Disbursements for Period Ending August 21, 2013 \_\_\_\_\_
- C. Pay Voucher No. 1 for City Project No. 2013–09A, Cracksealing \_\_\_\_\_
- D. Pay Voucher No. 1 for City Project No. 2013–09B, Sealcoating \_\_\_\_\_
- E. Pay Voucher No. 5 City Project No. 2006–08, Asher Water Tower Replacement \_\_\_\_\_
- F. Change Order No. 5 for City Project No. 2012–09D – Urban Street Reconstruction, 65th Street Neighborhood and Cahill Court \_\_\_\_\_
- G. Consider Rejecting Bids Received on City Project No. 2011–15, Orchard Trail Storm Water Improvements \_\_\_\_\_
- H. Approve Proposal from Redstone Construction Company, Inc. for Replacement of the River Road Sanitary Sewer Lift Station \_\_\_\_\_
- I. Resolution Accepting Bids and Awarding Contract for the 2013 Improvement Program, City Project No. 2012–07, Bohrer Pond NW Pre-treatment Basin \_\_\_\_\_
- J. Resolution Accepting Bids and Awarding Contract for the 2013 Pavement Management Program, City Project No. 2013–09C – Mill and Overlay \_\_\_\_\_
- K. Approve Replacement of Fitness Strength Equipment for the Veterans Memorial Community Center \_\_\_\_\_
- L. ADA Accessibility at Groveland Park \_\_\_\_\_
- M. Approve Dive Pool Heat Exchanger Replacement \_\_\_\_\_
- N. Approve Overtime Payment \_\_\_\_\_

O. Approve Limited Hunting of Canada Geese within the City \_\_\_\_\_

P. Approve Temporary Liquor License Extension (Drkula's) \_\_\_\_\_

Q. Personnel Actions \_\_\_\_\_

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

6. **PUBLIC HEARINGS:**

A. **CITY OF INVER GROVE HEIGHTS;** Liquor License Violation Hearing – Eddy's Bar & Grill, LLC  
dba Eddy's Bar & Grill \_\_\_\_\_

7. **REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

A. **Independent School District #199;** Consider the following requests for property located at 3201 68<sup>th</sup> Street:

i) Resolution relating to a **Conditional Use Permit** to exceed the impervious surface amount allowed in the shoreland district for an expansion to Hilltop Elementary School \_\_\_\_\_

ii) Resolution relating to a **Variance** to allow a 20 foot rear yard setback whereas 30 feet is required \_\_\_\_\_

8. **MAYOR & COUNCIL COMMENTS**

9. **ADJOURN**

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

**INVER GROVE HEIGHTS SPECIAL CITY COUNCIL MEETING  
MONDAY, JULY 29, 2013 – 8150 BARBARA AVENUE**

**1. CALL TO ORDER** The City Council of Inver Grove Heights met in special session on Monday, July 29, 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, Assistant City Administrator Teppen, Parks and Recreation Director Carlson, Public Works Director Thureen, Community Development Director Link, Finance Director Smith, Chief Stanger, Chief Thill, and Deputy Clerk Kennedy.

**2. 2014 PRELIMINARY BUDGET**

Mr. Lynch stated in May staff discussed challenges that were identified for the 2014 budget including increased personnel costs, reduced reliance on the Host Community Fund, reduced reliance on internal service funds, increased debt service, funding of the Pavement Management Program, and allocations for Risk Management, Central Equipment, and City Facilities. Following discussion with staff, the Council directed that the 2014 budget be prepared with a tax rate equivalent to that of 2013. He explained department heads were directed to prepare a flat budget with the exception of a 2% wage increase for cost of living adjustments and an increase in health insurance premiums.

Ms. Smith explained within the 2014 budget the tax rate remained constant at 46.312, the same as 2013. Reliance on the Host Community Fund decreased by \$203,640 to \$400,000, Central Stores was reduced from \$78,874 to \$0, Risk Management decreased from \$78,874 to \$53,300, and Central Equipment increased from \$0 to \$214,400. The net result is an increased reliance on Internal Service Funds from \$109,952 to \$267,700. Allocations for Risk Management, Central Equipment, City Facilities and Technology were adjusted to reflect actual costs after being kept constant for the past four (4) years. She noted the Central Equipment Fund did not currently include capital outlay and the Economic Development Specialist position was not included in the General Fund budget. The Pavement Management Program would continue to be funded (\$500,000) through the Host Community Fund, not the General Fund. She stated all union contracts had been negotiated and the impact of the 2% wage increase on the General Fund was an increase of \$165,900, including increases to PERA contributions for Police and Fire. Insurance costs increased \$215,400 and are budgeted at the family rate. Levy limits were imposed for 2014 and preliminary information indicated the limit would be \$13,902,322. The proposed budget was within the levy limit. She noted special levies would include the city's debt service levies. The Department of Revenue planned to certify levy limits by September 1<sup>st</sup>. Beginning January 1, 2014 cities and counties will be exempt from sales and use tax on purchases used to provide certain government services. Exemption would not apply to golf course or community center purchases. She explained as part of the proposed levy certification the City would be required to estimate the amount of sales and use tax paid in 2013. The information would be included on proposed property tax statements and the amount of estimated savings would be discussed at the truth in taxation hearing.

Mayor Tourville questioned why it appeared as though the market value of the railroad property had decreased.

Councilmember Madden added that industrial was down as well.

Ms. Smith stated it was a function of valuation and she would seek further explanation from the State.

Mayor Tourville stated the Department of Revenue was updating the information related to sales tax exemptions.

Ms. Smith reviewed market value and net tax capacity comparisons for 2013 and 2014. She noted both residential and commercial properties saw slight increases in market value from 2013 to 2014. The proposed 2014 operating levies, debt levies, and watershed management tax district levies were discussed. She stated the estimated tax levy to keep the tax rate the same as 2013 resulted in a slight increase in the city's net tax capacity and therefore in the net city-wide tax levy due to the slight increases

in market values. A 0% increase in the tax rate from 2013 still resulted in a net city-wide tax levy of \$13,185,274 generating a \$688,401 increase in the total amount collected. She explained if the tax rate was set at the imposed levy limit the rate would increase by 1.50% to 47.005 and would generate an additional \$198,897. She noted staff's proposed budget recommended a 0% increase in the tax rate.

Councilmember Bartholomew questioned why different levy limits were reflected.

Ms. Smith stated the difference was accounted for by fiscal disparities. She explained how the proposed levy would impact actual residential and commercial properties located in the City. The average residential property increased in value by approximately 2% and the median residential property experienced a slight decrease.

Mayor Tourville noted the example commercial properties experienced no change in value.

Councilmember Madden questioned why the mean and median residential properties were not included.

Mr. Lynch stated staff presented actual values of existing properties in the City.

Councilmember Piekarski Krech questioned why there was a difference between the homestead value and the taxable market value.

Mr. Lynch explained due to legislative changes that implemented the market value exclusion program, there is a reduction in the value subject to tax. Properties are taxed based on the taxable market value, not on the actual market value of the property.

Mayor Tourville opined it was good news that there was an increase in property values for the first time in a number of years.

Mr. Lynch noted because the budget was prepared at a 0% rate increase, 50% of the properties in the City would pay the same or slightly less in taxes compared to 2013.

Ms. Smith recommended the implementation of a two-year budgeting tool to assist with planning efforts.

Mr. Lynch explained staff worked with the City's financial advisor to create a tool for scenario planning that would allow both Council and staff to have the ability to look at the budget two (2) years ahead. He stated this would give staff specific parameters and a target for the budget going forward. He noted the tool would allow adjustments to be made at any time and would provide an opportunity to see the impact of changes to established parameters on the overall budget. Staff would be starting the budget process at a more certain point and could start planning much sooner.

Ms. Smith provided an example of the budgeting tool with generic estimates entered for tax collection and revenues. She stated the tool was very flexible and had detailed multi-year scenarios readily available for staff use in budget preparation.

Dian Piekarski, 7609 Babcock Trail, questioned how the Pavement Management Program would be affected by reliance on the Host Community Fund.

Ms. Smith explained the Pavement Management Program was traditionally funded through a transfer from the Host Community Fund to the General Fund. In 2014 a direct transfer of \$400,000 from the Host Community Fund to Pavement Management was proposed.

Ms. Piekarski clarified the Host Community Fund would be utilized until it no longer existed.

Mr. Lynch stated staff and Council would discuss alternate funding mechanisms for the Pavement Management Program at an upcoming work session. He noted part of the problem was the City's established assessment policy was not generating enough revenue due to the decrease in property values. In recent years the City has had to contribute 70% of the project costs and assess 30%, the exact opposite of the adopted assessment policy. He explained the Pavement Management Program would not be eliminated, it would simply be funded differently.

Ms. Piekarski questioned if the debt service levy was subject to the overall levy limit.

Ms. Smith stated the levy limit applied to general fund operations and the debt service levy was separate.

Mayor Tourville suggested Council provide direction to staff regarding adoption of the preliminary levy. He opined there could be advantages to setting the preliminary levy at the levy limit and working to decrease the budget from that point. He noted once the preliminary levy was set the budget could not increase.

Councilmember Piekarski Krech suggested setting the preliminary levy at the 0% rate increase to coincide with the budget that was prepared by staff.

Councilmember Madden stated it was important to get educational information out to citizens so they understood where the preliminary levy and 2014 budgets were set and how it would impact their tax statements.

Mr. Lynch stated the budget prepared by staff included filling the two (2) vacant police officer positions and one (1) vacant parks and recreation position. He noted the net number of FTEs would be the same as 2013.

Councilmember Piekarski Krech requested information regarding the total number of FTEs in each department and the number of part-time/seasonal positions.

Councilmember Madden questioned why there was such an increase in Parks and Recreation.

Ms. Smith explained that particular budget was harder hit by the allocation changes.

Mayor Tourville suggested the budget should be reviewed by department to allow an opportunity for questions and suggestions.

Councilmember Bartholomew stated he would like to work towards a smaller budget. He questioned if the proposed budget included the cost of meals for the Council and the annual contribution to Progress Plus.

Mr. Lynch stated the allocation for meals had been removed and the Progress Plus contribution still had to be discussed by the Council.

Ms. Piekarski suggested staff should justify the costs for the EDA, Progress Plus, and membership with the Chamber of Commerce. She opined existing resources could be used to fulfill the same purpose.

Councilmember Bartholomew stated he would like to cut an additional \$250,000 from the proposed budget. He opined that he would like to see a consolidation of senior level management, including the elimination of the Assistant City Administrator position.

Councilmember Mueller agreed that additional cuts could be made to further reduce the budget.

Mayor Tourville opined there was a big difference between discussing the elimination of positions and giving staff direction to make cuts. He stated he would like to review and discuss each department's budgets before making any decisions regarding cuts.

Councilmember Madden agreed that further discussion and evaluation of each department's budgets was needed before making final decisions.

Mr. Lynch stated each department head could present their respective budgets to the Council for review and discussion. He explained additional meetings would need to be scheduled to accommodate the time frame for adoption of the preliminary budget. He suggested that the Council schedule special meetings on August 12<sup>th</sup> and 26<sup>th</sup> solely to discuss the 2014 budget.

Mayor Tourville suggested the special meetings be scheduled to start immediately following the conclusion of the regular meeting on both the 12<sup>th</sup> and the 26<sup>th</sup>.

### **3. ADJOURN**

The meeting was adjourned at 8:30 p.m.

DRAFT

**INVER GROVE HEIGHTS CITY COUNCIL STUDY SESSION  
MONDAY, AUGUST 5, 2013 – 8150 BARBARA AVENUE**

**1. CALL TO ORDER** The City Council of Inver Grove Heights met in study session on Monday, August 5, 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, Assistant City Administrator Teppen, Community Development Director Link, Public Works Director Thureen, Parks and Recreation Director Carlson, Finance Director Smith, Chief Stanger Fire Chief Thill and Deputy Clerk Kennedy.

**2. 2014 BUDGET (PUBLIC SAFETY)**

Chief Thill reviewed the proposed 2014 budget for the Fire Department. She stated personnel costs had a net increase as a result of an increase in wages, insurance costs, and PERA contributions. The increase in the workers' compensation allocation reflected the true cost.

Councilmember Bartholomew questioned if the allocation was a reflection of claims.

Ms. Smith stated the workers' compensation allocation was directly related to the number of personnel and reflected actual costs. It was not a reflection of the number of claims. She noted in previous years the allocation was kept low to maintain a constant number.

Councilmember Mueller questioned if the paid-on-call firefighters also received a wage increase.

Chief Thill responded in the negative. She stated the wage increase only applied to the full-time fire department employees. She explained the purchased services category had a net decrease as a result of a decrease in the central equipment allocation.

Councilmember Mueller questioned why there was nothing budgeted for maintenance of vehicles.

Ms. Smith stated maintenance was included in the central equipment allocation. The basis for the allocation was related to fuel, labor, and parts.

Chief Thill explained the budget also included an allocation for City facilities.

Mr. Lynch stated departments pay for their occupancy in City Hall based on an allocation formula.

Ms. Smith added the allocation was based on the number of full-time employees and square footage.

Chief Thill explained there was an increase in licenses, dues, and subscriptions because all firefighters are required to be licensed and their licensure was due for renewal in 2014. She noted the domestic preparedness allocation was also included in the line item. She stated the department's technology allocation was \$23,000.

Ms. Smith stated the technology allocation included operations and the replacement of equipment.

Mr. Lynch explained over the last five (5) years the allocations were held constant. He stated for the 2014 budget it was decided that the allocation should be a more accurate reflection of actual costs for replacement and operations.

Councilmember Bartholomew stated there was a relative increase in technology for 2014.

Ms. Smith stated the technology allocation increased across the board from 2013 to 2014.

Mayor Tourville questioned how much of the technology allocation was equipment and how much was operations.

Ms. Smith stated she could do separate line items to show the breakdown of the allocation.

Councilmember Mueller stated it seemed as though the allocations for supplies, training, and uniforms were low.

Chief Thill stated the department had made a concerted effort to extend the life of their gear by repairing whenever possible.

Councilmember Piekarski Krech opined that she was not in favor of cutting corners on uniforms and equipment because it was so important to maintain the firefighters' safety.

Mr. Lynch stated it was not on a replacement schedule because it was a consumable. The allocation was based on projected annual need.

Councilmember Piekarski Krech suggested that a separate fund should be set up with an annual allocation for the replacement of gear to ensure the equipment is always up to date. She questioned if the repairs were always made in accordance with safety standards.

Chief Thill responded in the affirmative.

Mr. Lynch stated the DCC cost allocation was included under miscellaneous contracts. He explained the Police department pays 90% of the cost and the Fire department pays the remaining 10%.

Chief Stanger presented the proposed 2014 budget for the Police department. He stated personnel costs increased due to promotions within the department, step increases, cost of living adjustments, and increased contributions to PERA.

Councilmember Bartholomew questioned why there was a flex comp fee increase.

Ms. Smith explained it was new for 2014 in response to the patient protection affordable care act.

Councilmember Piekarski Krech questioned how the overtime was spread out.

Chief Stanger stated the average over the last three (3) years was the amount reflected in the proposed budget. He stated the budgeted overtime cost was for patrol officers, patrol sergeants, and clerical staff. He noted there was a slight increase in the amount because officers have had to cover the current staffing shortage of two (2) patrol officers.

Councilmember Mueller questioned what the temporary personnel line item included.

Chief Stanger explained that include non-sworn positions and the CSO. He noted the department had not increased the number of sworn officers since 2007. New officers had only been hired to fill vacancies.

Councilmember Piekarski Krech questioned what the total amount of the DCC allocation was.

Chief Stanger responded it was approximately \$112,000. He noted the contracts for service line item also included the department's contracts with the South St. Paul Animal Hospital, CJIN, LOGIS, and Pro Phoenix Records Management.

### **3. MENDOTA/LEBANON GREENWAY**

Jon Mertens, Dakota County, stated the master planning process for the Mendota/Lebanon Hills Greenway began in September of 2012. The greenways vision involved the investment of regional dollars to enhance the Dakota County Park System in conjunction with the collaborative protection of open space. The focus of the greenway concept was to create multi-purpose corridors that served four key functions: habitat, recreation, water quality, and non-motorized transportation. The purpose of the master plan was to provide strategic guidance for future greenway development, integrate recreation, transportation, natural resource management, and improved water quality, promote stewardship of natural and cultural resources, provide design direction for trail alignments, implement strategies related to land protection, phasing, capital and operational budgets, and cost sharing, and to satisfy the Met Council requirements for regional designation. Input was solicited from the public and stakeholders including Dodge Nature Center, Thomson Reuters, Ace in the Hole, Dakota 53, and the Cole Family. A technical advisory group was established to represent the interests of Mendota Heights, Inver Grove Heights, Eagan, and the Dakota County Historical Society.

Mr. Mertens provided an overview of the master plan for the 8.5 mile greenway that would stretch from Mendota Heights to Lebanon Hills Regional Park. The planned destinations for the greenway established community connections that would span across seven (7) parks, three (3) schools, the YMCA, and several

employment centers. The proposed alignment would incorporate existing natural resources with a focus on water quality improvements and the implementation of urban corridors with natural signatures. With respect to transportation, grade separated crossings were recommended at arterial roads to improve the safety for those traveling through the greenway. He reviewed the preferred alignment for the north half of the greenway, segment 1, which would run through Inver Grove Heights. He noted the alignment may shift based on future opportunities for integration with new development in the Northwest Area and the preservation of contiguous open space corridors.

Councilmember Piekarski Krech questioned when the final alignment would be chosen. She stated she did not want developers looking at property in the Northwest Area to encounter difficulties because of the alignment of the greenway. She stated the goal should be to utilize the space as best as possible.

Mayor Tourville questioned why multiple alignments were shown on the Master Plan.

Mr. Mertens explained the multiple alignments were shown to illustrate that the County did consider different options. He stated the intent would be to work with developers and landowners to incorporate the greenway into the Northwest Area.

Mayor Tourville stated the interchanges were most important to the City and needed to be integrated into the plans. He suggested that the City should meet with representative from Dakota County parks and transportation at the same time to discuss how all of the pieces would fit together.

Councilmember Madden expressed concern that not a lot of details were known at this point in terms of how the land would be obtained for the greenway and questioned how the City could support the proposal without really knowing the alignment.

Mr. Mertens explained it was the County's intent to move forward with the preferred alignment. He noted the alignment was purposely chosen because it allowed for flexibility with developers and land owners. He stated the County would negotiate with land owners to determine what they were willing to contribute.

Mr. Lynch acknowledged that the County had taken the City's concerns and input into consideration.

Councilmember Mueller questioned who would be responsible for maintenance costs.

Mr. Mertens stated the County would be responsible for maintenance.

Councilmember Bartholomew questioned what would happen if a property owner was unwilling to sell a portion of their land for the greenway.

Mr. Mertens explained the County could consider realignment or they may choose to wait until they were able to obtain the necessary property.

Mayor Tourville questioned if further City approval was required for the final design.

Mr. Lynch explained the County was the approval authority and they would likely only come back to the City for input if the alignment was shifted.

Mr. Mertens noted a similar process was followed for the alignment of the Mississippi River Regional Trail and the results were positive. He stated the County Board would be asked to adopt the alignment in August and the plans would then be submitted to the Met Council for approval.

#### **4. FIRE DEPARTMENT STRATEGIC PLAN**

Chief Thill stated the strategic plan was a multi-year, department wide effort. She noted there were components of the plan that were missing and still being worked on by staff.

Councilmember Bartholomew clarified there was one (1) FTE who also served in a paid-on-call capacity in the evenings.

Chief Thill responded in the affirmative.

Councilmember Madden stated the plan was very informative and he saw tremendous value in the historical perspective that was included.

Mayor Tourville suggested that the final draft of the strategic plan, after all components were completed, be discussed at a special work session so it could be reviewed in greater detail.

Councilmember Mueller stated he found the plan to be very informative. He opined it was important to find ways to retain firefighters in the department to ensure they stay in the City. He suggested that a wage increase be considered for the paid-on-call staff to boost morale.

Mr. Lynch stated the next step in the process would be to develop action plans for the next three (3) to five (5) years.

Councilmember Piekarski Krech stated the Council may have to consider increasing the budget for the Fire Department. She agreed it was important to entice firefighters to stay after the City invested in their training.

Chief Thill stated the long-term stability of the paid-on-call staff was a very high priority. She explained the department averaged five (5) retirees per year and so far has been able to keep up with replacement to maintain staffing levels.

## **5. RENTAL LICENSING PROGRAM**

Mr. Link provided an overview of a possible rental licensing program based on recent City Council work session discussions and staff working group meetings. During the course of several discussions with the City Council it was determined that there is a need for some form of rental housing program to assure proper maintenance of structures, provide for basic life/safety standards, assure basic living standards such as water, heat, electricity, fire safety, and sanitary conditions, and to provide for quality of life standards by prohibiting disorderly behavior and public nuisances. He noted the program would exclude rental units that are licensed and inspected by other governmental agencies. The program may address landlord management practices and tenant behavior, a component that would be administered jointly by the Police and Community Development departments. The program would be closely coordinated with the Fire Department's multiple housing fire inspection program, however Fire inspectors do not currently enter individual units and only inspect common areas. The program would require the registration or licensing of rental properties and would be administered by existing staff in the Community Development department. The program would not utilize private inspection services and would not provide for regular inspections. He explained the City Council previously stated it was not interested in establishing a program that would require regular inspections and expressed a desire to start with a smaller program that would be built incrementally. Staff sought direction as to whether or not the Council wanted a rental inspection program that would respond to complaints, desired adoption of maintenance requirements specifically for rental properties such as the International Property Maintenance Code, and if there was interest in implementing a landlord management and tenant behavior program.

Councilmember Bartholomew questioned if the City currently had regulations in place to address exterior building maintenance issues.

Mr. Link responded in the negative.

Councilmember Bartholomew opined the City needed to have something in place to be able to address the maintenance issues.

Mayor Tourville stated he would support pursuing all three (3) proposed measures. He opined that money spent to administer the program would be regained through the resulting increase in home values. He suggested that staff develop a plan on how to administer the program and the associated costs. He stated adoption of the international building code would be a good starting point.

Councilmember Piekarski Krech expressed concern regarding the cost and staff time involved in the administration of the program.

Mayor Tourville stated staff should determine how the program would be run, which staff members would be responsible for administration and enforcement, and estimate how much a program would cost.

Councilmember Bartholomew requested additional information on the landlord management & tenant behavior program.

Chief Stanger explained the program would encourage landlords and property managers to adhere to certain management practices and discourage problem tenant behavior. The program would also address quality of life standards for tenants. A license would be required to monitor the management of rental units and assure that the ordinance requirements are complied with. A license fee would also be required to offset some of the City's costs to administer the program. In order to provide an incentive for voluntary education, the fee could be reduced if the landlord or property manager attended training workshops that review good management practices and ways to deal with difficult tenants. He noted the program would require additional police staff in the form of a full-time non-sworn Crime Prevention Specialist. The position would be responsible for preparation and distribution of information, administration of the program, tracking disorderly conduct violations, conducting outreach and developing relationships with landlords, managers, and tenants, monitoring the management training program, and serving as a resource and liaison with the City's multiple-family residential community. A portion of the personnel cost would be offset by the rental license fee. Existing Community Development staff would administer the license itself.

Councilmember Bartholomew questioned if any of the department's current practices addressed similar issues.

Chief Stanger the department did not currently have an enforcement tool in place to administer such a program.

Councilmember Piekarski Krech questioned where the calls related to tenant behavior generally originate.

Chief Stanger explained a majority of the calls come from multi-housing units and buildings. He stated one of the most important aspects of the proposed program would be the educational outreach component.

Councilmember Bartholomew questioned if there were any enforcement opportunities available through the process in place to obtain a certificate of occupancy.

Mr. Link stated certificates of occupancy were issued for new construction only and there was no requirement for renewal of the certificate.

Dian Piekarski questioned if the proposed regulations would apply to townhomes.

Mr. Link stated the City Council directed staff to look at all types and forms of rental housing.

Mr. Lynch stated staff would prepare a plan for administration of the program, including anticipated costs, and bring it to the Council for further review.

## **6. ADJOURN**

**The meeting was adjourned at 9:45 p.m.**

**INVER GROVE HEIGHTS CITY COUNCIL MEETING  
MONDAY, AUGUST 12, 2013 - 8150 BARBARA AVENUE**

**CALL TO ORDER/ROLL CALL** The City Council of Inver Grove Heights met in regular session on Monday, August 12, 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, Assistant Administrator Teppen, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Finance Director Smith, Parks and Recreation Director Carlson, Chief Stanger, Fire Chief Thill, and Deputy Clerk Kennedy.

**3. PRESENTATIONS:** None.

**4. CONSENT AGENDA:**

Councilmember Piekarski Krech removed Items 4F, 4G, & 4L from the Consent Agenda.

- A. Minutes of July 22, 2013 Regular City Council Meeting
- B. **Resolution No. 13-102** Approving Disbursements for Period Ending August 7, 2013
- C. Pay Voucher No. 4 for City Project No. 2006-08, Asher Water Tower Replacement
- D. Appoint Board Member to the Lower Mississippi River Watershed Management Organization (LMRWMO)
- E. Approve Custom Grading Agreement for Lot 14, Block 2, Wildwood Ranch Estates (Murad) 8654 Alvarado Court
- H. **Resolution No. 13-103** Supporting Dakota County's Mendota/Lebanon Hill Regional Greenway Master Plan
- I. Approve Bituminous Trails 2013 Seal Coating
- J. Schedule Special Meeting
- K. Personnel Actions

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

**Ayes: 5**

**Nays: 0      Motion carried.**

F. Approve Proposal for Public Works Maintenance Facility Space Needs Study

Councilmember Piekarski Krech opined that the study was premature at this point and she was not in favor of spending the money because budget discussions were not finished.

Councilmember Mueller stated he would like staff to prepare a list of their needs for the building and what their plans are for the space to reduce the cost of the study. He acknowledged that the existing building needed maintenance work and questioned what specifically needed to be done.

Councilmember Piekarski Krech stated she thought the maintenance facility was included in the study that was completed for City Hall several years ago.

Mr. Thureen clarified staff was directed to move forward with a request for proposal for the needs analysis. He stated a space needs study for all city facilities, including City Hall and the Public Works Maintenance Facility, was completed in 2003. An update to the study was suggested at this point in time because the City now has a clearer picture of how it will build-out and the system it will need to maintain, which drives the need for additional space, equipment, and people. He noted staff was also conscious of the expensive maintenance issues that would need to be addressed in the existing buildings, including a new roof. Staff felt it would be beneficial to look at the overall condition of the major systems and revisit the needs analysis because the 2003 study projected a need for an additional 30,000 square feet by the year 2025 specifically for public works maintenance. He explained staff would be heavily involved with the

process and would work closely with the consultant to help them understand what is going to happen with the City's system and develop concepts that would fit into the current footprint and address the space needs.

Councilmember Mueller opined there was still room to expand at the current site and he could not envision tearing down the existing building.

Mr. Lynch explained staff was not proposing to tear the building down at this point in time. The proposal was to complete a study to determine what could be done to address the space needs. The question is what would be the best course of action - a remodel or an addition to the existing building, or a new facility. He stated a lot of information is needed to determine what the best option is for the City.

Councilmember Mueller reiterated his opinion that the cost of the study could be reduced.

Mayor Tourville stated the purpose of the analysis was to develop several options or scenarios for consideration. He noted a final decision had not been made on what should be done.

Councilmember Madden stated the consultant would use their experience and input from staff to come up with different ideas. He questioned if the recommended consultant was the low bidder.

Mr. Thureen stated it was the second lowest bid received. He explained the RFP was sent out to five (5) different firms, four (4) of which submitted a bid. Each of the four (4) firms conducted site visits and met with staff prior to submitting proposals. The proposals were reviewed by an internal ad-hoc committee of eight (8) staff members and individually scored. Former clients of the firms were contacted to obtain feedback on the product they received and their overall experience. He explained for professional services staff looks at the value and quality of the service that will be received, not necessarily the lowest price.

Councilmember Bartholomew questioned if there was anything that could be done with internal staff to reduce the cost of the proposal.

Mr. Thureen reiterated staff would be involved throughout the process, but structural engineering issues would be the main focus of the analysis. He stated electrical, HVAC, fire safety, and fire suppression would all be examined, specialties outside the scope of internal staff.

Councilmember Bartholomew questioned how long the proposal would be valid.

Mr. Thureen stated the intent was to get started on the project right away. He noted the City could ask Oertel Architects if they would be willing to hold the bid for a specified period of time.

Mr. Lynch stated the proposed funding source was the City Facilities fund, not the General Fund. He explained three (3) years ago the Public Works Facility was included in the annual CIP because staff knew ongoing maintenance and storage concerns would need to be addressed in the near future. The facility was constructed when the City had a population of less than 20,000. The City's population is nearing 50,000 and the City needs to make plans in advance to be able to adequately serve that population.

Mayor Tourville stated it would be inappropriate to ask staff how much a new building or building renovations would cost because that is not staff's area of expertise. He explained getting the information would be valuable for future budget considerations.

Councilmember Piekarski Krech stated the CIP is a plan and the items are not set in stone. She opined she did not want to spend the money at this point in time for something that is not a critical need.

Councilmember Madden stated he was concerned with the continued depreciation of the equipment and vehicles that are not able to be stored properly.

Mayor Tourville clarified that the study would address a number of items including the maintenance of the roof and the mechanical system.

Mr. Thureen reiterated the scope of the study would be comprehensive and would examine the City's projected and current needs. The architects would look at the lighting system, HVAC system, energy efficiency in each building and current maintenance needs.

**Motion by Madden, second by Tourville, to approve Proposal for Public Works Maintenance Facility Space Needs Study****Ayes: 2****Nays: 3 (Bartholomew, Mueller, Piekarski Krech) Motion failed.****G. Award Proposal to Mill and Overlay the East Parking Lot at City Hall**

Councilmember Piekarski Krech expressed concern regarding the potential for additional litigation costs if the City proceeds with the parking lot correction using the remaining retainage held for the project.

Ms. Teppen explained in the mediated settlement agreement between the City and the general contractor on the project the City held funds to fix the parking lot if the parties could not reach an amicable resolution. Additional core samples were taken from the parking lot and it was determined that the asphalt did not meet the density or thickness that were prescribed in the project specifications. Shaw Lundquist's subcontractor offered to address the visible areas of wear through a patching and seal coat process. The City found the proposed resolution unacceptable as it would not result in a parking lot that would meet the plans and specifications with respect to the wear course in terms of density and thickness. Under direction from the City's legal representative on the case, the City exercised its right to provide the general contractor with ten (10) days written notice to fix the parking lot according to the plans and specifications. The general contractor's response was another offer to fix the visible areas of wear. The City subsequently sent the general contractor a courtesy notification of its intent to move forward with a proposal to complete a mill and overlay of the east parking lot at City Hall. She stated although the City's actions were well within the rights outlined in the mediated settlement agreement and contract there was no guarantee that the general contractor would not take legal action against the City.

Councilmember Piekarski Krech questioned if a mill and overlay would completely address the issues and provide the City with a parking lot that would last 30 years.

Ms. Teppen reiterated the mill and overlay would result in a parking lot that met plans and specifications.

Mayor Tourville stated the parking lot had a better chance of lasting 30 years if the mill and overlay was done versus leaving it in the current condition. He opined the City had a responsibility to make sure the parking lot meets specifications and he did not want to wait for the contractor to do something that wouldn't fully address the problem at the city's expense. He stated the issue needed to be addressed sooner rather than later.

Councilmember Bartholomew questioned if staff was certain all of the notification requirements had been met.

Ms. Teppen responded in the affirmative.

Councilmember Bartholomew clarified the city's attorney for the case was in agreement with the proposed course of action.

Ms. Teppen responded in the affirmative.

Councilmember Madden opined the City should not wait any longer to correct the problem.

**Motion by Madden, second by Bartholomew, to award proposal to mill and overlay the East parking lot at City Hall****Ayes: 5****Nays: 0 Motion carried.****L. Approve Overtime Payment**

Councilmember Piekarski Krech expressed concern that there was no signed agreement included with the packet of information. She stated she wanted some assurance that everything had been taken care of from a legal standpoint. She questioned how staff could be certain that all of the overtime was attributable to duties within the Fire department.

Ms. Teppen explained staff reviewed the records over a five (5) year time period to determine which overtime hours were related to street maintenance duties and which overtime hours were related to firefighter duties. She stated the employee advised staff that he would sign an agreement which indicated his election to take the straight rate going forward. The City's understanding is that a written agreement between the employee and employer is required because the agreement could vary based on each specific employee's election in terms of the rate.

Councilmember Piekarski Krech stated she would like to see documented verification of the agreement before moving forward. She questioned why the issue was not previously researched.

Ms. Teppen stated the City was simply unaware of the requirement prior to this issue being brought forth. She noted this particular individual is the only employee who is both a full-time City employee and paid-on-call firefighter.

Councilmember Bartholomew questioned if future requests of a similar nature would be handled based on each employee's election or by City policy.

Ms. Teppen explained if the City moved forward with implementation of a policy whereby other full-time benefitted employees would be allowed to also serve as paid-on-call firefighters, the City would enter into an agreement and it would be at the employee's discretion whether they wanted the overtime rate calculated at the blended rate or the straight overtime rate.

Councilmember Bartholomew questioned if the City currently had a policy in place.

Ms. Teppen responded in the negative.

Mayor Tourville opined that a policy was necessary.

Mr. Lynch stated the broader discussion was whether or not the City should allow the situation to occur. He noted staff would discuss what the City's practice should be in terms of employment and if the City should encourage or allow full time benefitted employees to serve as paid-on-call firefighters. He explained the requirements of both positions would have to be taken into account and a discussion would need to take place with the City Council about employment practices before a policy was drafted.

Mayor Tourville stated many cities across the State allow their employees to serve as paid-on-call firefighters.

**Motion by Piekarski Krech, second by Madden, to table item to August 26, 2013**

**Ayes: 5**

**Nays: 0      Motion carried.**

**5. PUBLIC COMMENT:** None.

**6. PUBLIC HEARINGS:** None.

**7. REGULAR AGENDA:**

**COMMUNITY DEVELOPMENT:**

**A. PATRICIA PERISH;** Consider Resolution relating to a Variance to allow a 12 Foot Front Yard Setback for a Deck and Handicap Ramp for property located at 3160 71<sup>st</sup> Street

Mr. Link reviewed the location of the property. He stated the proposal was to construct a deck and a handicap access ramp on the front of the house. Ordinance allows for an access ramp to extend into the front yard. A typical front yard setback is 30 feet, ordinance states the setback for an access ramp can be 24 feet. The request is to extend the ramp closer to the street. The proposal is to reduce the setback from 24 feet to 12 feet to accommodate the deck and the ramp. Staff's suggested compromise was to shorten the deck to a 17 foot setback. He noted there was no issue with the ramp. The issue was the proposed size of the deck. The applicant requested a deck that is 11 feet deep and staff felt that would extend too close to the street and the deck should be limited to 6 feet deep. Staff recommended the

request as proposed, with a 12 foot setback, be denied because no practical difficulty could be defined. Staff would support a variance for a 17 foot setback. The Planning Commission also recommended denial of the variance for a 12 foot setback and supported the 17 foot setback.

Terry Johnson explained the reason the deck was designed in the proposed configuration was because of a steep hill located in the front yard. The ramp cannot be attached directly to the house because it would be too steep of an incline. He stated the idea was to construct a deck that would allow the applicant to maneuver a wheelchair out of the home. He opined a deck with a six (6) foot depth would not be large enough to accomplish that purpose. He explained in order to comply with the required 12:1 ratio for the length of the ramp it would extend half way down the hill and would not be feasible in terms of ease of accessibility for the applicant. He stated the practical difficulty was the slope of the front yard.

Councilmember Piekarski Krech questioned if the proposed configuration met the regulations for access ramps.

Mr. Johnson responded in the affirmative.

Patricia Perish, 3160 71<sup>st</sup> Street, stated the main objective is for her husband to be able to get in and out of the house as easily as possible.

Mayor Tourville explained the practical difficulty needed to be something unique to the property. He opined the slope of the property constituted the practical difficulty and he would support the request because it would not negatively impact the neighboring properties and would increase the accessibility of the home.

Councilmember Madden questioned if the neighbors had any objections to the request.

Mr. Johnson responded in the negative. He stated the neighbors supported the proposal because it would improve the accessibility for the homeowner.

Councilmember Madden stated he would support the request as long as the neighbors did not object.

Councilmember Bartholomew stated this was one of the rare instances where he saw a practical difficulty and the Planning Commission did not. He supported the proposed variance with the slope of the front yard being the practical the difficulty.

**Motion by Piekarski Krech, second by Madden, to adopt Resolution No. 13-104 approving a Variance to allow a 12 Foot Front Yard Setback for a Deck and Handicap Ramp for property located at 3160 71<sup>st</sup> Street**

**Ayes: 5**

**Nays: 0**

**Motion carried.**

**B. HALLBLADE PROPERTIES;** Consider Resolution relating to a Vacation of Certain Drainage and Utility Easements within the Plat of Arbor Pointe Commons Second Addition

Mr. Link reviewed the location of the property. He stated the Council previously approved the site plan for the property and the City inadvertently overlooked the need to vacate several internal easements recorded on the previous plat. Because the property owner was essentially combining the lots the easements no longer served any functional purpose. He noted the City did retain certain easements around the perimeter of the property. Both Planning staff and the Planning Commission recommended approval of the vacation.

Councilmember Mueller questioned if the applicant had to pay an additional fee for the vacation.

Mr. Link stated if a fee had been paid it could be refunded to the applicant because the additional vacation was needed due to an oversight by the City.

**Motion by Piekarski Krech, second by Madden, to adopt Resolution No. 13-105 approving a Vacation of Certain Drainage and Utility Easements within the Plat of Arbor Pointe Commons Second Addition**

**Ayes: 5**

**Nays: 0      Motion carried.**

**C. BRYAN TSCHIDA;** Consider Resolution relating to a Variance to allow Construction of an Accessory Structure 20 Feet from the Front Property Line and 20 Feet from the Side Property Line for property located at 11990 Akron Avenue

Mr. Link stated the request was to replace an existing 600 square foot garage with a 1,200 square foot garage. The larger building would be in the same location. Because the new accessory structure would be over 1,000 square feet in size, larger setbacks were required. Ordinance requires a 50 foot setback on the side and a 30 foot setback in the front, whereas 25 foot setbacks were proposed. The proposed location was limited by steep topography to the west and east of the building site. The current structure is located in the only flat area on the property. The practical difficulty for the front yard setback exists because of the topography. Staff suggested reducing the size of the structure to 1,000 square feet to meet the required setback. Planning staff recommended approval of the front yard variance and denial of the variance for the side yard setback. The Planning Commission recommended approval of both variances on a 4-3 vote.

Councilmember Madden stated the property is located in a heavily wooded area that is not close to neighboring homes. He opined he would be in favor of approving both variances because it would not negatively impact the neighborhood.

Councilmember Piekarski Krech questioned what was on the other side of the property line and if it was developed.

Bryan Tschida, 11990 Akron Avenue, stated the property was developed and his neighbor's home was located on the northern portion of the property, approximately 30 yards away. He stated it was heavily wooded between the properties.

**Motion by Madden, second by Mueller, to adopt Resolution No. 13-106 approving a Variance to Allow Construction of an Accessory Structure 20 Feet from the Front Property Line and 20 Feet from the Side Property Line for property located at 11990 Akron Avenue**

**Ayes: 5**

**Nays: 0      Motion carried.**

**8. MAYOR & COUNCIL COMMENTS:**

Mayor Tourville thanked all members of City staff who participated in Night to Unite.

**9. ADJOURN:** Motion by Mueller, second by Madden, to adjourn. The meeting was adjourned by a unanimous vote at 8:00 p.m.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Meeting Date: August 26, 2013  
 Item Type: Consent  
 Contact: Kristi Smith 651-450-2521  
 Prepared by: Bill Schroepfer, Accountant  
 Reviewed by: N/A

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

**PURPOSE/ACTION REQUESTED**

Approve the attached resolution approving disbursements for the period of August 8, 2013 to August 21, 2013.

**SUMMARY**

Shown below is a listing of the disbursements for the various funds for the period ending August 21, 2013. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$368,332.27
Debt Service & Capital Projects	708,044.34
Enterprise & Internal Service	176,702.38
Escrows	24,377.06
	<hr/>
Grand Total for All Funds	<u><u>\$1,277,456.05</u></u>

If you have any questions about any of the disbursements on the list, please call Kristi Smith, Finance Director at 651-450-2521.

Attached to this summary for your action is a resolution approving the disbursements for the period August 8, 2013 to August 21, 2013 and the listing of disbursements requested for approval.

**DAKOTA COUNTY, MINNESOTA**

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

**RESOLUTION APPROVING DISBURSEMENTS FOR THE  
PERIOD ENDING August 21, 2013**

**WHEREAS**, a list of disbursements for the period ending August 21, 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	\$368,332.27
Debt Service & Capital Projects	708,044.34
Enterprise & Internal Service	176,702.38
Escrows	24,377.06
Grand Total for All Funds	<u><u>\$1,277,456.05</u></u>

Adopted by the City Council of Inver Grove Heights this 26th day of August, 2013.

Ayes:

Nays:

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

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy City Clerk



City of Inver Grove Heights

# Expense Approval Report

By Fund

Payment Dates 8/8/2013 - 8/21/2013

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ACE PAINT & HARDWARE	516976/5	08/21/2013	8/16/13	101.43.5200.443.60016	24.01
AFSCME COUNCIL 5	INV0022281	08/23/2013	UNION DUES (AFSCME FAIR SHARE)	101.203.2031000	28.48
AFSCME COUNCIL 5	INV0022282	08/23/2013	UNION DUES (AFSCME FULL SHARE)	101.203.2031000	732.23
AFSCME COUNCIL 5	INV0022283	08/23/2013	UNION DUES (AFSCME FULL SHARE-PT	101.203.2031000	74.25
BARNA, GUZY, & STEFFEN LTD	119579	08/14/2013	50003-008	101.41.1100.413.30430	6,768.90
BITUMINOUS ROADWAYS, INC.	21047	08/21/2013	35265	101.43.5200.443.60016	17,885.76
BLOOMINGTON SECURITY SOLUTIONS INC	S82904	08/21/2013	7/30/13	101.44.6000.451.40040	195.00
CA DEPT OF CHILD SUPPORT SERVICES	INV0021836	08/09/2013	MIGUEL GUADALAJARA FEIN/TAXPAYE	101.203.2032100	279.69
CENTURY LINK	7/22/13 651 457 4184 746	08/21/2013	651 457 4184 746	101.44.6000.451.50020	58.94
CENTURY LINK	7/22/13 651 457 5524 959	08/21/2013	651 457 5524 959	101.44.6000.451.50020	65.31
CENTURY LINK	8/7/13 651 451 0205 745	08/21/2013	651 451 0205 745	101.44.6000.451.50020	58.94
CITY OF SAINT PAUL	128366	08/21/2013	JULY 2013	101.43.5200.443.60016	4,400.57
CMI, INC	790884	08/21/2013	550772 09	101.42.4000.421.60065	123.45
CULLIGAN	7/31/13 157-98511918-7	08/21/2013	157-98511918-7	101.44.6000.451.40040	251.03
DAKOTA ELECTRIC ASSN	7/24/13 246837-9	08/21/2013	246837-9	101.44.6000.451.40020	5,620.45
DAKOTA ELECTRIC ASSN	7/24/13 250165-8	08/21/2013	250165-8	101.44.6000.451.40020	566.21
DAKOTA ELECTRIC ASSN	7/24/13 393563-2	08/21/2013	393563-2	101.44.6000.451.40020	485.92
DAKOTA ELECTRIC ASSN	7/24/13 426713-4	08/14/2013	426713-4	101.43.5400.445.40020	36.39
DAKOTA ELECTRIC ASSN	7/24/13 443054-2	08/21/2013	443054-2	101.44.6000.451.40020	11.25
DAKOTA ELECTRIC ASSN	8/6/13 109394-7	08/14/2013	109394-7	101.43.5400.445.40020	2,504.05
DANNER LANDSCAPING	10277	08/21/2013	8/10/13	101.43.5200.443.60016	51.30
EFTPS	INV0022285	08/23/2013	FEDERAL WITHHOLDING	101.203.2030200	42,889.69
EFTPS	INV0022287	08/23/2013	MEDICARE WITHHOLDING	101.203.2030500	12,506.86
EFTPS	INV0022288	08/23/2013	SOCIAL SECURITY WITHHOLDING	101.203.2030400	40,795.10
EHLERS AND ASSOCIATES, INC.	346683-346685	08/21/2013	8/12/13	101.45.3200.419.30600	600.00
FOX, KIM	8/12/13	08/21/2013	REIMBURSE-COUNCIL BOX LUNCHES	101.41.1000.413.50075	90.00
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.41.1100.413.30550	0.90
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.41.2000.415.30550	1.75
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.42.4000.421.30550	10.80
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.43.5000.441.30550	0.90
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.43.5100.442.30550	2.70
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.44.6000.451.30550	1.19
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.45.3000.419.30550	0.09
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	101.45.3300.419.30550	1.80
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.41.1100.413.30550	30.08
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.41.2000.415.30550	71.08
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.42.4000.421.30550	245.18
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.42.4200.423.30550	14.00
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.43.5000.441.30550	8.38
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.43.5100.442.30550	40.94
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.43.5200.443.30550	24.51
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.44.6000.451.30550	33.67
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.45.3000.419.30550	17.20
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.45.3200.419.30550	14.23
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	101.45.3300.419.30550	21.98
GENESIS EMPLOYEE BENEFITS, INC	INV0022279	08/23/2013	HSA ELECTION-SINGLE	101.203.2032500	2,604.06
GENESIS EMPLOYEE BENEFITS, INC	INV0022280	08/23/2013	HSA ELECTION-FAMILY	101.203.2032500	3,626.18
HEALTH EAST MEDICAL TRANSPORTATION	13-27557	08/21/2013	8/3/13	101.42.4000.421.30700	85.00
ICMA RETIREMENT TRUST - 457	INV0022239	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	150.00
ICMA RETIREMENT TRUST - 457	INV0022240	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	267.16
ICMA RETIREMENT TRUST - 457	INV0022241	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	225.00
ICMA RETIREMENT TRUST - 457	INV0022242	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	584.69
ICMA RETIREMENT TRUST - 457	INV0022243	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	175.00
ICMA RETIREMENT TRUST - 457	INV0022244	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	408.25
ICMA RETIREMENT TRUST - 457	INV0022245	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	815.00
ICMA RETIREMENT TRUST - 457	INV0022246	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	118.44
ICMA RETIREMENT TRUST - 457	INV0022247	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	250.00
ICMA RETIREMENT TRUST - 457	INV0022248	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	785.18
ICMA RETIREMENT TRUST - 457	INV0022249	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	75.00
ICMA RETIREMENT TRUST - 457	INV0022250	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	257.68
ICMA RETIREMENT TRUST - 457	INV0022251	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	1,576.58
ICMA RETIREMENT TRUST - 457	INV0022252	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	123.41

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ICMA RETIREMENT TRUST - 457	INV0022253	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	40.00
ICMA RETIREMENT TRUST - 457	INV0022254	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	381.58
ICMA RETIREMENT TRUST - 457	INV0022255	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	590.00
ICMA RETIREMENT TRUST - 457	INV0022256	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	450.93
ICMA RETIREMENT TRUST - 457	INV0022257	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	500.00
ICMA RETIREMENT TRUST - 457	INV0022258	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	309.01
ICMA RETIREMENT TRUST - 457	INV0022259	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	125.00
ICMA RETIREMENT TRUST - 457	INV0022260	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	37.76
ICMA RETIREMENT TRUST - 457	INV0022261	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	475.00
ICMA RETIREMENT TRUST - 457	INV0022262	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	148.05
ICMA RETIREMENT TRUST - 457	INV0022263	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	25.00
ICMA RETIREMENT TRUST - 457	INV0022264	08/23/2013	ICMA (AGE 49 & UNDER)	101.203.2031400	69.51
ICMA RETIREMENT TRUST - 457	INV0022265	08/23/2013	ICMA (AGE 50 & OVER)	101.203.2031400	299.93
ICMA RETIREMENT TRUST - 457	INV0022266	08/23/2013	ICMA (AGE 50 & OVER)	101.203.2031400	150.00
ICMA RETIREMENT TRUST - 457	INV0022267	08/23/2013	ICMA (AGE 50 & OVER)	101.203.2031400	604.12
ICMA RETIREMENT TRUST - 457	INV0022268	08/23/2013	ICMA (AGE 50 & OVER)	101.203.2031400	4,771.48
ICMA RETIREMENT TRUST - 457	INV0022269	08/23/2013	ICMA (EMPLOYER SHARE ADMIN)	101.203.2031400	72.23
ICMA RETIREMENT TRUST - 457	INV0022278	08/23/2013	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	532.70
INVER GROVE FORD	7/25/13 94917	08/14/2013	94917	101.42.4000.421.70300	267.81
KALDUNSKI, TOM	7/31/13	08/14/2013	REIMBURSE-LUNCH	101.43.5100.442.50080	242.90
LANGUAGE LINE SERVICES	3209074	08/21/2013	92020909043	101.42.4000.421.50020	10.31
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.41.1000.413.30401	240.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.41.1000.413.30420	3,610.29
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.42.4000.421.30420	378.64
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.43.5000.441.30420	84.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.43.5100.442.30420	90.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.43.5100.442.30420	1,106.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.44.6000.451.30420	727.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.45.3200.419.30420	768.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	101.45.3300.419.30420	450.87
LEVANDER, GILLEN & MILLER P.A.	7/31/13 92000E	08/21/2013	92000E	101.42.4000.421.30410	16,901.18
LOCAL GOVERNMENT INFORMATION SYSTEMS	37120	08/21/2013	106325	101.42.4000.421.70501	1,525.00
MARTIN-MCALLISTER	8591	08/14/2013	INV001	101.41.1100.413.30500	450.00
MENARDS - WEST ST. PAUL	30719	08/21/2013	30170270	101.44.6000.451.60040	5.13
METROPOLITAN COUNCIL ENVIRON SRVCS	8/7/13	08/14/2013	JULY 2013	101.41.0000.3414000	(730.50)
MINNESOTA DEPARTMENT OF HUMAN SERVICES	INV0021834	08/09/2013	RICK JACKSON FEIN/TAXPAYER ID: 4161	101.203.2032100	318.41
MINNESOTA DEPARTMENT OF HUMAN SERVICES	INV0021835	08/09/2013	JUSTIN PARRANTO FEIN/TAXPAYER ID: 101	101.203.2032100	484.54
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	101.207.2070300	0.85
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	101.207.2070300	155.21
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	101.44.6000.451.60030	371.98
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	101.44.6000.451.60030	366.62
MN DEPT OF REVENUE	INV0022286	08/23/2013	STATE WITHHOLDING	101.203.2030300	18,504.94
MN DEPT OF TRANSPORTATION	2014 EDITION - 7	08/21/2013	2014 EDITION - 7 COPIES	101.43.5100.442.50030	119.98
MRPA	FALL CONFERENCE REGISTRATION	08/14/2013	FALL CONFERENCE REGISTRATION - E. I.	101.44.6000.451.50080	360.00
NATURE CALLS, INC.	20164	08/21/2013	JUNE 2013	101.44.6000.451.40065	1,530.45
OTIS, JOSHUA M	7/26/13	08/21/2013	REIMBURSE-TRAINING	101.42.4000.421.50065	16.00
OTIS, JOSHUA M	7/26/13	08/21/2013	REIMBURSE-TRAINING	101.42.4000.421.50075	17.50
OXYGEN SERVICE COMPANY, INC	03235033	08/21/2013	04394	101.42.4000.421.60065	13.25
PERA	INV0022270	08/23/2013	EMPLOYER SHARE (EXTRA PERA)	101.203.2030600	2,467.22
PERA	INV0022272	08/23/2013	EMPLOYER SHARE (PERA COORDINATE	101.203.2030600	15,420.34
PERA	INV0022273	08/23/2013	PERA COORDINATED PLAN	101.203.2030600	15,420.34
PERA	INV0022274	08/23/2013	EMPLOYER SHARE (PERA DEFINED PLA	101.203.2030600	57.69
PERA	INV0022275	08/23/2013	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0022276	08/23/2013	EMPLOYER SHARE (POLICE & FIRE PLAN	101.203.2030600	15,423.65
PERA	INV0022277	08/23/2013	PERA POLICE & FIRE PLAN	101.203.2030600	10,282.45
S & T OFFICE PRODUCTS	7/31/13	08/14/2013	7/31/13	101.45.3000.419.60010	21.69
SCHROEPFER, WILLIAM	4/24/13	05/01/2013	REIMBURSE-MARCH MILEAGE	101.41.2000.415.50075	23.50
SEXTON COMPANY, THE	56328	08/21/2013	4115	101.44.6000.451.60045	997.55
SHERWIN-WILLIAMS	9306-9	08/21/2013	6682-5453-5	101.44.6000.451.40047	232.73
SKOGLUND, NATHAN	PR 7/26 ACH RTN	08/14/2013	PR 7/26/13 ACH RTN	101.42.4200.423.10300	11.50
STREICHER'S	I1035511	08/14/2013	285	101.42.4000.421.60045	63.53
SU-Z'S EMBROIDERY INC	6/17/13	07/18/2013	ELAN CC 7/18/13	101.45.3300.419.60045	95.70
TESSMAN COMPANY, THE	S174282-IN	05/15/2013	0093544	101.44.6000.451.60030	1,925.16
THOMSON REUTERS - WEST	827711263	08/21/2013	7/1/13-7/31/13	101.42.4000.421.30700	140.90
TIMESAVER OFF SITE SECRETARIAL INC	M19943	08/14/2013	7/22/13 MEETING	101.41.1100.413.30700	188.40
TOTAL CONSTRUCTION & EQUIP.	57857	08/21/2013	CIT001	101.44.6000.451.40040	94.29
TOUGH CUT SERVICES	2760	08/21/2013	CORNER OF 70TH ST AND CLEVE AVE	101.45.3000.419.30700	48.21
TRACTOR SUPPLY CREDIT PLAN	7/21/13 6035 3012 0018 3679	08/14/2013	6035 3012 0016 3679	101.43.5200.443.60016	307.04
TRACTOR SUPPLY CREDIT PLAN	7/21/13 6035 3012 0018 3679	08/14/2013	6035 3012 0016 3679	101.44.6000.451.60040	142.67
TRANS UNION LLC	07315915	08/14/2013	0924V0008542	101.41.1100.413.30500	10.40

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TWIN CITIES OCCUPATIONAL HEALTH PC	102090148	08/14/2013	N26-1251001589	101.41.1100.413.30500	25.00
TWIN CITIES OCCUPATIONAL HEALTH PC	102091321	08/14/2013	N26-1251001592	101.41.1100.413.30500	327.00
UNIFIRST CORPORATION	090 0171272	08/21/2013	1051948	101.43.5200.443.60045	34.49
UNIFIRST CORPORATION	090 0171272	08/21/2013	1051948	101.44.6000.451.60045	25.41
UNIFIRST CORPORATION	090 0170489	08/14/2013	1051948	101.43.5200.443.60045	59.13
UNIFIRST CORPORATION	090 0170489	08/14/2013	1051948	101.44.6000.451.60045	25.41
UNIFORMS UNLIMITED	168299	08/21/2013	I14866	101.42.4000.421.60018	80.71
UNIFORMS UNLIMITED	170908	08/14/2013	I14866	101.42.4000.421.60045	68.91
UNIFORMS UNLIMITED	W0317409H	08/14/2013	0317409-1	101.42.4000.421.50020	9.77
UNITED WAY	INV0022284	08/23/2013	UNITED WAY	101.203.2031300	105.00
UNIVERSITY NATIONAL BANK	INV0022271	08/23/2013	STEVE HER FILE #62-CV-07-3401	101.203.2031900	397.66
USA MOBILITY WIRELESS INC	W0317409F	08/21/2013	0317409-1	101.42.4000.421.50020	4.89
WAL-MART BUSINESS	7/22/13 6032 2025 3025 7113	08/14/2013	6032 2025 3025 7113	101.42.4000.421.60065	75.03
XCEL ENERGY	376994232	08/14/2013	51-6025596-7	101.43.5400.445.40020	45.91
XCEL ENERGY	377021598	08/14/2013	51-8394358-2	101.43.5400.445.40020	43.72
XCEL ENERGY	377834704	08/14/2013	51-9359857-3	101.43.5400.445.40020	303.98
XCEL ENERGY	377162695	08/14/2013	51-7094669-1	101.43.5400.445.40020	44.02
XCEL ENERGY	377738638	08/14/2013	51-7982436-1	101.43.5400.445.40020	68.28
XCEL ENERGY	378378910	08/14/2013	51-8849473-7	101.43.5400.445.40020	67.32
XCEL ENERGY	378525263	08/14/2013	51-6435129-1	101.43.5400.445.40020	158.71
XCEL ENERGY	379075066	08/21/2013	51-4779167-3	101.44.6000.451.40010	137.48
XCEL ENERGY	379075066	08/21/2013	51-4779167-3	101.44.6000.451.40020	868.05

**Fund: 101 - GENERAL FUND**

**274,148.98**

LONE OAK COMPANIES	60064	08/21/2013	POSTAGE	201.44.1600.465.50035	116.20
RIVER HEIGHTS CHAMBER OF COMMERCE	3549	08/14/2013	JULY 2013	201.44.1600.465.40065	200.00
RIVER HEIGHTS CHAMBER OF COMMERCE	3549	08/14/2013	JULY 2013	201.44.1600.465.40065	1,666.65

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

**1,982.85**

ALLEN, CHERI	8/1/13	08/14/2013	REFUND-SOCCER	204.44.0000.3470000	60.00
ALVEAR, ALISON	8/6/13	08/21/2013	REFUND-SOCCER LOW ENROLLMENT	204.44.0000.3470000	45.00
BROADWAY AWARDS	33720	08/21/2013	7/26/13	204.44.6100.452.60009	692.02
BUDGET SIGN AND GRAPHICS	56171	08/21/2013	8/1/13	204.44.6100.452.60009	32.06
COMDATA CORPORATION	8/1/13	08/14/2013	RH172	204.44.6100.452.60009	9.95
FIRST IMPRESSION GROUP, THE	55959-P	08/14/2013	FALL POSTAGE	204.44.6100.452.50035	1,152.50
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	204.44.6100.452.30550	0.38
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	204.44.6100.452.30550	21.11
IGH HEAT SOCCER CLUB	6/11/13-7/30/13	08/21/2013	SPARKS AND FLAME CAMP	204.44.6100.452.30700	1,299.00
IGH SENIOR CLUB	8/12/13	08/21/2013	DINNER AND MEMBERSHIP JULY 2013	204.227.2271000	551.00
IGH/SSP COMMUNITY EDUCATION	8/12/13	08/21/2013	SENIOR SCOOP/DULUTH TALL SHIPS TR	204.227.2271000	3,307.00
MAYER ARTS INC	8/13/13	08/21/2013	8/5/13 PRINCESS AND POPSTAR CAMP	204.44.6100.452.30700	1,440.00
MINNESOTA DEVELOPMENTAL BASKETBAL	8/6/13	08/21/2013	JUNE-JULY 2013	204.44.6100.452.30700	1,280.00
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	204.207.2070300	207.10
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	204.44.6100.452.60009	4.92
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	204.44.6100.452.60009	3.09
MRPA	7842	08/21/2013	MRPA ANNUAL CONFERENCE	204.44.6100.452.50080	1,040.00
ORIENTAL TRADING COMPANY, INC.	658483256-01	08/21/2013	20867186	204.44.6100.452.60009	222.03
SAM'S CLUB	7/23/13 7715 0900 6160 6950	08/14/2013	7715 0900 6160 6950	204.44.6100.452.60009	7.84
SAM'S CLUB	7/23/13 7715 0900 6160 6950	08/14/2013	7715 0900 6160 6950	204.44.6100.452.60009	14.74
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	4.50
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	19.03
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	61.75
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	14.72
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	10.86
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 8570 2540	204.44.6100.452.60009	11.28
SOUTH ST PAUL UMPIRES ASSOC	JULY 2013	08/21/2013	JULY 2013	204.44.6100.452.30700	4,732.00
STAATS	63048	08/21/2013	7/24/13	204.44.6100.452.60009	205.15
SWANK MOTION PICTURE INC	RG 1835448	08/21/2013	0259507002	204.44.6100.452.50070	343.07
TAHO SPORTSWEAR	13TF1427	08/21/2013	8/1/13	204.44.6100.452.60045	443.30
WAHBEH, DANA	8/6/13	08/21/2013	REFUND-SOCCER LOW ENROLLMENT	204.44.0000.3470000	60.00

**Fund: 204 - RECREATION FUND**

**17,295.40**

ACE PAINT & HARDWARE	516658/5	08/21/2013	7/25/13	205.44.6200.453.60016	16.00
AMSAN	290409416	08/14/2013	607670	205.44.6200.453.40042	748.20
AMSAN	290409416	08/14/2013	607670	205.44.6200.453.40042	748.20
APEC	118715	08/21/2013	7/26/13	205.44.6200.453.60016	310.26
B & B SHEETMETAL AND ROOFING, INC.	50596	08/21/2013	7/25/13	205.44.6200.453.40040	748.96
BECKER ARENA PRODUCTS, INC.	42-136	08/21/2013	WEST RINK FLOORING	205.44.6200.453.80200	22,000.00
CARLSON, KEITH	8/16/13	08/21/2013	REFUND-OVERPAYMENT ICE RENTAL JI	205.207.2070300	17.09
CARLSON, KEITH	8/16/13	08/21/2013	REFUND-OVERPAYMENT ICE RENTAL JI	205.44.0000.3492200	240.00
COMDATA CORPORATION	8/1/13	08/14/2013	RH172	205.44.6200.453.60065	304.53

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
COMDATA CORPORATION	8/1/13	08/14/2013	RH172	205.44.6200.453.76050	4.00
COMDATA CORPORATION	8/1/13	08/14/2013	RH172	205.44.6200.453.76100	270.97
DRKULAS 32 BOWL	376849	08/14/2013	BOWLING @ 101	205.44.6200.453.50090	404.00
DRONG, DAVID	8/12/13	08/21/2013	REIMBURSE-HEALTH PARTNERS CREDI	205.44.0000.3490100	120.00
FIRST IMPRESSION GROUP, THE	55959-P	08/14/2013	FALL POSTAGE	205.44.6200.453.50035	1,152.50
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	205.44.6200.453.30550	3.78
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	205.44.6200.453.30550	3.50
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	205.44.6200.453.30550	10.50
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	205.44.6200.453.30550	10.50
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	205.44.6200.453.30550	26.74
GRAINGER	9197567669	08/14/2013	806460150	205.44.6200.453.60016	128.34
GRAINGER	9202409786	08/21/2013	806460150	205.44.6200.453.60016	56.34
GRAINGER	9202791126	08/21/2013	806460150	205.44.6200.453.60016	129.72
GRAINGER	9203127551	08/21/2013	806460150	205.44.6200.453.40040	1,061.96
GRAINGER	9205871412	08/21/2013	806460150	205.44.6200.453.40040	(1,061.96)
HAWKINS, INC.	3493356	08/21/2013	108815	205.44.6200.453.60024	2,004.24
HAWKINS, INC.	3493357	08/21/2013	108815	205.44.6200.453.60024	958.89
KLINE, ESTRADA	8/13/13	08/14/2013	REIMBURSE-CANCELLED LESSONS	205.44.0000.3493501	108.00
MENARDS - WEST ST. PAUL	30795	08/21/2013	30170270	205.44.6200.453.40042	7.92
MENARDS - WEST ST. PAUL	30795	08/21/2013	30170270	205.44.6200.453.60012	16.98
MENARDS - WEST ST. PAUL	30795	08/21/2013	30170270	205.44.6200.453.60012	16.98
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	205.207.2070300	6,404.94
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	205.44.6200.453.50070	2.06
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	205.44.6200.453.60040	91.37
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	205.44.6200.453.60040	28.26
MOORHEAD MACHINERY & BOILER CO.	88686	08/21/2013	50957	205.44.6200.453.40040	1,060.24
MUNSEN, JOHN	8/14/13	08/14/2013	REIMBURSE-15% ANNUAL MEMBERSH	205.207.2070300	6.78
MUNSEN, JOHN	8/14/13	08/14/2013	REIMBURSE-15% ANNUAL MEMBERSH	205.44.0000.3490100	95.22
PUSH PEDAL PULL	96845	08/21/2013	3603615	205.44.6200.453.40042	170.00
PUSH PEDAL PULL	97415	08/21/2013	3603615	205.44.6200.453.40042	130.08
S & S WORLDWIDE	7783465	08/14/2013	11238381	205.44.6200.453.60065	34.11
SAM'S CLUB	7/23/13 7715 0900 6160 6950	08/14/2013	7715 0900 6160 6950	205.44.6200.453.60065	447.78
SAM'S CLUB	7/23/13 7715 0900 6160 6950	08/14/2013	7715 0900 6160 6950	205.44.6200.453.76050	322.94
SAM'S CLUB	7/23/13 7715 0900 8570 2540	08/14/2013	7715 0900 6570 2540	205.44.6200.453.60065	413.75
SCHROEDER, NICKOLAUS F	PR 08/09 ACH RTN	08/14/2013	PR 08/09	205.44.6200.453.10300	122.82
VANCO SERVICES LLC	00005653983	08/21/2013	JULY 2013	205.44.6200.453.70600	47.90
XCEL ENERGY	374727951	08/14/2013	51-6867948-7	205.44.6200.453.40010	1,584.40
XCEL ENERGY	374727951	08/14/2013	51-6867948-7	205.44.6200.453.40010	6,066.40
XCEL ENERGY	374727951	08/14/2013	51-6867948-7	205.44.6200.453.40020	17,074.22
XCEL ENERGY	374727951	08/14/2013	51-6867948-7	205.44.6200.453.40020	9,260.72
<b>Fund: 205 - COMMUNITY CENTER</b>					<b>73,931.13</b>
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	290.45.3000.419.30550	0.79
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	290.45.3000.419.30550	1.12
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	290.45.3000.419.30420	972.00
<b>Fund: 290 - EDA</b>					<b>973.91</b>
EHLERS AND ASSOCIATES, INC.	64231	08/14/2013	8/6/13	353.57.9000.570.30150	2,000.00
<b>Fund: 353 - G.O. CAP IMPR BONDS 2009A</b>					<b>2,000.00</b>
WELLS FARGO BANK	988751	08/21/2013	INVE811AGO MN 2011A BONDS	358.57.9000.570.90300	126.00
<b>Fund: 358 - G.O. REFUNDING IMPROV BONDS 2011A</b>					<b>126.00</b>
WELLS FARGO BANK	988751	08/21/2013	INVE811AGO MN 2011A BONDS	389.57.9000.570.90300	399.00
<b>Fund: 389 - G.O. TAX INCR REF, 2011A</b>					<b>399.00</b>
METROPOLITAN COUNCIL ENVIRON SRVCS	8/7/13	08/14/2013	JULY 2013	404.217.2170000	73,050.00
<b>Fund: 404 - SEWER CONNECTION FUND</b>					<b>73,050.00</b>
EHLERS AND ASSOCIATES, INC.	346683-346685	08/21/2013	8/12/13	405.57.9000.570.30150	966.66
<b>Fund: 405 - NORTH SIDE WTR STOR. FAC.</b>					<b>966.66</b>
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	421.72.5900.721.30420	8.50
<b>Fund: 421 - 2001 IMPROVEMENT FUND</b>					<b>8.50</b>
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	425.72.5900.725.30420	1,896.15
<b>Fund: 425 - 2005 IMPROVEMENT FUND</b>					<b>1,896.15</b>
CB&I, INC.	PAY VOUCHER NO. 5	08/21/2013	CITY PROJECT NO. 2006-08	426.72.5900.726.80300	260,939.83
<b>Fund: 426 - 2006 IMPROVEMENT FUND</b>					<b>260,939.83</b>
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	431.73.5900.731.30420	6,470.34
<b>Fund: 431 - 2011 IMPROVEMENT FUND</b>					<b>6,470.34</b>

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
FINANCE & COMMERCE, INC.	741059983	08/14/2013	10025798	432.73.5900.732.50025	228.90
<b>Fund: 432 - 2012 IMPROVEMENT FUND</b>					<b>228.90</b>
FAHRNER ASPHALT SEALERS LLC	PAY VOUCHER NO. 1	08/21/2013	CITY PROJECT NO. 2013-09A	440.74.5900.740.40046	112,695.65
PEARSON BROTHERS, INC.	PAY VOUCHER NO. 1	08/21/2013	CITY PROJECT 2013-09B	440.74.5900.740.40046	229,394.97
PINE BEND PAVING, INC.	4398	08/14/2013	7/8/13	440.74.5900.740.40046	14,050.00
<b>Fund: 440 - PAVEMENT MANAGEMENT PROJ</b>					<b>356,140.62</b>
M & J SERVICES, LLC	473/467/474	08/14/2013	INV 473 467 474	441.74.5900.741.40066	2,785.00
<b>Fund: 441 - STORM WATER MANAGEMENT</b>					<b>2,785.00</b>
EHLERS AND ASSOCIATES, INC.	346683-346685	08/21/2013	8/12/13	446.74.5900.746.30150	100.00
<b>Fund: 446 - NW AREA</b>					<b>100.00</b>
INVER HILLS COMMUNITY BAND	8/14/13	08/21/2013	2013 SUMMER POPS CONCERTS	451.75.5900.751.70600	1,000.00
<b>Fund: 451 - HOST COMMUNITY FUND</b>					<b>1,000.00</b>
EHLERS AND ASSOCIATES, INC.	346683-346685	08/21/2013	8/12/13	452.57.9000.570.30150	966.66
<b>Fund: 452 - SPRINGWOOD PONDS TIF#3-1</b>					<b>966.66</b>
EHLERS AND ASSOCIATES, INC.	346683-346685	08/21/2013	8/12/13	453.57.9000.570.30150	966.68
<b>Fund: 453 - SE QUADRANT TIF DIST 4-1</b>					<b>966.68</b>
ACE PAINT & HARDWARE	516789/5	08/21/2013	8/5/13	501.50.7100.512.60016	5.33
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	501.50.7100.512.30550	2.58
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	501.50.7100.512.30550	33.28
HD SUPPLY WATERWORKS LTD	B047087	08/21/2013	099872	501.50.7100.512.75500	8,558.55
MN DEPT OF HEALTH	7/1/13-9/30/13 1190014	08/21/2013	7/1/13-9/30/13 1190014	501.207.2070100	11,829.00
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	501.207.2070200	5,214.45
MUNICIPAL H2O	4850	08/21/2013	EPA RISK MANAGEMENT SUBMITTAL	501.50.7100.512.30300	3,000.00
MUNICIPAL H2O	4851	08/21/2013	8/6/13-8/5/14	501.50.7100.512.30300	4,200.00
SHAPCO PRINTING	JAN-MAR 2013	08/21/2013	0430	501.50.7100.512.50030	472.42
SHERWIN-WILLIAMS	6414-6	08/21/2013	6682-5453-5	501.50.7100.512.60016	44.02
TRACTOR SUPPLY CREDIT PLAN	7/21/13 6035 3012 0018 3679	08/14/2013	6035 3012 0016 3679	501.50.7100.512.60016	15.81
XCEL ENERGY	378517869	08/21/2013	51-6098709-7	501.50.7100.512.40010	705.91
XCEL ENERGY	378517869	08/21/2013	51-6098709-7	501.50.7100.512.40020	25,609.85
<b>Fund: 501 - WATER UTILITY FUND</b>					<b>59,691.20</b>
DAKOTA CTY TREASURER	JULY 2013	08/14/2013	JULY 2013	502.207.2070100	40.00
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	502.51.7200.514.30550	1.86
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	502.51.7200.514.30550	18.78
HARMON AIR, INC	3271	08/21/2013	8/6/13	502.51.7200.514.40042	880.00
VALLEY-RICH CO, INC	19016	08/21/2013	R13163 8/02	502.51.7200.514.40043	4,795.55
XCEL ENERGY	378517869	08/21/2013	51-6098709-7	502.51.7200.514.40020	1,425.05
<b>Fund: 502 - SEWER UTILITY FUND</b>					<b>7,161.24</b>
ARAMARK REFRESHMENT SERVICES	1082897	08/14/2013	48128	503.52.8300.524.76100	139.70
ARAMARK UNIFORM SERVICES	629-7808907	08/21/2013	792502342	503.52.8600.527.60045	29.20
ARAMARK UNIFORM SERVICES	629-7804199	08/14/2013	792502342	503.52.8600.527.60045	29.20
ARCTIC GLACIER, INC.	436322502	08/14/2013	1726134	503.52.8300.524.60065	133.48
ARCTIC GLACIER, INC.	387322801	08/21/2013	1726134	503.52.8300.524.60065	105.88
ARCTIC GLACIER, INC.	385321804	08/14/2013	1726134	503.52.8300.524.60065	125.20
ARCTIC GLACIER, INC.	385322100	08/14/2013	1726134	503.52.8300.524.60065	125.20
COCA COLA BOTTLING COMPANY	0109559026	08/21/2013	8/13/13	503.52.8300.524.76100	80.22
COCA COLA BOTTLING COMPANY	0108517310	08/21/2013	8/15/13	503.52.8300.524.76100	671.98
COCA COLA BOTTLING COMPANY	0108517311	08/21/2013	8/15/13	503.52.8300.524.76100	80.22
COCA COLA BOTTLING COMPANY	0108516813	08/14/2013	8/8/13	503.52.8300.524.76100	334.94
COLLEGE CITY BEVERAGE	452104	08/21/2013	3592	503.52.8300.524.76150	547.50
COLLEGE CITY BEVERAGE	452052	08/14/2013	3592	503.52.8300.524.76150	458.90
DAKOTA ELECTRIC ASSN	7/24/13 201360-5	08/14/2013	201360-5	503.52.8600.527.40020	218.01
FAST SIGNS	190-63515	08/14/2013	8/6/13	503.52.8500.526.60065	38.08
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	503.52.8000.521.30550	14.50
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	503.52.8500.526.30550	14.23
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	503.52.8600.527.30550	14.23
GRANDMA'S BAKERY	370071	08/14/2013	24400	503.52.8300.524.76050	47.97
GRANDMA'S BAKERY	370341	08/14/2013	24400	503.52.8300.524.76050	47.87
GRANDMA'S BAKERY	28667	08/14/2013	24400	503.52.8300.524.76050	(7.18)
GRANDMA'S BAKERY	370602	08/14/2013	24400	503.52.8300.524.76050	38.68
GRANDMA'S BAKERY	370878	08/14/2013	24400	503.52.8300.524.76050	41.59
GRANDMA'S BAKERY	371219	08/21/2013	24400	503.52.8300.524.76050	48.48
GRANDMA'S BAKERY	371516	08/21/2013	24400	503.52.8300.524.76050	44.65
GRANDMA'S BAKERY	371820	08/21/2013	24400	503.52.8300.524.76050	55.80
GRANDMA'S BAKERY	368822	08/14/2013	24400	503.52.8300.524.76050	44.72

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GRANDMA'S BAKERY	369170	08/14/2013	24400	503.52.8300.524.76050	48.52
GRANDMA'S BAKERY	369456	08/14/2013	24400	503.52.8300.524.76050	41.60
GRANDMA'S BAKERY	369778	08/14/2013	24400	503.52.8300.524.76050	47.98
HARTMAN COMPANIES, INC.	2821	08/14/2013	8/6/13	503.52.8600.527.60008	2,987.00
HEGGIES PIZZA	1063907	08/14/2013	1708	503.52.8300.524.76050	189.70
JJ TAYLOR DIST. COMPANY OF MN	2119298	08/21/2013	00834	503.52.8300.524.76150	143.80
JJ TAYLOR DIST. COMPANY OF MN	219229	08/21/2013	00834	503.52.8300.524.76150	302.20
LITIN	407661A	08/14/2013	INV0200	503.52.8600.527.60020	93.71
LITIN	407661	08/14/2013	INV0200	503.52.8600.527.60020	374.86
M. AMUNDSON LLP	158032	08/14/2013	902858	503.52.8300.524.76050	232.00
M. AMUNDSON LLP	157567	08/14/2013	902858	503.52.8300.524.76050	213.40
MENARDS - WEST ST. PAUL	30668	08/14/2013	30170265	503.52.8600.527.60012	67.61
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	503.207.2070300	21,831.66
NAPA OF INVER GROVE HEIGHTS	345472	08/21/2013	4165	503.52.8600.527.40042	28.99
NAPA OF INVER GROVE HEIGHTS	346266	08/21/2013	4165	503.52.8600.527.40042	8.97
REINDERS, INC.	3021906-00	08/14/2013	326799	503.52.8600.527.60035	509.67
TDS METROCOM	8/13/13 651 457 3667	08/21/2013	651 457 3667	503.52.8500.526.50020	262.05
THE CIT GROUP COMMERCIAL SERVICES	I-227665	08/14/2013	1080332	503.52.8200.523.76200	36.73
US FOODSERVICE	3004226	08/14/2013	03805983	503.52.8300.524.60065	212.68
US FOODSERVICE	3004226	08/14/2013	03805983	503.52.8300.524.76050	858.01
US FOODSERVICE	5771756	08/14/2013	03805983	503.52.8300.524.60065	364.13
US FOODSERVICE	5771756	08/14/2013	03805983	503.52.8300.524.76050	609.46
YOCUM OIL COMPANY, INC.	7/31/13 506975	08/14/2013	506975	503.52.8400.525.60021	16.43
<b>Fund: 503 - INVER WOOD GOLF COURSE</b>					<b>33,004.41</b>
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	602.00.2100.415.30550	0.05
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	602.00.2100.415.30550	2.36
<b>Fund: 602 - RISK MANAGEMENT</b>					<b>2.41</b>
1800 RADIATOR INC	72224058	08/14/2013	500165660	603.00.5300.444.40041	250.66
ACE PAINT & HARDWARE	516795/5	08/21/2013	8/5	603.00.5300.444.60012	3.63
BOYER TRUCKS - PARTS DISTRIBUTION	770841	08/21/2013	C20390	603.00.5300.444.40041	301.79
BOYER TRUCKS - PARTS DISTRIBUTION	770877	08/21/2013	C20390	603.00.5300.444.40041	101.15
CARQUEST OF MSP-ROSEMOUNT	1596-200074	08/21/2013	614420	603.00.5300.444.40041	239.80
CARQUEST OF MSP-ROSEMOUNT	1596-200074	08/21/2013	614420	603.00.5300.444.60012	28.52
CARQUEST OF MSP-ROSEMOUNT	1596-200074	08/21/2013	614420	603.140.1450050	147.49
CARQUEST OF MSP-ROSEMOUNT	1596-200077	08/21/2013	614420	603.00.5300.444.40041	52.26
CARQUEST OF MSP-ROSEMOUNT	1596-200079	08/21/2013	614420	603.00.5300.444.40041	199.48
CARQUEST OF MSP-ROSEMOUNT	1596-200097	08/21/2013	614420	603.00.5300.444.40041	14.20
CARQUEST OF MSP-ROSEMOUNT	1596-200215	08/21/2013	614420	603.140.1450050	42.78
CARQUEST OF MSP-ROSEMOUNT	1596-200268	08/21/2013	614420	603.00.5300.444.60040	16.22
CARQUEST OF MSP-ROSEMOUNT	1596-199655	08/14/2013	614420	603.00.5300.444.40041	6.86
CARQUEST OF MSP-ROSEMOUNT	1596-199658	08/21/2013	614420	603.00.5300.444.40040	22.09
CARQUEST OF MSP-ROSEMOUNT	1596-199658	08/21/2013	614420	603.140.1450050	34.58
CARQUEST OF MSP-ROSEMOUNT	1596-199693	08/21/2013	614420	603.00.5300.444.40041	293.41
CARQUEST OF MSP-ROSEMOUNT	1596-199695	08/21/2013	614420	603.00.5300.444.40041	72.50
CARQUEST OF MSP-ROSEMOUNT	1596-199745	08/14/2013	614420	603.00.5300.444.40041	14.10
CARQUEST OF MSP-ROSEMOUNT	1596-199746	08/14/2013	614420	603.140.1450050	47.84
CARQUEST OF MSP-ROSEMOUNT	1596-199756	08/21/2013	614420	603.00.5300.444.40041	159.19
CARQUEST OF MSP-ROSEMOUNT	1596-199761	08/14/2013	614420	603.00.5300.444.60012	4.26
CARQUEST OF MSP-ROSEMOUNT	1596-199834	08/21/2013	614420	603.00.5300.444.40041	14.90
CARQUEST OF MSP-ROSEMOUNT	1596-199893	08/21/2013	614420	603.00.5300.444.40041	49.58
CARQUEST OF MSP-ROSEMOUNT	1596-199894	08/21/2013	614420	603.00.5300.444.60012	37.34
CARQUEST OF MSP-ROSEMOUNT	1596-199955	08/21/2013	614420	603.00.5300.444.40041	34.03
CARQUEST OF MSP-ROSEMOUNT	1596-199964	08/21/2013	614420	603.00.5300.444.60040	5.07
FACTORY MOTOR PARTS COMPANY	1-4244449	08/21/2013	10799	603.00.5300.444.40041	302.96
FACTORY MOTOR PARTS COMPANY	1-4245961	08/21/2013	10799	603.00.5300.444.40041	222.68
FACTORY MOTOR PARTS COMPANY	1-4238380	08/14/2013	10799	603.00.5300.444.40041	101.87
FACTORY MOTOR PARTS COMPANY	1-4238553	08/14/2013	10799	603.00.5300.444.40041	72.31
FACTORY MOTOR PARTS COMPANY	1-424801	08/21/2013	10799	603.00.5300.444.40041	173.14
FACTORY MOTOR PARTS COMPANY	1-4243520	08/21/2013	10799	603.00.5300.444.40041	117.33
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	603.00.5300.444.30550	0.90
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	603.00.5300.444.30550	13.07
GRAINGER	9217034355	08/21/2013	806460150	603.00.5300.444.60040	165.06
HEALTHEAST VEHICLE SERVICES	19915	08/14/2013	8/3/13	603.00.5300.444.80700	275.41
INVER GROVE FORD	5121049	08/21/2013	8/12/12	603.00.5300.444.40041	773.33
INVER GROVE FORD	5121248	08/21/2013	8/14/13	603.00.5300.444.40041	(107.13)
INVER GROVE FORD	5120609	08/21/2013	8/6/13	603.00.5300.444.40041	22.41
INVER GROVE FORD	5120746	08/21/2013	8/7/13	603.00.5300.444.40041	33.28
INVER GROVE FORD	5120822	08/21/2013	8/8/13	603.00.5300.444.40041	515.69
INVER GROVE FORD	5120833	08/21/2013	8/8/13	603.00.5300.444.40041	59.14

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
KREMER SERVICES LLC	0000026753	08/21/2013	8/15/13	603.00.5300.444.40041	100.24
KREMER SERVICES LLC	000026776	08/21/2013	8/16/13	603.00.5300.444.40041	132.50
KREMER SERVICES LLC	0000026604	08/21/2013	0000031641	603.00.5300.444.40041	100.24
LARSON COMPANIES	B-232210192	08/21/2013	14649	603.140.1450050	421.60
METRO JANITORIAL SUPPLY INC	11012335	08/21/2013	7/9/13	603.00.5300.444.60012	106.00
METRO JANITORIAL SUPPLY INC	11012399	08/21/2013	8/8/13	603.00.5300.444.60012	97.55
METROMATS	6737	08/14/2013	7/11/13	603.00.5300.444.40065	41.15
METROMATS	6879	08/14/2013	7/25/13	603.00.5300.444.40065	41.15
MN DEPT OF REVENUE	5/31/13 B	08/13/2013	8/31/13	603.00.5300.444.60021	207.45
MN DEPT OF REVENUE	7/31/13	08/20/2013	JULY 2013 PETRO TAX	603.00.5300.444.60021	349.70
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	603.00.5300.444.40040	4.47
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	603.00.5300.444.60021	20.36
MN DEPT OF REVENUE	JULY 2013	08/20/2013	JULY 2013 SALES & USE TAX	603.00.5300.444.60021	4.66
PUMP AND METER SERVICE INC	19899-21016SO	08/14/2013	494500	603.00.5300.444.40040	340.70
PUMP AND METER SERVICE INC	19907-21007SO	08/14/2013	494500	603.00.5300.444.40040	152.62
UNIFIRST CORPORATION	090 0171272	08/21/2013	1051948	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	090 0171272	08/21/2013	1051948	603.00.5300.444.60045	28.50
UNIFIRST CORPORATION	090 0170489	08/14/2013	1051948	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	090 0170489	08/14/2013	1051948	603.00.5300.444.60045	39.21
YOCUM OIL COMPANY, INC.	571209	08/14/2013	502860	603.140.1450060	13,431.88
YOCUM OIL COMPANY, INC.	571210	08/14/2013	502860	603.140.1450060	6,232.00
<b>Fund: 603 - CENTRAL EQUIPMENT</b>					<b>26,934.20</b>
COORDINATED BUSINESS SYSTEMS, LTD	233912914	08/14/2013	923425	604.00.2200.416.40050	474.53
JACKSON HIRSH INC	0868500	08/21/2013	8803159	604.00.2200.416.60010	111.24
S & T OFFICE PRODUCTS	7/31/13	08/14/2013	7/31/13	604.00.2200.416.60005	147.66
S & T OFFICE PRODUCTS	7/31/13	08/14/2013	7/31/13	604.00.2200.416.60010	2,525.37
US BANCORP EQUIPMENT FINANCE, INC.	233849017	08/14/2013	923425	604.00.2200.416.40050	4,187.03
<b>Fund: 604 - CENTRAL STORES</b>					<b>7,445.83</b>
CRAWFORD DOOR SALES COMPANY	11092	08/14/2013	4840	605.00.7500.460.40040	1,147.50
CULLIGAN	7/31/13 157-98503022-8	08/14/2013	157-98503022-8	605.00.7500.460.60011	137.55
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	605.00.7500.460.30550	3.50
GOLDCOM, INC.	150094	08/14/2013	7/19/13	605.00.7500.460.60065	1,865.58
HILLYARD INC	600794863	08/14/2013	274069	605.00.7500.460.60011	401.15
HILLYARD INC	600798412	08/14/2013	274069	605.00.7500.460.60011	52.23
HOME DEPOT CREDIT SERVICES	2581771	08/21/2013	ACCOUNT 1959	605.00.7500.460.60016	187.34
HOME DEPOT CREDIT SERVICES	2581771	08/21/2013	ACCOUNT 1959	605.00.7500.460.60016	3.73
HORWITZ NS/I	C002851	08/14/2013	CTYOFIGH	605.00.7500.460.40040	2,580.00
MCGHIE BETTS, INC	22486	08/14/2013	7/12/13	605.00.7500.460.30700	2,410.00
MINNESOTA ELEVATOR, INC	285018	08/14/2013	5395	605.00.7500.460.40040	226.00
SAM'S CLUB	7/23/13 7715 0900 6358 0633	08/14/2013	7715 0900 6358 0633	605.00.7500.460.60011	0.94
USA MOBILITY WIRELESS INC	W0317493H	08/14/2013	0317493-5	605.00.7500.460.40065	4.88
ZEE MEDICAL SERVICE	54182831	08/14/2013	8/8/13	605.00.7500.460.60065	87.40
<b>Fund: 605 - CITY FACILITIES</b>					<b>9,107.80</b>
ADVANCED TECHNOLOGY SYSTEMS, INC.	69582	08/14/2013	6/21/13	606.00.1400.413.60010	927.45
ADVANCED TECHNOLOGY SYSTEMS, INC.	Q-2591	08/14/2013	8/1/13	606.00.1400.413.60010	330.23
CDW GOVERNMENT INC	CV98724	08/14/2013	2394832	606.00.1400.413.50080	637.24
CDW GOVERNMENT INC	DQ10938	08/14/2013	2394832	606.00.1400.413.60010	1,317.64
CIVICPLUS	141715	08/21/2013	OCTOBER-DECEMBER 2013	606.00.1400.413.30700	2,257.20
DELL MARKETING	XJ4RX6W1	08/14/2013	019308783	606.00.1400.413.60041	18,684.61
DELL MARKETING	XJ64RP5F4	08/14/2013	019368783	606.00.1400.413.60041	2,019.18
DELL MARKETING	XJ69X82N9	08/14/2013	091368783	606.00.1400.413.60041	2,366.75
EASTON, DIANE	8/5/13	08/14/2013	REIMBURSE-MILEAGE	606.00.1400.413.50065	66.56
GENESIS EMPLOYEE BENEFITS, INC	19684	08/02/2013	2Q 2013	606.00.1400.413.30550	0.90
GENESIS EMPLOYEE BENEFITS, INC	19957	08/14/2013	7/31/13	606.00.1400.413.30550	14.83
INTEGRA TELECOM	11127336	08/14/2013	887115	606.00.1400.413.50020	1,032.79
LOGISOLVE LLC	47966	08/21/2013	7/31/13	606.00.1400.413.30700	816.00
O'DONNELL, SCOTT	8/6/13	08/14/2013	REIMBURSE	606.00.1400.413.60040	64.26
OFFICE OF ENTERPRISE TECHNOLOGY	8/5/13 200B00171	08/21/2013	200B0717	606.00.1400.413.30750	311.81
SOVRAN	CW36510	08/21/2013	6/14/13	606.00.1400.413.40049	287.84
US INTERNET	1022936	08/14/2013	8/10/13-9/9/13	606.00.1400.413.30700	220.00
WORKS COMPUTING, INC.	20337	08/14/2013	INVER	606.00.1400.413.30700	850.00
WORKS COMPUTING, INC.	20338	08/14/2013	INVER	606.00.1400.413.30700	1,150.00
<b>Fund: 606 - TECHNOLOGY FUND</b>					<b>33,355.29</b>
CAPSTONE HOMES	8/7/13 REFUND ESCROW REQUES	08/14/2013	7553/7551/7515 AUBURN CT	702.229.2299800	7,500.00
CULLIGAN	7/31/13 157-98473242-8	08/14/2013	157-98473242-8	702.229.2286300	109.12
DAKOTA AWARDS INC	1307334	08/14/2013	IN23037	702.229.2290200	81.63
GRAMS, BLAKE & LORI	8/13/13	08/21/2013	ENGINEERING ESCROW REDUCTION 86	702.229.2293901	7,690.71

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
HENNEPIN COUNTY DISTRICT COURT	12405271	08/21/2013	CASSANDRA ELIZABETH MENJUM	702.229.2291000	50.00
HENNEPIN COUNTY DISTRICT COURT	13414770	08/21/2013	LARRY DOUGLAS HARRIS	702.229.2291000	50.00
LEHMAN, JULIE	7/24/13	08/07/2013	ESCROW FUND RELEASE	702.229.2294601	144.10
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2283201	228.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2284400	598.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2284501	90.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2289001	156.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2291000	148.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2291000	8.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2291701	604.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2292101	1,602.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2293701	145.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2294401	257.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2294801	194.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2295901	11.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2295901	66.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2296001	110.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2296101	123.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2296201	55.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2296401	132.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2296601	446.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2297001	1,608.00
LEVANDER, GILLEN & MILLER P.A.	7/31/13 81000E	08/14/2013	81000E	702.229.2298101	224.00
MANFRED KRUG	8/21/13	08/21/2013	EMPLOYEE PICNIC 8/21/13	702.229.2290200	1,755.00
<b>Fund: 702 - ESCROW FUND</b>					<b>24,193.56</b>
LIBERTY TIRE RECYCLING, LLC	000312375	08/21/2013	058454	703.43.5500.446.40025	183.50
<b>Fund: 703 - LANDFILL ABATEMENT</b>					<b>183.50</b>
<b>Grand Total</b>					<b>1,277,456.05</b>

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Pay Voucher No. 1 for City Project No. 2013-09A – Cracksealing**

Meeting Date: August 26, 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

*TJK*

*SAT SB*

Fiscal/FTE Impact:	
<input type="checkbox"/>	None
<input type="checkbox"/>	Amount included in current budget
<input type="checkbox"/>	Budget amendment requested
<input type="checkbox"/>	FTE included in current complement
<input type="checkbox"/>	New FTE requested – N/A
<input checked="" type="checkbox"/>	Other: Pavement Management Fund (440), Park Fund (444).

**PURPOSE/ACTION REQUESTED**

Consider Pay Voucher No. 1 for City Project No. 2013-09A – Cracksealing.

**SUMMARY**

The improvements were ordered as part of the 2013 Pavement Management Program. The contract was awarded in the amount of \$180,655.18 to Fahrner Asphalt on May 28, 2013 for City Project No. 2013-09A – Cracksealing.

The contractor has completed the work through July 31, 2013 in accordance with the contract plans and specifications. A 5% retainage will be maintained until the project is completed.

I recommend approval of Pay Voucher No. 1, in the amount of \$112,695.65, for City Project No. 2013-09A – Cracksealing.

TJK/js  
Attachments: Pay Voucher No. 1

CONSTRUCTION PAYMENT VOUCHER

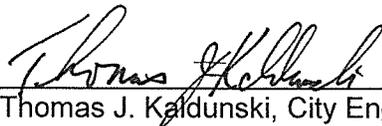
ESTIMATE NO: One (1)  
DATE: August 26, 2013  
PERIOD ENDING: July 31, 2013  
CONTRACT: 2013 Pavement Management Program  
PROJECT NO: 2013-09A Cracksealing

TO: Fahrner Asphalt Sealers  
P.O. Box 659  
Eau Claire, WI 54702

Original Contract Amount ..... \$180,655.18  
Total Addition ..... \$0.00  
Total Deduction (Change Order No. 1) ..... \$0.00  
Total Contract Amount..... \$180,655.18  
Total Value of Work to Date..... \$118,627.00  
Less Retained (5%)..... \$5,931.35  
Less Previous Payment..... \$0.00  
Total Approved for Payment this Voucher..... \$112,695.65  
Total Payments including this Voucher ..... \$112,695.65

**Approvals:**

Pursuant to our field observation, I hereby recommend for payment the above-stated amount for work performed through July 31, 2013.

Signed by:  August 26, 2013  
Thomas J. Kaldunski, City Engineer

Signed by: \_\_\_\_\_  
Fahrner Asphalt Sealers Date

Signed by: \_\_\_\_\_  
George Tourville, Mayor August 26, 2013

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Pay Voucher No. 1 for City Project No. 2013-09B – Sealcoating**

Meeting Date: August 26, 2013  
 Item Type: Consent *TJK*  
 Contact: Thomas J. Kaldunski, 651.450.2572  
 Prepared by: Thomas J. Kaldunski, City Engineer  
 Reviewed by: Scott D. Thureen, Public Works Director *SAK SB*

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

**PURPOSE/ACTION REQUESTED**

Consider Pay Voucher No. 1 for City Project No. 2013-09B – Sealcoating.

**SUMMARY**

The improvements were ordered as part of the 2013 Pavement Management Program. The contract was awarded in the amount of \$257,432.90 to Pearson Brothers on June 24, 2013 for City Project No. 2013-09B – Sealcoating.

The contractor has completed the work through July 31, 2013 in accordance with the contract plans and specifications. A 5% retainage will be maintained until the project is completed.

I recommend approval of Pay Voucher No. 1, in the amount of \$229,394.97, for City Project No. 2013-09B – Sealcoating.

TJK/js

Attachments: Pay Voucher No. 1

CONSTRUCTION PAYMENT VOUCHER

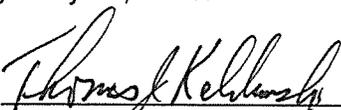
ESTIMATE NO: One (1)  
DATE: August 26, 2013  
PERIOD ENDING: July 31, 2013  
CONTRACT: 2013 Pavement Management Program  
PROJECT NO: 2013-09B Sealcoating

TO: Pearson Brothers  
11079 Lamont Avenue N.E.  
Hanover, MN 55341

Original Contract Amount ..... \$257,432.90  
Total Addition ..... \$0.00  
Total Deduction ..... \$0.00  
Total Contract Amount..... \$257,432.90  
Total Value of Work to Date..... \$241,468.39  
Less Retained (5%)..... \$12,073.42  
Less Previous Payment..... \$0.00  
Total Approved for Payment this Voucher..... \$229,394.97  
Total Payments including this Voucher..... \$229,394.97

**Approvals:**

Pursuant to our field observation, I hereby recommend for payment the above-stated amount for work performed through July 31, 2013.

Signed by:  August 26, 2013  
Thomas J. Kaldunski, City Engineer

Signed by: \_\_\_\_\_  
Pearson Brothers Date

Signed by: \_\_\_\_\_  
George Tourville, Mayor August 26, 2013

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Pay Voucher No. 5 for City Project No. 2006-08 – Asher Water Tower Replacement**

Meeting Date: August 26, 2013  
Item Type: Consent  
Contact: Scott D. Thureen, 651.450.2571  
Prepared by: Scott D. Thureen, Public Works Director  
Reviewed by: *SDT* *SB*

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: Water Operating Fund

**PURPOSE/ACTION REQUESTED**

Consider Pay Voucher No. 5 for City Project No. 2006-08 – Asher Water Tower Replacement.

**SUMMARY**

The improvements were ordered by the City Council on March 26, 2012. The contract was awarded in the amount of \$2,187,000 to CB & I, Inc. on November 26, 2012 for City Project No. 2006-08 – Asher Water Tower Replacement.

The contractor has completed the work through July 31, 2013 in accordance with the contract plans and specifications. A five (5) percent retainage will be maintained until the project is completed.

I recommend approval of Payment Voucher No. 5 in the amount of \$260,939.83 for work on City Project No. 2006-08 – Asher Water Tower Replacement.

SDT/kf  
Attachment: Pay Voucher No. 5

**APPLICATION AND CERTIFICATE FOR PAYMENT**

AIA DOCUMENT G702

TO: City of Inver Grove Heights  
 (OWNER) 8150 Barbara Ave  
 Inver Grove Heights, MN 55077-3410

CUSTOMER PROJECT: 2006-08

CB&I INVOICE NO. 184000-05  
 APPLICATION NO. 5

FROM (CONTRACTOR):  
 CB&I Inc. - Steel Plate Structures  
 9550 Hickman Road Clive, IA 50325-5316

VIA (ENGINEER):  
 Short Elliott Hendrickson Inc.  
 3535 Vadnais Center Drive  
 St. Paul, MN 55110-5196

CONTRACT FOR:  
 0.75MG Elevated Water Storage Tank

WORK FROM DATE: 07/01/13  
 WORK THRU DATE: 07/31/13

ENG. PROJECT NO: INVER 120095

CONTRACT DATE: 11/26/12

Distribution to:  
 OWNER   
 ENGINEER   
 CONTRACTOR   
 OTHER

**CONTRACTOR'S APPLICATION FOR PAYMENT**

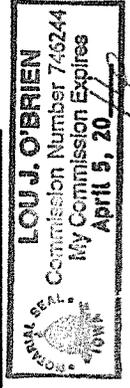
CHANGE ORDER SUMMARY		ADDITIONS	DEDUCTIONS
Change Orders approved in previous months by Owner		0.00	0.00
TOTAL		0.00	0.00
Approved this Application			
Number	Date Approved		
TOTALS		0.00	0.00
Net change by Change Orders		0.00	0.00

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

CONTRACTOR: CB&I Inc. - Steel Plate Structures

By: *Joan Anderson* Date: 08/05/13  
 A/R Administrator

- Application is made for Payment, as shown below, in connection with the Contract Continuation Sheet, AIA Document G703, is attached.
1. ORIGINAL CONTRACT SUM \$2,187,000.00
  2. Net change by Change Orders \$0.00
  3. CONTRACT SUM TO DATE (Line 1+/- 2) \$2,187,000.00
  4. TOTAL COMPLETED & STORED TO DATE (Col K on G703) \$1,256,054.10
  5. RETAINAGE:
    - a. 5% of Completed Work \$62,802.71  
 (Col G + I on G703)
    - b. 0% of Stored Material 0.00  
 (Col J on G703)
- Total Retainage (Line 5a + 5b or (Total in Col P of G703) \$62,802.71
6. TOTAL EARNED LESS RETAINAGE \$1,193,251.39  
 (Line 4 less Line 5 Total)
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$932,311.56
8. CURRENT PAYMENT DUE \$260,939.83
9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6) \$993,748.61



State of: IOWA County of: POLK  
 Subscribed and sworn to before me this 5th day of August, 2013.  
 Notary Public *Georganna*  
 My Commission expires: 04-05-16

**ENGINEER'S CERTIFICATE FOR PAYMENT**

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

AMOUNT CERTIFIED (Attach explanation if amount certified differs from the amount applied for.)

ENGINEER: Short Elliott Hendrickson Inc.  
 By: *Sh. Elliott* Date: 8/7/13  
 OWNER: City of Inver Grove Heights  
 By: \_\_\_\_\_ Date: \_\_\_\_\_  
 FUNDING AGENCY: USDA

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

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Change Order No. 5 for City Project No. 2012-09D – Urban Street Reconstruction, 65th Street Neighborhood and Cahill Court**

Meeting Date: August 26, 2013  
 Item Type: Consent *DK*  
 Contact: Thomas J. Kaldunski, 651.450.2572  
 Prepared by: Thomas J. Kaldunski, City Engineer  
 Reviewed by: Scott D. Thureen, Public Works Director *SDT*

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

**PURPOSE/ACTION REQUESTED**

Consider Change Order No. 5 for City Project No. 2012-09D – Urban Street Reconstruction, 65th Street Neighborhood and Cahill Court

**SUMMARY**

The improvements were ordered as part of the 2012 Pavement Management Program. The contract was awarded in the amount of \$4,715,686.33 to Friedges Contracting Co., LLC, on May 14, 2012 for City Project No. 2012-09D Urban Street Reconstruction, 65<sup>th</sup> Street Neighborhood and Cahill Court. The contractor’s work was affected by the late winter and cool, wet weather in the spring.

The turf along 65<sup>th</sup> Street has been affected by the inclement weather this summer. Friedges Contracting has offered to amend the soils on Phase 4 by aerating the soils and adding organic matter in order to promote long term nutrients and healthy growth of the turf.

Change Order No. 5 is for an extension of the turf establishment maintenance period for Phase 4 to June 1, 2014, an extension of time for a substantial completion date for the entire project to September 10, 2013, with a final completion date of September 18, 2013. Substantial completion includes all work on the project except final bituminous wear course on Phase 4.

I recommend approval of Change Order No. 5 for contract time modifications for work on City Project No. 2012-09D – Urban Reconstruction, 65<sup>th</sup> Street Neighborhood and Cahill Court.

TJK/kf  
 Attachments: Change Order No. 5

**CHANGE ORDER NO. 5**

**City Project No. 2012-09D (2012 Pavement Management Program)  
65<sup>TH</sup> Street Neighborhood and Cahill Court – Urban Street Reconstruction**

Owner: City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077	Date of Issuance: August 20, 2013
Contractor: Friedges Contracting Co., LLC. 21980 Kenrick Ave. Lakeville, MN 55044	Engineer: City Engineer

**Purpose of Change Order:**

On July, 31, 2013, Friedges Contracting submitted a request to extend the final completion date for Phase 4 to August 23, 2013. Staff then held a meeting with Friedges project management, during which we determined that a substantial completion date of September 10, 2013, and a final completion date of September 18, 2013 was more appropriate. Substantial completion includes all work on the project except final bituminous wear course on Phase 4. This date was mutually agreed to by staff and Friedges. This time extension is necessary due to winter conditions that persisted much later than normal resulting in a late start, the wet spring and summer weather which resulted in construction delays. Friedges Contracting agrees to warranty and maintain Phase 4 turf establishment areas until June 1, 2014.

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIME
Original Contract Price:	Original Contract Time: Interim Completion 1 – July 27, 2012 Interim Completion 2 – August 31, 2012 Final Completion 1 and 2 – October 20, 2012 Final Completion – July 1, 2013
Previous Change Orders	Net Change from Previous Change Orders: 10 Calendar Days to Interim Completion 2 10 Calendar Days to Interim Completion 2 (19) Calendar Days to Final Completion 1 and 2
Contract Price Prior to this Change Order	Contract Time Prior to this Change Order: Interim Completion 1 – September 10, 2012 Interim Completion 2 – September 10, 2012 Final Completion 1 and 2 – October 1, 2012
Net Increase of this Change Order	Net Increase (Decrease) of Change Order: 80 Calendar Days to Final Completion
Contract Price with all Approved Change Orders	Contract Time with Approved Change: Substantial Completion 4 – September 10, 2013 Final Completion – September 18, 2013
Recommended  By: <u>Steve Dodge</u> Steve Dodge, Assistant City Engineer	Approved  By: <u>[Signature]</u> Friedges Contracting Co., LLC.

Approved By: [Signature]  
Thomas J. Kaldunski, City Engineer

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

Date of Council Action: \_\_\_\_\_  
August 26, 2013

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Rejecting Bids Received on City Project No. 2011-15 – Orchard Trail Storm Water Improvements**

Meeting Date: August 26, 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

*SAF*

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, 403B Special Taxing District, City Funds, MPCA Grant

**PURPOSE/ACTION REQUESTED**

Consider a resolution to reject all bids received on City Project No. 2011-15 – Orchard Trail Storm Water Improvements.

**SUMMARY**

The City received bids for this project on May 7, 2013. The low bidder was Sunram Construction at \$368,244.00. The City budget for the project was less than the bid. The City Council authorized the submittal of a grant application to the Minnesota Pollution Control Agency (MPCA) Green Infrastructure Grant Program seeking up to 50 percent of the total project costs to assist with funding the project.

The MPCA has scored the applications in this competitive grant program, and City Project No. 2011-15 – Orchard Trail Storm Water Improvements did not score high enough to qualify for the grant.

The original bids received will expire on September 5, 2013. It is recommended that the City Council approve the attached resolution rejecting the bids. If rejected, all bid bonds will be returned to the contractors. The City Engineer will inform the contractor of the rejection of the bids. Staff will continue to work with the MPCA and the Dakota County Soil and Water Conservation District to identify potential funding sources.

SDT/kf

Attachment: Resolution

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

RESOLUTION REJECTING BIDS RECEIVED FOR CITY PROJECT NO. 2011-15 – ORCHARD  
TRAIL STORM WATER IMPROVEMENTS

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

**WHEREAS**, the City council authorized the submittal to the MPCA's Green Infrastructure Program on July 22, 2013 seeking a grant for up to 50 percent of the project funding; and

**WHEREAS**, the MPCA has informed the City of Inver Grove Heights that they have scored the grant application and City Project No. 2011-15 did not score high enough to receive grant funding; and

**WHEREAS**, the bids received on May 7, 2013 will expire on September 6, 2013 and the current project financing available is not sufficient to fund the entire project at this time.

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

1. Bids for City Project No. 2011-15 – Orchard Trail Storm Water Improvements are hereby rejected.
2. The City Engineer is hereby authorized to inform the low bidder, Sunram Contracting, that the City will not be awarding a contract for City Project No. 2011-15 – Orchard Trail Storm Water Improvements.
3. The City Clerk is hereby authorized and directed to return, forthwith, to all bidders, the deposits made with their bids.

Adopted by the City Council of Inver Grove Heights this 26th day of August, 2013.

AYES:  
NAYS:

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

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Approve Proposal from Redstone Construction Company, Inc. for Replacement of the River Road Sanitary Sewer Lift Station**

Meeting Date: August 26, 2013  
 Item Type: Consent  
 Contact: Jim Sweeney, 651.450.2565  
 Prepared by: Scott D. Thureen, Public Works Director  
 Reviewed by: *SAT*

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

**PURPOSE/ACTION REQUESTED**

Approve proposal from Redstone Construction Company, Inc. for replacement of the River Road Sanitary Sewer Lift Station.

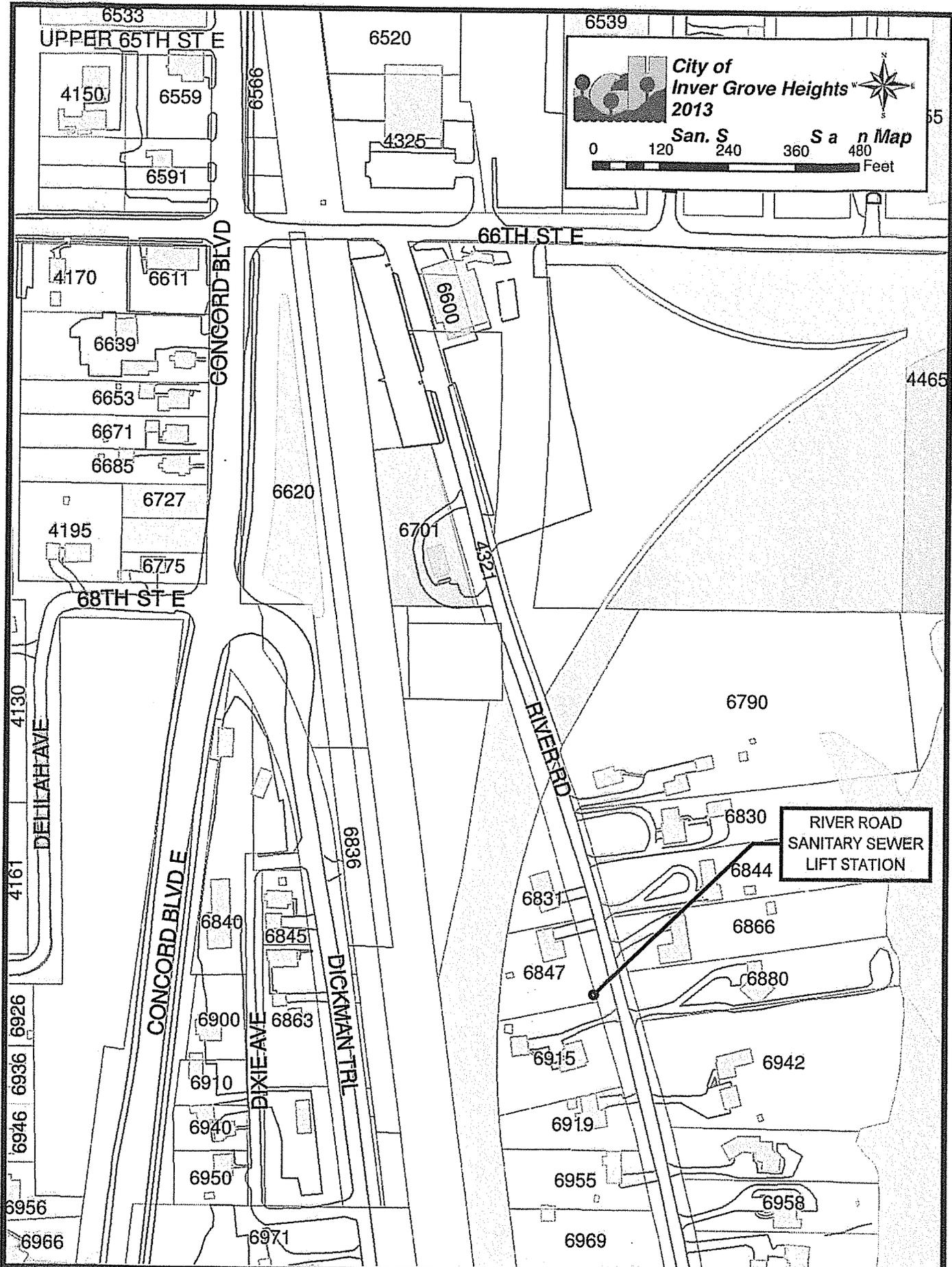
**SUMMARY**

The River Road Sanitary Sewer Lift Station is scheduled for replacement this year. This small lift station is 41 years old. Due to its age and lack of available replacement parts, the Utility Division identified this facility for replacement several years ago. The funding for this work was approved as part of the 2013 budget. The subject proposal involves the removal and disposal of the existing lift station and the installation of the new lift station and control panel. The attached memo from Jim Sweeney, Utility Superintendent, provides specifics concerning the proposals.

I recommend approval of the proposal from Redstone Construction Company, Inc. for replacement of the River Road Sanitary Sewer Lift Station (in the amount of \$78,000). Funding will come from Sewer Fund account numbers 502.51.7200.514.80300 (\$65,000) and 502.51.7200.514.40043 (\$13,000).

SDT/kf

- Attachments: Map  
 Memo  
 Proposals



6533  
UPPER 65TH ST E  
4150 6559  
6591

6520  
4325

6539

**City of  
Inver Grove Heights  
2013**

**San. S a n Map**

0 120 240 360 480 Feet

CONCORD BLVD  
4170 6611  
6639  
6653  
6671  
6685  
4195 6727  
6775

6620  
6600  
6701  
4321

66TH ST E  
4465

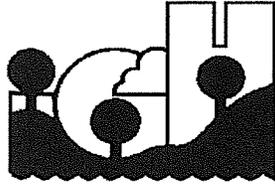
4130  
DELILAH AVE  
4161  
6946 6936 6926  
6956  
6966

68TH ST E  
CONCORD BLVD E  
6840  
6845  
6900  
6910  
6940  
6950  
6971

DIXIE AVE  
6836  
DICKMAN TRL  
6830  
6844  
6866  
6880  
6847  
6915  
6919  
6955  
6969

RIVER RD  
6790  
6830  
6844  
6866  
6880  
6942  
6958

**RIVER ROAD  
SANITARY SEWER  
LIFT STATION**



City of Inver Grove Heights  
UTILITY DIVISION

## MEMORANDUM

TO : Scott Thureen  
FROM : Jim Sweeney  
SUBJECT : **River Road Lift Station Installation Proposals**  
DATE : August 21, 2013

---

The Utility Division has received the third and final phase of proposals necessary for the replacement of the River Road Lift Station. Costs for this phase of the project were acquired through a Request for Proposals (see attached) that was issued to five contractors that the City routinely uses for underground construction services.

This project was estimated for inclusion in the 2013 Sewer Fund budget during the month of June 2012. At that time we solicited input from three contractors who all estimated the installation phase of the project at \$55,000 to \$58,000. With this knowledge a budget figure of \$65,000 was inserted assuming a slight price increase in 2013. As can be seen on the attached proposals, pricing has far exceeded our slight estimate of increase.

Several factors seem to be playing into the less competitive bidding climate we are experiencing currently. Many utility contractors downsized and others left the business entirely over the last five years. This is enabling those who remain to request higher pricing for their services. Also, the contractors who remain are smaller and less able to respond to the sudden uptick in construction demand that has occurred recently.

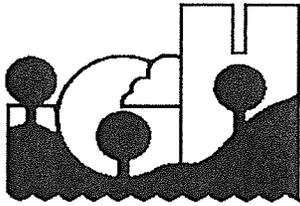
Given the factors listed above, we still feel we have received two competitive proposals from very reputable contractors who can handle the job. We also feel that given the current bidding climate we have no guarantee that the project would be less expensive if we wait and request proposals again in 2014.

Listed below are the contractors who were supplied the Request for Proposals. Utilities Division recommends awarding the project to Redstone Construction Company Incorporated for the lump sum amount of \$78,000. The three contractors who did not provide a price did respond to our request and informed us that they are simply too busy to complete the work in 2013.

The funds for this project are identified in 2013 Sewer Fund account numbers 502-51-7200-514-80300 (\$65,000) and 502-51-7200-514-40043 (\$13,000).

### **CONTRACTORS LIST REQUEST FOR PROPOSALS**

<b>Contractor</b>	<b>Submittal</b>
1. Redstone Construction Company Inc.	\$78,000.00
2. Valley-Rich Company Inc.	\$78,200.00
3. Keith Dahn Construction Company Inc.	Declined
4. Burschville Construction Company Inc.	Declined
5. Gartzke Construction Company Inc.	Declined



City of Inver Grove Heights  
Utility Division

## REQUEST FOR PROPOSALS REPLACEMENT OF RIVER ROAD LIFT STATION

The City of Inver Grove Heights is seeking proposals for excavation services necessary to complete the replacement of the River Road Wastewater Lift Station. The City has entered into agreements with two vendors to provide the physical components of the new lift station, and anticipates a project completion date of approximately October 1, 2013.

Listed below is a general description of the work to be performed, followed by specific details and requirements that the excavation contractor shall base their proposal upon. All proposals shall be received in the Utility Division offices at the City of Inver Grove Heights Public Works Maintenance Facility on **Friday August 16, 2013**.

All questions and concerns about the project, or site visit requests shall be directed to Jim Sweeney / Utility Superintendent at 651-450-2565 / 651-775-3801/ or [jsweeney@invergroveheights.org](mailto:jsweeney@invergroveheights.org).

### **General Description of Project:**

The current River Road Lift Station is a welded steel structure that contains two pneumatic ejector type pumps (see attached as-built). The excavation contractor will be responsible for installing bypass pumping equipment, removing and/or protecting adjacent City utilities, and removing and disposing of the current steel structure.

Upon removal of the existing facilities the contractor will proceed directly to the installation phase of the project. The new facility is of a wetwell / drywell design manufactured by the Flygt Corporation (see attached drawings). The new lift station will be controlled by a panel supplied by Automatic Systems Company (see attached drawings). Coordination with these two equipment suppliers will be required of the excavation contractor chosen for this project.

## REMOVAL AND REPLACEMENT RIVER ROAD LIFT STATION

### **Site Preparation:**

It will be the responsibility of the contractor to notify the Gopher State Locating System and to maintain all underground and overhead utilities in their location for the duration of the project. To facilitate removal and installation of the new lift station the City will have the overhead power service relocated by Xcel Energy and require the contractor to remove/dispose and provide/install the 6 inch watermain adjacent to the existing lift station. The contractor will be responsible for the installation and maintenance of silt fence around the entire perimeter of the site as well as any other erosion control measures that may be necessary for the duration of the project.

### **Remove / Replace Six Inch Watermain:**

The contractor shall remove the 6 inch watermain beginning at the 6 x 6 tee on the west edge of River Road to a point approximately 40 feet west on the City easement (see attached as-builts). A new 6 inch gate valve shall be attached to the 6 inch tee with megalug flange and tie-rods to allow the **watermain running north-south on River Road to remain under pressure for the duration of the project**. New 6 inch DIP watermain shall be installed to replace the removed watermain after installation of the lift station. The contractor shall provide/install a new  $\frac{3}{4}$  inch water service from this watermain to the new lift station dry valve pit as directed by the City Utility Division.

### **Remove / Replace Existing Fire Hydrant**

The contractor shall remove the existing fire hydrant north of lift station, provide/install new 6 inch gate valve with megalug and tie-rods attached to existing tee and new Waterous hydrant per attached City Standard detail. This work shall be coordinated to occur with the removal of the 6 inch watermain.

### **Bypass Pumping:**

The contractor will be responsible to provide and monitor a wastewater bypass pumping system capable of approximately 10,000 gallons per day peak flow. This system may be installed in manhole OV10 and utilize a contractor installed connection to the existing 4 inch forcemain east of the existing lift station (see attached as-builts). Power for this pumping system will be at the discretion of the contractor, however if Xcel Energy power is utilized the contractor shall provide and operate a back-up power source in the event of a power failure. The bypass system shall be installed and fully functional for 24 hours prior to the excavation and removal of the existing lift station and shall remain operational until the new pumping equipment is operational in the opinion of the City Utility Division.

**Removal of Existing Structures:**

The contractor shall remove and dispose of existing structures **OV11** (sanitary manhole) and **OV132** (steel lift station) completely. The concrete base slab underneath the steel lift station will be allowed to remain in place. Please refer to attached as-built drawings to verify size and depth of these two structures. All steel box and/or steel plate shoring necessary for removal of existing structures and installation of new lift station basins shall be the responsibility of the contractor. Site security including fencing for any excavations shall be the responsibility of the contractor.

Due to the limited amount of City controlled property at the site, the City will provide storage of excavated materials and excess equipment on City owned property located at 7400 Dickman Trail (see attached map). The contractor will be responsible to provide any and all traffic control equipment that will be required throughout all phases of the project. The City will provide resident notification regarding length of project, as well as any lane and or full road closures as necessary.

**Delivery of Flygt Lift Station Basins:**

The contractor shall coordinate delivery of the two new lift station basins with the vendor for this equipment – Electric Pump. Cost of delivery is included with the City agreement of purchase with Electric Pump. The basins will be stored at the Electric Pump facility located in New Prague, Minnesota. See attached Electric Pump contact information.

**Installation of Flygt Lift Station Basins:**

The contractor shall be responsible for following the approved Flygt Pump installation guidelines and instructions as provided by Electric Pump and attached to this proposal. All lifting points and rigging equipment shall be the responsibility of the contractor. All bulkhead type fittings necessary for pipe and conduit connections to the wetwell and valve vault will be supplied by Electric Pump and installed by the contractor. All necessary piping and sleeves to connect the existing wastewater piping and forcemain to the new wetwell and valve vault shall be provided/installed by the contractor. All specialized granular/stone materials and concrete ballast rings as detailed in the installation guidelines shall be provided and installed by the contractor. The final lift of backfill material shall be a 12 foot x 25 foot pad of 12 inch thick  $\frac{3}{4}$  minus Class V crushed limestone, placement of this material will be field directed by the City. All of the aforementioned backfill materials shall be installed in uniform lifts and properly compacted.

**Installation of Control Panel Pad:**

The contractor shall provide/install a 6 foot x 12 foot x 6 inch thick concrete pad located on the east side of the valve vault to accommodate the Automatic Systems Control panel. Exact placement of this pad will be field verified jointly between the City, Automatic Systems, and the contractor. Automatic Systems will be responsible for installation of all necessary control and power conduit piping prior to placement.

**Site Restoration:**

The contractor shall be responsible for the removal of all materials and debris related to the project including silt and construction fencing, erosion control measures, excess pipe and fittings, etc. Contractor shall finish grade all disturbed areas and place 6 inches of select top soil at the direction of the City.

**Equipment Contact Information:**

Electric Pump  
201 4<sup>th</sup> Avenue SW  
New Prague, Minnesota, 56071

Mr. Troy Heimerl / 612-840-9499 / troyh@electricpump.com  
Mr. Steve Reed / 612-325-9980 / stevereed@electricpump.com

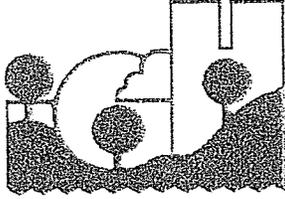
Automatic Systems Company  
2400 West County Road D  
P.O. Box 120359  
Saint Paul, Minnesota, 55112

Mr. Bruce Wirth / 651-631-9005 / bruce@automaticsystemsco.com

**City Contacts:**

Utility Superintendent  
Jim Sweeney / 651-450-2565 office 651-775-3801 cell  
jsweeney@invergroveheights.org

Engineering Inspections  
Pete Hindman / 651-450-2574 office 651-485-0997 cell  
phindman@invergroveheights.org



City of Inver Grove Heights  
Utility Division

2013 RIVER ROAD LIFT STATION REPLACEMENT  
PROPOSAL FORM

The City of Inver Grove Heights is seeking proposals for excavation services to replace the River Road Lift Station. The proposed lump sum price listed below shall be based upon the attached Request for Proposals that details the City expectations for this project. All contractors shall provide a current certificate of insurance with their proposal.

Excavation Services for River Road Lift Station Replacement

Lump Sum

Includes all necessary labor, equipment, materials, and taxes:

78,000.00

In submitting this proposal it is understood by the contractor that the City retains the right to reject any proposal, and to award the excavation services in the best interest of the City.

Date 08-16-13

Submitter:

REDSTONE CONST. Co., Inc.  
Name of Firm

Stephen Johnson  
Signature

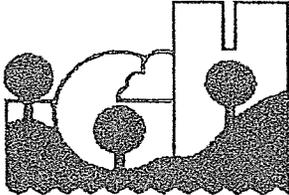
P.O. Box 218  
MORA, MN 55051  
Address

320-679-4140  
Telephone

Please return proposal to City of Inver Grove Heights Public Works, 8168 Barbara Avenue East, on Friday August 16, 2013 by 3:00 pm. Questions about proposed work shall be directed to Jim Sweeney at 651-450-2565 or 651-775-3801.

*Providing Water and Wastewater Service Since 1965*





City of Inver Grove Heights  
Utility Division

**2013 RIVER ROAD LIFT STATION REPLACEMENT  
PROPOSAL FORM**

The City of Inver Grove Heights is seeking proposals for excavation services to replace the River Road Lift Station. The proposed lump sum price listed below shall be based upon the attached Request for Proposals that details the City expectations for this project. All contractors shall provide a current certificate of insurance with their proposal.

**Excavation Services for River Road Lift Station Replacement** **Lump Sum**

Includes all necessary labor, equipment, materials, and taxes:

\$78,200

ADD AUT #1 - \$5,000-10,000 FOR DEWATERING

In submitting this proposal it is understood by the contractor that the City retains the right to reject any proposal, and to award the excavation services in the best interest of the City.

Date 8/16/13

Submitter:

VALLEY-RICH CO., INC

Name of Firm

John Mollige  
Signature

147 N. JONATHAN BLVD.

CHASKA MN 55318

Address

952-448-3002

Telephone

Please return proposal to City of Inver Grove Heights Public Works, 8168 Barbara Avenue East, on Friday August 16, 2013 by 3:00 pm. Questions about proposed work shall be directed to Jim Sweeney at 651-450-2565 or 651-775-3801.

*Providing Water and Wastewater Service Since 1965*

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Resolution Accepting Bids and Awarding Contract for the 2013 Improvement Program, City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin**

Meeting Date: August 26, 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:	
<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, SWCD Grant

**PURPOSE/ACTION REQUESTED**

Consider resolution accepting bids and awarding contract for the 2013 Improvement Program, City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin.

**SUMMARY**

City Council ordered City Project No. 2012-07 on June 24, 2013. Bids were opened at 10:00 a.m. on August 16, 2013 for the subject project. Five contractors submitted bids. The bids were tabulated and verified for accuracy.

The low base bid of \$284,792.00 was submitted by Sunram Construction. The low bid is 9 percent less than the engineer’s construction cost estimate. The City has received a \$50,000 grant from the Dakota County SWCD Community Conservation Partnership Program. The City entered into an agreement with them to complete the project by November 15, 2013.

I recommend that the City Council adopt the resolution accepting the bids and awarding the contract for City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin to Sunram Construction for a total bid amount of \$284,792.00.

TJK/swd

- Attachments: Resolution  
 Bid minutes  
 Bid tabulation  
 Project map

CITY OF INVER GROVE HEIGHTS  
DAKOTA COUNTY, MINNESOTA

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR 2013 IMPROVEMENT PROGRAM, CITY PROJECT NO. 2012-07 – BOHRER POND NW PRE-TREATMENT BASIN**

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

**WHEREAS**, pursuant to an advertisement for bids for the 2013 Improvement Program, City Project 2012-07 Bohrer Pond NW Pre-treatment Basin, bids were received, opened, read aloud, and tabulated according to law. The following bids were received complying with the advertisement, acknowledgement of receipt of addendums, and submitted a bid bond.

<b>Bidder</b>	<b>5% Bid Bond</b>	<b>Base Bid</b>
Sunram Construction	Yes	\$284,792.00
Eureka Construction	Yes	\$303,164.50
Urban Companies	Yes	\$392,197.00
Frattalone Constructionq	Yes	\$429,506.40
New Look Contracting	Yes	\$520,350.10

**WHEREAS**, Sunram Construction is the lowest responsible bidder for a total contract amount of \$284,792.00.

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

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with Sunram Construction in the name of the City of Inver Grove Heights, for the 2013 Improvement Program, City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin, according to plans and specifications therefore approved by the Council and on file at the Office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return, forthwith, to all bidders, the deposits made with their bids except for the deposit of the successful bidder and the next lowest bidder shall be retained until the contract has been signed.
3. 2013 Improvement Program, City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin shall be funded through the Storm Water Utility Fund and a SWCD Grant.

Adopted by the City Council of Inver Grove Heights this 26th day of August 2013.

AYES:

NAYS:

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

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077

Minutes of Bid Opening on Friday, August 16, 2013

CITY PROJECT NO. 2012-07

**BOHRER POND NW PRE-TREATMENT BASIN RESTORATION**

Pursuant to an advertisement for bids for City Project No. 2012-07 – Bohrer Pond NW Pre-treatment Basin Restoration, an administrative meeting was held on August 16, 2013 for the purpose of bid opening. Bids were opened and read aloud.

Attending the meeting were:

Thomas J. Kaldunski, City Engineer  
Kathleen J. Fischer, Public Works Support Specialist  
Nate Menge, New Look Contracting  
Tom Gorman, Eureka Construction  
Thomas Kinmounth, Frattalone Companies  
Ryan Sunram, Sunram Construction

Bids were opened and read aloud as follows:

<b>Company</b>	<b>5% Bid Bond</b>	<b>Base Bid</b>
Sunram Construction	Yes	\$284,792.00
Eureka Construction	Yes	\$303,164.50
Urban Companies	Yes	\$392,197.00
Frattalone Constructionq	Yes	\$429,506.40
New Look Contracting	Yes	\$520,350.10

Respectfully submitted by:

  
Kathleen J. Fischer, Public Works Support Specialist

CITY PROJECT NO. 2012-07 - BOHRER POND NW PRE-TREATMENT BASIN RESTORATION BID TABULATION

ITEM NO.	MnDOT NUMBER	DESCRIPTION	UNIT	EST. QTY	Sunram Construction			Eureka Construction			Urban Companies			Fratilone Construction			New Look Contracting		
					UNIT BID PRICE	BID PRICE	UNIT PRICE	UNIT BID PRICE	BID PRICE	UNIT PRICE	UNIT BID PRICE	BID PRICE	UNIT PRICE	UNIT BID PRICE	BID PRICE	UNIT PRICE	UNIT BID PRICE	BID PRICE	UNIT PRICE
1	2021.501	MOBILIZATION	LS	1	\$26,500.20	\$26,500.20	\$40,000.00	\$16,000.00	\$16,000.00	\$16,000.00	\$11,080.00	\$11,080.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00	\$60,000.00		
2	2563.601	TRAFFIC CONTROL	LS	1	\$250.00	\$250.00	\$1,000.00	\$4,000.00	\$4,000.00	\$4,000.00	\$3,490.00	\$3,490.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00		
3	2101.501	CLEARING	ACRE	2.4	\$3,360.00	\$8,064.00	\$3,450.00	\$8,500.00	\$20,400.00	\$20,400.00	\$3,660.00	\$8,784.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
4	2101.506	GRUBBING	ACRE	2.4	\$3,360.00	\$8,064.00	\$3,450.00	\$8,500.00	\$20,400.00	\$20,400.00	\$3,660.00	\$8,784.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00		
5	2105.501	COMMON EXCAVATION (P)	CY	5732	\$9.80	\$56,173.60	\$10.50	\$60,186.00	\$18.00	\$103,176.00	\$17.20	\$98,590.40	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00		
6	SPECIAL	STEEL SHEET PILING (WEIR STRUCTURE) INCLUDES DESIGN	SF	2560	\$44.00	\$112,640.00	\$48.30	\$123,648.00	\$68.00	\$174,800.00	\$82.25	\$210,560.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00		
7	2211.501	AGGREGATE BASE, CLASS 5 100% CRUSHED LIMESTONE	TON	120	\$20.80	\$2,496.00	\$21.65	\$2,598.00	\$25.00	\$3,000.00	\$31.25	\$3,750.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00		
8	2104.501	REMOVE SEWER PIPE STORM	LF	44	\$22.30	\$981.20	\$12.50	\$550.00	\$10.00	\$440.00	\$27.50	\$1,210.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00		
9	2104.521	SALVAGE SEWER PIPE STORM	LF	20	\$50.00	\$1,000.00	\$7.25	\$145.00	\$80.00	\$1,600.00	\$27.50	\$550.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00		
10	2501.571	INSTALL SALVAGED SEWER PIPE STORM	LF	20	\$75.00	\$1,500.00	\$29.50	\$590.00	\$140.00	\$2,800.00	\$179.00	\$3,580.00	\$35.00	\$35.00	\$35.00	\$35.00	\$35.00		
11	2503.602	CONNECT TO EXISTING STORM SEWER	EA	1	\$3,000.00	\$3,000.00	\$950.00	\$750.00	\$750.00	\$750.00	\$1,530.00	\$1,530.00	\$550.00	\$550.00	\$550.00	\$550.00	\$550.00		
12	2506.502	CONSTRUCT DRAINAGE STRUCTURE 72-4020	EA	1	\$7,600.00	\$7,600.00	\$3,750.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$7,000.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00	\$8,500.00		
13	2506.502	RECONSTRUCT MANHOLE	EA	1	\$2,485.00	\$2,485.00	\$1,300.00	\$4,000.00	\$4,000.00	\$4,000.00	\$6,280.00	\$6,280.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00	\$7,500.00		
14	2501.602	SALVAGE AND REINSTALL PIPE APRON	EA	3	\$1,485.00	\$4,455.00	\$1,700.00	\$5,100.00	\$1,000.00	\$3,000.00	\$2,020.00	\$6,060.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00		
15	2501.602	TRASH GUARD FOR 42" PIPE APRON	EA	1	\$1,600.00	\$1,600.00	\$1,200.00	\$4,000.00	\$4,000.00	\$4,000.00	\$2,870.00	\$2,870.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00		
16	2503.541	15" RC PIPE SEWER	LF	56	\$48.00	\$2,688.00	\$40.00	\$2,240.00	\$50.00	\$2,800.00	\$38.75	\$2,170.00	\$50.00	\$50.00	\$50.00	\$50.00	\$50.00		
17	2501.515	15" RC PIPE APRON	EA	2	\$1,350.00	\$2,700.00	\$850.00	\$1,700.00	\$1,700.00	\$3,400.00	\$1,710.00	\$3,420.00	\$950.00	\$950.00	\$950.00	\$950.00	\$950.00		
18	2511.501	RANDOM RIPRAP CL III	CY	88	\$91.00	\$8,008.00	\$80.00	\$7,040.00	\$100.00	\$8,800.00	\$92.25	\$8,118.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00		
19	2511.501	RANDOM RIPRAP CL IV	CY	51	\$102.00	\$5,202.00	\$80.00	\$4,080.00	\$100.00	\$5,100.00	\$127.00	\$6,477.00	\$120.00	\$120.00	\$120.00	\$120.00	\$120.00		
20	2573.55	EROSION CONTROL SUPERVISOR	LS	1	\$1,200.00	\$1,200.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$3,950.00	\$3,950.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00		
21	2123.61	STREET SWEEPER (WITH PICK UP BROOM)	HR	10	\$175.00	\$1,750.00	\$175.00	\$1,750.00	\$120.00	\$1,200.00	\$148.00	\$1,480.00	\$0.01	\$0.01	\$0.01	\$0.01	\$0.01		
22	2573.502	SILT FENCE (HEAVY DUTY)	LF	90	\$4.00	\$360.00	\$5.00	\$450.00	\$6.00	\$540.00	\$5.45	\$490.50	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00		
23	2573.505	FLOTATION SILT CURTAIN (WORK AREA TYPE)	LF	120	\$13.50	\$1,620.00	\$15.50	\$1,860.00	\$25.00	\$3,000.00	\$16.80	\$2,016.00	\$20.00	\$20.00	\$20.00	\$20.00	\$20.00		
24	2573.602	TEMPORARY ROCK CONSTRUCTION ENTRANCE	EA	1	\$800.00	\$800.00	\$770.00	\$1,200.00	\$1,200.00	\$1,200.00	\$2,290.00	\$2,290.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00	\$1,250.00		
25	2573.54	FILTER LOG TYPE COMPOST BIOROLL	LF	60	\$8.00	\$480.00	\$6.00	\$360.00	\$5.00	\$300.00	\$6.60	\$396.00	\$10.00	\$10.00	\$10.00	\$10.00	\$10.00		
26	2575.55	BLOWN COMPOST AND SEED	SY	2000	\$2.00	\$4,000.00	\$5.40	\$10,800.00	\$5.00	\$10,000.00	\$5.95	\$11,900.00	\$2.50	\$2.50	\$2.50	\$2.50	\$2.50		
27	2575.56	HYDRAULIC SOIL STABILIZER, TYPE SPECIAL (FLEXITERRA)	LB	6800	\$1.90	\$11,020.00	\$1.85	\$10,730.00	\$1.70	\$9,860.00	\$1.95	\$11,310.00	\$1.50	\$1.50	\$1.50	\$1.50	\$1.50		
28	2575.532	FERTILIZER TYPE 2	LB	100	\$1.15	\$115.00	\$0.85	\$85.00	\$2.00	\$200.00	\$0.94	\$94.00	\$5.00	\$5.00	\$5.00	\$5.00	\$5.00		
29	2575.605	SEEDING, MNDOT MIX NO. 310	ACRE	0.36	\$4,000.00	\$1,440.00	\$2,750.00	\$990.00	\$5,000.00	\$1,800.00	\$3,100.00	\$1,116.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		
30	2575.605	SEEDING, MNDOT MIX NO. 340	ACRE	1.65	\$4,000.00	\$6,600.00	\$1,050.00	\$1,732.50	\$3,000.00	\$4,950.00	\$1,170.00	\$1,950.50	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00	\$2,000.00		
					\$284,792.00			\$303,164.50			\$392,197.00			\$429,506.40			\$520,350.10		

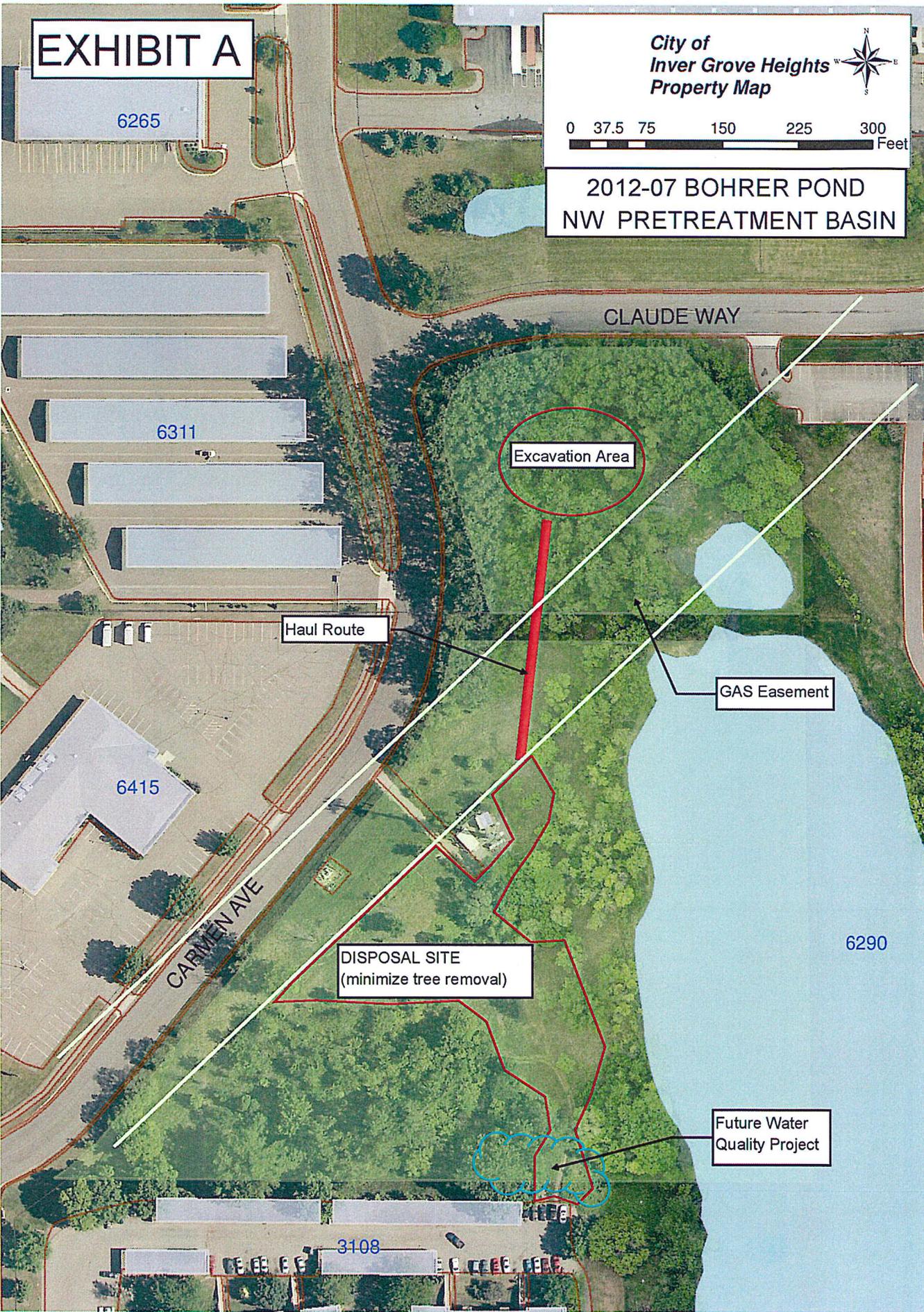
# EXHIBIT A

City of  
Inver Grove Heights  
Property Map



0 37.5 75 150 225 300 Feet

## 2012-07 BOHRER POND NW PRETREATMENT BASIN



CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

**Consider Resolution Accepting Bids and Awarding Contract for the 2013 Pavement Management Program, City Project No. 2013-09C – Mill and Overlay**

Meeting Date: August 26, 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:	
<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, Pavement Management Fund, Water and Sewer Funds

**PURPOSE/ACTION REQUESTED**

Consider resolution accepting bids and awarding contract for the 2013 Pavement Management Program, City Project No. 2013-09C – Mill and Overlay.

**SUMMARY**

City Council ordered City Project No. 2013-09C on July 22, 2013. Bids were opened at 10:00 a.m. on August 20, 2013 for the subject project. Two contractors submitted bids. The bids were tabulated and verified for accuracy.

The total bid (base bid plus alternates A and B) of \$226,050.00 was submitted by McNamara Construction. This bid is 3 percent less than the engineer’s construction cost estimate. The base bid is to mill and overlay Conroy Way, bid alternate A includes Cloman Avenue, and bid alternate B is for including roadside rain gardens. The project is scheduled to be substantially completed by October 15, 2013.

I recommend that the City Council adopt the resolution accepting the bids and awarding the contract for City Project No. 2013-09C – Mill and Overlay to McNamara Construction for a total bid amount of \$226,050.00.

TJK/kf  
 Attachments: Resolution  
                   Bid minutes  
                   Bid tabulation  
                   Project map

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

**RESOLUTION ACCEPTING BIDS AND AWARDING CONTRACT FOR 2013 PAVEMENT  
MANAGEMENT PROGRAM, CITY PROJECT NO. 2013-09C – MILL AND OVERLAY**

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

**WHEREAS**, pursuant to an advertisement for bids for the 2013 Pavement Management Program, City Project 2013-09C – Mill and Overlay, bids were received, opened, read aloud, and tabulated according to law. The following bids were received complying with the advertisement, acknowledgement of receipt of addendums, and submitted a bid bond.

<b>Bidder</b>	<b>5% Bid Bond</b>	<b>Base Bid</b>	<b>Alternate A</b>	<b>Alternate B</b>	<b>Total Bid</b>
McNamara Construction	Yes	\$150,855.00	\$61,545.00	\$13,650.00	\$226,050.00
Bituminous Roadways	Yes	\$191,849.00	\$73,574.00	\$22,770.00	\$288,193.00

**WHEREAS**, McNamara Construction is the lowest responsible bidder for a total contract amount of \$226,050.00.

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

1. The Mayor and Clerk are hereby authorized and directed to enter into a contract with McNamara Contracting in the name of the City of Inver Grove Heights, for the 2013 Pavement Management Program, City Project No. 2013-09C – Mill and Overlay, according to plans and specifications therefore approved by the Council and on file at the Office of the City Clerk.
2. The City Clerk is hereby authorized and directed to return, forthwith, to all bidders, the deposits made with their bids except for the deposit of the successful bidder and the next lowest bidder shall be retained until the contract has been signed.
3. 2013 Pavement Management Program, City Project No. 2013-09C – Mill and Overlay shall be funded through Special Assessments, Pavement Management Fund and the Water and Sewer Funds.

Adopted by the City Council of Inver Grove Heights this 26th day of August 2013.

AYES:

NAYS:

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

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy Clerk

CITY OF INVER GROVE HEIGHTS  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077

Minutes of Bid Opening on Tuesday, August 20, 2013

CITY PROJECT NO. 2013-09C

MILL AND OVERLAY

Pursuant to an advertisement for bids for City Project No. 2013-09C – Mill and Overlay, an administrative meeting was held on August 20, 2013 for the purpose of bid opening. Bids were opened and read aloud.

Attending the meeting were:

Steve Dodge, Assistant City Engineer  
Kathleen J. Fischer, Public Works Support Specialist  
Steve Makela, Bituminous Roadways  
Mike McNamara, McNamara Contracting

Bids were opened and read aloud as follows:

Bidder	5% Bid Bond	Base Bid	Alternate A	Alternate B	Total Bid
McNamara Construction	Yes	\$150,855.00	\$61,545.00	\$13,650.00	\$226,050.00
Bituminous Roadways	Yes	\$191,849.00	\$73,574.00	\$22,770.00	\$288,193.00

Respectfully submitted by:

  
Kathleen J. Fischer, Public Works Support Specialist

CITY PROJECT NO. 2013-09C - MILL AND OVERLAY BID TABULATION

BASE BID			McNamara Contracting			Bituminous Roadways		
Item No.	Mn/Dot No.	Description	Unit	Est. Qty	Unit Price	Bid Price	Unit Price	Bid Price
1	2021.501	Mobilization	LS	1	\$10,000.00	\$10,000.00	\$4,707.00	\$4,707.00
2	2104.501	Remove Curb & Gutter	LF	700	\$8.00	\$5,600.00	\$9.20	\$6,440.00
3	2104.505	Remove Concrete Sidewalk	SY	14	\$15.00	\$210.00	\$56.00	\$784.00
4	2104.505	Remove Concrete Driveway Pavement	SY	20	\$24.00	\$480.00	\$56.50	\$1,130.00
5	2104.505	Remove Bituminous Driveway Pavement	SY	60	\$15.00	\$900.00	\$28.00	\$1,680.00
6	2105.526	Select Topsoil Borrow (LV)	CY	40	\$40.00	\$1,600.00	\$43.00	\$1,720.00
7	2105.601	Subgrade Correction (CV)	CY	90	\$69.00	\$6,210.00	\$27.00	\$2,430.00
8	2123.601	Street Sweeper with Pickup Broom	HR	10	\$80.00	\$800.00	\$138.00	\$1,380.00
9	2232.501	Mill Bituminous Surface (2" Edge Mill)	SY	3,900	\$1.00	\$3,900.00	\$2.30	\$8,970.00
10	2357.502	Bituminous Material for Tack Coat	GAL	600	\$2.00	\$1,200.00	\$3.20	\$1,920.00
11	2360.501	Type SP Wearing Course Mixture (3,B)	TON	900	\$41.00	\$36,900.00	\$58.50	\$52,650.00
12	2360.604	Bituminous Driveway Pavement (2.5" Min)	SY	60	\$40.00	\$2,400.00	\$46.00	\$2,760.00
13	2360.602	Crack Patching along Curb	LF	740	\$4.00	\$2,960.00	\$19.50	\$14,430.00
14	2360.602	Mill and Patch Transverse Cracks	LF	1000	\$3.00	\$3,000.00	\$8.00	\$8,000.00
15	2360.604	Miscellaneous Patching	SY	1000	\$35.00	\$35,000.00	\$41.00	\$41,000.00
16	2503.602	Furnish & Install External Chimney Seal	EA	9	\$150.00	\$1,350.00	\$292.50	\$2,632.50
17	2506.522	Adjust Frame & Ring Casting (New Rings)	EA	24	\$600.00	\$14,400.00	\$425.50	\$10,212.00
18	2506.601	Adjust Gate Valve	EA	5	\$400.00	\$2,000.00	\$195.00	\$975.00
19	2521.501	4" Concrete Sidewalk	SF	75	\$5.00	\$375.00	\$6.00	\$450.00
20	2531.507	6" Concrete Driveway Pavement	SY	20	\$60.00	\$1,200.00	\$55.00	\$1,100.00
21	2531.602	Pedestrian Curb Ramp with Truncated Domes	EA	2	\$1,250.00	\$2,500.00	\$442.00	\$884.00
22	2531.501	Concrete Curb & Gutter Design D-412 Modified (Hand Pour)	LF	700	\$14.00	\$9,800.00	\$20.00	\$14,000.00
23	2563.602	Traffic Control	LS	1	\$3,500.00	\$3,500.00	\$3,205.00	\$3,205.00
24	2573.602	Catchment Umbrella	EA	9	\$10.00	\$90.00	\$55.50	\$499.50
25	2575.505	Terraseeding	SY	220	\$9.00	\$1,980.00	\$24.50	\$5,390.00
26	SPECIAL	Irrigation Allowance	LS	1	\$2,250.00	\$2,250.00	\$2,250.00	\$2,250.00
27	SPECIAL	Water Usage Allowance	LS	1	\$250.00	\$250.00	\$250.00	\$250.00
					\$150,855.00		\$191,849.00	

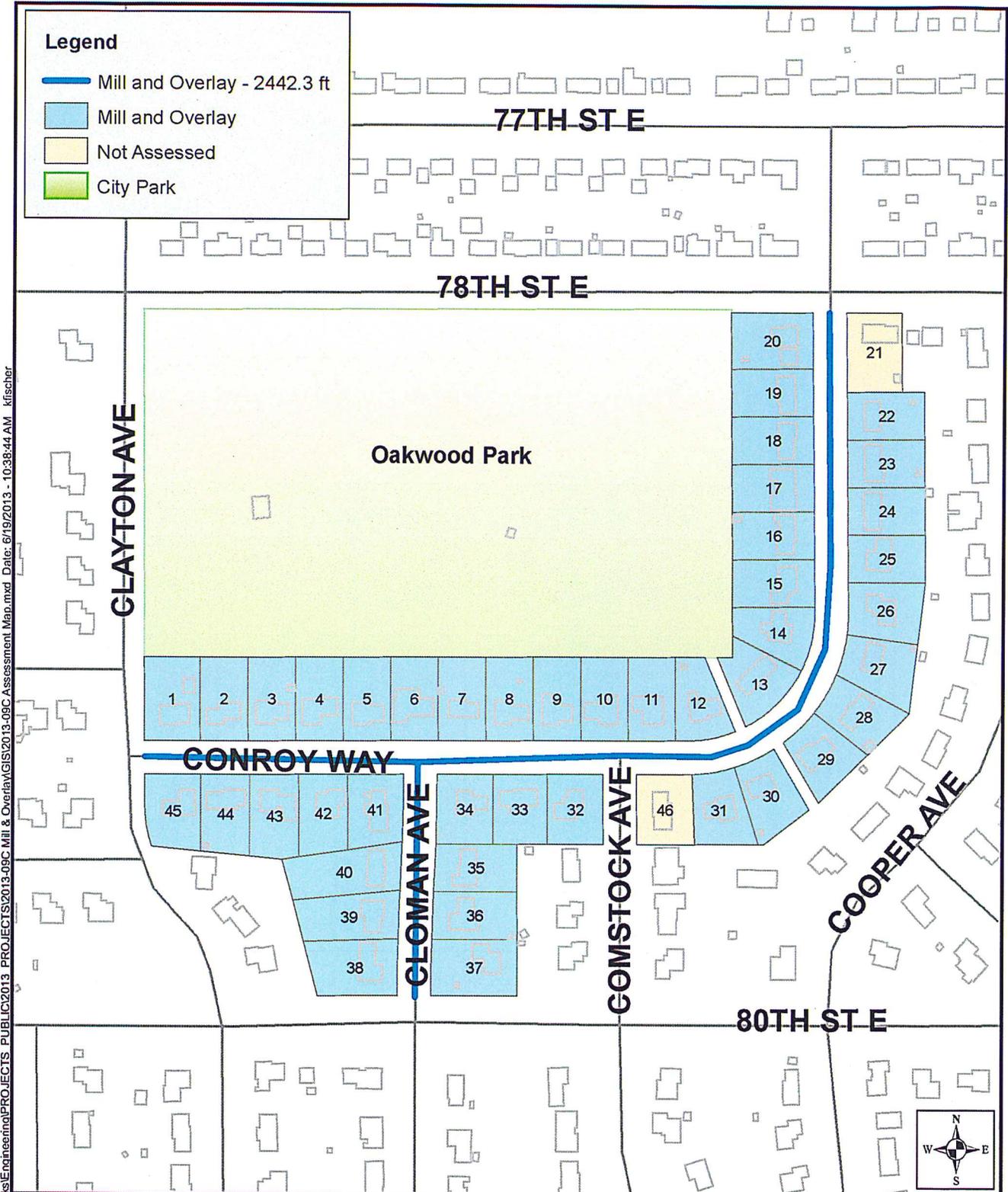
CITY PROJECT NO. 2013-09 C MILL AND OVERLAY BID TABULATION

ALTERNATE A			McNamara Contracting			Bituminous Roadways		
Item No.	Mn/Dot No.	Description	Unit	Est. Qty	Unit Price	Bid Price	Unit Price	Bid Price
1	2021.501	Mobilization	LS	1	\$6,000.00	\$6,000.00	\$3,129.00	\$3,129.00
2	2104.501	Remove Curb & Gutter	LF	180	\$8.00	\$1,440.00	\$10.50	\$1,890.00
3	2104.505	Remove Concrete Driveway Pavement	SY	5	\$24.00	\$120.00	\$56.00	\$280.00
4	2104.505	Remove Bituminous Driveway Pavement	SY	15	\$15.00	\$225.00	\$28.00	\$420.00
5	2105.526	Select Topsoil Borrow (LV)	CY	15	\$40.00	\$600.00	\$43.00	\$645.00
6	2105.601	Subgrade Correction (CV)	CY	70	\$69.00	\$4,830.00	\$27.00	\$1,890.00
7	2123.601	Street Sweeper with Pickup Broom	HR	5	\$80.00	\$400.00	\$138.00	\$690.00
8	2232.501	Mill Bituminous Surface (2" Edge Mill)	SY	860	\$1.00	\$860.00	\$3.20	\$2,752.00
9	2357.502	Bituminous Material for Tack Coat	GAL	130	\$2.00	\$260.00	\$3.20	\$416.00
10	2360.501	Type SP Wearing Course Mixture (3,B)	TON	200	\$41.00	\$8,200.00	\$59.50	\$11,900.00
11	2360.604	Bituminous Driveway Pavement (2.5" Min)	SY	15	\$40.00	\$600.00	\$46.00	\$690.00
12	2360.602	Crack Patching along Curb	LF	190	\$4.00	\$760.00	\$19.50	\$3,705.00
13	2360.602	Mill and Patch Transverse Cracks	LF	200	\$3.00	\$600.00	\$9.10	\$1,820.00
14	2360.604	Miscellaneous Patching	SY	800	\$35.00	\$28,000.00	\$41.00	\$32,800.00
15	2503.602	Furnish & Install External Chimney Seal	EA	1	\$150.00	\$150.00	\$292.50	\$292.50
16	2506.602	Install New Casting (Storm)	EA	1	\$850.00	\$850.00	\$705.00	\$705.00
17	2506.522	Adjust Frame & Ring Casting (New Rings)	EA	2	\$600.00	\$1,200.00	\$425.50	\$851.00
18	2506.601	Adjust Gate Valve	EA	0	\$400.00	\$0.00	\$195.00	\$0.00
19	2531.507	6" Concrete Driveway Pavement	SY	5	\$60.00	\$300.00	\$58.00	\$290.00
20	2531.501	Concrete Curb & Gutter Design D-412 Modified (Hand Pour)	LF	180	\$14.00	\$2,520.00	\$21.00	\$3,780.00
21	2563.602	Traffic Control	LS	1	\$2,000.00	\$2,000.00	\$1,713.00	\$1,713.00
22	2573.602	Catchment Umbrella	EA	1	\$10.00	\$10.00	\$55.50	\$55.50
23	2575.505	Terraseeding	SY	80	\$9.00	\$720.00	\$24.50	\$1,960.00
24	SPECIAL	Irrigation Allowance	LS	1	\$750.00	\$750.00	\$750.00	\$750.00
25	SPECIAL	Water Usage Allowance	LS	1	\$150.00	\$150.00	\$150.00	\$150.00
						<b>\$61,545.00</b>		<b>\$73,574.00</b>

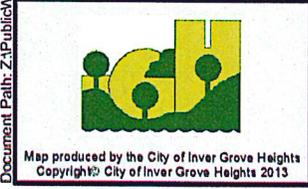
ALTERNATE B			McNamara Contracting			Bituminous Roadways		
Item No.	Mn/Dot No.	Description	Unit	Est. Qty	Unit Price	Bid Price	Unit Price	Bid Price
1	2571.618	Rain Garden Preparation, Sand and Compost Bedding	SF	500	\$5.25	\$2,625.00	\$20.50	\$10,250.00
2	2571.618	Rain Garden Preparation, Existing Soil and Compost Bedding	SF	500	\$5.25	\$2,625.00	\$18.00	\$9,000.00
3	2571.618	Rain Garden Retaining Wall, Modular Block	SF	40	\$105.00	\$4,200.00	\$48.00	\$1,920.00
4	2571.618	Rain Garden Retaining Wall, Boulder	SF	40	\$105.00	\$4,200.00	\$40.00	\$1,600.00
						<b>\$13,650.00</b>		<b>\$22,770.00</b>

TOTAL BID \$226,050.00 TOTAL BID \$288,193.00

# EXHIBIT 1



Document Path: Z:\PublicWorks\Engineering\PROJECTS PUBLIC\2013-09C Mill & Overlay\GIS\2013-09C Assessment Map.mxd Date: 6/19/2013 - 10:38:44 AM kfischer



**CITY PROJECT NO. 2013-09C**  
**MILL AND OVERLAY**

0                      250                      500                      Feet

THIS DRAWING IS NEITHER A LEGALLY RECORDED MAP NOR A SURVEY AND IS NOT INTENDED TO BE USED AS ONE. THIS DRAWING IS A COMPILATION OF RECORDS, INFORMATION AND DATA LOCATED IN VARIOUS CITY, COUNTY AND STATE OFFICES AND OTHER SOURCES AND IS TO BE USED FOR REFERENCE PURPOSES ONLY. THE CITY OF INVER GROVE HEIGHTS IS NOT RESPONSIBLE FOR ANY INACCURACIES HEREIN CONTAINED

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Consider Replacement of Fitness Strength Equipment for Veterans Memorial Community Center

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Meeting Date: August 26, 2013  
 Item Type: Consent Agenda  
 Contact: Tracy Petersen – 651.450.2588  
 Prepared by: Tracy Petersen  
 Reviewed by: Eric Carlson – Parks & Recreation

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

**PURPOSE/ACTION REQUESTED**

To accept the quote of \$51,162.09 from 2<sup>nd</sup> Wind Exercise for eighteen (18) pieces of strength equipment. This amount is included in the 2013 VMCC budget. Quotes include appropriate sales tax, factory freight, delivery charges and trade-in values.

**SUMMARY**

In an effort to maintain a high quality, safe and up-to-date fitness center, eighteen (18) pieces of strength equipment are being proposed for purchase. A majority of the existing strength equipment is the center’s original equipment and is past its useful life. Strength equipment is an integral and necessary component to the fitness center. The equipment being proposed for replacement will provide the following:

- Enhanced safety
- Additional space
- Address changing demographic needs
- Allow us to remain competitive with other facilities with similar equipment and price point

Member Feedback

Staff provided members/users with an opportunity to view display boards of proposed equipment and complete feedback forms. Overall, feedback was positive and users support replacing a portion of the existing equipment. Members/users have continually requested updated equipment that is more functional and safer to use. Staff also visited showrooms to test all of the strength equipment being proposed.

Due to the fact that the City will own this equipment, staff feels that the warranty agreements are critical for the long-term maintenance and life span of the equipment. The proposed vendor has provided excellent and timely customer service in the past on any necessary repairs to equipment.

Vendor	Quote	Parts Warranty	Labor Warranty	Frame Warranty
2 <sup>nd</sup> Wind Exercise	\$51,162.09	3 or 5 Yrs depending on piece	1 Year	10 Years
Push Pedal Pull	\$54,513.25	3 or 5 Yrs depending on piece	1 Year	10 Years



**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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**ADA Accessibility at Groveland Park**

Meeting Date: August 26, 2013  
Item Type: Consent Agenda  
Contact: Mark Borgwardt-651-450-2581  
Prepared by: Mark Borgwardt  
Reviewed by: Eric Carlson

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED**

Approve awarding contract to Pine Bend Paving not to exceed \$19,650 for construction of bituminous trails at Groveland Park to provide ADA access, as required by new Federal ADA law, to newly installed playground, existing permanent park building, tennis court, basketball court, hockey rink and hockey lighting controls.

**SUMMARY**

Construction of new playground at Groveland Park is complete. Federal ADA law requires ADA access to all park features and amenities. Two quotes were received to provide bituminous trails:

Pine Bend Paving Inc.	\$16,650.00
Ace Blacktop Inc.	\$16,987.13

Recommend hiring Pine Bend Paving Inc. for \$16,650.00 to pave ADA accessible bituminous trails at Groveland Park with funding from Fund 444.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**Consider Approval of Dive Pool Heat Exchanger Replacement**

Meeting Date: August 26, 2013  
 Item Type: Consent Agenda  
 Contact: Eric Carlson 651.450.2587  
 Prepared by: Eric Carlson  
 Reviewed by: Eric Carlson – Parks & Recreation

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED**

Accept proposal for Dive Pool Heat Exchanger Replacement from Horwitz NS/I Services in the amount not to exceed \$36,000.

**SUMMARY**

The heat exchanger that serves the Dive Pool has failed and needs to be replaced so water in the pool can be heated to the proper temperature. Proposals were received for identical replacement of heat exchanger which has nickel tubes.

Project will be funded from the VMCC operating budget.

	Bid
NAC	\$42,021
Horwitz NS/I	\$34,433

Staff recommends accepting the proposal from Horowitz NS/I in the amount of \$34,433.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**APPROVE OVERTIME PAYMENT**

Meeting Date: August 26, 2013  
Item Type: Consent  
Contact: JTeppen, Asst City Admin  
Prepared by:  
Reviewed by: KSmith, Finance Director

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED** Approve overtime payment to Jason Lundell.

**SUMMARY** The City employs Jason Lundell as a full-time Streets Maintenance Worker who is also one of the City’s Paid-on-Call Firefighters (POC FF). It was discovered while doing research into the Assistant Fire Chief’s request to serve in both a full-time and paid-on-call status that there is a Fair Labor Standards Act (FLSA) requirement that sets forth requirements specifically addressing City employees who hold two different jobs within the City. Those employees qualify for overtime if they exceed 40 hours in one workweek in either or both jobs.

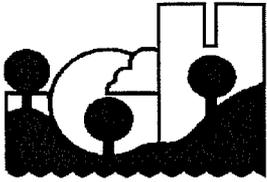
There are two ways to calculate the overtime; a blended rate calculation, or a straight rate calculation. The FLSA says that the employee makes the choice between the calculations. The blended rate calculation is a blending of the overtime rate of a Street Maintenance Worker and the overtime rate of a POC FF. The straight rate calculation is strictly the overtime rate of the POC FF.

Jason Lundell has been both a POC FF and a full-time Street Maintenance Worker since 1999. After reviewing the requirements about a look back period with the Department of Labor, the City would be held to the two previous years of back pay. In an effort to demonstrate goodwill, staff has offered Jason five years of back pay and he has accepted.

Jason has been provided the calculations for the full five years, at both the straight rate and blended rate calculations. He has requested the back pay to be paid at the blended rate, and that going forward he would be compensated at the straight rate calculation and we have agreed.

Therefore, for the period of 2008- 2013 YTTD Jason is owed approximately \$33,536.22. The funds for that payment will come from the Fire Department’s Overtime budget. Moving forward Jason will be paid any and all overtime on an on-going basis and those monies will be reflected in the Fire Department’s Overtime line in the budget.

A copy of the signed agreement between Jason and the City is attached.



CITY OF INVER GROVE HEIGHTS

MEMORANDUM

TO: Jake Lundell, Street Maintenance Worker/ Paid-On-Call Firefighter  
FROM: Jenelle Teppen, Assistant City Administrator  
SUBJECT: Overtime Wages  
DATE: August 19, 2013

---

This agreement is entered into between the City of Inver Grove Heights and Jason Lundell. Jason is both a non-exempt full-time benefitted employee and a Paid-On-Call Firefighter with the City. As such Jason is entitled to earn overtime compensation if hours worked exceed 40 hours in one week in either or both jobs according to the Fair Labor Standards Act. With the agreement of the employee, those overtime wages can be paid at one and one-half times the regular rate for the actual work that is performed, or a weighted average hourly rate earned for that workweek as determined by the City.

Jason has been both a POC FF and a full-time Street Maintenance Worker since 1999. After reviewing the requirements about a look back period with the Department of Labor, the City would be held to the two previous years of back pay. In an effort to demonstrate goodwill, you have been offered five years of back pay and you have verbally accepted.

Jason, you've been provided the calculations for the full five years, at both the straight rate and blended rate calculations. You have requested the back pay to be paid at the blended rate, and that going forward you agree to be compensated at the straight rate calculation.

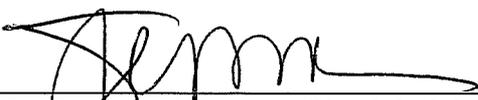
As of August 20, 2013 any overtime earned in your capacity as a POC FF will be earned at the straight rate calculation.

I ask that you sign this memorandum indicating your acceptance of the back pay to be paid at the blended rate, and that going forward all overtime earned in your capacity as a POC Firefighter will be paid at a straight rate (the hourly compensation rate and any overtime earned in your full-time benefitted position will not be affected in any way by this agreement).

By signing this agreement you acknowledge that you have been provided a clear explanation of the two.

  
\_\_\_\_\_  
Jason Lundell

8/20/2013  
\_\_\_\_\_  
Date

  
\_\_\_\_\_  
Jenelle Teppen, Assistant City Administrator

8/20/2013  
\_\_\_\_\_  
Date

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

Meeting Date: August 26, 2013  
 Item Type: Consent  
 Contact:  
 Prepared by: Larry Stanger – Chief of Police  
 (651) 450-2526  
 Reviewed by:

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

**PURPOSE/ACTION REQUESTED:**

Consider approval of the limited hunting of Canada Geese with the City.

**SUMMARY:**

The City Council previously approved an ordinance authorizing the use of a limited Canada goose hunt within the City to help reduce the goose population. The City did participate in the early Canada goose season in 2012 as well as one weekend in October, November and December of the regular Canada goose season. The population of Canadian geese within the Twin Cities area has exploded in the past two decades. Within our City, the Canada goose population has been encouraged by abundant open water, open land and food. In the wild the geese have to face the “laws of nature” but in the community many of these natural selection mechanisms have been suppressed. Thus, the exploding population and resulting complaints from property owners faced with the problems the geese present, most notably their numbers and the wastes they generate.

I recommend that we participate in the early Canada goose season, which will run from September 1 through 20, 2013, and the regular Canada goose season which is split between September 21 through September 29, 2013 and October 12 through December 28, 2013 for our zone. As in the past, we will limit the regular season to one weekend each of the months; one on October 19 and 20, one on November 16 and 17, and one on December 21-22, using the conditions stipulated in Ordinance 1162 (Title 5, Chapter 6, Subd. 1-C (5), including approval on a case-by-case basis with strong consideration on safety and concerns from other area residents. A one-time permit application fee of \$20.00 will be charged that will cover the entire goose hunting dates.

# **INVER GROVE HEIGHTS CANADA GOOSE REMOVAL**

## **CONDITIONS AND RULES**

1. Applicants must be at least 18 years of age.
2. The individual conforms to the requirements of the DNR for such a Program.
3. The individual has been issued and carries on the person of the individual while participating in the Program, a valid permit issued by the City's Police Chief\*.
4. The individual, while participating in the Program, complies with any conditions and restrictions that have been imposed by the City's Police Chief as part of the permit issued by the City's Police Chief.
5. The individual is on property owned by the individual, or has obtained and carries on the person of the individual the written permission of the landowner, or landowner's representative, to hunt Canadian geese on the property pursuant to the DNR Goose Removal Program.
6. The individual shall use #2 steel shot only.
7. There is no hunting allowed on the Mississippi River.
8. The individual reports to the Police Department the total number of Canada geese taken during the early season and each weekend of the regular season.

\*There is an application fee of \$20.00 which covers the dates of the city's goose hunting season. The permit will not be issued prior to the individual personally meeting with Police Staff to discuss conditions and rules.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**Consider Request of Drkula's "32" Bowl for Temporary Liquor License Extension for Events in Conjunction with the Inver Grove Heights Days**

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Meeting Date: August 26, 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

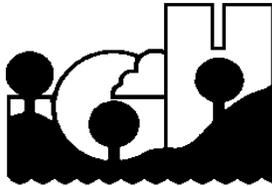
**PURPOSE/ACTION REQUESTED**

Consider request of Drkula's "32" Bowl for the temporary extension of its On-Sale Intoxicating liquor sales area on September 5, 2013 from 5-10 p.m., September 6, 2013 from 6:30 pm - 12:30 a.m. and September 7, 2013 from 12:00 p.m. to 12:30 a.m., for events to be held in conjunction with Inver Grove Heights Days.

**SUMMARY**

Tim Drkula has made a request to sell liquor outdoors during events to be held in conjunction with Inver Grove Heights Days. Sale of liquor and consumption would occur within a confined area and wristbands will be issued to persons 21 and older.

Mr. Drkula submitted plans for the event for review by the Fire Marshal and Police Department. The plans met the requirements of both the Fire Marshal and the Police Department.



**CITY OF INVER GROVE HEIGHTS**

**MEMORANDUM**

TO: Deputy City Clerk Melissa Kennedy  
FROM: Police Lieutenant Joshua Otis  
SUBJECT: Review of Drkula's Liquor License Extension Application  
DATE: August 12, 2013

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The Police Department has reviewed Drkula's Bowl liquor license extension application and found Drkula's Bowl has met the requirements for the Police Department. The Police Department has no issue for this request to be presented to the City Council for approval.

Reminder for Drkula's Bowl, on the first day of their events; September 5, 2013, a Police Department representative will do an inspection before the event start time to make sure the plan Drkula's Bowl submitted was followed. If there are issues found they must be corrected before the event starts. If the issues are not corrected, the Police Department will shut the event down until all the issues are corrected. The Police Department will periodically patrol the event as it is occurring to make sure no violations are occurring. If violations are observed during the event, the event may be shut down and/or citations may be issued.

Melissa,

I have reviewed the information submitted by Drkula's for their IGH Days event, September 5 – 7, 2013. I have no issues with the application as presented.

Once the event is approved by Council they must make application to the Fire Marshal for a tent permit and schedule an inspection of the site prior to the event.

Please advise me of the outcome once this has gone to Council.

Thank you.

Jeffrey G. Schadegg  
Fire Marshal  
Inver Grove Heights Fire Department



8150 Barbara Avenue  
Inver Grove Heights, MN 55077

(o) 651-450-2547

(f) 651-451-0458

[jschadegg@invergroveheights.org](mailto:jschadegg@invergroveheights.org)



Drkula's Bowl  
6710 Cahill Ave E.  
Inver Grove Heights., MN  
(651) 451-1717

8-04-13

To Whom It May Concern,

This is a request to temporary extend our liquor license to the parking lot. I am requesting the liquor license to be extended on Thursday Sept. 5<sup>th</sup> from 5:00pm to 10:00pm.

This event is put on by Joe Atkins. He has a private gathering from 5:00 to 7:00 and then open's it to the community from 7:00 to 10pm. From previous years, we are estimating about 75 to 100 people in attendance. He will be hiring a different restaurant to provide the food service.

There will be live music by Sunset Blue from 7:00 and stopping at 10pm sharp. They will be playing on a smaller sound system than the Friday night and Saturday night's bands play on.

This is an all age's event and the carding process is at the point of sale just like we do inside the bowling center. We also have security staff observing the spectators.

We will be using the tent that is used for IGH Day's. Ultimate Events would professionally set up the tent. The entire tent will be enclosed by 8' metal barricades with required emergency exits. These exist area's will be marked with a lighted exit sign.

We will be serving a combination of beer and non alcoholic beverages. Our security and bar staff will be checking ID's, monitoring the crowd's and watching the tent barricades. The security personnel we hire are current and former security staff at Drkula's or they have experience with event security.

We will also be submitting a copy of the extension of the liquor liability insurance to the parking lot for this event. Any questions or concerns you can contact me at  
(651) 329-0416.

Yours Truly,



Scale 0.25"=5'

# Drkula's Bowl

Key

Barricade- 8' Bike

Tent

Traffic  
Blocker

Exit

## Tent Layout

Exit

Court 3

No Parking

25'

Generator

Stage

## Clearspan Tent

49' x 148'

Reefer Trailer

Court 2

Exit

20'  
emergency  
vehicle  
drive through

5 Exits

Total Sq Ft of Structure & Open  
Space is 9,768

Stage

Thursday Only

Beverage sales  
Tent 10' x 30'

Exit

Court 1

Bathrooms

Table

Table

Table

Table

Table

Table

Table

Table

Traffic  
Blocker

Main

Entrance/Exit

N

No Parking

20'

Drkula's Bowl  
6710 Cahill Ave E.  
Inver Grove Heights., MN  
(651) 451-1717

8-04-13

To Whom It May Concern,

This is a request to temporary extend our liquor license to the parking lot for IGH Day's. I am requesting the liquor license to be extended on Friday Sept. 6<sup>th</sup> from 6:30pm to 12:30am & Sat. Sept. 7th from 12:00pm to 12:30am.

We are planning to have a professional wrestling event under the tent on Saturday after the parade done by Pro Wrestling America. Our estimated projection for attendance is 175 to 200 people. This is an all age's event and the carding process is at the point of sale just like we do inside the bowling center. We also have security staff observing the spectators.

The band "Uncle Chunk" would play from 7:30pm to 12:00am on Friday and "Arch Allies" will play on Saturday. Gates will be opening at 6:30 for both nights. There is a half a hour difference between the band and the liquor sales time for a buffer time to clear the audience from the parking lot. This time would help the flow of traffic from the parking lot.

We are projecting about 500 to 600 people on Friday and 700-800 people on Saturday. We hope the IGH community and surrounding areas will come and have a fun and safe time at our cities festival.

This year again we are getting a tent for the street dance. Ultimate Events would professionally set up the tent. With the tent, weather would not be an issue. The entire tent will be enclosed by 8' metal barricades with required emergency exits. These exist area's will be marked with a lighted exit sign.

We will be serving a combination of beer, liquor and non alcoholic beverages. Every customer will be ID checked and wrist banded at the entrance of the tent. Our security will be checking ID's, monitoring the crowd's and watching the tent barricades. The security personnel we hire are current and former security staff at Drkula's or they have experience with event security.

I believe this is our 14<sup>th</sup> year having this event and are proud to be the location that the community can come together enjoy themselves.

We will also be submitting a copy of the extension of the liquor liability insurance to the parking lot for this event. Any questions or concerns you can contact me at (651) 329-0416.

Yours Truly,

A handwritten signature in black ink, appearing to read 'Tim Drkula', with a stylized flourish extending to the right.

Tim Drkula

Scale 0.25"=5'

# Drkula's Bowl

Key

Barricade- 8' Bike

Tent

Traffic  
Blocker

IGH Days

Exit

Exit

## Tent Layout

Court 3

No Parking

25'

Generator

Stage

# Clearspan Tent

## 49' x 148'

Tables for  
Sound  
Production

5 Exits

Total Sq Ft of Structure & Open  
Space is 9,768

6 - 1.5'x1.5' stand alone  
high top tables on the sides of  
dance area. There will be  
approximately 20 garbage  
containers as well.

Reefer Trailer

Exit  
20'  
emergency  
vehicle  
drive through

Beverage sales  
Tent 10' x 30'

Ice  
Storage

Court 2

Exit

Court 1

Wrestling Ring  
Saturday  
Afternoon  
Only

Bathrooms

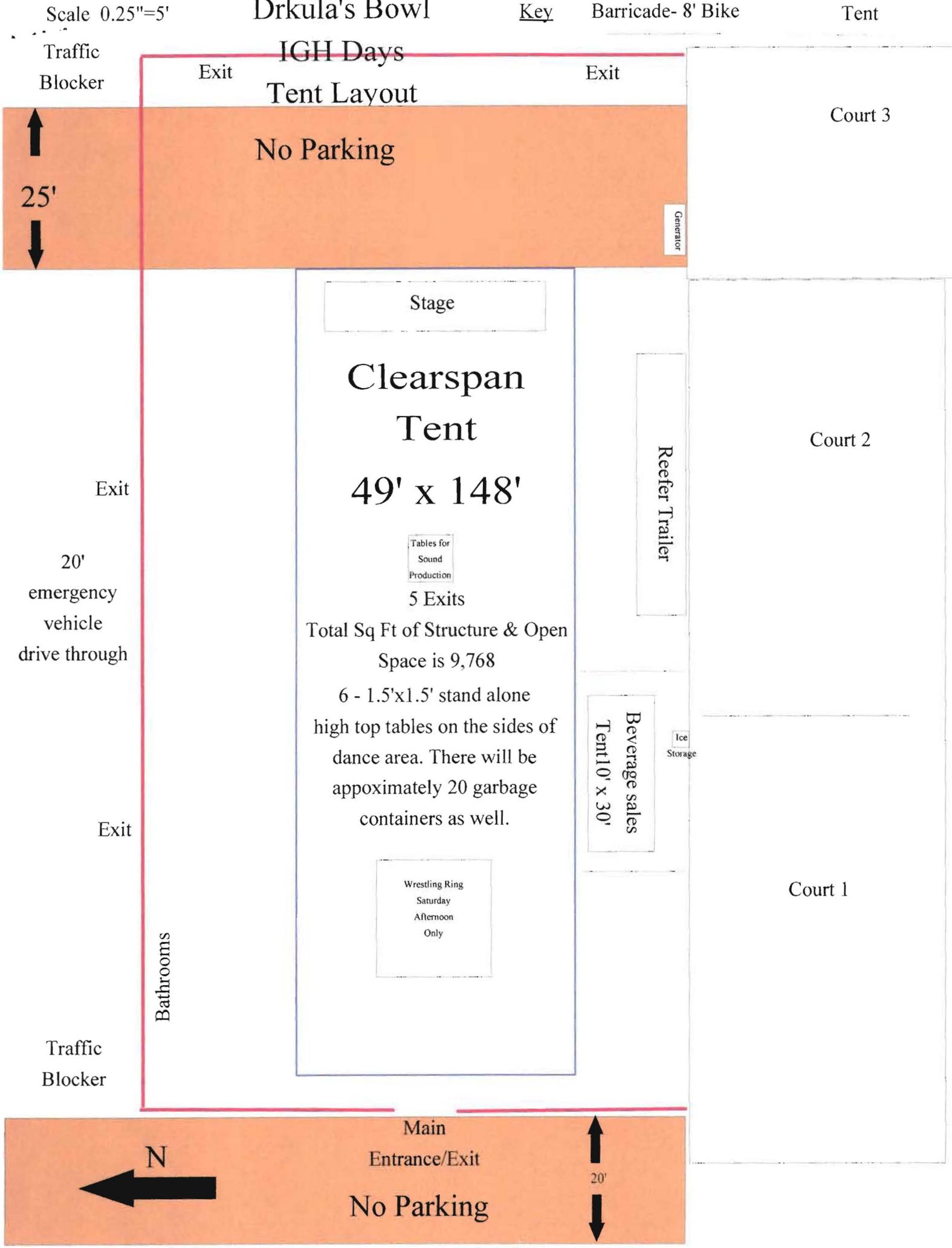
Traffic  
Blocker

Main  
Entrance/Exit

N

20'

No Parking



**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

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**PERSONNEL ACTIONS**

Meeting Date: August 26, 2013  
Item Type: Consent  
Contact: Jenelle Teppen, Asst. City Admin  
Prepared by: Amy Jannetto, H.R. Coordinator  
Reviewed by: n/a

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

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

Please confirm the seasonal/temporary employment of: Recreation – Lukas Johnson, Kids Rock – Bradley Yetzer.

Please confirm the seasonal/temporary termination of employment of: Golf – Yadira Ibaro-Sosa, Jake Navin, Aquatics – Mackenzie Miller.

---

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

ATTORNEYS AT LAW

TIMOTHY J. KUNTZ  
DANIEL J. BEESON  
\*KENNETH J. ROHLF  
◊STEPHEN H. FOCHLER  
◊JAY P. KARLOVICH  
ANGELA M. LUTZ AMANN  
\*KORINE L. LAND  
ANN C. O'REILLY  
\*DONALD L. HOEFT  
DARCY M. ERICKSON  
DAVID S. KENDALL  
BRIDGET McCAULEY NASON  
DAVID B. GATES  
•  
HAROLD LEVANDER  
1910-1992  
•  
ARTHUR GILLEN  
1919-2005  
•  
• ROGER C. MILLER  
1924-2009  
•  
\*ALSO ADMITTED IN WISCONSIN  
◊ALSO ADMITTED IN NORTH DAKOTA  
◊ALSO ADMITTED IN MASSACHUSETTS  
ALSO ADMITTED IN OKLAHOMA

**MEMO**

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**TO: Mayor and Council**  
**FROM: Timothy J. Kuntz**  
**DATE: August 20, 2013**  
**RE: Eddy's Bar & Grill Liquor License Violation Hearing**

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**Background**

Eddy's Bar & Grill LLC d/b/a Eddy's Bar & Grill is the on-sale intoxicating liquor license holder for the premises located at 7537 Concord Blvd., Inver Grove Heights, MN. The individual listed as the owner of Eddy's Bar & Grill on the on-sale intoxicating liquor license application is Edward Cardigan Carlson. On July 25, 2012, Police Chief Larry Stanger sent a warning letter to Edward Carlson regarding persons remaining in Eddy's Bar & Grill after closing time on two separate occasions. Subsequently, around 3:50 a.m. on December 1, 2012, Officer Miguel Guadalajara of the Inver Grove Heights Police Department drove by Eddy's Bar & Grill and observed that the lights were on and there were still people in the bar over an hour after the bar's closing time. Officer Guadalajara entered Eddy's Bar & Grill and observed three individuals leave the bar. When asked about all of the people in the bar, the owner of the bar, who was identified as Edward Cardigan Carlson, stated that the people in the bar were cleaning the bar, and that everyone in the bar worked for him. Officer Guadalajara entered the building and observed a few empty glasses with ice in them. Several other individuals were also seen on the first floor of the bar and two individuals were located in the downstairs area. Both individuals were identified and one individual admitted that he did not work at Eddy's Bar & Grill but was there to give another employee a ride.

Edward Carlson was subsequently charged with failing to have all persons other than employees of the licensee vacate the licensed premises within thirty (30) minutes of closing hour, in violation of Inver Grove Height City Code Section 4-1A-14(D)(1). On June 24, 2013, Edward Carlson pled guilty to this charge and was sentenced in this matter. Following Edward Carlson's guilty plea in the criminal case, a hearing regarding this alleged violation of Eddy's Bar & Grill's on-sale intoxicating liquor license was scheduled, and notice of the hearing was served on Eddy's Bar & Grill LLC d/b/a Eddy's Bar & Grill on August 12, 2013 by Officer

Bennett Madsen. A copy of the hearing notice was also sent via certified mail to Edward Cardigan Carlson on August 12, 2013.

### **Available Penalties**

City Code Section 4-1A-19 addresses the imposition of civil penalties for the violation of a licensee's liquor license. Specifically, it states that "[u]pon the council finding that a licensee has committed any of the following violations ...[including] fail[ure] to comply with an applicable statute, rule, or ordinance relating to alcoholic beverages[,] or [failure] to comply with any provisions of this article, the council may revoke the license, suspend the license for up to sixty (60) days, impose a civil penalty of up to two thousand dollars (\$2,000.00) for each violation, or impose any combination of these sanctions." Additionally, City Code Section 4-1A-19 lists certain minimum penalties that the Council shall impose upon a licensee for a violation of a licensee's liquor license, and states that the minimum penalty for the first violation of a liquor license within five years is a civil penalty of seven hundred and fifty dollars (\$750.00). However, "[b]ased upon the nature, type, severity, and circumstances of the violation, the council may impose penalties exceeding those stated in this subsection. The determination whether to impose penalties above the minimum penalties and the level and order of the penalties above the minimum penalties will be at the sole discretion of the Council." Staff is recommending imposition of the minimum civil penalty of seven hundred and fifty dollars (\$750.00) with a suspended two-day liquor license suspension. The liquor license suspension would be imposed from 8:00 a.m. on Friday, September 20, 2013 through 8:00 a.m. on Sunday, September 22, 2013, but the suspension would only be imposed if the civil penalty is not paid on or before 4:00 p.m. on Thursday, September 5, 2013.

**CITY OF INVER GROVE HEIGHTS**

**REQUEST FOR COUNCIL ACTION**

**ISD #199 – HILLTOP ELEMENTARY - Case No. 13-35SCV**

Meeting Date: August 26, 2013  
 Item Type: Regular  
 Contact: Heather Botten 651.450.2569  
 Prepared by: Heather Botten, Associate Planner  
 Reviewed by: Planning  
 Engineering

**Fiscal/FTE Impact:**

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

**PURPOSE/ACTION REQUESTED**

Consider the following requests for property located at 3201 – 68<sup>th</sup> Street:

- 1) A Resolution relating to a **Conditional Use Permit Amendment** to exceed the impervious surface amount allowed in the shoreland district for an expansion to Hilltop Elementary School.
  - Requires 4/5th's vote
  
- 2) A Resolution relating to a **Variance** to allow a 20 foot rear yard setback whereas 30 feet is required.
  - Requires 3/5th's vote.
  - 60-day deadline: September 6, 2013 (first 60-days)

**SUMMARY**

The applicant is proposing to add a 10,000 square foot addition for an Early Childhood Center onto the northwest corner of Hilltop Elementary School. The property is located in the Shoreland Overlay District of Bohrer Pond; therefore, it is limited to a maximum impervious surface of 25% unless a conditional use permit is approved. The existing impervious surface on the property is 39%; the proposed expansion would increase the impervious surface to 41%. Section 10-3A-5 of the Zoning Regulations lists criteria to be considered with all conditional use permit requests. This criterion generally relates to the Comprehensive Plan and Zoning consistency, land use impacts such as setbacks, drainage, and aesthetics, environmental impacts, and public health and safety impacts. The proposed conditional use permit meets the CUP criteria.

The applicant is also requesting a variance for the addition to be located 20 feet from the rear yard property line whereas 30 feet is required. The setback request is not out of character for the neighborhood and the ten foot setback encroachment would not adversely impact the neighboring properties. The location of the addition would have minimal impacts to the existing retention pond and it would have access to the existing public parking area as well as its own entrance for safety and security reasons.

Access to the school is not changing. Engineering has been working with the applicant on utility, stormwater, and grading requirements. There will be the need for an improvement agreement, storm water maintenance agreement, and other related agreements that will be presented to Council at a later date.

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

Planning Commission: Recommended **approval** of the requests at their August 7, 2013 meeting with the conditions listed in the attached resolutions (7-0).

Attachments: CUP Resolution  
Variance Resolution  
Planning Commission Recommendation  
Site/Landscaping Plan  
Planning Staff Report

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

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

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT AMENDMENT TO EXCEED  
THE IMPERVIOUS SURFACE REQUIREMENTS IN THE SHORELAND OVERLAY  
DISTRICT OF LAKE 19-34 (BOHRER POND)**

ISD #199 – Hilltop Elementary  
Case No. 13-35SCV

**WHEREAS**, an application for Conditional Use Permit Amendment has been submitted for the property located at 3201 – 68<sup>th</sup> Street and legally described as:

The east 626.13 feet of the west 1460.93 feet of the south 617.4 feet of the North Half of the Southwest Quarter of Section 3, Township 27, Range 22, Dakota County, Minnesota; together with that part of the south 417.4 feet of the west 834.8 feet of the Northwest Quarter of the Southwest Quarter of said Section 3 which lies easterly of a line described as follows:

Beginning at a point on the north line of said south 417.4 feet of the west 834.8 feet, distant thereon 337.86 feet westerly of the northeast corner thereof; thence southerly to a point on the south line of said south 417.4 feet of the west 834.8 feet, distant thereon 364.75 feet westerly of the southeast corner thereof, and there terminating;

Together with Lot 4, Block 5, South Grove No. 11, according to the plat thereof of record.

**WHEREAS**, the request is to allow up to 41%+/- total impervious coverage on the property, exceeding the maximum impervious coverage allowed on a lot in the shoreland overlay district;

**WHEREAS**, the aforescribed property is zoned P, Public Institutional;

**WHEREAS**, the underlying zoning district of P does not have an impervious coverage maximum;

**WHEREAS**, the request was sent to the DNR for review;

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

WHEREAS, a public hearing concerning the conditional use permit was held before the Inver Grove Heights Planning Commission in accordance with Minnesota Statute, Section 462.357, Subdivision 3 on August 7, 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a Conditional Use Permit Amendment to exceed the impervious coverage maximum in the shoreland overlay district is hereby approved subject to the following conditions:

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

Site and Landscaping Plan	8/19/13
Drainage and Erosion Control Plan	
Exterior Building Elevations	07/02/13

2. An improvement agreement shall be prepared by the City Attorney and executed by both the City and the property owner.
3. A storm water facility maintenance agreement shall be prepared by the City Attorney and executed by both the City and the property owner to ensure long term maintenance of the facilities.
4. Prior to any work being done on the site, an Engineering cash escrow and letter of credit shall be submitted to the City to ensure the proper construction of the improvements and to review the drainage modeling.
5. The developer shall meet all the conditions outlined in the City Engineers review letters and subsequent correspondence. Prior to commencement of any grading, the final grading, drainage and erosion control, and utility plans shall be approved by the City Engineer.
6. All new roof and ground mounted mechanical equipment shall be screened from public view.
8. All plans shall be subject to the review and approval of the Fire Marshal.
9. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.

10. Resolution No. 06-54 shall become null and void and shall be replaced by the terms of this conditional use permit.

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

Adopted by the City Council of Inver Grove Heights this 26<sup>th</sup> day of August, 2013.

AYES:

NAYS:

ATTEST:

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

\_\_\_\_\_  
Melissa Rheaume, Deputy Clerk

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

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

**RESOLUTION APPROVING A VARIANCE TO ALLOW A 20 FOOT REAR  
YARD SETBACK WHEREAS 30 FEET IS REQUIRED**

**CASE NO. 13-35SCV  
(ISD #199 – Hilltop Elementary)**

**WHEREAS**, an application for a Variance has been submitted for the property located at 3201 – 68<sup>th</sup> Street and legally described as:

The east 626.13 feet of the west 1460.93 feet of the south 617.4 feet of the North Half of the Southwest Quarter of Section 3, Township 27, Range 22, Dakota County, Minnesota; together with that part of the south 417.4 feet of the west 834.8 feet of the Northwest Quarter of the Southwest Quarter of said Section 3 which lies easterly of a line described as follows:

Beginning at a point on the north line of said south 417.4 feet of the west 834.8 feet, distant thereon 337.86 feet westerly of the northeast corner thereof; thence southerly to a point on the south line of said south 417.4 feet of the west 834.8 feet, distant thereon 364.75 feet westerly of the southeast corner thereof, and there terminating;

Together with Lot 4, Block 5, South Grove No. 11, according to the plat thereof of record.

**WHEREAS**, an application has been received for a variance to construct a 10,000 square foot school addition 20 feet from the rear property line whereas 30 feet is the required setback;

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

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

**WHEREAS**, the City of Inver Grove Heights Planning Commission reviewed the request August 7, 2013 in accordance with City Code 10-3-3: C.;

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

- a. The request is in harmony with the general purposes and intent of the City Ordinance and is consistent with the Comprehensive Plan.
- b. The request is not out of character for the neighborhood and the retention pond disturbance is minimized with the reduced setback.
- c. The 20 foot rear yard setback does not appear to have any adverse impacts on the neighboring properties as the closest abutting property is vacant.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS**, that the variance to allow a school addition to be located 20 feet from the rear property line is hereby approved with the following condition:

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

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

Adopted by the City Council of Inver Grove Heights this 26<sup>th</sup> day of August, 2013.

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

Ayes:

Nays:

ATTEST:

\_\_\_\_\_  
Melissa Kennedy, Deputy Clerk

**RECOMMENDATION TO  
CITY OF INVER GROVE HEIGHTS**

**TO:** Mayor and City Council of Inver Grove Heights  
**FROM:** Planning Commission  
**DATE:** August 7, 2013  
**SUBJECT:** ISD #199 – CASE NO. 13-35SCV

**Reading of Notice**

Commissioner Simon read the public hearing notice to consider the request for a conditional use permit amendment to exceed the impervious surface amount allowed in the shoreland district, and a variance allowing a 20 foot rear yard setback whereas 30 feet is required, for the property located at 3201 – 68<sup>th</sup> Street. 90 notices were mailed.

**Presentation of Request**

Heather Botten, Associate Planner, explained the request as detailed in the report. She advised that the applicant is proposing to add a 10,000 square foot addition for an Early Childhood Center onto the northwest corner of Hilltop Elementary School. The property is located in the Shoreland Overlay District of Bohrer Pond; therefore, it is limited to a maximum impervious surface of 25% unless a conditional use permit is approved. The existing impervious surface on the property is 39%; the proposed expansion would increase the impervious surface to 41%. The request was sent to the DNR for review, and at this time the City has not received any comment from them. In 2006 a much larger request was sent to them for a school addition and they did not have any concerns with the proposed request; staff is anticipating a similar response. The applicant is also requesting a variance for the addition to be located 20 feet from the rear yard property line whereas 30 feet is required. The request is not out of character for the neighborhood, is consistent with the comprehensive plan, the ten foot encroachment would not adversely impact the neighboring properties, it would have minimal impacts to the existing retention pond, and would have access to the existing public parking area as well as have its own entrance to the kindergarten side of the school for safety and security reasons. Staff recommends approval of the requests. Ms. Botten advised that staff received general inquiries from Drkulas and three other residents who voiced no major concerns.

Commissioner Simon asked if Hilltop Elementary completed the addition that was requested in 2006.

Ms. Botten replied in the affirmative.

Commissioner Simon asked if the impervious coverage went from 25% to 39% at that point in time.

Ms. Botten and Mr. Hunting replied they could not recall if the starting point was exactly 25% in 2006.

Commissioner Simon noted that Bohrer Pond had flooded in the past and asked if this request

could have a negative impact on the homes near Bohrer Pond.

Commissioner Klein advised that issue had been resolved.

**Opening of Public Hearing**

Paul Youngquist, the architect representing District 199, advised he was available to answer any questions.

Chair Hark asked the applicant to state the practical difficulty.

Mr. Youngquist replied that they considered several locations for the proposed addition; however, this location was most appropriate. He advised that it was important the addition be connected to the existing kindergarten wing while utilizing the main public parking and access to Hilltop Elementary School. In an effort to avoid the variance, they tried to purchase the property to the north. The price, however, was double the appraised value and they decided that would not be the right thing to do with taxpayer money.

Chair Hark asked if the location of the existing retention pond played into the practical difficulty.

Mr. Youngquist replied in the affirmative.

Chair Hark closed the public hearing.

**Planning Commission Discussion**

Chair Hark supported Mr. Youngquist's stated practical difficulty, including wanting to avoid infringing on the existing retention pond.

**Planning Commission Recommendation**

Motion by Commissioner Simon, second by Commissioner Lissarrague, to approve the request for a conditional use permit amendment to exceed the impervious surface amount allowed in the shoreland district, and a variance allowing a 20 foot rear yard setback whereas 30 feet is required, for the property located at 3201 – 68<sup>th</sup> Street..

Motion carried (7/0). This item goes to the City Council on August 26, 2013.



**PLANNING REPORT  
CITY OF INVER GROVE HEIGHTS**

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**REPORT DATE:** August 1, 2013

**CASE NO:** 13-35SCV

**HEARING DATE:** August 7, 2013

**APPLICANT AND PROPERTY OWNER:** ISD #199 – Hilltop Elementary School

**REQUEST:** Conditional Use Permit to exceed impervious surface maximums and a rear yard setback Variance

**LOCATION:** 3201 – 68<sup>th</sup> Street

**COMPREHENSIVE PLAN:** P, Public/Institutional

**ZONING:** P, Public/Institutional

**REVIEWING DIVISIONS:** Planning  
Engineering

**PREPARED BY:** Heather Botten  
Associate Planner



---

**BACKGROUND**

The applicant is proposing to add a 10,000 square foot building addition onto Hilltop Elementary School. The project consists of an Early Childhood Development Center located on vacant property on the northwest side of the building. The addition would have its own entrance with secured internal access to the school.

The specific request includes the following:

- a. A **Conditional Use Permit** to exceed 25% impervious surface in the shoreland overlay district.
- b. A **Variance** from the rear yard setback to allow a 20 foot setback whereas 30 feet is required.

**EVALUATION OF THE REQUEST**

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

North–	Back of Village Square shopping center and multiple family; zoned B-4 and R-3C; guided CC and MDR
East -	Multiple family; zoned R-3C; guided MDR
West –	Drkula’s Bowling; zoned B-3; guided CC
South -	Single family residential; zoned R-1C; guided LDR

### **SITE PLAN REVIEW**

Setback Standards. The rear yard setback for structures in the “P” district is 30 feet. The addition is proposed at 20 feet from the rear property line. The variance request is discussed later in the report. All other setbacks are exceeded.

Impervious Surface/Building Coverage. The property is located in a Shoreland Overlay District with a maximum impervious surface of 25%. A conditional use permit to exceed this amount is discussed later in the report.

Within the “P” district, the maximum building coverage is 20%. Including the proposed building addition the property would be at approximately 17% building coverage.

Access/Parking. Access to the property is not changing. There is one access point off of 68<sup>th</sup> Street and Carleda Avenue. No changes are being proposed to the existing parking lot. The Early Childhood Development Center would be used during off peak hours. It would have its own separate entrance, not interfering with the drop off and pick up at the school.

Landscaping. Landscaping requirements require a total of nine trees or the equivalent to be planted. A landscape plan must be reviewed and approved by staff prior to any work commencing on the site.

Exterior Materials. The materials used for the addition would match the existing school building with brick and metal panels. The materials proposed conform with code requirements.

Screening. Any new rooftop and ground mounted mechanical equipment shall be screened 100% from view of the public.

Grading and Drainage. Engineering has reviewed the plans and has been working with the applicant on storm water and grading requirements. Engineering has made some recommendations on conditions that should be added to the approval; these recommendations are included in the list of conditions at the end of this report. These conditions include erosion repairs and stormwater facility maintenance needs of existing facilities. Additionally, the applicant shall enter into stormwater and improvement agreements with the City. Final site, grading, storm water management, and erosion control plans shall be approved by the City Engineer.

### **CONDITIONAL USE PERMIT TO EXCEED 25% IMPERVIOUS SURFACE**

The property is located within the shoreland overlay of Bohrer Pond, DNR Lake #19-34. Impervious surface coverage is limited to 25% of the lot. This may be increased by conditional use permit provided the City has approved and implemented a stormwater management plan affecting the subject site.

Existing impervious surface on the lot is 39%; the proposed expansion would increase the impervious surface to 41%. The applicant is proposing a filtration trench for water quality along the normal water line of the pond slope. The City is requiring they treat the stormwater volume from the proposed building expansion at an additional location on site including meeting the 1-inch infiltration standard. The applicant's are working with the City on obtaining final approval of a storm water management plan.

The request was sent to the DNR for review. The City has not yet received a response. In 2006, a much larger request was sent to them for a school addition and they did not have any concerns with the proposed request and its proximity to Bohrer Pond; staff is anticipating a similar response.

Section 10-3A-5 of the Zoning Regulations lists criteria to be considered with all conditional use permit requests. This criterion generally relates to the Comprehensive Plan and Zoning consistency, land use impacts such as setbacks, drainage, and aesthetics, environmental impacts, and public health and safety impacts. The proposed conditional use permit meets the above criteria.

#### VARIANCE REVIEW

City Code Title 11, Chapter 3. **Variations**, states that the City Council may grant variances when they are in harmony with the general purposes and intent of the zoning ordinance and consistent with the comprehensive plan and establishes that there are practical difficulties in complying with the official control. In order to grant the requested variances, City Code identifies criteria which are to be considered practical difficulties. The applicant's request for a 20 foot rear yard setback whereas 30 feet is required is reviewed below against the criteria.

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

This area of the City is developed with commercial, multiple and single family. Allowing the school addition 20 feet from the rear property line would have the least amount of impact to the single and multi-family areas. By allowing for the proposed setback the surrounding properties would not be negatively impacted, therefore the addition would not be contrary to the zoning code. The building addition is consistent with the comprehensive plan as the property is guided Public/Institutional.

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

One of the functions of a rear yard setback is to maintain separation between buildings and residential properties and to preserve the character of a neighborhood. The closest building to the proposed addition is about 300 feet away. The property abutting the

school parcel to the north of the addition is currently vacant. Aesthetically the addition would blend in as it would be built with similar material as the existing school. Functionally the location of the addition would have the least amount of impact to the layout of the school property. The proposed location would allow the use the property in a reasonable manner and in the safest way as the addition would have its own entrance for the public.

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

Because of the nature of the business and the layout of the lot, the addition would have a greater impact to the surrounding properties if placed elsewhere on the property to meet the required setbacks. The proposed location has minimal impacts to the existing retention pond and it would have access to the existing public parking area minimizing the amount of impervious surface added to the property. The Early Childhood Development Center would have its own entrance for safety and security reasons and would be designed to connect to the kindergarten wing with an internal secure door.

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

Staff does not believe this variance would alter the essential character of the locality. The addition would be over 200 feet from Carmen Avenue and over 300 feet from the closest structure. The addition would be constructed with similar material as the existing school.

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

Economic considerations do not appear to be a basis for this request.

## **ALTERNATIVES**

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

- A. **Approval.** If the Planning Commission finds the application to be acceptable, the following actions should be taken:
- Approval of the **Conditional Use Permit** to exceed the maximum impervious surface allowed in the shoreland overlay district subject to the following conditions:
    1. The site shall be developed in substantial conformance with the following plans on file with the Planning Department:

Site Plan	7/8/13
Drainage and Erosion Control Plan	7/8/13
Landscape Plan	TBD
Exterior Building Elevations	07/02/13

2. An improvement agreement shall be prepared by the City Attorney and executed by both the City and the property owner.
  3. A storm water facility maintenance agreement shall be prepared by the City Attorney and executed by both the City and the property owner to ensure long term maintenance of the facilities.
  4. Prior to any work being done on the site, an Engineering cash escrow and letter of credit shall be submitted to the City to ensure the proper construction of the improvements and to review the drainage modeling.
  5. The developer shall meet all the conditions outlined in the City Engineers review letters and subsequent correspondence. Prior to commencement of any grading, the final grading, drainage and erosion control, and utility plans shall be approved by the City Engineer.
  6. All new roof and ground mounted mechanical equipment shall be screened from public view.
  8. All plans shall be subject to the review and approval of the Fire Marshal.
  9. The City Code Enforcement Officer, or other designee, shall be granted right of access to the property at all reasonable times to ensure compliance with the conditions of this permit.
  10. A landscaping plan shall be approved by the Planning Department meeting the landscaping requirements of the City Code prior to any work being done on site.
- Approval of the Variance allowing a 20 foot rear yard setback whereas 30 feet is required setback subject to the following conditions:
    1. The site shall be developed in substantial conformance with the plans on file with the Planning Department.

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

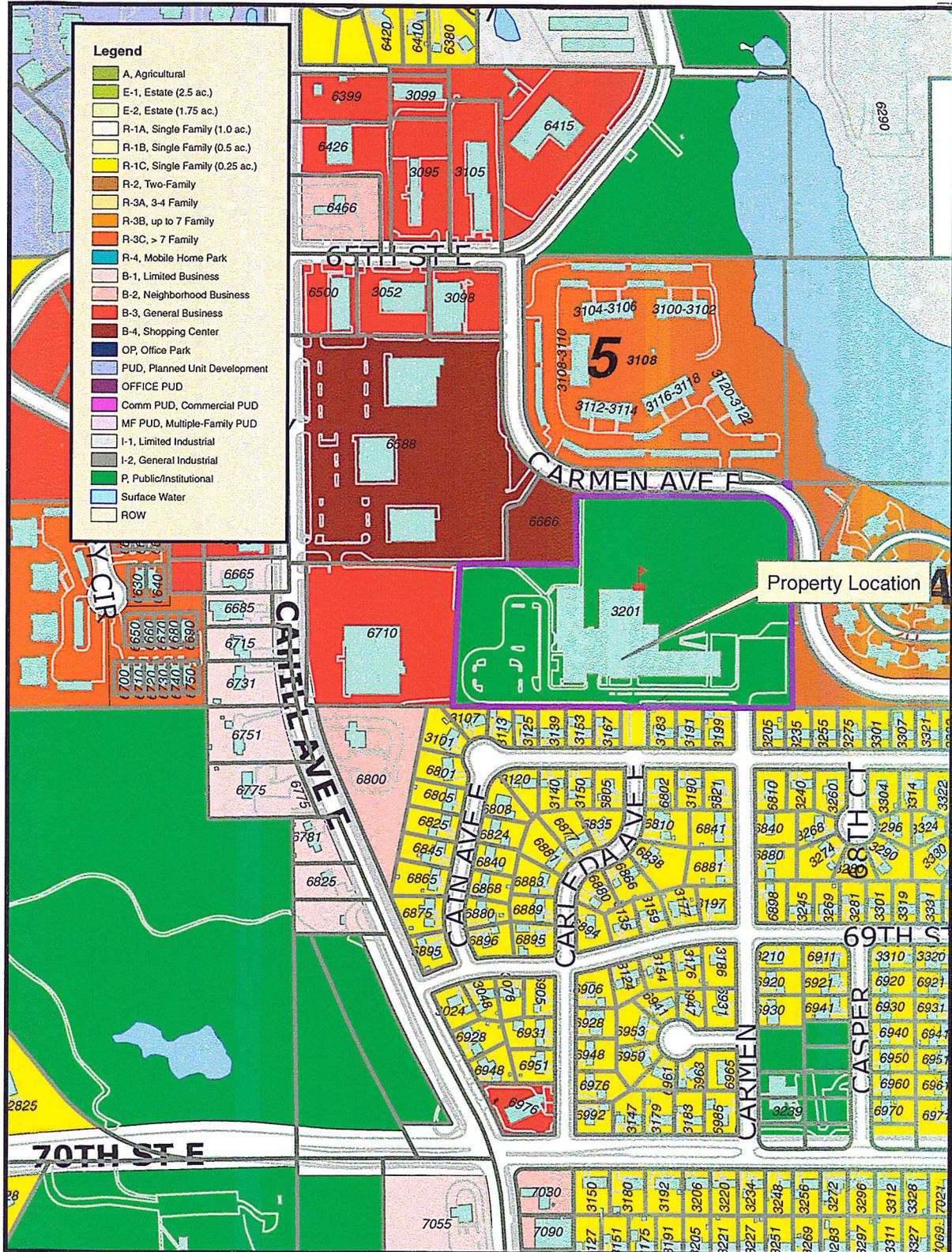
**RECOMMENDATION**

Based on the information in the preceding report and the conditions listed in Alternative A, staff is recommending approval of the conditional use permit and the rear yard setback variance with the conditions listed. The rationale for the variance being the request is not out of character for the neighborhood and is consistent with the comprehensive plan. The ten foot setback encroachment does not appear to have any adverse impacts on the neighboring properties. Additionally, the proposed location has minimal impacts to the existing retention pond, would have access to the existing public parking area and would have its own entrance for safety and security reasons.

- Attachments:
- a- Zoning and Location Map
  - b- Applicant Narrative
  - c- Site Plan
  - d- Grading Plan
  - e- Elevations



20-00300-52-031  
3201- 68th Street



N  
Map not to scale

Exhibit A  
Zoning and Location Map



ARCHITECTS REGO + YOUNGQUIST  
Planning Architecture Interiors

July 8, 2013

Allan Hunting  
City Planner  
8150 Barbara Avenue  
Inver Grove Heights, MN 55077  
PH: 651-450-2545

RE: 2014 Additions and Alterations to Hilltop Elementary School  
Commission # 2006

Description of Request:

We are requesting a Variance to the setback requirement along the property line running S89°57'56"E 337.86' from the northwest corner of the property. The setback requirement is outlined in Inver Grove Heights Ordinance Chapter 12 (10-12-2: Bulk Standards) as "Rear Yard Setback of 30 feet."

Reason for Request:

We are designing an Early Childhood Development Center addition to the Hilltop Elementary School of approximately 10,100 square feet. It is important the addition be designed to connect to the existing kindergarten wing while utilizing the main public parking and access to the Hilltop Elementary School. Due to the location of the retention pond in the northwest corner of the site, we have located the new addition in such a manner as to incorporate as much space possible for the Early Childhood Center without infringing on the retention pond and minimal disturbance to the setback requirement.

We believe by granting a Variance to the setback requirement of 9.76' we are still within the general intent of the Zoning Ordinance and are consistent with the Comprehensive Plan. We also believe there are practical difficulties complying with the Zoning Ordinance due to the square foot size requirements of an Early Childhood Center and its location in relation to the existing retention pond and property line.

We appreciate your consideration to our request of a Variance and look forward to working with you. Please let me know if there is any additional information that I can provide at this time.

Sincerely,

Eric McCartney  
Project Manager

July 8, 2013  
Mr. Allan Hunting  
Page 2 of 2

Enclosures:

Variance, Major Site Plan Review, and Conditional Use Permit Applications

C0.1 – Existing Drainage Area Map

C0.2 – Proposed Drainage Area Map

C1.2 – Site Plan

C1.3 – Grading and Drainage Plan

C1.4 – Utility, Sediment, and Erosion Control Plan

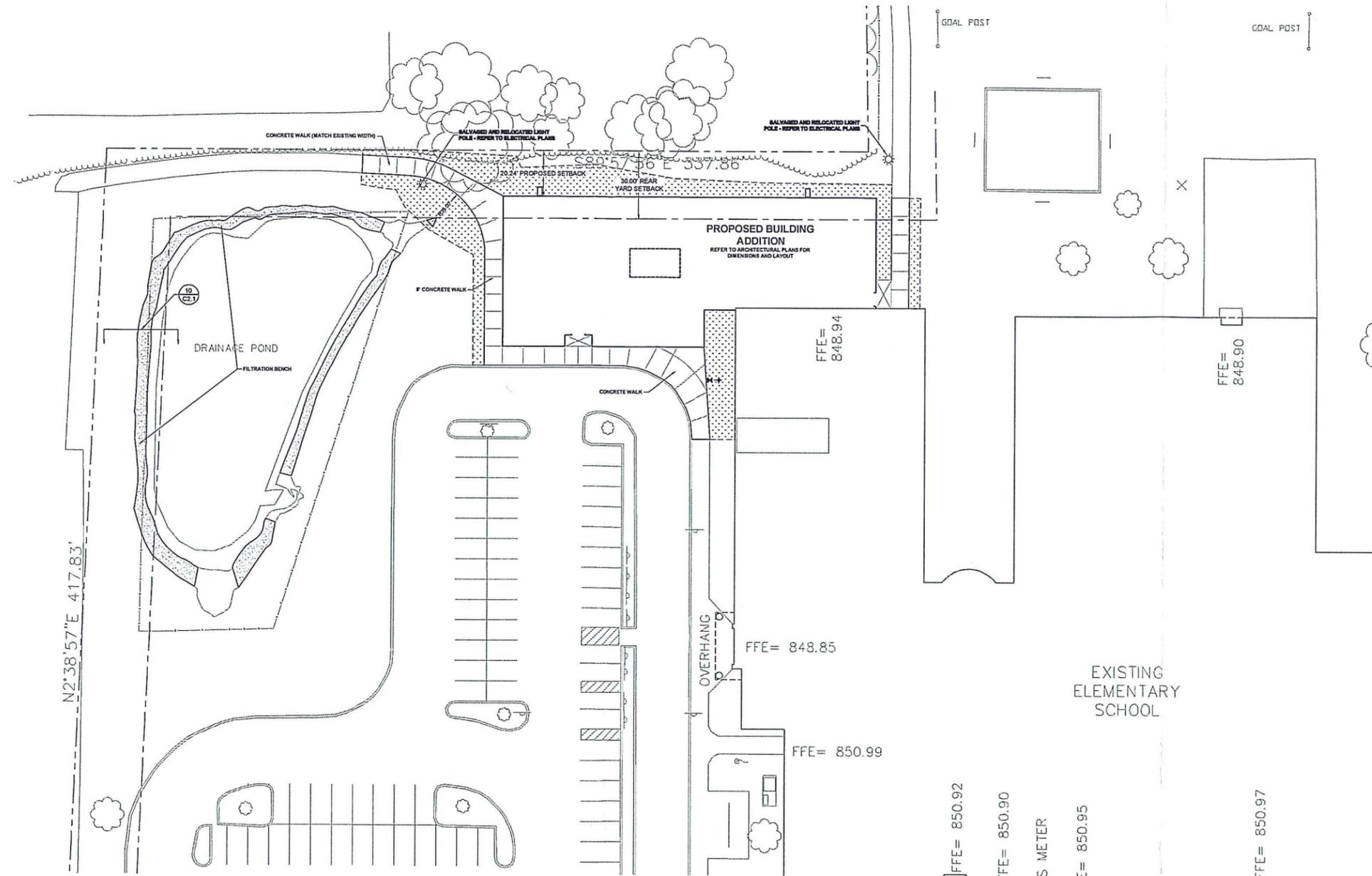
C2.1 – Site Details

A2.1 – Floor plan

A5.0 – New Addition Exterior Elevations

A5.0 – Existing Exterior Elevations

Cc: Dr. Deirdre Wells – ISD #199  
Dave Rey – Anderson Johnson Associates  
Bob Rego, Paul Youngquist, File – Architects Rego and Youngquist



**SITE STATISTICS**

**PARKING REQUIREMENTS:**

1 STALL PER EMPLOYEE (105 EMPLOYEES) + 1/2 FOR EACH CLASSROOM (40 CLASSROOMS) = 125 STALLS REQUIRED

**TOTAL STALLS PROVIDED:**

159 STALLS (EXISTING)

**SHORELAND CALCULATIONS:**

ADDITIONAL IMPERVIOUS SURFACE = 0.228 ACRES

**LEGEND**

- 1  
C2.1 REFERENCE KEY TO SITE DETAILS  
DETAIL ID NUMBER (TOP)  
DETAIL NUMBER (BOTTOM)
- PROPOSED CONCRETE WALK
- PROPOSED SOD LIMITS
- BUILDING STOOP - REFER TO ARCHITECTURAL PLANS
- PROPOSED GATE VALVE
- PROPOSED HYDRANT
- PROPOSED MANHOLE
- PROPOSED LIGHT POLE - REFER TO ELECTRICAL PLANS
- 30' REAR YARD SETBACK LINE
- PROPERTY LINE

**NOTES**

1. REFER TO SHEET C1.3, GRADING AND DRAINAGE PLAN, FOR GENERAL NOTES.
2. CHECK ALL PLAN AND DETAIL DIMENSIONS AND VERIFY SAME BEFORE FIELD LAYOUT.
3. ALL APPLICABLE DIMENSIONS ARE TO EDGE OF PAVEMENT UNLESS OTHERWISE NOTED.
4. ALL DISTURBED AREAS WHICH ARE NOT DESIGNATED TO BE PAVED SHALL RECEIVE AT LEAST 1" OF TOPSOIL AND BE SOODED.
5. WHERE NEW SOD MEETS EXISTING TURF, EXISTING TURF EDGE SHALL BE CUT TO ALLOW FOR A CONSISTENT, UNIFORM STRAIGHT EDGE. JAGGED OR UNEVEN EDGES WILL NOT BE ACCEPTABLE. REMOVE TOPSOIL AT JOINT BETWEEN EXISTING AND NEW AS REQUIRED TO ALLOW NEW SOD SURFACE TO BE FLUSH WITH EXISTING.
6. FAILURE OF TURF DEVELOPMENT: IN THE EVENT THE CONTRACTOR FAILS TO PROVIDE AN ACCEPTABLE TURF, THE CONTRACTOR SHALL RE-SOD ALL APPLICABLE AREAS, AT NO ADDITIONAL COST TO THE OWNER, TO THE SATISFACTION OF THE ENGINEER.

**ARCHITECTS REGO + YOUNGQUIST**

7601 Wayzata Boulevard Suite 200 St. Louis Park, Minnesota 55426  
 Phone: 952-544-8941 Fax: 952-544-0585 atyarch.com

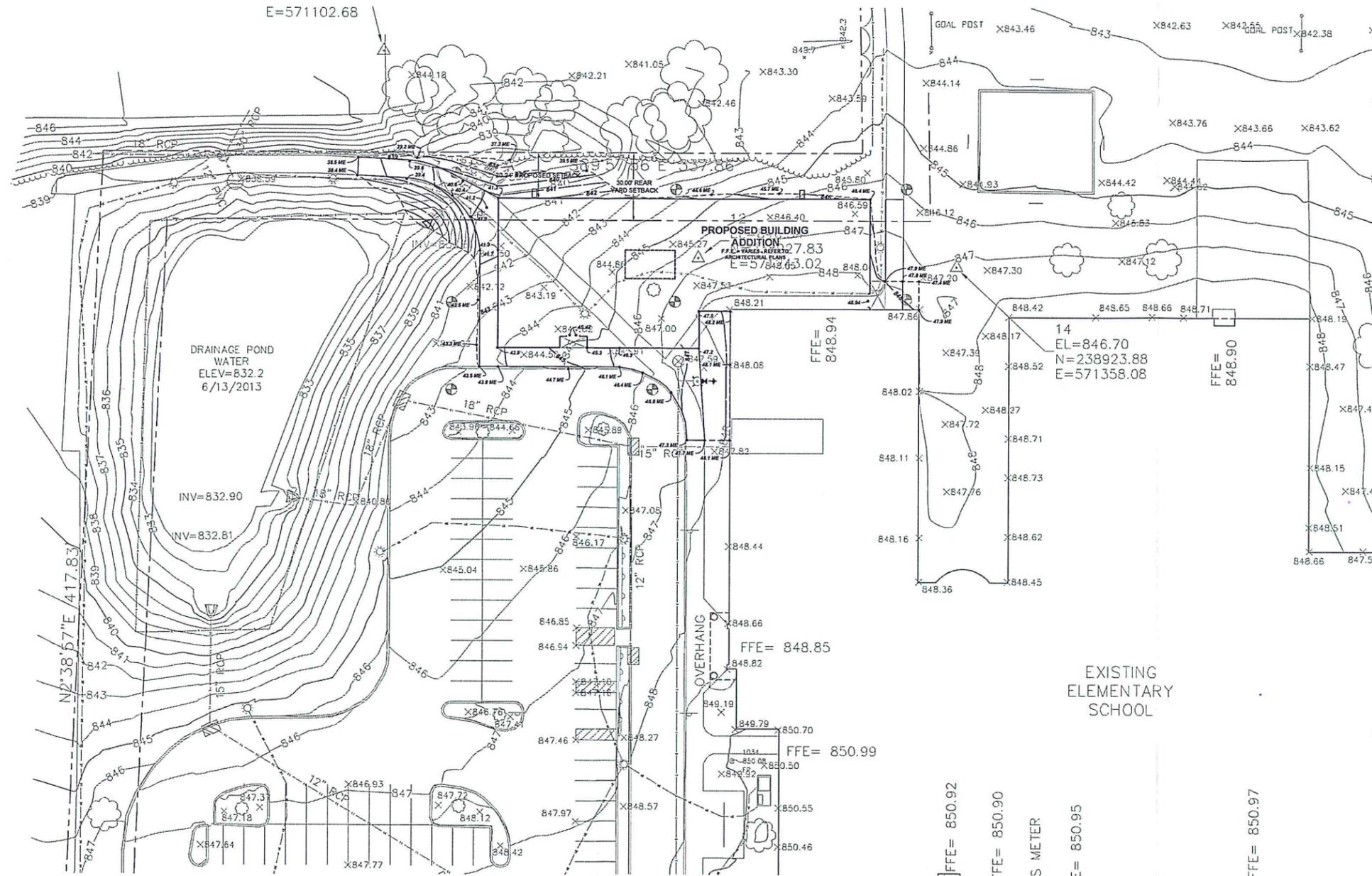
**AJAJ**  
 ANDERSON-JOHNSON ASSOCIATES, INC.  
 LANDSCAPE ARCHITECTURE • SITE PLANNING • CIVIL ENGINEERING  
 1400 W. WASHINGTON AVENUE, SUITE 200, MINNEAPOLIS, MN 55402

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.  
 License No. 0000000000  
 Date: 07/09/2013  
 Signature: [Signature]

**Project Title**  
 2014 ADDITIONS AND ALTERATIONS TO HILLTOP ELEMENTARY SCHOOL  
**Sheet Title**  
 SITE PLAN  
 ISD #199 Inver Grove Heights, MN  
 Commission Number 2006

Drawn by MET  
 Checked by DAR  
 Date: 07/09/2013  
 Revised  
 Scale 1" = 20'  
 North

Sheet Number  
**C1.2**

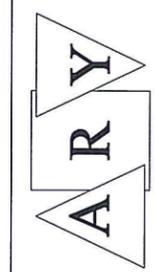


**GENERAL NOTES**

1. ALL CONSTRUCTION MUST COMPLY WITH APPLICABLE STATE AND LOCAL ORDINANCES.
2. THE CONTRACTOR WILL BE RESPONSIBLE FOR AND SHALL PAY FOR ALL CONSTRUCTION STAKING / LAYOUT.
3. THE CONTRACTOR SHALL OBTAIN AND PAY FOR ALL RELATED CONSTRUCTION PERMITS, INCLUDING THE WHOLE PERMIT FROM THE MPCA. SUBMIT A COPY OF ALL PERMITS TO THE CITY.
4. CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL SIGNAGE (CONSTRUCTION ZONES) NECESSARY TO CONSTRUCT PROPOSED IMPROVEMENTS. ALL SIGNAGE LAYOUTS MUST BE DESIGNED BY THE CONTRACTOR AND APPROVED BY LOCAL AUTHORITIES.
5. INSTALL CONTROL FENCING AND BARRICADE AS NECESSARY TO PROTECT THE PUBLIC.
6. INSPECT SITE AND REVIEW SOIL BORINGS TO DETERMINE EXTENT OF WORK AND NATURE OF MATERIALS TO BE HANDLED.
7. REFER TO SPECIFICATIONS FOR Dewatering REQUIREMENTS.
8. CHECK ALL PLAN AND DETAIL DIMENSIONS AND VERIFY SAME BEFORE FIELD LAYOUT.
9. REFER TO ARCHITECTURAL PLANS FOR BUILDING AND STOOP DIMENSIONS AND LAYOUT.
10. MAINTAIN ADJACENT PROPERTY AND PUBLIC STREETS CLEAN FROM CONSTRUCTION CAUSED DIRT AND DEBRIS ON A DAILY BASIS. PROTECT DRAINAGE SYSTEMS FROM SEDIMENTATION AS A RESULT OF CONSTRUCTION RELATED DIRT AND DEBRIS.
11. MAINTAIN DUST CONTROL DURING GRADING OPERATIONS.
12. ALL EROSION CONTROL METHODS SHALL COMPLY WITH MPCA AND LOCAL REGULATIONS.
13. CONTRACTOR SHALL MINIMIZE DISTURBANCE TO SITE AND PROTECT EXISTING SITE FEATURES (INCLUDING TURF AND VEGETATION) WHICH ARE TO REMAIN.
14. PROPOSED CONTOURS AND SPOT ELEVATIONS ARE SHOWN TO FINISH GRADE UNLESS OTHERWISE NOTED.
15. PROPOSED ELEVATIONS SHOWN TYPICALLY AS 40.1 OR 40 SHALL BE UNDERSTOOD TO MEAN 840.1 OR 840.
16. SPOT ELEVATIONS WITH LABELS OUTSIDE THE BUILDING PERIMETER INDICATE PROPOSED GRADES OUTSIDE THE BUILDING. SPOT ELEVATIONS WITH LABELS INSIDE THE BUILDING PERIMETER INDICATE PROPOSED FINISH FLOOR ELEVATIONS.
17. THE CONTRACTOR SHALL BE SOLELY RESPONSIBLE FOR DETERMINING QUANTITIES OF CUT, FILL AND WASTE MATERIALS TO BE HANDLED, AND FOR AMOUNT OF GRADING TO BE DONE IN ORDER TO COMPLETELY PERFORM ALL WORK INDICATED ON THE DRAWINGS. IMPORT SUITABLE MATERIAL AND EXPORT UNSUITABLE / EXCESS / WASTE MATERIAL, AS REQUIRED. ALL COSTS ASSOCIATED WITH IMPORTING AND EXPORTING MATERIALS SHALL BE INCIDENTAL TO THE CONTRACT.
18. NO FINISHED SLOPES SHALL EXCEED 4" HORIZONTAL TO 1" VERTICAL (4:1), UNLESS OTHERWISE NOTED.
19. ALL DISTURBED AREAS OUTSIDE THE BUILDING PAD WHICH ARE NOT DESIGNATED TO BE PAVED SHALL RECEIVE AT LEAST 6" OF TOPSOIL, AND SHALL BE SOEDED.
20. WHERE NEW SOG MEETS EXISTING SOG, EXISTING SOG EDGE SHALL BE CUT TO ALLOW FOR A CONSISTENT, UNIFORM STRAIGHT EDGE. JAGGED OR UNEVEN EDGES WILL NOT BE ACCEPTABLE. REMOVE TOPSOIL AT JOINT BETWEEN EXISTING AND NEW AS REQUIRED TO ALLOW NEW SOG SURFACE TO BE FLUSH WITH EXISTING.
21. FAILURE OF TURF DEVELOPMENT: IN THE EVENT THE CONTRACTOR FAILS TO PROVIDE AN ACCEPTABLE TURF, THE CONTRACTOR SHALL RE-SOG ALL APPLICABLE AREAS, AT NO ADDITIONAL COST TO THE OWNER, TO THE SATISFACTION OF THE ENGINEER.
22. ALL WATERMAIN PIPE SHALL BE DIP, CLASS 82. ALL WATERMAIN SHALL HAVE MINIMUM 8" BURY (TOP OF PIPE TO FINISH GRADE), UNLESS OTHERWISE NOTED. SANITARY SEWER INSTALLATION SHALL BE IN ACCORDANCE WITH ASTM D2231.
23. ALL SANITARY SEWER PIPE SHALL BE PVC PIPE (ASTM D 3524, SDR 35), UNLESS OTHERWISE NOTED. SANITARY SEWER INSTALLATION SHALL BE IN ACCORDANCE WITH ASTM D2231.
24. LOCATE ALL EXISTING UTILITIES, VERIFY LOCATION, SIZE AND INVERT ELEVATION OF ALL EXISTING UTILITIES. VERIFY LOCATIONS, SIZES AND ELEVATIONS OF SAME BEFORE BEGINNING CONSTRUCTION.
25. PRIOR TO CONSTRUCTION OF PROPOSED BUILDING UTILITY SERVICES (STORM, SANITARY SEWER), VERIFY ALL PROPOSED BUILDING UTILITY SERVICE PIPE SIZES, LOCATIONS AND ELEVATIONS WITH MECHANICAL PLANS. COORDINATE CONSTRUCTION AND CONNECTIONS WITH MECHANICAL CONTRACTOR.
26. CONTRACTOR SHALL MAINTAIN DRAINAGE FROM EXISTING BUILDING AT ALL TIMES. PROVIDE TEMPORARY STORM SEWER (INCLUDING, BUT NOT LIMITED TO, CATCH BASIN, MANHOLE, PIPING, ETC.) AS REQUIRED. EXISTING STORM SEWER SHALL NOT BE REMOVED UNTIL TEMPORARY OR PERMANENT STORM SEWER IS INSTALLED AND FUNCTIONAL. COORDINATE ALL REMOVALS WITH APPROPRIATE TRADES (SITE UTILITY CONTRACTOR, MECHANICAL CONTRACTOR, ETC.) AS REQUIRED.

**LEGEND**

- 840 REFERENCE KEY TO SITE DETAILS DETAIL, LD NUMBER (TOP) DETAIL SHEET NUMBER (BOTTOM)
- 840.9 EXISTING CONTOUR
- 840 PROPOSED CONTOUR
- 42.3 PROPOSED SPOT ELEVATION SEE MATCH EXISTING
- PROPOSED GRADING LIMITS
- PROPOSED GATE VALVE
- PROPOSED HYDRANT
- PROPOSED MANHOLE
- PROPOSED LIGHT POLE - REFER TO ELECTRICAL PLANS
- APPROXIMATE SOIL BORING LOCATION
- 30' REAR YARD SETBACK LINE
- PROPERTY LINE



**ARCHITECTS REGO + YOUNGQUIST**  
 7601 Wayzata Boulevard Suite 200 St. Louis Park, Minnesota 55426  
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**AJA**  
**ANDERSON-JOBSON ASSOCIATES, INC.**  
 LANDSCAPE ARCHITECTURE • SITE PLANNING • CIVIL ENGINEERING  
 1000 W. WYAZATA BLVD. SUITE 200 ST. LOUIS PARK, MN 55426

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer in the State of Minnesota.  
 License No. 0000000000  
 Date of Expiration: 12/31/2014  
 State of Minnesota  
 Registration Number: 0000000000

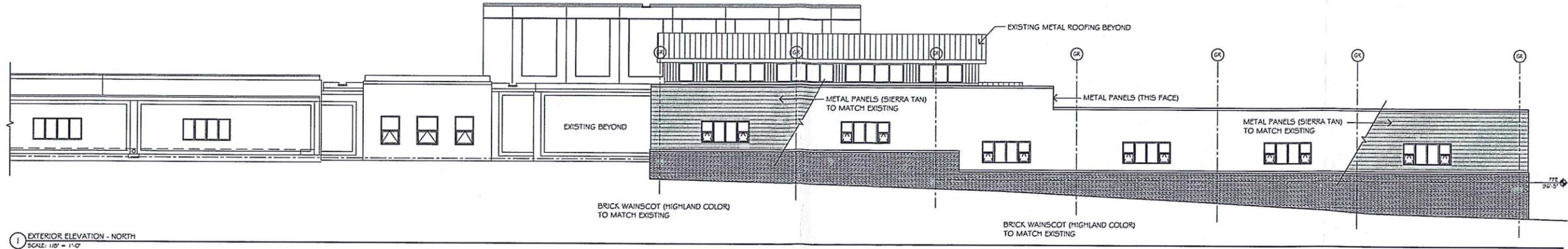
Project Title  
**2014 ADDITIONS AND ALTERATIONS TO HILLTOP ELEMENTARY SCHOOL**

Sheet Title  
**GRADING AND DRAINAGE PLAN**

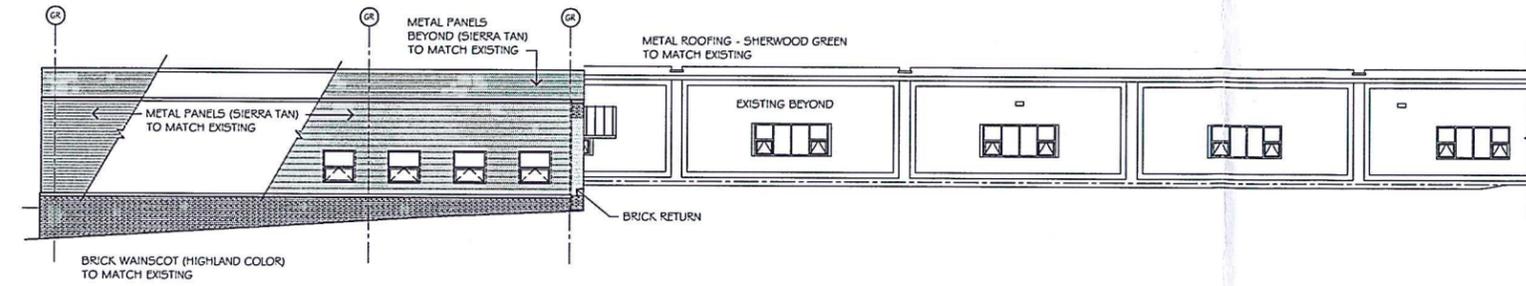
ISD # 199 Inver Grove Heights, MN  
 Commission Number 2006

Drawn by MET  
 Checked by DAR  
 Date 07/06/2013  
 Revised  
 Scale 1" = 20'

Sheet Number  
**C1.3**



1 EXTERIOR ELEVATION - NORTH  
SCALE: 1/8" = 1'-0"



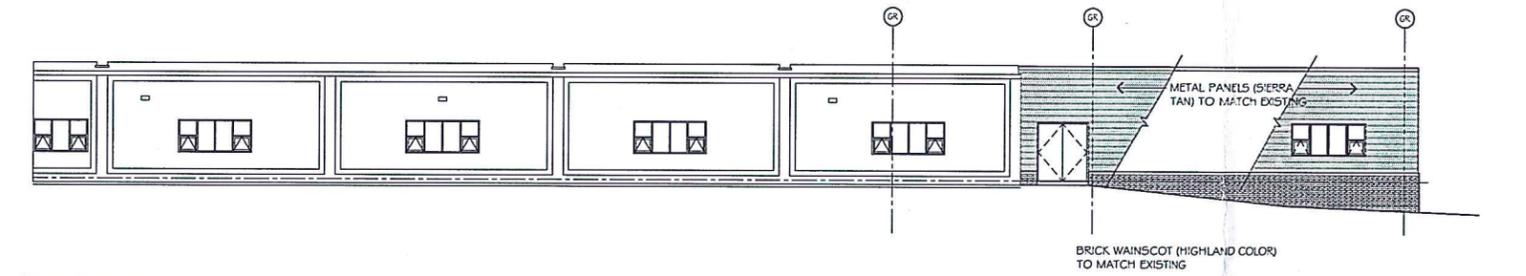
2 EXTERIOR ELEVATION - WEST  
SCALE: 1/8" = 1'-0"

**FACE BRICK LEGEND:**  
ALL FACE BRICK TO BE MODULAR 2-1/4" x 7-5/8" ACTUAL FACE SIZE.

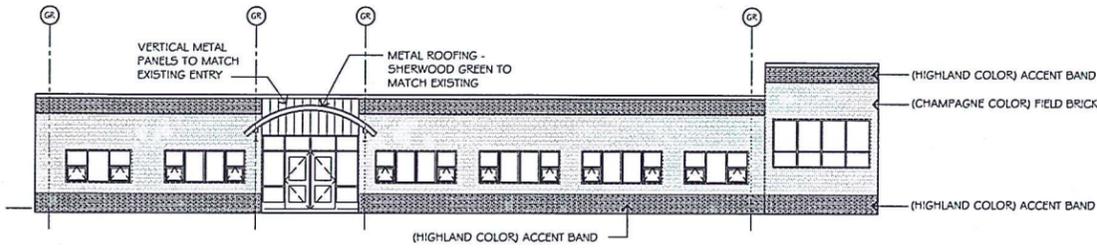
**EXTERIOR MASONRY LEGEND:**

	04 2000 A - TYPE 1: BRICK NOMINAL FACE SIZE 2 2/3" X 8" CHAMPAGNE COLOR TO MATCH EXISTING
	04 2000 A - TYPE 2: BRICK NOMINAL FACE SIZE 2 2/3" X 8" HIGHLAND COLOR TO MATCH EXISTING
	07 43 63 A - TYPE 1: METAL PANEL SIERRA TAN COLOR TO MATCH EXISTING

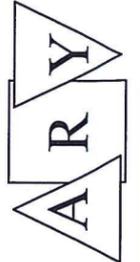
NOTE: BRICK TYPES AND CMU COLORS TO BE SELECTED BY ARCHITECT. SEE SECTION 04 20 00 UNIT MASONRY AND SECTION 01 21 00 CASH ALLOWANCES.  
NOTE: MASONRY HATCHES ARE NOT TO SCALE.



3 EXTERIOR ELEVATION - EAST  
SCALE: 1/8" = 1'-0"



4 EXTERIOR ELEVATION - SOUTH  
SCALE: 1/8" = 1'-0"



**ARCHITECTS REGO + YOUNGQUIST**  
7601 Wayzata Boulevard Suite 200 St. Louis Park, Minnesota 55426  
Phone: 952-544-8941 Fax: 952-544-0585 aryarch.com

I hereby certify that this plan was prepared by me or under my direct supervision and that I am a duly Licensed Professional Architect in the State of Minnesota.

PAUL YOUNGQUIST  
Registration Number 13031

PRELIMINARY PLAN - Tuesday, July 02, 2013

Project Title  
2014  
ADDITIONS AND ALTERATIONS  
TO HILLTOP ELEMENTARY  
SCHOOL  
ISD #199 Inver Grove Heights, MN  
Commission Number 2006

Sheet Title  
NEW ADDITION  
EXTERIOR  
ELEVATIONS

Drawn by EGM/North  
Checked by BR  
Date  
Revised  
Sheet Number

**A5.0**