

INVER GROVE HEIGHTS CITY COUNCIL AGENDA

REVISED

MONDAY, FEBRUARY 10, 2014

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 – January 6, 2014 City Council Work Session _____

ii) Minutes – January 21, 2014 Special City Council Meeting _____

iii) Minutes – January 27, 2014 Regular City Council Meeting _____

B. Resolution Approving Disbursements for Period Ending February 5, 2014 _____

C. Pay Voucher No. 9 City Project No. 2006–08, Asher Water Tower Replacement _____

D. Approve Renewal of Fairway Flyerz Discs, Inc. North Valley Disc Golf Operations Agreement _____

E. Approve Bid for Turf Restoration Resulting from the Installation of Bituminous Golf Car Paths During the Period 2012 through 2013 _____

F. Award Purchase of an Advance Hoseline Propane Fire Trainer and a Propane Grill Fire Trainer to the Bullex Company _____

G. Resolution Declaring Intent to Maintain Trail on Gun Club Property _____

H. Approve Temporary On-Sale Intoxicating Liquor License – Church of St. Patrick _____

I. Approve Charitable Gambling Premises Permit _____

J. Personnel Actions _____

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

6. PUBLIC HEARINGS:

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

A. **MIKE THOMAS;** Consider Resolution relating to a Conditional Use Permit to allow Automobile and Off-Highway Vehicle Sales on the property located at 7537 Concord Boulevard _____

PARKS AND RECREATION:

B. CITY OF INVER GROVE HEIGHTS; Consider Second Reading of an Ordinance Amendment to Title 11 of the City Code (Subdivision Regulations) to amend Chapter 4 relating to Updating Park Dedication Rates _____

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

**INVER GROVE HEIGHTS CITY COUNCIL STUDY SESSION
MONDAY, JANUARY 6, 2014 – 8150 BARBARA AVENUE**

1. CALL TO ORDER The City Council of Inver Grove Heights met in study session on Monday, January 6, 2014, 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, City Attorney Kuntz, Community Development Director Link, Parks and Recreation Director Carlson, Finance Director Smith, Chief Stanger, Fire Chief Thill, and Deputy Clerk Kennedy

2. CITY ADMINISTRATOR OPERATIONAL REVIEW

Mr. Lynch explained over the course of the 2014 budget discussions it was apparent that some members of the City Council wanted to see changes made to the organization and operation of the City. Several personnel changes were suggested in order to achieve a desired budget. At the conclusion of the budget process the City Council approved a recommended change to the organization and operation within the Recreation, Community Center, and Golf Course divisions to achieve a savings of \$60,000 in salary and benefits within the Golf Course budget. He stated the recommended changes did not eliminate any positions and all current employees within each respective division retained a job. He noted some of the scope and responsibility of the jobs would change as a result of the reorganization.

Mr. Lynch stated the City Council also directed him to bring back options for further consideration that examined the organization as a whole. He reviewed the three (3) options that were developed for discussion and consideration. He noted there had not been enough time to examine the cost differential between current operations and the proposed options or the ramifications related to changes in the function and scope of positions, salary and benefits. It also still had to be determined if the potential options would be in compliance with pay equity and comparable worth regulations.

The first option was to consider no operational changes.

The second option was a phased approach to change over time. During the first quarter of 2014 the City Administrator would work to reclassify the Assistant City Administrator position to something else such as Human Resources Manager or Personnel Director. He noted staff would have to internally examine the scope of responsibilities for the position and the pay range. The current scope of duties performed by the Assistant City Administrator would also have to be reviewed to determine which duties might stay with the reclassified position and which would have to be assigned to other positions. In the second quarter of 2014 staff would complete the discussions regarding what changes to consider in the Public Works department. He explained there were several retirements and position vacancies that would occur within a short period of time. Staff would need to strategize about the Utility division to absorb the impact from losing a number of experienced employees at the same time. He stated the City may be able to reduce the total number of supervisors within the divisions. He noted the discussions would not include the Parks department and assumed that the City would move forward with the reorganization accepted by the Council in December of 2013. During the third quarter of 2014 staff would examine and return with recommendations on whether the City can afford to increase staffing levels in the Public Works divisions in order to maintain the City's ability to complete projects and workloads in a timely manner. Staff would also examine the current compensation system to determine if there were any recommendations to bring forward with respect to pay scales, the length of time to achieve top salary, and market comparisons to ensure the City was able to be competitive in the job market.

The third option was the creation of a super structure that would involve major changes and the consolidation of departments from seven (7) down to five (5). The five (5) departments would be: Administrative Services, Public Safety, Public Services, Community Services, and Leisure Services. He noted this option would be a massive undertaking that would need to include discussions with all staff, union representatives, and the Council over the course of the year. He estimated implementation could take nine (9) to twelve to months and would not be effective until 2015.

Mr. Lynch recommended that the Council move forward with the second option because it contained components of change previously discussed by the Council and allowed time for implementation of the changes in incremental phases. It would also allow for flexibility and adjustment if it is found that staff's evaluations do not yield the savings sought or if service delivery is adversely impacted.

Councilmember Piekarski Krech expressed concern regarding the perception amongst employees concerning the elimination of positions. She stated she was disappointed to hear that employees felt intimidated and that an environment of fear had been created. She suggested staff look into additional leadership training for supervisors because she was not happy with the overall feeling amongst employees. She opined it was never Council's intent to initiate a mass layoff of employees and only two (2) specific positions were discussed during the budget process. She clarified Council's intent was to make the organization as lean and efficient as possible.

Mayor Tourville stated he was not ready to take formal action on any of the options presented by the City Administrator because more information and discussion was needed to fully understand the impact of the options. He opined he was not in favor of option three. He reiterated there was never any intent to go beyond the suggestions and discussion related to the Administration and Golf Course budgets.

Councilmember Bartholomew stated the City Council did not selectively eliminate positions. He opined as a council member he had a responsibility to ensure resources were allocated appropriately. He suggested further exploring option two to determine if there were opportunities for improvement within the organization.

Mayor Tourville opined a better message needed to be communicated to employees to clear up the various rumors that were going around. He stated more discussion was needed amongst staff and with the Council regarding option two.

Councilmember Mueller supported looking at option two as proposed. He suggested moving up the review of the compensation and classification system to the first quarter of 2014. He stated it was never Council's intent to give current employees pay decreases. He added any changes to the compensation scale would apply to new hires and positions only so it would take employees longer to reach the top of the pay scale.

Councilmember Piekarski Krech opined she was not sold on the parks reorganization and more information was needed to fully understand the proposed changes. She suggested that staff look into cross-training opportunities within the Parks and Utilities divisions to fill the voids that would be left after the pending retirements. She stated the City needed to provide employees with opportunities for advancement and find ways to make jobs more interesting.

Mayor Tourville clarified the Council wanted to further explore the proposed changes in the Parks, Administration and Golf Course divisions. He questioned when the Council wanted to schedule the next discussion.

Councilmember Bartholomew stated the intent was always to allow the City Administrator time to look at and prepare for the changes. He noted he wanted the process to continue to move forward as a priority.

The Council agreed to schedule a special meeting to continue the discussion regarding operational changes on Tuesday, January 21st at 7:00 p.m.

Mayor Tourville reiterated the goal was to make the organization as efficient as possible and to continue to provide good service to the community.

Mark Borgwardt, Parks Superintendent, stated he was presented with a separation agreement for the second time in less than a year and was asked to provide a response to administration by January 13th.

Mr. Lynch stated the employee had filed a claim against the City and it was not appropriate to discuss the issue at this time.

Mr. Kuntz stated the claim was referred to the League of Minnesota Cities to secure representation for the City. He reiterated the work session was not a forum for discussion of the issue.

Mayor Tourville stated all parties involved had to follow the proper legal channels to address the claim and protect both the City and the employee.

Councilmember Piekarski Krech opined the City should not be forcing employees to retire.

Councilmember Madden stated he also disliked seeing the separation agreement.

Mr. Lynch noted the City provided the information to the employee the second time at the employee's request.

Councilmember Bartholomew questioned when the Council would have been notified about the claim.

Mr. Lynch stated after representation was assigned and a plan for defense was prepared by the League of Minnesota Cities.

3. RAILROAD QUIET ZONE

Mr. Link stated the Council previously discussed a railroad quiet zone in the Concord Neighborhood on July 1st. Council discussed the need for a quiet zone, current train activity, neighborhood complaints, impact on the Concord redevelopment plans, the study process, and associated costs. Council directed staff to perform additional research regarding the process to establish a railroad quiet zone, the costs and potential funding sources, and current railroad activity. He provided an overview of the Railroad Quiet Zone program which was established to address communities' concerns regarding additional noise created from the implementation of regulations that required trains to use their horns at crossings. The program required a municipality to undertake a risk analysis and construct improvements in order to designate a quiet zone that would restrict the railroads' use of horns. He noted the program frequently required cities to close crossings. Many cities, including Hastings, Rosemount, Elk River and Fridley, performed the necessary study and constructed the improvements to establish quiet zones.

Mr. Link explained the process to establish a quiet zone would take approximately three (3) to four (4) years and involved four (4) major steps. The initial assessment involved a conceptual study to define the affected segment of railroad, collection of background data, preliminary analysis of railroad crossing safety, and preparation of conceptual costs. The feasibility report involved a study of the risk at given railroad crossings, including sight distances, intersection designs, and accident history. He noted the analysis was very involved because it was required to adhere to federal regulations. The risk analysis would determine what improvements were necessary for each of the crossings. The process would include considerable discussions and consultations with the Federal Railroad Administration and the affected railroads. Design and construction of improvements involved design of the improvements to be constructed by the City. He noted the improvements required approval of both the Federal Railroad Administration and the affected railroads. Typical required improvements include gates and medians. The final step in the process was establishment of the quiet zone. The City would apply to the Federal Railroad Administration for establishment of the quiet zone following construction of the improvements and their inspection and approval by the Federal Highway Administration.

Mr. Link discussed the costs associated with the process to establish the quiet zone. He explained the City would be responsible for all expenses related to the quiet zone including design, construction, maintenance, and replacement of improvements. He stated the initial assessment, prepared by a consultant, was estimated to cost \$10,000-\$12,000. The feasibility report was estimated to cost \$80,000-\$100,000. The report would be prepared by a consultant familiar with Federal Railroad Administration regulations. The estimated costs also included transportation, accommodations, and hourly rates of federal and railroad officials who would be required to travel to the Twin Cities to attend meetings and field inspections. He noted the actual cost of the improvements varied considerably. Information from Union Pacific estimates \$300,000-\$500,000 per crossing. Discussions with other cities yielded estimates of up

to \$350,000 per crossing. Inver Grove Heights' costs could potentially be less due to the recent construction of safety improvements at the 66th Street crossing and the possible need to close one or two crossings. He explained outside funding was not available for cities who desire to establish a quiet zone. Some cities have used MSA funds and special assessments to fund the improvements. Financial assistance was only available for closing crossings and for safety improvements unrelated to railroad quiet zones.

Mr. Link provided information related to current train activity. In general activity had increased in response to the improved economy and oil industry in North Dakota. A railroad crossing study conducted in 2008 identified an average of eleven trains per day. Records from the US Department of Transportation from March of 2013 reflect the same number of trains per day. He noted the Union Pacific Railroad did not provide train volume information. Data from the Federal Railroad Administration reflected 14 trains per day. The volume of the train horns has remained constant over the years and per federal regulations must be between 96 and 110 decibels. The City received three (3) complaints related to the number of trains, and the frequency and noise of the horns from Concord residents over the course of six (6) months.

Mr. Link stated the Concord Development Plan reflected considerable new residential development in the Concord Neighborhood. Establishment of the quiet zone could make the neighborhood more attractive for residential uses. He reiterated it was anticipated that the City would be required to close existing crossings to move forward with the quiet zone program. Potential candidates for closing would be the crossings at 65th Street, 66th Street, or Upper 71st Street. He noted closing either the 65th or 66th Street crossings would pose problems for the City. The 66th Street crossing provides access to the King of Diamonds and the residential neighborhood along River Road. The 65th Street crossing was critical to redevelopment efforts as it was slated to be the primary entrance to Heritage Village Park, the marinas, and any new residential development. Closing the Upper 71st Street crossing would be a concern to the Fire department as they rely on the crossing to access the River Road neighborhood and the river.

Mitch Hilsgen, 7091 River Road, stated the horns are blown in the middle of night excessively and for no reason. He suggested that the City look into the train operators to try to mitigate the problem. He acknowledged that there were federal regulations requiring the operators to blow the horns, but felt the problem was getting worse and that the operators were blowing the horn more than necessary.

Mayor Tourville stated there may be a benefit to moving forward with the preliminary study as the train noise and traffic were identified as areas of concern and potential deterrents to development in the Concord redevelopment plan.

Councilmember Piekarski Krech noted the City had no recourse to address some of the issues identified. She questioned what the establishment of a quiet zone would give the City.

Councilmember Bartholomew questioned what the advantage was in moving forward with the initial assessment.

Mayor Tourville reiterated it could be beneficial to have the study completed to coincide with potential new development in the Concord neighborhood and added information related to the crossings was also critical to the plans for Heritage Village Park.

Councilmember Bartholomew stated it would make sense to start building a relationship and establishing a rapport with key representatives from the railroad to try to get more information about the process and address some of the ongoing issues.

Mayor Tourville suggested contacting Progress Plus for assistance in establishing contact with railroad representatives.

Mr. Link stated he would contact Progress Plus and follow up with Union Pacific. He added there was a consultant willing to discuss the process with the Council at no charge.

4. FRONT YARD PARKING

Mr. Hunting explained the issue was previously discussed by Council in November of 2013. At that time Council felt that the scope should be expanded to address trailers and recreational vehicles because the majority of complaints received related to the storage of boats and trailers in the front yard. Staff was directed to review other cities' regulations and develop language that would prohibit parking of any vehicles, including boats, RVs, and trailers, in the front yard. Staff proceeded to review ordinances from Burnsville, Rosemount, South St. Paul, and Farmington. It was found that parking in the front yard was limited to driveways or a hard surface next to driveways. Some cities restricted oversized RVs in urban residential districts. Some cities limited the number of recreational vehicles allowed and some did not allow parking in front of the house. Staff updated the language in the draft ordinance to clarify the orientation of parking pads so they must be parallel to the driveway, vehicles would be required to be parked perpendicular to the street to avoid parking across the front of houses, and a definition of recreational vehicles was added to address restrictions on parking. Staff also reviewed parking regulations for vehicles on public streets and found that the only standard restriction was the winter parking ban which prohibited parking anything in the street during the hours of 3 am to 6 am between November 1st and March 30th. He noted there were no restrictions in place to regulate the length of time a vehicle could be parked on the street without being moved. He reviewed the public input process staff developed to get information out to residents and allow time for feedback.

Councilmember Piekarski Krech suggested allowing a vehicle to be parked in the front yard during the winter parking ban and requiring that it be moved every 24 hours.

Mayor Tourville stated it was very important to get information out to the public so the proposed regulations were clearly understood. He added he wanted the public information to clarify that the Council was only considering regulations for parking in the front yard and that boats, RVs, and trailers could still be parked in the back yard. He suggested limiting parking in the front yard during the winter parking ban to cars and trucks only.

Mr. Hunting stated staff would prepare information for the next issue of Insights and the City's website. He stated staff would also schedule a public hearing before the Planning Commission. He anticipated that the first reading of the ordinance would be brought before the Council sometime in May.

5. ADJOURN

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

**INVER GROVE HEIGHTS CITY COUNCIL SPECIAL MEETING
TUESDAY, JANUARY 21, 2014 – 8150 BARBARA AVENUE**

1. CALL TO ORDER The City Council of Inver Grove Heights met in special session on Tuesday, January 21, 2014, 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, City Attorney Kuntz, Community Development Director Link, Public Works Director Thureen, Parks and Recreation Director Carlson, Finance Director Smith, Chief Stanger, Chief Thill, and Deputy Clerk Kennedy

2. CITY ADMINISTRATOR OPERATIONAL REVIEW II

Mayor Tourville asked the City Attorney to provide a brief overview of how Council should handle discussion related to specific employees within the context of a potential restructuring of the organization.

Mr. Kuntz stated the topic generally to be discussed was the reorganization and operational structure of the City and as a part of that topic the subject of certain positions and employees may be discussed. He explained cursory comments were not prohibited provided the comments were not defamatory, did not center around information contained in personnel files and did not relate to information related to race, gender, creed, or physical disability of an employee. In this context, such cursory comments could be deemed to be relevant to the subject matter. He noted to the extent a comment or discussion becomes something more detailed or relates to a specific evaluation of an employee, past practice has been to do so in a more structured setting or formal evaluation process.

Mr. Lynch stated there were two parts to the discussion related to Administration and the proposed Parks and Recreation reorganization plan. He explained the discussion was in response to Council's direction during the 2014 budget process to save \$60,000 in salary and benefits at the Golf Course and to review the structure of the Administration department. He noted the City Council wanted to discuss Administration with an emphasis on human resources and personnel issues, to eliminate the duplication of duties between the City Administrator and the Assistant City Administrator, and to consider the reclassification of the Assistant City Administrator position to a different position to be determined. He noted he provided the Council with information related to the current structure of the Administration department and the job descriptions for the employees in the department. He reviewed the three (3) options he presented at the meeting on January 6th and the direction from the City Council at that time was to further explore option two. He stated the department heads met twice to discuss how the proposed changes would affect City operations and their impact on existing positions and departments.

Councilmember Piekarski Krech questioned what "pd revision date" meant on the position descriptions.

Ms. Teppen explained the reference meant "position description revision", the last date the position description was revised.

Mr. Lynch stated all of the City's position descriptions were reviewed in 2008 in conjunction with the major compensation and classification review that was completed.

Councilmember Mueller questioned if the department's organizational chart was the existing structure of Administration.

Mr. Lynch stated it had changed from what was in place in 2007. Positions were eliminated and added and the scope of responsibilities for certain positions was changed.

Ms. Teppen noted the departmental structure as presented had been in existence for a number of years.

Mayor Tourville noted Technology was added under the umbrella of Administration and several employees were added within the technology division.

Councilmember Bartholomew opined the City needed to explore the reclassification of the Assistant City Administrator to Human Resources or Personnel Director. He opined there was a weakness in human resources and felt a stronger presence was needed in that area to better serve the organization. He suggested that all of the employees within the Administration department should report directly to the City

Administrator. He stated he felt the City Administrator should be participating directly in union negotiations rather than just overseeing the activity and thought there was an opportunity to fine tune areas where the City seems to fall behind. He explained he understood that a pay analysis would be forthcoming and thought the City Administrator would have prepared more information on potential changes related to option #2 since the last study session.

Mayor Tourville stated the City had looked at multiple structures over the years and he did not see how the proposed changes in Administration would save the City money. He noted the Council could make the City Administrator the direct lead on union negotiations without making major changes to the department's structure. He noted when he looked at the organizational structures of surrounding cities most of them had an Assistant City Administrator position or something equivalent. He opined the organization would be weaker without the Assistant City Administrator position. He stated if 40-60% of the Assistant City Administrator's time was spent on personnel issues the City Administrator would need to take on additional responsibilities that would make him less efficient and less effective. He opined he did not see how the change would make the organization function better. He noted if Council felt staff needed to do a better job in human resources they could direct the City Administrator to find ways to improve in that specific function.

Councilmember Bartholomew stated the City Administrator's job description seemed to overlap with that of the Assistant City Administrator and opined that the City Administrator should assume some of those responsibilities.

Councilmember Piekarski Krech opined that the organization was top heavy in terms of the overall structure and there was an opportunity to take something away in Administration and maintain the same functionality.

Mayor Tourville opined the department head and supervisory groups felt strongly that the Assistant City Administrator position served an important function for the operation of the City.

Councilmember Mueller opined the structure was top heavy and agreed some of the responsibility should be moved to the City Administrator.

Councilmember Bartholomew stated he would like to see how the City Administrator would propose to achieve reorganization in Administration as per option #2. He noted the City Administrator would have the opportunity to tell the Council why the changes may or may not work.

Councilmember Madden opined that one individual could only effectively supervise 3-5 employees.

Mayor Tourville clarified the City Administrator should bring back a plan for reorganization within Administration with a reclassification of the Assistant City Administrator position to a different position with primarily HR duties.

Mr. Lynch stated the reorganization would include information related to compensation, job description, and the impact on the department's structure.

Mr. Carlson explained Council's direction was to reduce the Inver Wood budget by \$60,000 in salary and benefits. The Council allowed staff three months of 2014 to implement a plan to achieve the targeted savings. Staff's reorganizational goals were to meet Council's savings directive, reduce administrative overhead, develop cross-functional work teams within the Parks and Recreation department, ensure that there would be no loss of jobs, salaries, or benefits for current employees, and to increase the number of Parks Maintenance staff. He reviewed the department's current organizational chart and the proposed chart after implementation of the reorganization plan. The reorganization would include role changes for several positions including the Clubhouse Coordinator, Guest Service Supervisor, Golf Course Manager, Parks Superintendent, and would also establish miscellaneous cross functional involvement among various positions. He outlined future opportunities for additional savings once the reorganization plan was fully implemented. He explained the Golf Course Superintendent position would be reclassified to Golf Course Supervisor, and the Assistant Golf Course Superintendent position would be reclassified to Golf

Maintenance. He opined the proposed reorganization involved positive changes to the organizational structure that would save the City money now and in the future and would provide an opportunity for effective succession planning.

Councilmember Piekarski Krech questioned where those positions were on 2014 organizational chart.

Mr. Carlson stated they became the positions entitled golf course supervisor & golf/guest services.

Councilmember Piekarski Krech questioned who would oversee guest services at the VMCC.

Mr. Carlson stated the golf/guest services position would oversee operations at Inver Wood and the VMCC.

Councilmember Piekarski Krech questioned if that individual had the training and experience to handle the responsibilities of the position. She questioned where the employee would primarily be located.

Mr. Carlson stated the individual currently performs similar duties at the golf course and he had every confidence that he could effectively manage the additional responsibilities. He explained during the golf season the employee would primarily operate out of Inver Wood and in the off season he would likely spend more time at the VMCC. He noted he would have a presence at both facilities.

Mr. Lynch stated the idea was to create a position that would coordinate and supervise similar functions. He acknowledged it would be physical challenge for the employee to be in both places, but felt the support staff in place at both locations would help the individual to achieve the highest level of customer service.

Councilmember Mueller questioned what the numbers on the organizational chart meant.

Mr. Carlson stated they referred to the number of employees within the divisions, a combination of both full time and part time employees.

Councilmember Bartholomew questioned if the intent was to allocate the expense for the new golf/guest service position across Parks and Recreation or only in the Golf Course fund.

Mr. Carlson stated the specifics of the allocation were still to be determined. He noted it was likely that the Golf Course fund would retain some of expense for the position.

Mayor Tourville questioned if there were any more updates on the final numbers from 2013 at Inver Wood. He stated the targeted savings amount was set with the intent to break even.

Mr. Carlson stated the preliminary numbers reflect a negative cash balance of \$77,000. He stated that may change after the final audit was complete. He explained the golf course had 150 weather days in 2013 compared to 190 in 2012. The average number of weather days over a 22 year period was 161 days. He opined that the proposed reorganization was positive because it saved money now and had the potential to save more in the future. He stated he was also in favor of the proposed changes because no current employees would lose their jobs, pay, or benefits. He noted it also presented an opportunity to increase the number of parks maintenance staff in the future (by 1). He explained he believed the current staff could make the changes work to improve efficiencies and maintain current levels of service.

Councilmember Mueller opined the proposed reorganization was blown out of proportion because he only envisioned eliminating one (1) position at the golf course.

Mr. Carlson explained Council's direction was to reduce the salary and benefits line item in Golf Course budget by \$60,000. Staff presented a plan to achieve that savings at the December 9th Council meeting and at least three (3) council members supported the proposed plan at that time.

Mayor Tourville clarified the direction to staff was not to remove one (1) position at the golf course. The direction was to find a way to save \$60,000 in the golf course budget.

Councilmember Bartholomew reviewed the proposal he submitted to staff to come back to Council with a plan to achieve a savings of \$60,000 at the golf course. He opined that staff's plan as proposed met that

direction.

Mr. Carlson noted the proposed plan would reduce the number of FTEs at the golf course by 0.75.

Councilmember Piekarski Krech questioned if a supervisor could make the same amount as a subordinate employee in terms of the compensation plan.

Ms. Teppen explained there was no law in place that would prevent that scenario from happening.

Dian Piekarski, 7609 Babcock Trail, questioned how the City was saving money if the costs were just being shifted from one division to another. She stated the reorganization would not reduce the amount of staff and reflected a plan to increase the total number of employees in the future.

Mr. Carlson explained in the short term there were currently two (2) positions that were vacant and would remain vacant until the plan was fully implemented. He noted the proposed plan would not be fully implemented, and the potential for additional cost savings in the future would not be achieved until retirements occur within the various divisions.

Mayor Tourville reiterated the goal was to save in the Golf Course fund and the proposed plan achieved that goal. He noted the total number of employees at the golf course was reduced by 0.75 FTE.

Councilmember Piekarski Krech questioned if the vacant position and new position budgeted for in the reorganization plan were included in the final 2014 budget. She stated it was not clear what the positions were and where they fell in the budget.

Dian Piekarski opined the plan was not saving taxpayers any money, only the golf course.

Mayor Tourville explained the 0.75 FTE reduced at the golf course was being shifted to fill an existing vacant position in parks and recreation.

Dian Piekarski questioned if this was the kind of savings that the Council expected.

Mayor Tourville stated staff met the directive to save \$60,000 in salary and benefits at the golf course.

Councilmember Piekarski Krech stated she needed to see a better delineation of what everything is in the proposed reorganization because it seemed more complicated now than it did at the meeting in December. She opined she did not have a handle on how things would operate and asked for further explanation of how the cross-functional teams would work and what exactly was changing in the reorganization. She noted the plan was not as clear or as transparent as she would have liked it to be.

Mayor Tourville suggested that staff prepare additional information for further discussion in March.

Councilmember Bartholomew stated staff followed the directive to reduce the amount of staff at the golf course to achieve the targeted cost savings. He explained they had an opportunity to fill an open position in parks and recreation.

Councilmember Piekarski Krech stated staff did not fill an open spot that was there, they simply created a different hierarchy. She noted there would still be an open position that would remain vacant.

Mayor Tourville noted there had been number of years in which positions were budgeted for and left vacant.

Mr. Carlson clarified there had been a vacant maintenance position since June. The proposed reorganization would create another open position.

Mayor Tourville questioned if it was possible to save more than 0.75 FTE at the golf course through allocations to other departments.

Mr. Carlson stated there could be potential opportunities but the details were not completely known at this point.

Councilmember Piekarski Krech stated she wanted to see a break down of what people would be doing in the proposed reorganization, position descriptions, and how positions would serve multiple functions and still achieve the required level of service.

Mr. Carlson stated he could put together some general position descriptions by March 3rd

Allan Cederberg, 1162 82nd St. E., stated the City of St. Paul went to professional management for their public courses. He suggested the City outsource management of Inver Wood to solve operational problems and save money.

Mayor Tourville stated privatization of golf course management had worked out in some cities and not others. He noted the City of St. Paul had not yet made a final decision regarding their course. He stated it would likely be discussed by the Council in the future for consideration.

Dennis Schueller stated he hoped the proposed changes would bring about new ideas at Inver Wood including changes in programming to help the course move forward with a better financial situation in future. He encouraged staff to think outside the box and be willing to try new ideas that have been implemented at other courses. He opined he was not in favor of the changes if the same management philosophy would be retained. He stated the City needed to make the course more marketable and profitable because the course could not continue to lose financially. He commented that golfers may come back to the course if different programming options were implemented.

Mayor Tourville stated 2014 would be the first year without a debt service payment for the golf course. He noted staff would bring forward suggestions for changes in programming and operations.

Mark Borgwardt, Parks Superintendent, stated the Parks Commission recommended outsourcing and privatizing management of the course. He explained he was confused at the conflicting direction being given to staff and questioned what the process would be going forward. He questioned if the Council wanted staff to proceed with the reorganization while exploring privatization options.

Mayor Tourville stated there had not been a regular Council meeting since the last Parks Commission meeting. He noted a report from the last Parks Commission meeting would be provided to the Council. He explained privatization options would likely be explored but may not be implemented for 2014. He noted the Council had already briefly discussed potentially issuing a RFP for private management for the 2015 season.

Councilmember Bartholomew questioned if the golf course supervisor would have input on the policies and programs at Inver Wood.

Mr. Carlson stated the golf course supervisor was a maintenance position. The golf/guest services position would develop policies and programming for Inver Wood.

Mr. Lynch clarified that would be done in conjunction with the City Administrator and Parks and Recreation Director.

Dian Piekarski questioned if staff had received clear direction regarding implementation of different programming options at Inver Wood.

Mayor Tourville stated staff would bring back job descriptions on the new positions in the reorganization with salary information. He opined it would be difficult from a timing perspective to put together a RFP for outsourcing management of the course in time for the 2014 season. He noted staff and the Council would still have time to implement programming and rate changes for the 2014 season.

Mr. Carlson stated he would bring back position descriptions and allocation information on March 3rd and depending on the outcome of the discussion, Council could then direct staff to provide information on topics such as programming and rates.

Councilmember Mueller stated he attended the Parks Commission meeting in St. Paul to hear about their RFP for outsourcing management of their courses. He stated all of their employees would be absorbed after outsourcing except two (2) positions. He stated he would be in favor of trying to privatize management of Inver Wood for the 2014 season and questioned if the Council was interested in the same.

Councilmember Bartholomew stated there may be opportunity to look at a RFP for the 2014 season. He suggested staff contact St. Paul to review their RFPs.

Mayor Tourville opined looking at an RFP for 2014 may be detrimental to the attitude and morale of the employees.

Councilmember Piekarski Krech opined that saying an RFP would be looked at for 2015 would affect the employees anyway.

Councilmember Bartholomew stated staff could make cursory calls to the companies that responded to St. Paul's RFP to gauge the feasibility and interest of doing the same thing in Inver Grove Heights for the 2014 season.

Mr. Carlson stated he wanted to take the time to make sure the RFP was developed in manner that would best serve the City and Inver Wood. He noted the City's facilities were totally different than the situation in St. Paul. He explained staff could not just copy the RFP from St. Paul and expect the results to be the same.

Councilmember Bartholomew stated staff could use St. Paul's RFP as a roadmap and opined there was no reason why a city government could not put together a RFP in 60-90 days.

Mr. Carlson advised against changing management of the course in the middle of the season.

Councilmember Bartholomew suggested staff contact the companies to see if an RFP could be completed in time for the 2014 season.

Councilmember Madden stated he was in favor of looking at RFP, but did not want to rush through process. He stated staff needed to analyze the situation and take time to come up with an RFP that would fit what the City wanted and needed.

Councilmember Bartholomew opined it would not hurt to talk to companies and look into possibility of developing an RFP for 2014.

Mayor Tourville opined staff needed to study the development of an RFP for privatization of management further. He did not feel it would be smart to rush the process to push for an RFP for the 2014 season.

Jim Huffman, 4237 Denton Way, stated the Parks and Recreation Advisory Commission discussed establishment of a task force comprised of several PRAC commissioners, staff, and a couple members of City Council to look at the possibility of outsourcing management of the course.

Mr. Borgwardt questioned why Council wanted to proceed with the reorganization if it was possible that management of the golf course would be privatized for the 2014 season. He stated going through the exercise of reorganization would be disruptive to staff. He noted the Parks Maintenance division was already short 1.0 FTE. He expressed disappointment that the reorganization eliminated the job of lead worker because the individual currently in that position worked hard to obtain that title and position.

Mr. Carlson explained the 2014 reorganization included a number of changes to position titles. The individual being discussed would still have a position that would be paid at the same wage. Once plan is fully implemented that individual would be in line to likely become the Parks Supervisor.

Mr. Huffman questioned what would happen to the Parks Superintendent position.

Mr. Carlson stated the position title would change to Parks Supervisor.

Mayor Tourville stated the Council needed to see which positions would change and where they would end up in the reorganization. He noted one scenario needed to consider an RFP for private management in 2015.

Mr. Carlson clarified he would bring back allocation information, position descriptions, and an explanation of the changes to be implemented in the reorganization for the meeting on March 3rd.

Councilmember Mueller questioned if there was a consensus develop an RFP for the 2014 season.

Councilmember Piekarski Krech stated there was consensus to consider developing an RFP, but not necessarily for the 2014 season.

3. ADJOURN

Motion by Madden, second by Piekarski Krech, to adjourn. The meeting was adjourned by a unanimous vote at 8:34 pm.

DRAFT

**INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, JANUARY 27, 2014 - 8150 BARBARA AVENUE**

CALL TO ORDER/ROLL CALL The City Council of Inver Grove Heights met in regular session on Monday, January 27, 2014, 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, City Attorney Kuntz, Public Works Director Thureen, Community Development Director Link, Finance Director Smith, Parks and Recreation Director Carlson, Chief Stanger, Chief Thill, and Deputy Clerk Kennedy

3. PRESENTATIONS:

Chief Stanger introduced the two (2) newest officers in the Police Department, Tyson Rainey and Eric Streff-Howe.

Officer Rainey graduated from Ridgewood College in Hutchinson, MN with an Associate's Degree in Law Enforcement. He completed his skills training through Alexandria Technical and Community College. He had previous police experience as an officer in Hutchinson and his official start date in Inver Grove Heights was September 16, 2013. He was recently released from the department's field training program and was officially out on solo patrol in the City.

Officer Streff-Howe graduated from St. Cloud State University with a Bachelor's Degree in Criminal Justice. He also completed his skills training through Alexandria Technical and Community College. He had previous police experience as an officer in Montgomery, MN. His official starting date was January 28, 2014 on which he would begin the department's field training process.

Chief Stanger recognized several officers who received awards of honor at the Dakota County Chiefs of Police Association awards ceremony in September of 2013. Officer Joe Boche along with former Inver Grove Heights (now Bloomington) Officer Chris Wegner received awards of honor for placing themselves in imminent danger as they talked down a suicidal male who was holding a firearm in January of 2012. Officers Joe Robertson and Eric Bohrer received awards of honor for risking their personal safety when they were fired upon while responding to a "shots fired" call from a citizen in March of 2012. In addition to their awards of honor each officer would also receive a commendation for their work.

Councilmember Madden stated the "shots fired" call was a very dangerous situation and he felt both officers' handled the situation very well to apprehend the individual quickly. He thanked the officers for their service.

Mayor Tourville welcomed the new officers to the City and thanked the officers who received awards.

Chief Thill three (3) of the six (6) new paid-on-call firefighter recruits who just started their training in the past month. She explained the department was fortunate enough to find six (6) individuals who already had either previous training or experience in firefighting, emergency medical services, or emergency management.

Anthony LaForte was an Inver Grove Heights Fire Explorer for four (4) years and completed firefighter training while serving in that capacity. Anthony's father is a retired member of the Inver Grove Heights Fire Department.

Evan Bohlman completed Emergency Medical Technician training. His father is a Firefighter Engineer for the city of Lakeville.

Jason Colvin is a certified Emergency Medical Technician. He also works with a private ambulance service responding to calls and serving as a Field Training Officer. His past experience includes emergency medical response and treatment as well as dispatch training.

Merrisa McLoughlin previously worked with the Inver Grove Heights Fire Department and completed firefighter training. She resigned in 2011 to return to school and concentrate on her studies. Since that time she completed paramedic training and received certification. She now works as a paramedic with a private ambulance company.

Brian Fier previously served as a paid-on-call firefighter in Iowa for seven (7) years. He is certified as both a firefighter and a paramedic. He completed his Bachelor's degree in emergency management.

Dejanira Arreola is a certified Emergency Medical Technician. She currently works for another fire department as an EMT and teaches first aid and CPR.

Mayor Tourville congratulated the new recruits and welcomed them to the City.

4. CONSENT AGENDA:

Citizen Allan Cederberg requested Item 4A(i) be removed from the Consent Agenda.

Councilmember Piekarski Krech removed Item 4A(ii) and Item 4C from the Consent Agenda.

B. Resolution No. 14-04 Approving Disbursements for Period Ending January 22, 2014

D. Approve Therapeutic Massage Licenses

E. Approve Adjustment to City Administrator Salary for 2014

F. Personnel Actions

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

Ayes: 5

Nays: 0 Motion carried.

A. i) Minutes – December 16, 2013 Special City Council Meeting

Allan Cederberg, 1162 82nd St. E., opined that the document presented to the Council for approval was not official minutes of the meeting. He referenced Minnesota Statute 13D.05 and opined that the City Council, acting as the public body, should have prepared the minutes of the meeting, not the City Administrator. He asked that the Council void the document that was presented for approval.

The Council did not agree with Mr. Cederberg's contention.

Mayor Tourville stated a summary of the meeting was prepared and presented for approval of the Council. He explained the City Administrator put the summary together and distributed it to the Council for review and comment prior to the item being placed on the agenda.

Mr. Kuntz explained the statute referenced by Mr. Cederberg states at the regular meeting the public body shall summarize its conclusions regarding the evaluation. He stated the requirement could be fulfilled by the public body adopting the summary that was provided. He noted the intent of the statute was for the Council to adopt the summary regardless of who authored it.

Mr. Cederberg questioned what the conclusion of the review was.

Councilmember Piekarski Krech stated the conclusion was reflected in the summary.

Mayor Tourville stated no letter grade was given. The review included items that were good and identified areas for improvement. He noted Mr. Lynch was still the City Administrator.

Councilmember Bartholomew stated the summary was provided to the Council weeks in advance to provide the Council with an opportunity to change or correct them. He explained there was good discussion on weaknesses and strengths at the meeting and the City Administrator had a very good review. He noted the summary accurately reflected what was discussed.

Motion by Madden, second by Piekarski Krech, to approve the minutes of the December 16, 2013 Special City Council Meeting

Ayes: 5

Nays: 0 Motion carried.

A. ii) Minutes – January 13, 2014 Regular City Council Meeting

Councilmember Piekarski Krech stated she would abstain from voting because she was absent from the

meeting.

Motion by Madden, second by Mueller, to approve the minutes of the January 13, 2014 Regular City Council Meeting

Ayes: 4

Nays: 0

Abstain: 1 Motion carried.

C. 2014 Legislative Agenda

Councilmember Piekarski Krech stated she received several calls regarding the “Eminent Domain” item listed under “Legislative Initiatives”. She explained people were concerned that the City was going to ask the Legislature to exercise eminent domain the way it used to be done. She opined the City needed to ensure that people’s rights were preserved and that the process was equitable.

Mayor Tourville opined there was probably no chance for eminent domain to change in the State.

Motion by Madden, second by Bartholomew, to approve the 2014 Legislative Agenda

Ayes: 5

Nays: 0

Motion carried.

5. PUBLIC COMMENT:

6. PUBLIC HEARINGS:

A. CITY OF INVER GROVE HEIGHTS; Consider Resolution Ordering the Project, Approving Plans and Specifications, and Authorizing Advertisement for Bids for the 2014 Pavement Management Program, City Project No. 2014-09D, College Trail Reconstruction and Barbara Avenue Partial Reconstruction

Mayor Tourville explained staff recommended that the hearing be continued to the second meeting in February to respond to a request that notification of the project be sent to property owners in a larger area surrounding the proposed project. He noted an additional neighborhood informational meeting was also scheduled.

Mr. Thureen stated he received a call last Wednesday from an individual who expressed concern that a larger area of property owners should be notified of the proposed project. In accordance with legal notification requirements staff had already notified property owners adjacent to or who could potentially be affected by the project. There was a desire to have a larger area of residents notified to address questions and concerns related to the proposed sidewalk/trail. Staff suggested Council open the hearing, take testimony from those in attendance, and continue the hearing to February 24, 2014.

Councilmember Madden opined it was wise to expand the notification area because there was a lot of interest in the proposed project and it was important that the City hear from interested residents.

Allan Cederberg, 1162 82nd St. E., questioned why the City was not following the procedure outlined in Minnesota Statutes Chapter 429.

Mr. Kuntz explained the City was following the Chapter 429 process. An extensive feasibility report was prepared and formally received by the Council by resolution. At the same time the Council directed staff to prepare the notice of public hearing. The project was submitted to the Planning Commission for a determination that it is consistent with the Comprehensive Plan. The third step, the public improvement hearing, was to be held at this particular meeting and would be continued to the meeting on February 24th. The preliminary schedule indicated that if the Council ordered the project, bids would be received and not long after that step the Council would intend to hold the assessment hearing.

Mr. Cederberg questioned if the Council was aware of how much the City would have to contribute towards the project if it was approved.

The City Council responded in the affirmative.

Mr. Cederberg questioned why properties on the south side were not proposed to be assessed.

Mayor Tourville explained properties on the south side were not proposed to be assessed because the properties did not front the proposed street improvements.

Councilmember Piekarski Krech stated those properties did not have direct access.

Laurie Hansen, 8265 College Trail, questioned if the proposed drainage improvements were designed to collect in the pond behind Simley High School. She expressed concern with the quality of the water in the pond because it has deteriorated in the last several years.

Mr. Thureen stated staff could meet with the property owner to go through the plans and review the details.

Sindy Goodwill, 8271 College Trail, questioned if the Council would be in attendance at the next neighborhood meeting.

Mayor Tourville stated Council members do not typically attend neighborhood meetings.

Ms. Goodwill questioned how the Council would get feedback from residents on the project.

Councilmember Piekarski Krech explained staff provides the Council with summaries of the neighborhood meetings detailing who spoke and what their questions and comments were.

Kris Kellogg, 8275 College Trail, questioned how the project would impact school bus routes.

Mr. Thureen explained staff coordinated bus access with the school district to ensure service would not be interrupted during the school year.

Motion by Madden, second by Piekarski Krech, to continue the public hearing to February 24, 2014 at 7:00 pm

Ayes: 5

Nays: 0 Motion carried.

7. REGULAR AGENDA:

COMMUNITY DEVELOPMENT:

A. VINCE NONNEMACHER; Consider Resolution relating to a Variance to Construct a New Home on a Vacant Lot that does not meet the Minimum Lot Size Requirements for property located at 7929 Argenta Trail

Mr. Link reviewed the location of the property. The request was for a variance from minimum lot size requirements. He explained the property was currently vacant and the property owner would like to construct a new home. The lot is an existing lot of record and within the zoning district the minimum lot size is 3.5 acres. The property was just short of the minimum lot size at 3.45 acres. The lot was reduced in size when the County acquired right-of-way through the middle of the property, causing the lot to fall below the minimum lot size requirements. The plan included a stormwater pond on the western portion of the property and the driveway would be located on the western property line with access to Argenta Trail. Mr. Link explained because the difficulty was created by government action, the size of the variance was very small, the variance was needed for reasonable use of the property, and the plan met the standards for the Northwest Area, Planning staff recommended approval of the request. The Planning Commission also recommended approval of the variance.

Councilmember Piekarski Krech questioned if the property would be on a well and septic system.

Mr. Link responded in the affirmative.

Councilmember Madden questioned if the applicant was in agreement with the conditions of approval.

Vince Nonnemacher, 7929 Argenta Trail, responded in the affirmative.

Councilmember Piekarski Krech stated she was concerned by the fact that eventually the area would have City utilities and the home would be on a well and septic system. She questioned if a condition could be added that the property owner would agree to not contest any future assessments for the extension of

utilities into the area.

Mr. Kuntz stated the City should not impose such a condition because there was no benefit analysis for the property and it would be unfair to ask the property owner to give up his right to appeal an assessment without that information available.

Motion by Madden, second by Mueller, to adopt Resolution No. 14-05 approving a Variance to construct a new home on a Vacant Lot that does not meet the minimum lot size requirements for property located at 7929 Argenta Trail

Ayes: 4

Nays: 1 (Piekarski Krech) Motion carried.

B. MARY T'KACH; Consider Resolution relating to a Variance to allow a 42 inch high solid fence within the front yard setback whereas code requires minimum 75% clear visibility on front yard fences for property located at 1987 80th Street

Mr. Link reviewed the location of the property. The property owner's previous variance requests were denied and a revised proposal was submitted for Council's consideration. The proposed fence complied with setback and height requirements. The request was for a solid fence in the front yard. City Code requires front yard fences to be 75% clear, primarily for public safety reasons. The applicant would like to have a solid fence to mitigate the light from the community center across the street and noise from the traffic along 80th Street. The fence would be outside of sight lines along 80th Street and the visibility leaving the residence would not be impaired. Planning staff was concerned that this would be the only solid fence in a front yard in the neighborhood. He noted precedent was also a concern because there were many instances throughout the City in which homes were located across the street from churches, schools, or businesses that generate both noise and light that could negatively impact a neighborhood. Planning staff also found the request to be a matter of convenience rather than necessity as the fence is not needed for reasonable use of the property. Both Planning staff and the Planning Commission recommended denial of the request.

Mary T'Kach, 7848 Babcock Trail, stated the difficulty was created when the County took 32 feet from the front yard of the property. She opined if that had not occurred the variance would not be required.

Mayor Tourville clarified whether or not the County took frontage from the property the issue was the 75% clear visibility requirement for the fence was not met in the proposal that was submitted.

Ms. T'Kach stated the last time she presented the request there were a lot of suggestions as to how to soften the design and reduce the height of the fence. She opined that her revised proposal considered those suggestions and reflected a 42" high fence set on a berm that would be landscaped on the street side. She referenced the minutes from the Council meeting on September 10, 2012 in which a variance was granted for a solid fence that would encroach onto the front yard of a property located on Cooper Avenue. She explained the Council cited reasons for approval of the variance including security and screening of the property. She stated none of her neighbors opposed the request.

Mayor Tourville stated they were back to the issue of setting a precedent for allowing a solid fence in the front yard. He clarified that the request referenced for the property along Cooper Avenue was not a similar circumstance because the property was a corner lot. He explained a practical difficulty had to be identified to grant the variance.

Councilmember Mueller questioned what was meant by the term solid.

Councilmember Piekarski Krech stated it related to the ability to see through the fence based on the materials that were used to construct it. She explained a wood fence would be solid compared to a chain link fence.

Councilmember Madden stated the issue was the opaqueness of the fence.

Councilmember Mueller questioned why the hardship could not be the light and noise from the community center and the traffic along 80th Street.

Mayor Tourville stated the difficulty would be distinguishing between this application and future applications from property owners who want solid fences in their front yards. The issue was setting a precedent for how future requests would be handled.

Ms. T’Kach opined there were not many people seeking a variance for a 42-inch high fence.

Galena Schirmer, 1987 80th St. E., stated she lived at the residence with her two (2) small children. She opined the difference between being across from the community center and a business or a church was that the noise, traffic, and light were a constant presence almost 24 hours a day.

Mayor Tourville stated everyone understood the concerns. He questioned if a variance would be needed if a fence that met the clear visibility requirement was constructed and landscaping was also used to further buffer the property from noise and light.

Mr. Link stated if it was not a solid fence and met the code requirement for clearness a variance would not be required. He noted landscaping would not require a variance either.

Councilmember Piekarski Krech questioned if a picket fence would meet the requirement.

Mr. Link stated it was not likely that a picket fence would work because ordinance requires the fence to be 75% clear.

Ms. T’Kach stated a picket fence would not mitigate the noise. She explained if the County had not taken 32 feet from her property she would be able to put up a 42 inch high fence without the variance because she would be able to meet the setback requirements.

Mr. Link confirmed the restriction on the solid fence was only in the 30 feet from the right-of-way back onto the property. He explained a house that was setback 60 feet could build a solid fence at the 30 foot setback. He noted the stipulation only applied to that distance within 30 feet of the right-of-way. He stated the purpose of the regulation was two-fold. The first was for aesthetics and design to maintain a certain appearance or attractiveness as you drive down the street. The second was for public safety to ensure there are no obstructions that would block drivers’ visibility.

Mayor Tourville clarified the applicant could construct the solid fence 31 feet from the right-of-way.

Mr. Link responded in the affirmative. He stated the house was setback 33 feet from the right-of-way. The applicant could put up a solid fence 3 feet in front of the house without a variance.

Ms. T’Kach stated her proposal was to build the fence 15 feet from the right-of-way so she would be 15 feet shy of meeting the setback requirement. She reiterated if the County had not taken the additional 32 feet from her property she would have had 47 feet to work with and would not need a variance for the fence.

Councilmember Piekarski Krech stated if the only issue was related to the 30 foot setback requirement she would be more amenable to considering the request because she could not imagine many other people would want to construct a solid fence that close to their home.

Mayor Tourville stated he was still concerned about setting a precedent for future requests.

Councilmember Mueller questioned if the applicant would consider building the fence 20 feet from the right-of-way.

Ms. T’Kach stated that would be better than not being allowed to construct the fence.

Mayor Tourville explained the Council needs to determine if they want to allow solid fences in the front yard.

Councilmember Piekarski Krech stated the question was does the City want solid fences less than 30 feet from the property line. She noted the City would already allow a solid fence to be constructed at 30 feet.

Mayor Tourville suggested tabling the item to see if something could be worked out. He stated it may be easier if the applicant could provide some information to show what the fence would look like at 15 feet and at 20 feet.

Motion by Tourville, second by Mueller, to table consideration of the variance request to March 10, 2014**Ayes: 5****Nays: 0 Motion carried.****PARKS AND RECREATION:****C. CITY OF INVER GROVE HEIGHTS;** Consider First Reading of an Ordinance Amendment to Title 11 Chapter 4 of the City Code (Subdivision Regulations) relating to Updating Park Dedication Rates

Mr. Carlson explained in 2012 the State Legislature changed some of the park dedication statutes and the proposed ordinance amendment was an effort to ensure that the City's regulations complied with those set forth in statute. Slight revisions were proposed with respect to land dedication. With respect to cash dedication the City would generally see a decrease in the amount of cash it would receive if that was requested of the developer at the time of final plat. He noted the cash values were tied to land values. The reduction in land values that had been experienced since 2007 precipitated the proposed reductions in cash dedication. A resolution was drafted that identified the formula that was used to calculate the fees.

Councilmember Bartholomew stated the cash dedication for the R-3C15 unit was based on the number of units.

Mr. Carlson replied in the affirmative. He explained if a developer comes in and the City does not want to receive a land dedication the amount of the cash dedication would be based on the number of units.

Councilmember Piekarski Krech questioned if the 15 units was just an example.

Mr. Carlson stated that would be the density per acre in a R-3C development.

Councilmember Piekarski Krech questioned how the proposed fees compared with those of other cities.

Mr. Carlson stated the cash dedication correlated to the value of the land and was not necessarily meant to be comparable to other cities.

Councilmember Piekarski Krech stated land values within the City varied greatly.

Mr. Carlson stated in their analysis staff had to make a judgment call and provide a justification for the fees that were set forth. He explained State statute dictated what the park dedication formulas could be.

Councilmember Piekarski Krech stated the City had been criticized in the past because the park dedication fees were so much higher than other communities.

Mayor Tourville suggested that staff could put together information on park dedication fees in surrounding cities for the second reading.

Councilmember Piekarski Krech stated the information should go out to the business community and the Chamber of Commerce.

Motion by Mueller, second by Bartholomew, to adopt First Reading of an Ordinance Amendment to Title 11, Chapter 4 of the City Code (Subdivision Regulations) relating to Updating Park Dedication Rates**Ayes: 5****Nays: 0 Motion carried.****FINANCE:****D. CITY OF INVER GROVE HEIGHTS;** Approve Carryover of Public Safety Contributions and Donations Received but Unspent to the 2014 Budget

Ms. Smith stated in prior years the list of donations and contributions were received totaling \$76,792.38. The funds would be used for one-time purchases that would not require ongoing maintenance. She

reviewed some of the items that would be purchased for use in the Police and Fire departments.

Motion by Madden, second by Piekarski Krech, to adopt Resolution No. 14-06 approving carryover of Public Safety contributions and donations received but unspent to the 2014 budget

Ayes: 5

Nays: 0 Motion carried.

ADMINISTRATION:

E. CITY OF INVER GROVE HEIGHTS; Consider Third Reading of an Ordinance Amending Inver Grove Heights City Code Title 4, Chapter 1, Articles A, B, C, and D related to Alcoholic Beverages

Mr. Kuntz stated no changes had been made to the proposed ordinance amendment since the second reading.

Ms. Kennedy stated all liquor license holders were notified of the proposed changes and invited to an informational meeting that was held at City Hall. Feedback was received from three (3) license holders and the majority of the questions were general in nature and were addressed by staff. She noted several comments related to the current fee structure and advised the Council that fees were set annually by separate resolution and were not affected by the proposed ordinance amendments.

Motion by Madden, second by Mueller, to adopt Ordinance No. 1276 amending Inver Grove Heights City Code Title 4, Chapter 1, Articles A, B, C, and D related to Alcoholic Beverages

Ayes: 5

Nays: 0 Motion carried.

8. MAYOR & COUNCIL COMMENTS:

9. EXECUTIVE SESSION:

A. Update on Property Acquisitions

Mr. Kuntz stated the statute that allowed the Council to meet in closed session was Minnesota Statute 13D.05 subd. 3(c). The properties to be discussed were: 4343 65th Street, 6140 Doffing Avenue, 6455 Doffing Avenue, 6845 Dixie Avenue, 6836 Dickman Trail, the River Country Cooperative property, 6639 Concord Boulevard, Dakota County CDA property generally located on the 6300 block of Concord Street, and the Gun Club property.

10. ADJOURN: Motion by Mueller, second by Bartholomew, to adjourn. The meeting was adjourned by a unanimous vote at 9:45 p.m.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: February 10, 2014
 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 January 23, 2014 to February 5, 2014.

SUMMARY

Shown below is a listing of the disbursements for the various funds for the period ending February 5, 2014. The detail of these disbursements is attached to this memo.

General & Special Revenue	\$438,158.65
Debt Service & Capital Projects	5,107,553.16
Enterprise & Internal Service	386,274.20
Escrows	410.24
	<hr/>
Grand Total for All Funds	<u><u>\$5,932,396.25</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 January 23, 2014 to February 5, 2014 and the listing of disbursements requested for approval.

DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE
PERIOD ENDING February 5, 2014**

WHEREAS, a list of disbursements for the period ending February 5, 2014 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	\$438,158.65
Debt Service & Capital Projects	5,107,553.16
Enterprise & Internal Service	386,274.20
Escrows	410.24
Grand Total for All Funds	<u><u>\$5,932,396.25</u></u>

Adopted by the City Council of Inver Grove Heights this 10th day of February, 2014.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk



Expense Approval Report

By Fund

Payment Dates 1/23/2014 - 2/5/2014

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
360 COMMUNITIES	1/22/14	01/29/2014	29TH ANNUAL DOMESTIC ABUSE	101.42.4000.421.50080	180.00
AFSCME COUNCIL 5	INV0026222	01/24/2014	UNION DUES (AFSCME FAIR SHA	101.203.2031000	26.84
AFSCME COUNCIL 5	INV0026223	01/24/2014	UNION DUES (AFSCME FULL SH/	101.203.2031000	681.36
AFSCME COUNCIL 5	INV0026224	01/24/2014	UNION DUES (AFSCME FULL SH/	101.203.2031000	60.12
AMERICAN PUBLIC WORKS ASSOCIATIO	11180	01/29/2014	APWA RENEWAL	101.43.5000.441.50070	912.50
ARROW MOWER, INC.	25500	01/29/2014	GROVEINVE	101.43.5200.443.60016	69.56
ARROW MOWER, INC.	25506	02/05/2014	6594	101.42.4200.423.40042	14.11
AT & T MOBILITY	2872377109X1122014	02/06/2014	287237771092	101.41.1000.413.50020	75.00
AT & T MOBILITY	2872377109X1122014	02/06/2014	287237771092	101.43.5100.442.50020	30.00
AVCAM	2014 RENEWAL	02/05/2014	COREY THOMAS	101.42.4000.421.50070	30.00
BATTERIES PLUS	030-594637	12/31/2013	C-1034	101.43.5200.443.60016	30.98
BATTERIES PLUS	030-590062	12/31/2013	C-1034	101.42.4200.423.40042	305.15
BITUMINOUS ROADWAYS, INC.	21713	12/31/2013	35265	101.43.5200.443.40046	32,199.01
BLOOMINGTON SECURITY SOLUTIONS II	S84680	12/31/2013	12/27/13	101.44.6000.451.40040	176.34
CA DEPT OF CHILD SUPPORT SERVICES	INV0026225	01/24/2014	MIGUEL GUADALAJARA FEIN/TA;	101.203.2032100	279.69
CARLSON CLEANING	12/27/13	12/31/2013	CARPET CLEANING	101.42.4200.423.30700	484.80
CEMSTONE PRODUCTS COMPANY	6022125	02/05/2014	9021	101.43.5200.443.60016	164.61
CEMSTONE PRODUCTS COMPANY	6022095	01/29/2014	9021	101.43.5200.443.60016	118.29
CENTURY LINK	1/19/14 651 455 9072 782	02/05/2014	651 455 9072 782	101.42.4200.423.50020	41.46
CENTURY LINK	1/7/14 651 451 0205 745	01/29/2014	651 451 0205 745	101.44.6000.451.50020	58.94
CITY ENGINEERS ASSOC OF MINNESOTA/	1/23/14	02/06/2014	RENEWING MEMBERSHIP	101.43.5000.441.50070	60.00
CITY OF FARMINGTON - MAAG	2014 DUES	01/29/2014	2014 MAAG DUES INVER GROVE	101.42.4000.421.50070	8,300.00
CITY OF FARMINGTON - MAAG	2013 FORT MCCOY SWAT	12/31/2013	2013 FORT MCCOY SWAT	101.42.4000.421.50075	191.10
CITY OF MINNEAPOLIS RECEIVABLES	400413004473	01/29/2014	612005356	101.42.4000.421.30700	2,006.10
COIT COMMERCIAL SERVICES	M-722315	12/31/2013	12/26/13	101.42.4200.423.30700	1,010.00
COLLINS ELECTRICAL CONST.	1430047.01	01/29/2014	1/13/14	101.43.5200.443.40046	348.00
CRESTLINE SPECIALTIES CO INC	H162117500058	02/05/2014	0007450024	101.42.4000.421.60006	2,382.41
DAKOTA COMMUNICATIONS CENTER	IG2014-02	02/06/2014	1/16/14	101.42.4000.421.70502	42,672.60
DAKOTA COMMUNICATIONS CENTER	IG2014-02	02/06/2014	1/16/14	101.42.4200.423.70501	4,741.40
DAKOTA CTY FINANCIAL SVCS	000085995	12/31/2013	2013 CJIIN FEE	101.42.4000.421.70501	26,358.04
DAKOTA CTY FINANCIAL SVCS	OCT 13	12/31/2013	RADIO SUBSCRIBER FEES OCT 2	101.42.4000.421.70501	1,306.48
DAKOTA CTY FINANCIAL SVCS	OCT 13	12/31/2013	RADIO SUBSCRIBER FEES OCT 2	101.42.4200.423.30700	1,376.47
DAKOTA CTY FINANCIAL SVCS	OCT 13	12/31/2013	RADIO SUBSCRIBER FEES OCT 2	101.43.5200.443.30700	46.66
DAKOTA CTY FINANCIAL SVCS	00009375	12/31/2013	DPC PARTICIPATION/EMERGENC	101.42.4000.421.30700	1,680.00
DAKOTA CTY FINANCIAL SVCS	00009375	12/31/2013	DPC PARTICIPATION/EMERGENC	101.42.4000.421.50070	3,277.00
DAKOTA CTY FINANCIAL SVCS	00009375	12/31/2013	DPC PARTICIPATION/EMERGENC	101.42.4200.423.50070	7,360.00
EDGE MARKETING	139065	02/05/2014	35101	101.43.5200.443.60045	179.55
EFTPS	INV0026243	01/24/2014	FEDERAL WITHHOLDING	101.203.2030200	37,793.40
EFTPS	INV0026245	01/24/2014	MEDICARE WITHHOLDING	101.203.2030500	10,790.68
EFTPS	INV0026246	01/24/2014	SOCIAL SECURITY WITHHOLDIN	101.203.2030400	34,156.66
EFTPS	INV0026249	01/24/2014	FEDERAL WITHHOLDING	101.203.2030200	803.83
EFTPS	INV0026251	01/24/2014	MEDICARE WITHHOLDING	101.203.2030500	118.30
EFTPS	INV0026252	01/24/2014	SOCIAL SECURITY WITHHOLDIN	101.203.2030400	505.82
FELIX, KEN	1/27/14	02/06/2014	PLAZA RAMP	101.44.6000.451.50065	24.00
FIRST IMPRESSION GROUP, THE	55655	02/06/2014	4363	101.41.1100.413.50032	2,785.00
GANDER MOUNTAIN COMPANY	M142801	02/06/2014	12/30/13	101.42.4000.421.60040	910.00
GENESIS EMPLOYEE BENEFITS ACH ONI	INV0026228	01/24/2014	HSA ELECTION-FAMILY	101.203.2032500	2,975.07
GENESIS EMPLOYEE BENEFITS ACH ONI	INV0026229	01/24/2014	HSA ELECTION-SINGLE	101.203.2032500	2,855.99
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.41.1100.413.30550	1.09
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.41.2000.415.30550	2.32
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.42.4000.421.30550	12.89
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.43.5000.441.30550	1.09
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.43.5100.442.30550	3.27
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.44.6000.451.30550	2.79
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.45.3000.419.30550	0.98
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	101.45.3300.419.30550	2.18
GREAT RIVER GREENING	2173	12/31/2013	INVERGROVE	101.44.6000.451.40047	750.00
HILLYARD INC	601013046	02/05/2014	274086	101.42.4200.423.60011	104.12
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0255 48	12/31/2013	6035 3225 0255 4813	101.42.4200.423.60011	19.94
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0255 48	12/31/2013	6035 3225 0255 4813	101.42.4200.423.60040	298.98
ICMA RETIREMENT TRUST - 457	INV0026230	01/24/2014	ICMA-AGE <49 %	101.203.2031400	3,884.73
ICMA RETIREMENT TRUST - 457	INV0026231	01/24/2014	ICMA-AGE <49	101.203.2031400	3,645.00
ICMA RETIREMENT TRUST - 457	INV0026232	01/24/2014	ICMA-AGE 50+ %	101.203.2031400	1,110.96
ICMA RETIREMENT TRUST - 457	INV0026233	01/24/2014	ICMA-AGE 50+	101.203.2031400	5,371.48
ICMA RETIREMENT TRUST - 457	INV0026234	01/24/2014	ICMA (EMPLOYER SHARE ADMIN	101.203.2031400	72.23

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ICMA RETIREMENT TRUST - 457	INV0026241	01/24/2014	ROTH IRA (AGE 49 & UNDER)	101.203.2032400	482.70
INFINITY WIRELESS	34538	01/29/2014	15755	101.42.4200.423.40042	210.88
INFINITY WIRELESS	34582	02/05/2014	1/24/14	101.42.4200.423.40042	105.00
INVER HILLS COMMUNITY COLLEGE	1/25/14	01/29/2014	1/25/14 8:00-12:30	101.42.4200.423.30700	420.00
ISA	2014 MEMBERSHIP	01/29/2014	2014 MEMBERSHIP B. SWOBOD	101.44.6000.451.50070	170.00
KTEE SAFETY GEAR INC	36372	12/31/2013	1892	101.43.5000.441.60045	127.48
L.T.G. POWER EQUIPMENT	173419	12/31/2013	5656	101.44.6000.451.60040	1,147.27
L.T.G. POWER EQUIPMENT	173171	12/31/2013	5656	101.44.6000.451.60065	36.09
LIFELINE TRAINING	11519	12/31/2013	11/5/13	101.42.4000.421.50080	357.00
MADISON NATIONAL LIFE INSURANCE C	1118074	01/29/2014	1012439000000000 FEBRUARY 2014	101.203.2031700	2,508.99
MIDWEST RENEWABLE ENERGY ASSOC	1361266-64537934	02/05/2014	3/7/14 CONFERENCE	101.45.3200.419.50080	198.00
MINNEAPOLIS OXYGEN CO.	171075586	12/31/2013	113504	101.42.4200.423.40042	79.52
MINNEAPOLIS OXYGEN CO.	171077584	12/31/2013	113504	101.42.4200.423.40042	76.95
MINNESOTA DEPARTMENT OF HUMAN S	INV0026226	01/24/2014	RICK JACKSON FEIN/TAXPAYER	101.203.2032100	318.41
MINNESOTA DEPARTMENT OF HUMAN S	INV0026227	01/24/2014	JUSTIN PARRANTO FEIN/TAXPAY	101.203.2032100	484.54
MIRIAM DVORAK	1/24/14	02/06/2014	INPOUND FEE REIMBURSEMENT	101.42.4000.421.70501	78.56
MN DEPT OF REVENUE	INV0026244	01/24/2014	STATE WITHHOLDING	101.203.2030300	15,993.48
MN DEPT OF REVENUE	INV0026250	01/24/2014	STATE WITHHOLDING	101.203.2030300	280.76
MN EROSION CONTROL ASSOCIATION	2014 CONFERENCE REGI	02/05/2014	J. HAWKINS & B. SWOBODA	101.44.6000.451.50080	650.00
MN NCPERS LIFE INSURANCE	2/1/14	02/05/2014	FEBRUARY 2014	101.203.2031600	368.00
MPELRA	1/24/14	02/06/2014	REGISTRATION	101.41.1100.413.50080	75.00
MPFF	2014 CONFERENCE 3/12/14	01/29/2014	E. BERGUM, J. SCHADEGG, J. TH	101.42.4200.423.30700	75.00
MRPA	2014 MEMBERSHIP	02/05/2014	2014 MEMBERSHIP	101.44.6000.451.50070	595.00
MTI DISTRIBUTING CO	938489-00 B	12/31/2013	91180	101.44.6000.451.40047	220.26
MUNICIPAL EMERGENCY SERVICES, INC	43426 12/31/13	12/31/2013	12/31/13	101.42.4200.423.60040	1,232.09
MUNICIPAL EMERGENCY SERVICES, INC	43426 12/31/13	12/31/2013	12/31/13	101.42.4200.423.60045	1,024.79
MUNICIPAL EMERGENCY SERVICES, INC	43426	12/31/2013	12/31/13	101.42.4200.423.60045	7,079.67
MUNICIPALS	1/26/14	02/06/2014	1/26/14	101.41.1100.413.50070	25.00
NATURE CALLS, INC.	20557	12/31/2013	DECEMBER 2013	101.44.6000.451.40065	173.14
NEGOV	07-11138	02/06/2014	LICENSE IE-RENEWAL	101.41.1100.413.30700	3,567.00
NEWMAN SIGNS INC	TI-0268373	12/31/2013	INV001	101.43.5200.443.60016	231.72
NORTH AMERICAN SALT	71094832	02/05/2014	533230/CH900190	101.43.5200.443.60016	16,687.33
NORTH AMERICAN SALT	71096583	02/06/2014	533230/CH900190	101.43.5200.443.60016	11,954.96
NORTH AMERICAN SALT	71097160	02/06/2014	533230/CH900190	101.43.5200.443.60016	4,878.12
PERA	INV0026235	01/24/2014	PERA COORDINATED PLAN	101.203.2030600	29,602.94
PERA	INV0026236	01/24/2014	EMPLOYER SHARE (EXTRA PER)	101.203.2030600	2,368.21
PERA	INV0026237	01/24/2014	PERA DEFINED PLAN	101.203.2030600	57.69
PERA	INV0026238	01/24/2014	EMPLOYER SHARE (PERA DEFIN	101.203.2030600	57.69
PERA	INV0026239	01/24/2014	PERA POLICE & FIRE PLAN	101.203.2030600	10,330.78
PERA	INV0026240	01/24/2014	EMPLOYER SHARE (POLICE & FI	101.203.2030600	15,496.12
PERA	INV0026247	01/24/2014	PERA COORDINATED PLAN	101.203.2030600	509.92
PERA	INV0026248	01/24/2014	EMPLOYER SHARE (EXTRA PER)	101.203.2030600	40.80
PRAIL, RYAN V	1/29/14	02/06/2014	TRAINING	101.42.4000.421.50080	20.00
RCM SPECIALTIES, INC.	3967	12/31/2013	10/22/13	101.43.5200.443.40046	823.24
REED'S SALES & SERVICE	130238	02/05/2014	INCI191	101.42.4200.423.40042	106.13
RIVER HEIGHTS CHAMBER OF COMMER	4350	02/05/2014	1/24/14	101.41.1000.413.50080	15.00
SAFE-FAST, INC.	INV134891	01/29/2014	INVERGRV01	101.43.5200.443.60045	55.60
SAFE-FAST, INC.	INV134526	01/29/2014	INVERGRV01	101.44.6000.451.60045	209.75
SAM'S CLUB	1/23/14 7715 0904 0133 48	02/05/2014	7715 0904 0133 4891	101.42.4200.423.60011	102.86
SAM'S CLUB	1/23/14 7715 0904 0133 48	02/05/2014	7715 0904 0133 4891	101.42.4200.423.60065	195.41
SAM'S CLUB	1/23/14 7715090061845624	02/06/2014	7715090061845624	101.43.5200.443.60016	30.89
SCHROEPFER, WILLIAM	JANUARY 2014	02/05/2014	JANUARY BANK RUNS	101.41.2000.415.50065	32.03
SEACOLE	125278	02/05/2014	INV105	101.44.6000.451.60016	837.83
SHORT ELLIOTT HENDRICKSON, INC.	277031	02/05/2014	4340	101.43.5100.442.30300	511.17
SOUTH ST PAUL ANIMAL HOSPITAL	SEPT-DEC 2013	12/31/2013	SEPT-DEC 2013	101.42.4000.421.70501	1,645.49
SPRINT	842483317-146	01/29/2014	842483314	101.41.1000.413.50020	71.66
SPRINT	842483317-146	01/29/2014	842483314	101.41.1100.413.50020	35.83
SPRINT	842483317-146	01/29/2014	842483314	101.41.2000.415.50020	35.83
SPRINT	842483317-146	01/29/2014	842483314	101.42.4000.421.50020	1,103.59
SPRINT	842483317-146	01/29/2014	842483314	101.42.4200.423.50020	638.46
SPRINT	842483317-146	01/29/2014	842483314	101.43.5000.441.50020	92.72
SPRINT	842483317-146	01/29/2014	842483314	101.43.5100.442.50020	279.99
SPRINT	842483317-146	01/29/2014	842483314	101.43.5200.443.50020	253.42
SPRINT	842483317-146	01/29/2014	842483314	101.44.6000.451.50020	362.16
SPRINT	842483317-146	01/29/2014	842483314	101.45.3000.419.50020	104.31
SPRINT	842483317-146	01/29/2014	842483314	101.45.3300.419.50020	208.23
ST PAUL STAMP WORKS INC	296909	02/06/2014	POLICE	101.42.4000.421.60065	24.05
ST PAUL STAMP WORKS INC	296720	02/05/2014	INVER003	101.42.4200.423.60045	501.31
STREAMLINE DESIGN INC	33914	02/05/2014	1/21/14	101.42.4200.423.60045	264.00
STREICHER'S	1070529	02/06/2014	POLICE	101.42.4000.421.60018	311.76
STREICHER'S	11067262	01/29/2014	285	101.42.4000.421.60018	352.85
TOTAL CONSTRUCTION & EQUIP.	59216	12/31/2013	CIT001	101.44.6000.451.40040	1,582.76
TOTAL CONSTRUCTION & EQUIP.	59252	12/31/2013	CIT001	101.44.6000.451.40040	1,115.50
TRACTOR SUPPLY CREDIT PLAN	100137503	02/06/2014	1/7/14	101.43.5200.443.60045	49.96

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
TRACTOR SUPPLY CREDIT PLAN	100137503	02/06/2014	1/7/14	101.44.6000.451.60040	42.83
TROJE'S TRASH & RECYCLING	27252 OVERPYMT	01/29/2014	REFUND FOR OVERPAYMENT C	101.43.0000.3214000	78.00
TWIN CITIES OCCUPATIONAL HEALTH PC	102161388	02/06/2014	N26-1251001589	101.41.1100.413.30500	215.00
UNIFIRST CORPORATION	090 0189226	01/29/2014	1091948	101.43.5200.443.60045	23.77
UNIFIRST CORPORATION	090 0189226	01/29/2014	1051948	101.44.6000.451.60045	25.41
UNIFIRST CORPORATION	090 0190076	01/29/2014	1051948	101.43.5200.443.60045	23.77
UNIFIRST CORPORATION	090 0190076	01/29/2014	1051948	101.44.6000.451.60045	25.41
UNIFIRST CORPORATION	0900190912	02/06/2014	1/28/14	101.43.5200.443.60045	23.77
UNIFIRST CORPORATION	0900190912	02/06/2014	1/28/14	101.44.6000.451.60045	25.41
UNIFORMS UNLIMITED	190756	02/05/2014	L20500	101.42.4000.421.60045	164.97
UNIFORMS UNLIMITED	191119	02/06/2014	POLICE	101.42.4000.421.60045	547.21
UNIFORMS UNLIMITED	192493	02/06/2014	POLICE	101.42.4000.421.60018	471.00
UNIFORMS UNLIMITED	192260	02/05/2014	114866	101.42.4000.421.60045	942.30
UNITED WAY	INV0026242	01/24/2014	UNITED WAY	101.203.2031300	105.00
VERIZON WIRELESS	9717242953	12/31/2013	642017074-00001	101.42.4000.421.50020	35.01
WAL-MART BUSINESS	1/22/14 6032 2025 3025 71	02/05/2014	6032 2025 3025 7113	101.41.2000.415.70600	5.61
WAL-MART BUSINESS	1/22/14 6032 2025 3025 71	02/05/2014	6032 2025 3025 7113	101.42.4000.421.60065	29.00
XCEL ENERGY	396454939	12/31/2013	51-6431857-4	101.42.4200.423.40010	2,920.62
XCEL ENERGY	396454939	12/31/2013	51-6431857-4	101.42.4200.423.40020	872.37

Fund: 101 - GENERAL FUND

397,164.48

ENSEMBLE CREATIVE & MARKETING	IGH012014	12/31/2013	DECEMBER 2013	201.44.1600.465.50025	11,560.00
XCEL ENERGY CENTER	SPAC0001055	02/06/2014	JAN. FEB. MARCH 2014 ONLINE /	201.44.1600.465.50025	600.00

Fund: 201 - C.V.B. FUND

12,160.00

BROWN, KAREN	1/27/14	02/05/2014	REFUND-SENIOR TRIP LOW ENR	204.227.2271000	63.00
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	204.44.6100.452.30550	0.74
MCWITHEY, SANDY	1/27/14	02/05/2014	REIMBURSE-SENIOR TRIP	204.227.2271000	63.00
MRPA	2014 MEMBERSHIP	02/05/2014	2014 MEMBERSHIP	204.44.6100.452.50070	595.00
SPRINT	842483317-146	01/29/2014	842483314	204.44.6100.452.50020	81.57
TARGET BANK	1/18/14 00028954117	01/29/2014	00028954117	204.44.6100.452.60009	12.98
ZERO GRAVITY ENTERTAINMENT	2/4/14	02/05/2014	DADDY DAUGHTER DATE NIGHT	204.44.6100.452.30700	325.00

Fund: 204 - RECREATION FUND

1,141.29

APEC	119129	02/05/2014	1/15/14	205.44.6200.453.60016	289.05
ARCHETYPE SIGNMAKERS	51137	12/31/2013	1/7/14	205.44.6200.453.80200	216.00
BUDGET SIGN AND GRAPHICS	57437	02/05/2014	1/23/14	205.44.6200.453.60065	15.00
COMCAST	1/12/14 8772 10 591 0127	02/05/2014	8772 10 591 0127188	205.44.6200.453.50070	198.46
COMCAST	1/12/14 8772 10 591 01271	12/31/2013	8772 10 591 0127188	205.44.6200.453.50070	198.46
COMMON SENSE BUILDING SERVICES, II	32762	01/29/2014	JANUARY 2014	205.44.6200.453.40040	7,233.14
DAKOTA COUNTY DIVING - JON FISCHER	1/10/14	01/29/2014	REFUND-POOL CANCELLATION	205.207.2070300	3.47
DAKOTA COUNTY DIVING - JON FISCHER	1/10/14	01/29/2014	REFUND-POOL CANCELLATION	205.44.0000.3492700	48.75
FITNESS FIRST	101831A	01/29/2014	8167	205.44.6200.453.60040	522.85
GARTNER REFRIGERATION & MFG, INC	43800	12/31/2013	VETE01	205.44.6200.453.40040	508.62
GARTNER REFRIGERATION & MFG, INC	43806	12/31/2013	vete01	205.44.6200.453.40040	2,270.96
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	205.44.6200.453.30550	4.60
GLEWWE DOORS	168680	02/05/2014	1/10/14	205.44.6200.453.60016	310.00
GRAINGER	9345085253	02/05/2014	806460150	205.44.6200.453.60040	46.58
HAWKINS, INC.	3552818	01/29/2014	108815	205.44.6200.453.60024	1,124.36
HAWKINS, INC.	3552819	01/29/2014	108815	205.44.6200.453.60024	1,383.37
HILLYARD INC	600997291	01/29/2014	274069	205.44.6200.453.60011	511.89
HILLYARD INC	600997291	01/29/2014	274069	205.44.6200.453.60011	511.90
HILLYARD INC	601014338	02/05/2014	274069	205.44.6200.453.60011	110.67
HILLYARD INC	601014338	02/05/2014	274069	205.44.6200.453.60011	110.68
HOME DEPOT CREDIT SERVICES	1/8/14 6035 3220 1712 834	01/29/2014	6035 3220 1712 8343	205.44.6200.453.60016	116.55
HUEBSCH SERVICES	3201182	02/05/2014	92965	205.44.6200.453.40040	200.14
HUEBSCH SERVICES	3201182	02/05/2014	92965	205.44.6200.453.40040	55.32
INVER GROVE HEIGHTS HOCKEY ASSOC	51	12/31/2013	HALF ICE BOARDS	205.44.6200.453.60040	3,000.00
LEACH, PATTY	1/30/14	12/31/2013	REIMBURSE-FITNESS INJURY	205.44.0000.3493501	29.00
MENARDS - WEST ST. PAUL	44132	01/29/2014	30170270	205.44.6200.453.60040	(21.05)
MENARDS - WEST ST. PAUL	44141	01/29/2014	30170270	205.44.6200.453.60012	43.54
MENARDS - WEST ST. PAUL	44141	01/29/2014	30170270	205.44.6200.453.60012	43.53
MN DEPT OF HEALTH	2014 LICENSE RENEWAL	02/05/2014	FBL-14926-10565	205.44.6200.453.50070	1,100.00
MRPA	2014 MEMBERSHIP	02/05/2014	2014 MEMBERSHIP	205.44.6200.453.50070	595.00
NAC MECHANICAL & ELECTRICAL SERVI	98414	12/31/2013	8712-1	205.44.6200.453.40040	264.50
O'ROURKE, MIKE	1/27/14	02/05/2014	REIMBURSE-SWIM LESSONS	205.44.0000.3493501	49.00
PETTY CASH - TERI O'CONNOR	1/29/14	02/05/2014	HOCKEY SECTIONALS FEB/MAR	205.100.1010400	1,000.00
R & R SPECIALTIES OF WI, INC.	0053890-IN	01/29/2014	IGHVET	205.44.6200.453.40042	34.50
RICE SOUND & SERVICE INC	04-2413	01/29/2014	1/10/14	205.44.6200.453.40040	977.80
RY-MAK PLUMBING & HEATING, INC	547	02/05/2014	1/27/14	205.44.6200.453.40040	465.50
SAM'S CLUB	1/23/14 7715 0900 6160 69	02/05/2014	7715 0900 6160 6950	205.44.6200.453.60040	85.57
SAM'S CLUB	1/23/14 7715 0900 6160 69	02/05/2014	7715 0900 6160 6950	205.44.6200.453.60065	16.53
SAM'S CLUB	1/23/14 7715 0900 6160 69	02/05/2014	7715 0900 6160 6950	205.44.6200.453.60065	7.50
SAM'S CLUB	1/23/14 7715 0900 6160 69	02/05/2014	7715 0900 6160 6950	205.44.6200.453.76100	16.38

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SAM'S CLUB	1/23/14 7715 0900 6160 6912/31/2013	7715 0900 6160 6950		205.44.6200.453.50070	415.00
SAM'S CLUB	1/23/14 7715 0900 6160 6912/31/2013	7715 0900 6160 6950		205.44.6200.453.60065	14.84
SAM'S CLUB	1/23/14 7715 0900 6160 6912/31/2013	7715 0900 6160 6950		205.44.6200.453.60065	152.80
SAM'S CLUB	1/23/14 7715 0900 6160 6912/31/2013	7715 0900 6160 6950		205.44.6200.453.60065	4.15
SAM'S CLUB	1/23/14 7715 0900 6160 6912/31/2013	7715 0900 6160 6950		205.44.6200.453.60065	33.86
SEACOLE	125278	02/05/2014	INV105	205.44.6200.453.60016	418.92
SEACOLE	125278	02/05/2014	INV105	205.44.6200.453.60016	418.91
SPRINT	842483317-146	01/29/2014	842483314	205.44.6200.453.50020	83.86
SPRINT	842483317-146	01/29/2014	842483314	205.44.6200.453.50020	19.49
SPRINT	842483317-146	01/29/2014	842483314	205.44.6200.453.50020	55.47
SPRINT	842483317-146	01/29/2014	842483314	205.44.6200.453.50020	83.85
SPRUNG SERVICES	63682	01/29/2014	1/10/14	205.44.6200.453.40040	630.50
SUPREME AUDIO INC	197016	01/29/2014	197016	205.44.6200.453.40042	318.00
TOTAL CONSTRUCTION & EQUIP.	1/16/14	12/31/2013	REFUND-DAMAGE DEPOSIT	205.44.0000.3492500	1,000.00
ZEE MEDICAL SERVICE	54183441	12/31/2013	12/31/13	205.44.6200.453.60065	345.00
Fund: 205 - COMMUNITY CENTER					27,692.77
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	290.45.3000.419.30550	0.11
Fund: 290 - EDA					0.11
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	347.57.9000.570.90100	295,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	347.57.9000.570.90200	66,582.50
Fund: 347 - WATER REV BONDS 2006C					361,582.50
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	349.57.9000.570.90100	310,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	349.57.9000.570.90200	27,600.00
Fund: 349 - G.O. IMPROVEMENT 2007B					337,600.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	350.57.9000.570.90100	245,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	350.57.9000.570.90200	107,908.75
Fund: 350 - G.O. SEWER REVENUE 2007C					352,908.75
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	352.57.9000.570.90100	505,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	352.57.9000.570.90200	64,143.75
Fund: 352 - G.O. IMPROVEMENT 2008A					569,143.75
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	353.57.9000.570.90100	185,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	353.57.9000.570.90200	188,609.38
Fund: 353 - G.O. CAP IMPR BONDS 2009A					373,609.38
WELLS FARGO CORPORATE TRUST SER 1028949		01/29/2014	INVER GROVE HEIGHTS	354.57.9000.570.90100	220,000.00
WELLS FARGO CORPORATE TRUST SER 1028949		01/29/2014	INVER GROVE HEIGHTS	354.57.9000.570.90200	112,087.50
Fund: 354 - G.O. SEWER REV BONDS 2010A					332,087.50
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	355.57.9000.570.90100	360,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	355.57.9000.570.90200	58,846.87
Fund: 355 - G.O. IMPR BONDS 2010B					418,846.87
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	356.57.9000.570.90100	90,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	356.57.9000.570.90200	2,026.25
Fund: 356 - G.O. PIR REFUNDING 2010C					92,026.25
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	357.57.9000.570.90100	35,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	357.57.9000.570.90200	2,103.75
Fund: 357 - G.O. WMTD REF BONDS 2010C					37,103.75
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	358.57.9000.570.90100	225,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	358.57.9000.570.90200	9,950.00
Fund: 358 - G.O. REFUNDING IMPROV BONDS 2011A					234,950.00
WELLS FARGO CORPORATE TRUST SER 1029945		02/03/2014	INVER GROVE HEIGHTS	359.57.9000.570.90100	450,000.00
WELLS FARGO CORPORATE TRUST SER 1029945		02/03/2014	INVER GROVE HEIGHTS	359.57.9000.570.90200	23,650.00
Fund: 359 - G.O. WATER REV REF 2012A					473,650.00
WELLS FARGO CORPORATE TRUST SER 1029945		02/03/2014	INVER GROVE HEIGHTS	360.57.9000.570.90100	100,000.00
WELLS FARGO CORPORATE TRUST SER 1029945		02/03/2014	INVER GROVE HEIGHTS	360.57.9000.570.90200	3,950.00
Fund: 360 - G.O. STORM WATER REFUNDING 2012A					103,950.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	385.57.9000.570.90100	150,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	385.57.9000.570.90200	3,750.00
Fund: 385 - 2003C TAXABLE TIF REF BON					153,750.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	387.57.9000.570.90100	245,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	387.57.9000.570.90200	14,980.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 387 - G.O. TAX INCR REF, 2005A					259,980.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	388.57.9000.570.90100	435,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	388.57.9000.570.90200	43,396.25
Fund: 388 - G.O. TAX INCR REF, 2005B					478,396.25
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	389.57.9000.570.90100	360,000.00
WELLS FARGO CORPORATE TRUST SER 1028866		02/03/2014	INVER GROVE HEIGHTS	389.57.9000.570.90200	31,550.00
Fund: 389 - G.O. TAX INCR REF, 2011A					391,550.00
KENNEDY & GRAVEN	118309	12/31/2013	NV125-00001/00004	405.57.9000.570.30440	1,749.75
Fund: 405 - NORTH SIDE WTR STOR. FAC.					1,749.75
CB&I, INC.	PAYMENT VOUCHER NO	02/06/2014	CITY PROJECT NO 2006-08	426.72.5900.726.80300	111,253.88
Fund: 426 - 2006 IMPROVEMENT FUND					111,253.88
DAKOTA CTY FINANCIAL SVCS	00009104	12/31/2013	CP56-10	433.73.5900.733.80300	8,628.75
DAKOTA CTY FINANCIAL SVCS	00009108	12/31/2013	CP14-27	433.73.5900.733.80300	2,889.26
DAKOTA CTY SOIL & WATER	2452	02/05/2014	OCT-DEC	433.73.5900.733.30700	595.00
Fund: 433 - 2013 IMPROVEMENT FUND					12,113.01
AMERICAN ENGINEERING TESTING, INC.	61276	02/05/2014	INV001	440.74.5900.740.30340	418.00
DAKOTA CTY SOIL & WATER	2451	02/06/2014	OCT - DEC 2013	440.74.5900.740.30700	490.00
Fund: 440 - PAVEMENT MANAGEMENT PROJ					908.00
EAGAN, CITY OF	APRIL-DECEMBER 2013	12/31/2013	UTILITIES APRIL-DECEMBER 201	441.74.5900.741.40030	7,493.91
Fund: 441 - STORM WATER MANAGEMENT					7,493.91
EMMONS & OLIVIER RESOURCES	00095-0042-3	02/05/2014	00095-0042	446.74.5900.746.30300	416.90
EMMONS & OLIVIER RESOURCES	00095-0043-3	02/05/2014	00095-0043	446.74.5900.746.30300	642.71
Fund: 446 - NW AREA					1,059.61
RICE SOUND & SERVICE INC	04-2412	01/29/2014	1/10/14	447.00.7500.460.40040	1,840.00
Fund: 447 - ADA					1,840.00
ACE PAINT & HARDWARE	518721/5	01/29/2014	501126	501.50.7100.512.60016	7.40
ACE PAINT & HARDWARE	518802/5	02/06/2014	501126	501.50.7100.512.60016	14.97
ACE PAINT & HARDWARE	518804/5	02/06/2014	501126	501.50.7100.512.60016	3.99
ACE PAINT & HARDWARE	518824/5	02/06/2014	501126	501.50.7100.512.60016	3.99
ACE PAINT & HARDWARE	518851/5	02/06/2014	501126	501.50.7100.512.60016	3.99
ACE PAINT & HARDWARE	518856/5	02/06/2014	501126	501.50.7100.512.60016	4.99
AUTOMATIC SYSTEMS CO.	27002S	02/06/2014	INVE01	501.50.7100.512.60016	2,534.72
AUTOMATIC SYSTEMS CO.	27043 S	02/05/2014	INVE01	501.50.7100.512.40042	511.50
CEMSTONE PRODUCTS COMPANY	1361463	01/29/2014	9021	501.50.7100.512.60016	373.00
CONTINENTAL SAFETY EQUIPMENT	433468	02/05/2014	1/16/14	501.50.7100.512.60011	108.40
CONTROLS & METERS INC	21418	01/29/2014	INV1000	501.50.7100.512.40042	490.57
EAGAN, CITY OF	APRIL-DECEMBER 2013	12/31/2013	UTILITIES APRIL-DECEMBER 201	501.50.7100.512.40005	126,553.16
FLEXIBLE PIPE TOOL COMPANY	17045	02/05/2014	1/15/14	501.50.7100.512.60016	182.00
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	501.50.7100.512.30550	2.97
GOPHER STATE ONE-CALL	91408	01/29/2014	MN00435	501.50.7100.512.30700	100.00
HOME DEPOT CREDIT SERVICES	1/13/14 6035 3225 0269 12	01/29/2014	6035 3225 0269 1268	501.50.7100.512.60016	260.33
MN DEPT OF NATURAL RESOURCES	1/31/14	02/06/2014	1980-6052	501.50.7100.512.30700	13,553.06
MN DNR - OMB	1/31/14 1980-6052	02/05/2014	1980-6052	501.50.7100.512.30700	13,553.06
MN PIPE & EQUIPMENT	0310592	02/05/2014	2195	501.50.7100.512.60016	243.30
MN PIPE & EQUIPMENT	0310599	02/05/2014	2195	501.50.7100.512.60016	786.72
SHANK CONSTRUCTORS, INC.	1/30/14	02/06/2014	SHANK PROJECT 1265	501.50.7100.512.40042	25,004.00
SHORT ELLIOTT HENDRICKSON, INC.	277515	02/06/2014	1/31/14	501.50.7100.512.30300	2,434.87
SPRINT	842483317-146	01/29/2014	842483314	501.50.7100.512.50020	379.82
SUSA	2014 MEMBERSHIP HELLI	01/29/2014	D. HELLING	501.50.7100.512.50070	125.00
SUSA	2014 MEMBERSHIP SWEE	01/29/2014	2014 MEMBERSHIP J. SWEENEY	501.50.7100.512.50070	125.00
TRACTOR SUPPLY CREDIT PLAN	100137503	02/06/2014	1/7/14	501.50.7100.512.60016	215.58
Fund: 501 - WATER UTILITY FUND					187,576.39
AUTOMATIC SYSTEMS CO.	27047S	02/06/2014	INVE01	502.51.7200.514.40042	4,696.00
EAGAN, CITY OF	APRIL-DECEMBER 2013	12/31/2013	UTILITIES APRIL-DECEMBER 201	502.51.7200.514.40015	130,915.08
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	502.51.7200.514.30550	2.23
INFRATECH	PR140000	02/05/2014	1/8/14	502.51.7200.514.40043	1,012.50
Fund: 502 - SEWER UTILITY FUND					136,625.81

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ARTHUR J GALLAGHER RISK	790202	01/29/2014	INVERGRO-03	503.52.8500.526.50014	1,311.83
CHECKVIEW CORPORATION	300100104	02/06/2014	64063	503.52.8500.526.50055	224.96
DEX MEDIA EAST	1/20/14 110360619	02/05/2014	110360619	503.52.8500.526.50025	47.94
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	503.52.8000.521.30550	2.18
LAGE TIM	1/25/14	02/06/2014	1/25/14	503.52.8600.527.50080	12.00
LENTNER, GLEN	1/27/14	02/06/2014	1/27/14	503.52.8600.527.50080	36.00
METZ, JOEL	1/27/14	02/06/2014	1/27/14	503.52.8600.527.50080	36.00
NATIONAL AUTOMATIC SPRINKLER CO.	29535	02/06/2014	GOLF COURSE	503.52.8500.526.40040	2,447.13
SPRINT	842483317-146	01/29/2014	842483314	503.52.8500.526.50020	111.17

Fund: 503 - INVER WOOD GOLF COURSE

4,229.21

GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	602.00.2100.415.30550	0.05
KENNEDY & GRAVEN	1/15/14	02/06/2014	118173	602.00.2100.415.30420	65.70

Fund: 602 - RISK MANAGEMENT

65.75

ACE PAINT & HARDWARE	518748/5	02/05/2014	501126	603.00.5300.444.40041	13.60
BATTERIES PLUS	030-502456-01	12/31/2013	C-1034	603.00.5300.444.40040	203.05
CARQUEST OF MSP-ROSEMOUNT	1596-207545	01/29/2014	614420	603.00.5300.444.40041	8.67
CARQUEST OF MSP-ROSEMOUNT	1596-207630	01/29/2014	614420	603.00.5300.444.40041	35.46
CARQUEST OF MSP-ROSEMOUNT	1596-207631	01/29/2014	614420	603.140.1450050	4.89
CARQUEST OF MSP-ROSEMOUNT	1596-207632	01/29/2014	614420	603.00.5300.444.40041	19.12
CARQUEST OF MSP-ROSEMOUNT	1596-208130	02/05/2014	614420	603.140.1450050	11.40
CARQUEST OF MSP-ROSEMOUNT	1596-208131	02/05/2014	614420	603.00.5300.444.60012	10.98
CARQUEST OF MSP-ROSEMOUNT	1596-208137	02/05/2014	614420	603.00.5300.444.40041	29.36
CARQUEST OF MSP-ROSEMOUNT	1596-208155	02/05/2014	614420	603.00.5300.444.40041	157.91
CARQUEST OF MSP-ROSEMOUNT	1596-208174	02/05/2014	614420	603.140.1450050	27.37
CARQUEST OF MSP-ROSEMOUNT	1596-207520	01/29/2014	614420	603.00.5300.444.40041	9.04
COMMON SENSE BUILDING SERVICES, II	32762	01/29/2014	JANUARY 2014	603.00.5300.444.40040	292.58
CUSTOM FIRE APPARATUS INC	15231	12/31/2013	12/31/13	603.00.5300.444.40041	45.30
EDGE MARKETING	139065 B	02/05/2014	35101	603.00.5300.444.60045	68.75
EMERGENCY APPARATUS MAINTENANC	72097	02/05/2014	3681 E-11	603.00.5300.444.40041	3,579.51
EMERGENCY APPARATUS MAINTENANC	72190	02/05/2014	3681 E-11	603.00.5300.444.40041	2,683.09
EMERGENCY AUTOMOTIVE TECHNOLOG	AW011614-2	01/29/2014	1/16/14	603.140.1450050	52.80
EMERGENCY AUTOMOTIVE TECHNOLOG	AW102313-1	12/31/2013	10/28/13	603.00.5300.444.40041	275.80
FLEETPRIDE	57404776	12/31/2013	501278	603.00.5300.444.40041	30.01
FORCE AMERICA, INC.	01419802	02/06/2014	366100	603.00.5300.444.40041	2,251.32
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	603.00.5300.444.30550	1.09
GRAINGER	9337703137	02/06/2014	806480150	603.00.5300.444.40041	61.29
HEALTHEAST VEHICLE SERVICES	020337	02/06/2014	01799	603.00.5300.444.80700	7,452.94
HORWITZ NS/I	W30422	12/31/2013	CTYOFIGH	603.00.5300.444.40040	853.25
HOSE / CONVEYORS INC	00042080	02/06/2014	CIT300	603.00.5300.444.40041	66.24
HOSE / CONVEYORS INC	00041772	01/29/2014	CIT3000	603.00.5300.444.40041	40.27
KIMBALL MIDWEST	3344123	01/29/2014	222006	603.00.5300.444.60012	204.41
LITTLE FALLS MACHINE INC	00052641	01/29/2014	048103	603.00.5300.444.40041	900.41
METRO JANITORIAL SUPPLY INC	11012677	01/29/2014	1/13/14	603.00.5300.444.60011	74.42
MN DEPT OF REVENUE	DECEMBER 2013	12/31/2013	DECEMBER 2013	603.00.5300.444.60021	1,301.31
MTI DISTRIBUTING CO	941252-00	02/05/2014	91180	603.00.5300.444.40041	25.10
MTI DISTRIBUTING CO	941651-00	02/05/2014	91180	603.00.5300.444.40041	146.50
MTI DISTRIBUTING CO	936442-01	12/31/2013	91180	603.00.5300.444.40041	113.16
NORTHLAND CHEMICAL CORP	5052838	01/29/2014	45025141	603.00.5300.444.60012	113.94
O'REILLY AUTO PARTS	1767-464141	01/29/2014	62588	603.00.5300.444.40041	80.67
O'REILLY AUTO PARTS	1767-46419	01/29/2014	62588	603.00.5300.444.40041	75.30
O'REILLY AUTO PARTS	1767-464902	01/29/2014	62588	603.00.5300.444.40041	139.80
O'REILLY AUTO PARTS	1767-165063	01/29/2014	62588	603.00.5300.444.40041	118.52
O'REILLY AUTO PARTS	1767-165063	01/29/2014	62588	603.140.1450050	11.98
O'REILLY AUTO PARTS	1767-465062	01/29/2014	62588	603.00.5300.444.40041	(139.80)
O'REILLY AUTO PARTS	1767-46507	01/29/2014	22634	603.00.5300.444.40041	5.11
O'REILLY AUTO PARTS	1767-465371	02/06/2014	1578028	603.00.5300.444.40041	88.26
O'REILLY AUTO PARTS	1767-465778	01/29/2014	62588	603.00.5300.444.40041	70.99
O'REILLY AUTO PARTS	1767-465820	02/06/2014	1578028	603.00.5300.444.40041	166.38
O'REILLY AUTO PARTS	1767-465920	02/05/2014	70342	603.00.5300.444.40041	271.48
O'REILLY AUTO PARTS	1767-465944	02/05/2014	61110	603.00.5300.444.40041	27.04
O'REILLY AUTO PARTS	1767-466170	02/05/2014	70342	603.00.5300.444.40041	(110.00)
O'REILLY AUTO PARTS	1767-46671	02/05/2014	70342	603.00.5300.444.40041	8.54
O'REILLY AUTO PARTS	1767-466718	02/05/2014	2582	603.00.5300.444.40041	312.19
O'REILLY AUTO PARTS	1767-466749	02/05/2014	70342	603.00.5300.444.40041	22.75
O'REILLY AUTO PARTS	1767-464190	01/29/2014	62588	603.00.5300.444.40041	(80.67)
O'REILLY AUTO PARTS	1767-466859	02/05/2014	70342	603.00.5300.444.40041	55.94
POMP'S TIRE SERVICE, INC.	980005263	01/29/2014	4502557	603.00.5300.444.60014	413.48
R & R SPECIALTIES OF WI, INC.	0053874-IN	01/29/2014	IGHVET	603.00.5300.444.40041	188.30
R & R SPECIALTIES OF WI, INC.	0053934-IN	01/29/2014	IGHVET	603.00.5300.444.40041	239.90
RED POWER DIESEL SERVICE, INC.	B9824	02/06/2014	PUBLIC WORKS	603.00.5300.444.40041	74.03
RED POWER DIESEL SERVICE, INC.	B9838	02/06/2014	PUBLIC WORKS	603.00.5300.444.40041	149.22
REED'S SALES & SERVICE	129229	02/06/2014	INC1191	603.00.5300.444.40041	169.45
SAFE-FAST, INC.	INV134892	01/29/2014	INVERGRV01	603.00.5300.444.40040	188.37

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SAFE-FAST, INC.	INV134814	01/29/2014	INVERGRV01	603.00.5300.444.40040	139.00
SOUTH ST PAUL STEEL SUPPLY CO	01130509	01/29/2014	0100202	603.00.5300.444.60012	27.26
SPRINT	842483317-146	01/29/2014	842483314	603.00.5300.444.50020	93.60
SYN-TECH SYSTEMS	91438	01/29/2014	INVGRO	603.00.5300.444.40042	1,149.75
TOTAL CONSTRUCTION & EQUIP.	58432	12/31/2013	CIT001	603.00.5300.444.40040	3,321.93
TOXALERT INTERNATIONAL INC	16713	02/05/2014	1/16/14	603.00.5300.444.40040	1,423.50
UNIFIRST CORPORATION	090 0189226	01/29/2014	1051948	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	090 0189226	01/29/2014	1051948	603.00.5300.444.60045	28.17
UNIFIRST CORPORATION	090 0190076	01/29/2014	1051948	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	090 0190076	01/29/2014	1051948	603.00.5300.444.60045	28.17
UNIFIRST CORPORATION	0900190912	02/06/2014	1/28/14	603.00.5300.444.40065	73.52
UNIFIRST CORPORATION	0900190912	02/06/2014	1/28/14	603.00.5300.444.60045	28.17
UNITED FARMS COOP	73530	02/05/2014	958425	603.00.5300.444.40041	87.40
WESTERN PETROLEUM COMPANY	97130235-41801	02/05/2014	112741	603.140.1450060	1,722.03
YOCUM OIL COMPANY, INC.	605769	02/05/2014	1/23/14	603.140.1450050	9,436.20
ZAHL-PETROLEUM MAINTENANCE CO.	0195543-IN	02/06/2014	CIT98	603.00.5300.444.40040	18.91
Fund: 603 - CENTRAL EQUIPMENT					41,436.22
HAWK LABELING SYSTEMS	194516	02/05/2014	32291	604.00.2200.416.60010	160.37
US BANCORP EQUIPMENT FINANCE, INC	244293247	12/31/2013	923425	604.00.2200.416.40050	4,262.80
Fund: 604 - CENTRAL STORES					4,423.17
COMMON SENSE BUILDING SERVICES, II	32762	01/29/2014	JANUARY 2014	605.00.7500.460.40040	3,717.55
HORWITZ NS/I	W30420	02/06/2014	2/13/14	605.00.7500.460.40040	1,082.75
HUEBSCH SERVICES	3201183	02/06/2014	1/16/14	605.00.7500.460.40065	107.49
LONE OAK COMPANIES	1/28/14	01/28/2014	UTILITY BILLS	605.00.7500.460.50035	1,403.75
P&D MECHANICAL CONTRACTING CO.	10010	12/31/2013	INVER	605.00.7500.460.40040	250.00
ZEE MEDICAL SERVICE	54183469	01/29/2014	1/14/14	605.00.7500.460.60065	37.15
Fund: 605 - CITY FACILITIES					6,598.69
AT & T MOBILITY	2872377109X1122014	02/06/2014	287237771092	606.00.1400.413.50020	25.00
CDW GOVERNMENT INC	HT54933	12/31/2013	2394832	606.00.1400.413.40049	103.19
CIVICPLUS	145486	02/06/2014	QTR FEE HOSTING & SUPPORT	606.00.1400.413.30700	2,370.06
CUSTOM HEADSETS, INC	50043 B	01/28/2014	C3143	606.00.1400.413.60065	90.79
GENESIS EMPLOYEE BENEFITS, INC	22121	12/31/2013	4 QTR 2013	606.00.1400.413.30550	1.09
INTEGRA TELECOM	11661323	02/06/2014	645862	606.00.1400.413.50020	779.01
SPRINT	842483317-146	01/29/2014	842483314	606.00.1400.413.50020	84.82
TIERNEY BROTHERS INC	660907	01/29/2014	103261	606.00.1400.413.30700	275.00
US INTERNET	110-080034-0003	12/31/2013	12/27/13	606.00.1400.413.30700	440.00
WORKS COMPUTING, INC.	21160	12/31/2013	INVER	606.00.1400.413.30700	1,150.00
Fund: 606 - TECHNOLOGY FUND					5,318.96
HEALTHEAST VEHICLE SERVICES	20421	12/31/2013	12/31/13	702.229.2291000	280.74
KENNEDY & GRAVEN	118309	12/31/2013	NV125-00001/00004	702.229.2301801	129.50
Fund: 702 - ESCROW FUND					410.24
Grand Total					5,932,396.25

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Pay Voucher No. 9 for City Project No. 2006-08 – Asher Water Tower Replacement

Meeting Date: February 10, 2014
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. 9 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 November 30, 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. 9 in the amount of \$111,253.88 for work on City Project No. 2006-08 – Asher Water Tower Replacement.

SDT/kf
Attachment: Pay Voucher No. 9

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. 184000-09
 APPLICATION NO. 9

Distribution to:
 OWNER
 ENGINEER
 CONTRACTOR
 OTHER

FROM (CONTRACTOR):
 CB&I Inc. - Steel Plate Structures
 9550 Hickman Road Clive, IA 50325-5316
 CONTRACT FOR: 0.75MG Elevated Water Storage Tank

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

WORK FROM DATE: 11/01/13
 WORK THRU DATE: 11/30/13
 ENG. PROJECT NO: INVER 120095
 CONTRACT DATE: 11/26/12

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.

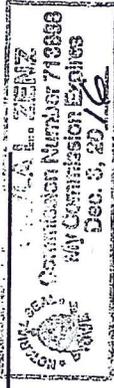
CONTRACTOR: CB&I Inc. - Steel Plate Structures

By: *Alan Spake* Date: 01/23/14
 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+/-) \$2,187,000.00
4. TOTAL COMPLETED & STORED TO DATE (Col K on G703) \$2,018,670.35
5. RETAINAGE:
 - a. 5% of Completed Work (Col G + I on G703) \$100,933.52
 - b. 0% of Stored Material (Col J on G703) 0.00

- Total Retainage (Line 5a + 5b or (Total in Col P of G703) \$100,933.52
6. TOTAL EARNED LESS RETAINAGE (Line 4 less Line 5 Total) \$1,917,736.83
 7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate) \$1,806,482.95
 8. CURRENT PAYMENT DUE \$111,253.88
 9. BALANCE TO FINISH, PLUS RETAINAGE (Line 3 less Line 6) \$269,263.17



State of: IOWA County of: POLK
 Subscribed and sworn to before me this 23rd day of January, 2014.
 Notary Public *Wayne L. Zenz*
 My Commission expires: December 3, 2016

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: *Short Elliott Hendrickson* Date: 1-24-14

OWNER: City of Inver Grove Heights

By: _____ Date: _____

FUNDING AGENCY: USDA

By: _____ Date: _____

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

CONTINUATION SHEET

AIA Document G702, APPLICATION AND CERTIFICATE FOR PAYMENT, containing Contractor's signed Certification is attached.

AIA Document G703

in tabulations below, amounts are stated to the nearest dollar.
 Use Column 1 on Contracts where variable retainage for line items may apply.

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	UNIT PRICE	UOM	TOTAL UNITS	WORK FROM PREVIOUS APPLICATIONS	PREVIOUS % (G Div C) or UNITS	WORK COMPLETED THIS PERIOD	MATERIALS PRESENTLY STORED (NOT IN G or I)	TOTAL COMPLETED AND STORED (G + I + J)	TOTAL TO DATE QTY/OR % (K Div C)	BALANCE TO FINISH (C - K)	PREVIOUS RETAINAGE 5%	CURRENT RETAINAGE 5%	TOTAL RETAINAGE 5%
1	Mobilization	\$ 25,000.00	\$ 25,000.00	LS	1.0	25,000.00	1	0.00	0.00	25,000.00	1.00	0.00	1,250.00	0.00	1,250.00
2	Remove Bituminous Pavement	\$ 780.00	\$ 13.00	SY	60.0	0.00	0	1,911.00	0.00	1,911.00	147.00	(1,131.00)	0.00	95.55	95.55
3	Remove Concrete Curb & Gutter	\$ 1,275.00	\$ 17.00	LF	75.0	0.00	0	1,700.00	0.00	1,700.00	100.00	(425.00)	0.00	85.00	85.00
4	Remove Storm Sewer Pipe	\$ 975.00	\$ 15.00	LF	65.0	0.00	0	975.00	0.00	975.00	65.00	0.00	0.00	48.75	48.75
5	Common Excavation (CV) (P)	\$ 28,050.00	\$ 17.00	CY	1,650.00	2,805.00	165	25,245.00	0.00	28,050.00	1,650.00	0.00	140.25	1,262.25	1,402.50
6	Select Topsoil Brow (CV)	\$ 5,000.00	\$ 25.00	CY	200.0	0.00	0	0.00	0.00	0.00	0.00	5,000.00	0.00	0.00	0.00
7	Aggregate Base Class 5	\$ 6,800.00	\$ 17.00	Ton	425.0	0.00	0	6,800.00	0.00	6,800.00	425.00	0.00	0.00	340.00	340.00
8	Select Granular Borrow - Mod 5% (CV)	\$ 13,600.00	\$ 17.00	CY	800.0	0.00	0	13,311.00	0.00	13,311.00	783.00	289.00	0.00	665.55	665.55
9	Geotextile, Type V	\$ 2,160.00	\$ 1.80	SY	1,200.0	0.00	0	2,160.00	0.00	2,160.00	1,200.00	0.00	0.00	108.00	108.00
10	Type SP 9.5 Wearing Course Mix (3,C)	\$ 11,570.00	\$ 89.00	Ton	130.0	0.00	0	0.00	0.00	0.00	0.00	11,570.00	0.00	0.00	0.00
11	Type SP 12.5 Non-Wearing Course Mix (3,C)	\$ 11,570.00	\$ 89.00	Ton	130.0	0.00	0	0.00	0.00	0.00	0.00	11,570.00	0.00	0.00	0.00
12	B612 Concrete Curb & Gutter	\$ 9,100.00	\$ 14.00	LF	650.0	0.00	0	0.00	0.00	0.00	0.00	9,100.00	0.00	0.00	0.00
13	Connect to Existing Sanitary Sewer	\$ 1,200.00	\$ 1,200.00	EA	1.0	0.00	0	1,200.00	0.00	1,200.00	1.00	0.00	0.00	60.00	60.00
14	Sanitary Sewer Manhole	\$ 2,920.00	\$ 365.00	LF	8.0	0.00	0	3,923.75	0.00	3,923.75	10.75	(1,003.75)	0.00	196.19	196.19
15	6" PVC Pipe Sewer, SDR 35	\$ 5,216.00	\$ 32.00	LF	163.0	0.00	0	4,896.00	0.00	4,896.00	153.00	320.00	0.00	244.80	244.80
16	Connect to Existing Water Main	\$ 780.00	\$ 780.00	EA	1.0	0.00	0	780.00	0.00	780.00	1.00	0.00	0.00	39.00	39.00
17	Modular Block Retaining Wall	\$ 8,250.00	\$ 50.00	SF	165.0	0.00	0	0.00	0.00	0.00	0.00	8,250.00	0.00	0.00	0.00
18	Trail (Wood Chip)	\$ 1,900.00	\$ 1,900.00	LS	1.0	0.00	0	0.00	0.00	0.00	0.00	1,900.00	0.00	0.00	0.00
19	6" Water Main Ductile Iron, CL 52	\$ 4,640.00	\$ 290.00	LF	16.0	0.00	0	4,640.00	0.00	4,640.00	16.00	0.00	0.00	232.00	232.00
20	16" Water Main Ductile Iron, CL 52	\$ 14,190.00	\$ 86.00	LF	165.0	0.00	0	14,190.00	0.00	14,190.00	165.00	0.00	0.00	709.50	709.50
21	Hydrant	\$ 3,300.00	\$ 3,300.00	LF	1.0	0.00	0	3,300.00	0.00	3,300.00	1.00	0.00	0.00	165.00	165.00
22	6" Gate Valve & Box	\$ 1,600.00	\$ 1,600.00	LF	1.0	0.00	0	1,600.00	0.00	1,600.00	1.00	0.00	0.00	80.00	80.00
23	Ductile Iron Fittings	\$ 1,224.00	\$ 3.00	LBS	408.0	0.00	0	3,015.00	0.00	3,015.00	1005.00	(1,791.00)	0.00	150.75	150.75
24	Connect to Existing Storm Sewer	\$ 730.00	\$ 730.00	EA	1.0	0.00	0	730.00	0.00	730.00	1.00	0.00	0.00	36.50	36.50
25	Over Flow Catch Basin	\$ 5,600.00	\$ 1,400.00	LF	4.0	0.00	0	5,740.00	0.00	5,740.00	4.10	(140.00)	0.00	287.00	287.00
26	Catch Basin Manhole	\$ 7,084.00	\$ 440.00	LF	16.1	0.00	0	6,160.00	0.00	6,160.00	14.00	924.00	0.00	308.00	308.00
27	2' x 3' Catch Basin	\$ 2,240.00	\$ 560.00	LF	4.0	0.00	0	2,240.00	0.00	2,240.00	4.00	0.00	0.00	112.00	112.00
28	15" RCP, Class V	\$ 1,683.00	\$ 51.00	LF	33.0	0.00	0	1,173.00	0.00	1,173.00	23.00	510.00	0.00	58.65	58.65
29	18" RCP, Class V	\$ 7,875.00	\$ 45.00	LF	175.0	0.00	0	10,755.00	0.00	10,755.00	239.00	(2,880.00)	0.00	537.75	537.75
30	4" Perforated Drain Pipe w/ Geotextile Sock	\$ 700.00	\$ 7.00	LF	100.0	0.00	0	700.00	0.00	700.00	100.00	0.00	0.00	35.00	35.00
31	4" Solid White - Paint	\$ 550.00	\$ 2.00	LF	275.0	0.00	0	0.00	0.00	0.00	0.00	550.00	0.00	0.00	0.00
32	Handicap Symbol - Paint (White)	\$ 470.00	\$ 470.00	EA	1.0	0.00	0	0.00	0.00	0.00	0.00	470.00	0.00	0.00	0.00
33	Parking and Traffic Signage	\$ 470.00	\$ 470.00	LS	1.0	0.00	0	0.00	0.00	0.00	0.00	470.00	0.00	0.00	0.00
34	Temporary Chain Link Fence (6' High)	\$ 3,290.00	\$ 4.70	LF	700.0	4,606.00	980	(197.40)	0.00	4,408.60	938.00	(1,118.60)	230.30	(9.87)	220.43
35	Temporary Chain Link Security Gate	\$ 410.00	\$ 410.00	EA	1.0	820.00	2	0.00	0.00	820.00	2.00	(410.00)	41.00	0.00	41.00
36	Hydroseeding, Mix 260	\$ 1,350.00	\$ 2,700.00	AC	0.5	0.00	0	0.00	0.00	0.00	0.00	1,350.00	0.00	0.00	0.00
37	Silt Fence, Machine Type	\$ 2,100.00	\$ 3.00	LF	700.0	2,007.00	669	93.00	0.00	2,100.00	700.00	0.00	100.35	4.65	105.00
38	Bioroll	\$ 345.00	\$ 2.30	LF	150.0	0.00	0	69.00	0.00	69.00	30.00	276.00	0.00	3.45	3.45
39	Basic Electrical	\$ 62,680.00	\$ 62,680.00	LS	1.0	0.00	0	0.00	0.00	0.00	0.00	62,680.00	0.00	0.00	0.00
40	Telemetry System	\$ 42,000.00	\$ 42,000.00	LS	1.0	0.00	0	0.00	0.00	0.00	0.00	42,000.00	0.00	0.00	0.00
41	Bonds & Insurance	\$ 29,000.00	\$ 29,000.00	LS	1.0	29,000.00	100%	0.00	0.00	29,000.00	100%	0.00	0.00	0.00	0.00
42	Foundation Drawings	\$ 28,000.00	\$ 28,000.00	LS	1.0	28,000.00	100%	0.00	0.00	28,000.00	100%	0.00	0.00	0.00	0.00
43	Tank Drawings	\$ 42,000.00	\$ 42,000.00	LS	1.0	315,000.00	100%	0.00	0.00	315,000.00	100%	0.00	0.00	0.00	0.00
44	Foundation Construction	\$ 315,000.00	\$ 315,000.00	LS	1.0	25,000.00	100%	0.00	0.00	25,000.00	100%	0.00	0.00	0.00	0.00
45	Preliminary Site Work	\$ 25,000.00	\$ 25,000.00	LS	1.0	305,000.00	100%	0.00	0.00	305,000.00	100%	0.00	0.00	0.00	0.00
46	Tank Materials	\$ 305,000.00	\$ 305,000.00	LS	1.0	199,000.00	100%	0.00	0.00	199,000.00	100%	0.00	0.00	0.00	0.00
47	Tank Fabrication and Ship	\$ 199,000.00	\$ 199,000.00	LS	1.0	439,523.00	100%	0.00	0.00	439,523.00	100%	0.00	0.00	0.00	0.00
48	Steel Tank Erection	\$ 439,523.00	\$ 439,523.00	LS	1.0	438,800.00	100%	0.00	0.00	438,800.00	100%	0.00	0.00	0.00	0.00
49	Coating and Disinfection	\$ 438,800.00	\$ 438,800.00	LS	1.0	45,000.00	100%	0.00	0.00	45,000.00	100%	0.00	0.00	0.00	0.00
50	Dehumidification	\$ 45,000.00	\$ 45,000.00	LS	1.0	0.00	0%	0.00	0.00	0.00	0%	20,000.00	0.00	0.00	0.00
51	Wall Partition and Ceiling	\$ 20,000.00	\$ 20,000.00	LS	1.0	0.00	0%	0.00	0.00	0.00	0%	20,000.00	0.00	0.00	0.00
		\$ 2,187,000.00				1,901,561.00	87%	117,109.35	0.00	2,018,670.35	92%	168,329.65	95,078.05	5,855.47	100,933.52



CB&I Inc. - Steel Plate Structures

9550 HICKMAN ROAD
CLIVE, IOWA 50325-5316

INVOICE

INVOICE NO. 184000-09
APPLICATION NO. 9
INVOICE DATE 01/23/14
DUE DATE 03/04/14
TERMS Net 40
A/P VENDOR NO. 05641

MAIL TO: Short Elliott Hendrickson Inc. 3535 Vadnais Center Drive St. Paul, MN 55110-5196 Attn Miles Jensen Ph. 651-490-2020	SOLD TO: City of Inver Grove Heights 8150 Barbara Ave Inver Grove Heights, MN 55077-3410 Attn. Jim Sweeney Ph: 651-450-2565
Job Location: Inver Grove Heights, MN	
SEH Reference No.: INVER 120095	
City Project No.: 2006-08	

Work From Date: 11/01/13
Work Thru Date: 11/30/13
CBI Contract No. 37184000
CBI Customer No. 931374
Project Manager James T. Julien

DESCRIPTION
0.75MG Elevated Water Storage Tank

Original Contract Price \$2,187,000.00
Change Order \$0.00
Total Contract Price \$2,187,000.00

SCHEDULE OF VALUES	UNITS OF MEASURE	TOTAL PRICE	TOTAL UNITS	TOTAL UNITS OR % COMPLETE		TOTAL COMPLETE
				COMPLETE	OR %	
1 Mobilization	LS	\$25,000.00	1		1	\$25,000.00
2 Remove Bituminous Pavement	SY	\$780.00	60		147	\$1,911.00
3 Remove Concrete Curb & Gutter	LF	\$1,275.00	75.0		100	\$1,700.00
4 Remove Storm Sewer Pipe	LF	\$975.00	65		65	\$975.00
5 Common Excavation (CV) (P)	CY	\$28,050.00	1,650		1,650	\$28,050.00
6 Select Topsoil Brov (CV)	CY	\$5,000.00	200		-	\$0.00
7 Aggregate Base Class 5	Ton	\$6,800.00	425		425	\$6,800.00
8 Select Granular Borrow - Mod 5% (CV)	CY	\$13,600.00	800		783	\$13,311.00
9 Geotextile, Type V	SY	\$2,160.00	1,200		1,200	\$2,160.00
10 Type SP 9.5 Wearing Course Mix (3,C)	Ton	\$11,570.00	130		-	\$0.00
11 Type SP 12.5 Non-Wearing Course Mix (3,C)	Ton	\$11,570.00	130		-	\$0.00
12 B612 Concrete Curb & Gutter	LF	\$9,100.00	650		-	\$0.00
13 Connect to Existing Sanitary Sewer	EA	\$1,200.00	1		1	\$1,200.00
14 Sanitary Sewer Manhole	LF	\$2,920.00	8		10.75	\$3,923.75
15 6" PVC Pipe Sewer, SDR 35	LF	\$5,216.00	163		153	\$4,896.00
16 Connect to Existing Water Main	EA	\$780.00	1		1	\$780.00
17 Modular Block Retaining Wall	SF	\$8,250.00	165		-	\$0.00
18 Trail (Wood Chip)	LS	\$1,900.00	1		-	\$0.00
19 6" Water Main Ductile Iron, CL. 52	LF	\$4,640.00	16		16	\$4,640.00
20 16" Water Main Ductile Iron, CL. 52	LF	\$14,190.00	165		165	\$14,190.00
21 Hydrant	LF	\$3,300.00	1.0		1	\$3,300.00
22 6" Gate Valve & Box	LF	\$1,600.00	1		1	\$1,600.00
23 Ductile Iron Fittings	LBS	\$1,224.00	408		1,005	\$3,015.00
24 Connect to Existing Storm Sewer	EA	\$730.00	1		1	\$730.00
25 Over Flow Catch Basin	LF	\$5,600.00	4		4.10	\$5,740.00
26 Catch Basin Manhole	LF	\$7,084.00	16		14.00	\$6,160.00
27 2' x 3' Catch Basin	LF	\$2,240.00	4		4	\$2,240.00
28 15" RCP, Class V	LF	\$1,683.00	33		23	\$1,173.00
29 18" RCP, Class V	LF	\$7,875.00	175		239	\$10,755.00
30 4" Perforated Drain Pipe w/ Geotextile Sock	LF	\$700.00	100		100	\$700.00
31 4" Solid White - Paint	LF	\$550.00	275		-	\$0.00
32 Handicap Symbol - Paint (White)	EA	\$470.00	1		-	\$0.00
33 Parking and Traffic Signage	LS	\$470.00	1		-	\$0.00
34 Temporary Chain Link Fence (8' High)	LF	\$3,290.00	700		938	\$4,408.60
35 Temporary Chain Link Security Gate	EA	\$410.00	1		2	\$820.00
36 Hydroseeding, Mix 260	AC	\$1,350.00	1		-	\$0.00
37 Silt Fence, Machine Type	LF	\$2,100.00	700		700	\$2,100.00
38 Bioroll	LF	\$345.00	150		30	\$69.00
39 Basic Electrical	LS	\$62,680.00	1		-	\$0.00
40 Telemetry System	LS	\$42,000.00	1		-	\$0.00
41 Bonds & Insurance	LS	\$29,000.00	1		100%	\$29,000.00
42 Foundation Drawings	LS	\$28,000.00	1		100%	\$28,000.00
43 Tank Drawings	LS	\$42,000.00	1		100%	\$42,000.00
44 Foundation Construction	LS	\$315,000.00	1		100%	\$315,000.00
45 Preliminary Site Work	LS	\$25,000.00	1		100%	\$25,000.00
46 Tank Materials	LS	\$305,000.00	1		100%	\$305,000.00
47 Tank Fabrication and Ship	LS	\$199,000.00	1		100%	\$199,000.00
48 Steel Tank Erection	LS	\$439,523.00	1		100%	\$439,523.00
49 Coating and Disinfection	LS	\$438,800.00	1		100%	\$438,800.00
50 Dehumidification	LS	\$45,000.00	1		100%	\$45,000.00
51 Wall Partition and Ceiling	LS	\$20,000.00	1		0%	\$0.00
		\$2,187,000.00			92%	\$2,018,670.35

Total Completed to Date \$2,018,670.35
Less: Retention 5% \$100,933.52
Total Amount Billed to Date \$1,917,736.83
Less: Amount Previously Invoiced \$1,806,482.95
Current Amount Due \$111,253.88

DIRECT QUESTIONS REGARDING:

INVOICE PAYMENT: Gayla Zenz, A/R Manager 515-254-9502
INVOICE BILLING: Dian Spake, A/R Administrator 515-254-9506
INVOICE BILLING: Joanne Nealon, A/R Administrator 515-254-9505

Regular Mail:

CB&I Inc.
PO Box 846217
Dallas, TX 75284-6217

Bank of America EFT Information

Account Name: CB&I Inc.
Account Number: 3756272668
ABA: 111000012 (ACH Only)
ABA: 026009593 (Wire Only)



CB&I Inc. - Steel Plate Structures

9550 HICKMAN ROAD
CLIVE, IOWA 50325-5316

PARTIAL WAIVER OF LIEN

To: City of Inver Grove Heights
8150 Barbara Ave
Inver Grove Heights, MN 55077-3410

CB&I Contract Number: 37184000

We, having been engaged by you to perform work in the construction of

0.75MG Elevated Water Storage Tank
City Project No.: 2006-08

at job location site: Inver Grove Heights, MN

in accordance with the AGREEMENT SIGNED/EFFECTIVE DATE OF **November 26, 2012**
certify that we have fully paid for all work, labor, material, and equipment furnished to
date by us, or by our subcontractors, or material men. In consideration of the payment
to us of **\$111,253.88** for the following invoice(s).

<u>Invoice Number</u>	<u>Amount</u>	<u>Work Thru Date</u>
184000-09	\$111,253.88	Nov-30-13

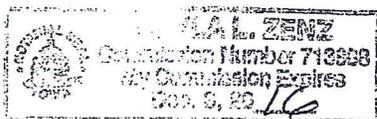
We hereby release to the extent of payment for said invoice(s) any and all lien, or right of lien, on account of labor and/or material furnished in the performance of our work. This partial waiver of lien is limited to the work included in said invoice(s), and this waiver does not extend to any labor and/or material furnished by us on prior or subsequent invoice(s).

Executed this 23rd day of January, 2014.

By: *Dian Spake*
A/R Administrator
CB&I Inc. - Steel Plate Structures

Subscribed and sworn to before me this 23rd day of January, 2014.

By: *Mayla L. Zenz*
Notary Public



Consider Renewal of Fairway Flyerz Discs, Inc. North Valley Disc Golf Operations Agreement

Meeting Date: February 10, 2014
 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

Consider Renewal of Fairway Flyerz Discs, Inc. North Valley Disc Golf Operations Agreement

SUMMARY

Fairway Flyerz Discs, Inc. has operated a mobile sales unit at the North Valley Park disc golf course since 2011. In 2013, the terms of the agreement were changed as they relate to the percentage of revenue split.

Fairway Flyerz Discs, Inc. sold daily and annual passes, concessions, disc golf product and provided an on-course presence at the site seven (7) days a week. Highlights of the agreement over the past two (2) years are listed below:

YEAR	Length of Season	Age Restrictions	City's Portion of Revenue Agreement	Fairway Flyerz/City Percentage Split of Sales
2012	April-end of September	14 & Under free; discount of \$2 on daily rate with valid high school ID	\$5,825	60%/40%
2013	Memorial Day-mid September	14 & Under free; discount of \$2 on daily rate with valid high school ID	\$2,377	80%/20%

The 2013 season went smoothly with the course continuing to receive positive exposure and a good volume of use. Inver Grove Heights and South St. Paul still have a reciprocity agreement with regards to the passes being utilized at both courses. In 2014 the course will be one of the sites to host the 2014 Amateur Disc Golf World Championships.

Fairway Flyerz, Inc. is proposing no change in the terms of the agreement for 2014. Staff recommends renewal of the operations agreement for one (1) year.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider approval of bid for turf restoration resulting from the installation of bituminous golf car paths during the period 2012 through 2013.

Meeting Date: February 10, 2014
 Item Type: Consent Agenda
 Contact: Al McMurchie – 651.457.3667
 Prepared by: Al McMurchie
 Reviewed by: Eric Carlson – Parks & Recreation

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

PURPOSE/ACTION REQUESTED

Consider approval of turf restoration corresponding with Phases Three (2012) and Four (2013) of the golf course path replacement program.

SUMMARY

A four year, four phase replacement program was approved by the City Council on July 26, 2010 with funding for the program from the Host Community Fund. Phase Four installation of all bituminous paths was completed in October of 2013.

Turf restoration resulting from path installations in 2010 and 2011 was accomplished in early 2012. Final turf restoration for paths installed in 2012 and 2013 was planned and budgeted for in 2014 to fully complete the project.

Three bids were taken to grade, seed, and install protective erosion blanketing for 4,450 linear feet of path edge. An additional 910 feet of stapled sod installation will complete the project.

Proposals were taken from three (3) companies to reshape terrain and replace turf resulting from the pavement installation process the last two (2) years. The chart below summarizes the proposals:

Contractor	Duininck Golf Prinsburg, MN	Greenseth Golf, Inc. Eagan, MN	Hartman Companies, Inc. Victoria, MN
Turf Restoration From Phases 3 & 4	\$ 29,100.00	\$ 27,900.00	\$ 16,302.20

We recommend the City Council approve the 2014 proposal as submitted by Hartman Companies, Inc. of Victoria, Minnesota for \$16,302.20 for turf restoration resulting from Phases Three and Four of the golf car path replacement program.

We also recommend that funding for the 2014 project be combined with the \$10,000.00 balance remaining from the 2010 approved Host Community Fund amount and \$6,302.20 from the 2014 Golf Course capital budget of \$35,000.

This concludes the golf car path replacement program initiated in 2010.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Meeting Date: February 10, 2014
 Item Type: Consent
 Contact: Judy Thill, 651-450-2495
 Prepared by: Judy Thill, Fire Chief
 Reviewed by: n/a

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

PURPOSE/ACTION REQUESTED: Consider awarding the purchase of an Advance Hoseline Propane Fire Trainer and a Propane Grill Fire Trainer to the Bullex Company.

SUMMARY: In 2013, the fire department received a sizeable donation of \$26,638.07. After many months of research, it was decided to put this money toward equipment that can be used for fire training and public education.

An Advance Hoseline Fire Trainer is a tool that simulates realistic fires using clean burning propane. There is a specially designed control panel that can determine amount and size of fire, as well as when the fire will go out - based on the firefighter's use of hoseline. This is prop can be used for various types of fire scenarios and can also be retrofitted at a later date to expand its capabilities. Pricing was received from 4 companies: BullEx for \$17,995.00, Kidde for \$17,265.00, Falcon Ex for \$20,412, and Fisher Scientific for \$20,937.40.

In addition, we would like to purchase a Propane Barbecue Grill Fire Trainer. It is a fire training prop, built to look and react like an actual barbecue grill. We would be able to create fire scenarios that mimic a faulty regulator on the propane tank to fully involved fires with extension, to a large fire in and around the steel hood. Besides using this prop for firefighter training, it would also be valuable for use in educating the public in grill fire safety. Pricing was received from the same 4 companies: BullEx for \$6,995.00, Kidde for \$9,450.00, Falcon Ex for \$7,320.00, and Fisher Scientific for \$11,478.37.

Staff recommends purchasing from BullEx for both training props. While the Kidde Advance Trainer was the least expensive, the BullEx Grill trainer was the least expensive. Although all products are similar in size and function, BullEx, Kidde, and Falcon Ex each manufacture different products (Fisher Scientific sells Kidde) and are not compatible with each other.

Staff recommends going with the lowest total combined price for both products of \$24,990.00 from BullEx. Total combined price was \$26,715.00 for Kidde, \$28,991.00 for Falcon Ex (quotes shipping separately which added another \$1,250.00 to total cost), and \$32,415.77 for Fisher Scientific. The BullEx quote also includes a 4 hour train-the-trainer session for ten firefighters which was not offered in the pricing from the other companies. By purchasing from BullEx, it will afford us the best value to the fire department. It provides compatible equipment, specialized training, and the lowest total price – allowing the remaining \$1,648.07 from the donation for tanks, propane, small props and safety equipment.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Resolution Declaring Intent to Maintain Trail on 'Gun Club Property'

Meeting Date: February 10, 2014
 Item Type: Consent
 Contact: Thomas J. Link: 651-450-2546
 Prepared by: Tom Link, Director of Comm. Dev.
 Reviewed by: NA

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 type="checkbox"/> | Other (Revenue) |

PURPOSE/ACTION REQUESTED

The City Council is to consider adoption of the Resolution Declaring Intent to Maintain Trail on 'Gun Club Property', as attached.

BACKGROUND

The City has been working with the Minnesota Department of Transportation (MNDOT) for several years to acquire the Gun Club Property. The City's plan is to develop the site for offices, as designated in the Comprehensive Plan.

Minnesota Statutes places restrictions on MNDOT's ability to sell property if it has trails on it or has the potential for trails. There is an existing City trail on the west edge of the Gun Club Property. MNDOT has stated that the intent of the statute would be met if the City adopts a resolution stating that it will continue to maintain the trail. The enclosed resolution would address MNDOT's concern and allow them to continue processing the possible sale of the property to the City.

RECOMMENDATION

Staff recommends adoption of the Resolution Declaring Intent to Maintain Trail on 'Gun Club Property', as attached.

Enc: Resolution

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

RESOLUTION NO. _____

**RESOLUTION DECLARING INTENT TO MAINTAIN TRAIL ON 'GUN CLUB
PROPERTY'**

WHEREAS, the 'Gun Club Property' is approximately 52 acres and is located east of Highway 52 and west of Blaine Avenue and to the north of 65th Street and to the south of Upper 55th Street; and

WHEREAS, the City of Inver Grove Heights is considering the acquisition of the 'Gun Club Property'; and

WHEREAS, the Minnesota Department of Transportation is the owner of the 'Gun Club Property' and is considering selling it to the City; and

WHEREAS, Minnesota Statutes requires the Minnesota Department of Transportation to analyze the suitability of the property for trails; and

WHEREAS, a trail, maintained by the City of Inver Grove Heights, is located on the west edge of the 'Gun Club Property'; and

WHEREAS, the Minnesota Department of Transportation has, therefore, inquired about the City's intent regarding the existing trail; and

WHEREAS, the City trail is an important part of the City's park and trail system.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Inver Grove Heights hereby declares its intent to continue to maintain the trail on the 'Gun Club Property', if the City acquires the property.

Adopted by the City Council of the City of Inver Grove Heights this 10th day of February, 2014.

Ayes:

Nays:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Application of the Church of St. Patrick for a Temporary On-Sale Liquor License for Premises located at 3535 72nd St. E.

Meeting Date: February 10, 2014
Item Type: Consent Agenda
Contact: 651-450-2513
Prepared by: Melissa Kennedy
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:

Consider approval of the request from the Church of St. Patrick for a temporary on-sale liquor license on May 2, 2014.

SUMMARY:

Pursuant to City Code regulations a temporary on-sale intoxicating liquor license may be issued to a club, charitable, religious, or other nonprofit organization in existence for at least three (3) years. The temporary license may only be issued in conjunction with a social event within the municipality sponsored by the licensee and may only be issued for a period not to exceed four (4) consecutive days.

The Church will host a Taste Extravaganza on May 2, 2014 from 6 – 10 p.m. and the sale of liquor will be in conjunction with this event. The event provides the community with an opportunity to sample food from local restaurants as well as various wine and beer selections. A certificate of liability insurance has been provided to the City.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Inver Grove Heights Soccer Association – Charitable Gambling Premises Permit at Mississippi Pub, 4455 66th St. E.

Meeting Date: February 10, 2014
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 resolution approving application of the Inver Grove Heights Soccer Association for a charitable gambling premises permit at Mississippi Pub, 4455 66th St. E.

SUMMARY:

The Inver Grove Heights Soccer Association submitted an application for a premises permit for pull-tabs, bar bingo, and tipboard operations at Mississippi Pub. The soccer association currently holds a premises permit at Celts Pub. The organization has complied with the trade area expenditure requirements and has submitted all reporting documentation as outlined in the City Code. I have attached copies of the application and lease agreement for your review.

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

RESOLUTION NO. _____

**RESOLUTION APPROVING THE APPLICATION OF
INVER GROVE HEIGHTS SOCCER ASSOCIATION FOR
A PREMISES PERMIT TO CONDUCT LAWFUL PURPOSE
GAMBLING AT MISSISSIPPI PUB LOCATED AT
4455 66th ST. E., INVER GROVE HEIGHTS, MINNESOTA**

WHEREAS, Minnesota Statutes require premises on which lawful gambling is conducted to be licensed by the Minnesota Charitable Gambling Control Board, and

WHEREAS, the Inver Grove Heights Soccer Association has submitted an application for a Premises Permit to conduct lawful purpose gambling at Mississippi Pub, located at 4455 66th Street East, Inver Grove Heights, and

WHEREAS, the City of Inver Grove Heights has conducted the required background investigation on the application which has not developed any facts that would constitute the basis for denial, now

THEREFORE, BE IT RESOLVED, BY THE City Council of the City of Inver Grove Heights, County of Dakota, State of Minnesota, hereby approves the application of the Inver Grove Heights Soccer Association for a premises permit for charitable gambling operations at Mississippi Pub, 4455 66th St. E., subject to compliance with the provision of the City's Gambling Ordinance or Minnesota Statutes relating to charitable gambling and requests waiver of the 30-day waiting period.

FURTHER, to direct staff to forward of copy of this resolution to the Minnesota Charitable Gambling Control Board.

Adopted this 10th day February, 2014

Ayes:
Nays:

George Tourville, Mayor

Attest:

Melissa Kennedy, Deputy Clerk

LG214 Premises Permit Application

Annual Fee \$150 (NON REFUNDABLE)

Required Attachments to LG214

1. If the premises is leased, attach a copy of your lease. Use **LG215 Lease for Lawful Gambling Activity**.
2. \$150 annual premises permit fee, for each permit (non refundable).
Make check payable to "State of Minnesota."

Mail the application and required attachments to:
 Gambling Control Board
 1711 West County Road B, Suite 300 South
 Roseville, MN 55113

Questions? Call 651-539-1900 and ask for Licensing.

Organization Information

1. Organization name Inver Grove Heights Soccer Association License number 30084
2. Chief executive officer (CEO) Gabriel Rojas-Cardona Daytime phone (651) 453-1710
3. Gambling manager Bob Davenport Daytime phone (651) 457-9338

Gambling Premises Information

4. Current name of site where gambling will be conducted Mississippi Pub
5. List any previous names for this location _____
6. Street address where premises is located 4455 66th Street East
Do not use a P.O. box number or mailing address.

7. City	OR	Township	County	Zip code
<u>Inver Grove Heights</u>			<u>Dakota</u>	<u>55076</u>

8. Does your organization own the building where the gambling will be conducted?

Yes No If no, attach LG215 Lease for Lawful Gambling Activity.

A lease is not required if only a raffle will be conducted.

9. Is any other organization conducting gambling at this site? Yes No Don't know

10. Has your organization previously conducted gambling at this site? Yes No Don't know

Gambling Bank Account Information. Must be in Minnesota.

11. Bank name Vermillion Bank Bank account number 47244

12. Bank street address 2975 80th Street E City Inver Grove Hgt State MN Zip code 55076

All Temporary and Permanent Off-site Storage Spaces

13. Address (Do not use a P.O. box number) 8190 Comstock Way E City Inver Grove Heights State MN Zip code 55076

14. Address (Do not use a P.O. box number) _____ City _____ State MN Zip code _____

Acknowledgment by Local Unit of Government: Approval by Resolution

<p>CITY APPROVAL for a gambling premises located within city limits</p>	<p>COUNTY APPROVAL for a gambling premises located in a township</p>
<p>Local unit of government must sign</p>	
City name _____	County name _____
Date approved by city council _____	Date approved by county board _____
Resolution number _____	Resolution number _____
Signature of city personnel _____	Signature of county personnel _____
Title _____ Date signed _____	Title _____ Date signed _____
	TOWNSHIP NAME _____
	Complete below only if required by the county. On behalf of the township, I acknowledge that the organization is applying to conduct gambling activity within the township limits. [A township has no statutory authority to approve or deny an application, per Minnesota Statutes 349.213, Subd. 2.]
	Print township name _____
	Signature of township officer _____
	Title _____ Date _____

Acknowledgment and Oath

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. I hereby consent that local law enforcement officers, the Board or its agents, and the commissioners of revenue or public safety and their agents may enter and inspect the premises. 2. The Board and its agents, and the commissioners of revenue and public safety and their agents are authorized to inspect the bank records of the gambling account whenever necessary to fulfill requirements of current gambling rules and law. 3. I have read this application and all information submitted to the Board is true, accurate, and complete. 4. All required information has been fully disclosed. 5. I am the chief executive officer of the organization. | <ol style="list-style-type: none"> 6. I assume full responsibility for the fair and lawful operation of all activities to be conducted. 7. I will familiarize myself with the laws of Minnesota governing lawful gambling and rules of the Board and agree, if licensed, to abide by those laws and rules, including amendments to them. 8. Any changes in application information will be submitted to the Board no later than 10 days after the change has taken effect. 9. I understand that failure to provide required information or providing false or misleading information may result in the denial or revocation of the license. 10. I understand that the fee is nonrefundable regardless of license approval/denial. |
|---|--|

<p style="text-align: center;"><i>Gabriel Rosa-Cardona</i></p> <p>Signature of Chief Executive Officer (designee may not sign)</p>	<p>1-27-2014</p> <p>Date</p>
<p>Print name <u>GABRIEL ROSA-CARDONA</u></p>	

<p>Data privacy notice: The information requested on this form (and any attachments) will be used by the Gambling Control Board (Board) to determine your organization's qualifications to be involved in lawful gambling activities in Minnesota. Your organization has the right to refuse to supply the information; however, if your organization refuses to supply this information, the Board may not be able to determine your organization's qualifications and, as a consequence, may refuse to issue a permit. If your organization supplies the information requested, the Board will be able to process your organization's application. Your organization's name and address will be public information when received by the</p>	<p>Board. All other information provided will be private data about your organization until the Board issues the permit. When the Board issues the permit, all information provided will become public. If the Board does not issue a permit, all information provided remains private, with the exception of your organization's name and address which will remain public. Private data about your organization are available to: Board members, Board staff whose work requires access to the information; Minnesota's Department of Public</p>	<p>Safety; Attorney General; Commissioners of Administration, Minnesota Management & Budget, and Revenue; Legislative Auditor, national and international gambling regulatory agencies; anyone pursuant to court order; other individuals and agencies specifically authorized by state or federal law to have access to the information; individuals and agencies for which law or legal order authorizes a new use or sharing of information after this notice was given; and anyone with your written consent.</p>
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LG215 Lease for Lawful Gambling Activity

Organization <i>Inver Grove Heights Soccer Ass.</i>	Address <i>PO BOX 2414 IGH, MN</i>	License/site number <i>30084/002</i>	Daytime phone <i>6514519332</i>
Name of leased premises <i>MISSISSIPPI PUB</i>	Street address <i>4455 66th Street E</i>	City <i>Inver Grove Hgts</i>	State MN
Name of legal owner <i>JOE HARMS</i>	Business/street address <i>4455 66th ST E</i>	City <i>IGH</i>	State MN
Name of lessor [if same as legal owner, write in "SAME"] <i>SAME</i>			

Check applicable item:

- 1. **New lease.** Do not submit existing lease with amended changes.
_____ Date that the changes will be effective. Submit changes at least 10 days before the effective date of the change.
- 2. **New owner.** Effective date _____ Submit new lease within 10 days after new lessor assumes ownership.

Check all activity that will be conducted (No lease required for raffles)

<input checked="" type="checkbox"/> Pull-tabs [paper]	<input type="checkbox"/> Electronic pull-tabs [must also sell paper pull-tabs]
<input type="checkbox"/> Pull-tabs [paper] with dispensing device	<input type="checkbox"/> Linked electronic bingo
<input checked="" type="checkbox"/> Bar bingo <input type="checkbox"/> Bingo	Electronic games may only be conducted at:
<input checked="" type="checkbox"/> Tipboards	(1) a premises licensed for the on-sale or off-sale of intoxicating liquor or 3.2 percent malt beverages [but does not include a general food store or drug store permitted to sell alcoholic beverages under Minn. Stat. 340A.405, subdivision 1]; or
<input type="checkbox"/> Paddlewheel <input type="checkbox"/> Paddlewheel with table	(2) a premises where bingo is conducted as the primary business and has a seating capacity of at least 100.

PULL-TAB, TIPBOARD, AND PADDLEWHEEL RENT

Separate rent for booth and bar ops.

BOOTH OPERATION - Some or all sales of gambling equipment are conducted by an employee/volunteer of a licensed organization at the leased premises.

- ALL GAMES, including electronic games** - Monthly rent to be paid, _____%, not to exceed **10%** of gross profits for that month.
- Total rent paid from all organizations for only booth operations at the leased premises **may not exceed \$1,750.**
 - The rent cap does not include BAR OPERATION rent for electronic games conducted by the lessor.

BAR OPERATION - All sales of gambling equipment conducted by the lessor or lessor's employee.

ELECTRONIC GAMES - Monthly rent to be paid, _____%, not to exceed **15%** of the gross profits for that month from electronic pull-tab games and electronic linked bingo games.

- ALL OTHER GAMES** - Monthly rent to be paid, 20%, not to exceed **20%** of gross profits from all other forms of lawful gambling.
- If any booth sales conducted by a licensed organization at the premises rent may not exceed **10%** of gross profits for that month and is subject to booth operation **\$1750** cap.

BINGO RENT for leased premises where bingo is the primary business conducted, such as bingo hall.

Bingo rent is limited to one of the following:

- Rent to be paid, _____%, not to exceed **10%** of the monthly gross profit from all lawful gambling activities held during bingo occasions, excluding bar bingo.
- OR -
- Rate to be paid \$ _____ per square foot, not to exceed 110% of a comparable cost per square foot for leased space, as approved by the director of the Gambling Control Board. The lessor must attach documentation, verified by the organization, to confirm the comparable rate and all applicable costs to be paid by the organization to the lessor.
 - o Rent may not be paid for bar bingo.
 - o Bar bingo does not include bingo games linked to other permitted premises.

LEASE TERMINATION CLAUSE. Must be completed.

The lease may be terminated by either party with a written 30 day notice.

Other terms _____

LG215 Lease for Lawful Gambling Activity

Lease Term - The term of this agreement will be concurrent with the premises permit issued by the Gambling Control Board (Board).

Management - The owner of the premises or the lessor will not manage the conduct of lawful gambling at the premises.

The organization may not conduct any activity on behalf of the lessor on the leased premises.

Participation as Players Prohibited - The lessor will not participate directly or indirectly as a player in any lawful gambling conducted on the premises. The lessor's immediate family and any agents or gambling employees of the lessor will not participate as players in the conduct of lawful gambling on the premises, except as authorized by Minnesota Statutes 349.181.

Illegal Gambling - The lessor is aware of the prohibition against illegal gambling in Minnesota Statutes 609.75, and the penalties for illegal gambling violations in Minnesota Rules 7865.0220, Subpart 3. In addition, the Board may authorize the organization to withhold rent for a period of up to 90 days if the Board determines that illegal gambling occurred on the premises or that the lessor or its employees participated in the illegal gambling or knew of the gambling and did not take prompt action to stop the gambling. Continued tenancy of the organization is authorized without payment of rent during the time period determined by the Board for violations of this provision, as authorized by Minnesota Statutes 349.18, Subdivision 1(a).

To the best of the lessor's knowledge, the lessor affirms that any and all games or devices located on the premises are not being used, and are not capable of being used, in a manner that violates the prohibitions against illegal gambling in Minnesota Statutes 609.75.

Notwithstanding Minnesota Rules 7865.0220, Subpart 3, an organization must continue making rent payments under the terms of this lease, if the organization or its agents are found to be solely responsible for any illegal gambling, conducted at this site, that is prohibited by Minnesota Rules 7861.0260, Subpart 1, Item H or Minnesota Statutes 609.75, unless the organization's agents responsible for the illegal gambling activity are also agents or employees of the lessor.

The lessor must not modify or terminate the lease in whole or in part because the organization reported, to a state or local law enforcement authority or the Board, the conduct of illegal gambling activity at this site in which the organization did not participate.

Other Prohibitions - The lessor will not impose restrictions on the organization with respect to providers (distributor or linked bingo game provider) of gambling-related equipment and services or in the use of net profits for lawful purposes.

The lessor, the lessor's immediate family, any person residing in the same residence as the lessor, and any agents or employees of the lessor will not require the organization to perform any action that would violate statute or rule. The lessor must not modify or terminate this lease in whole or in part due to the lessor's violation of this provision. If there is a dispute as to whether a violation occurred, the lease will remain in effect pending a final determination by the Compliance Review Group (CRG) of the Gambling Control Board. The lessor agrees to arbitration when a violation of this provision is alleged. The arbitrator shall be the CRG.

Access to permitted premises - Consent is given to the Board and its agents, the commissioners of revenue and public safety and their agents, and law enforcement personnel to enter and inspect the permitted premises at any reasonable time during the business hours of the lessor. The organization has access to the premises during any time reasonable and when necessary for the conduct of lawful gambling.

Lessor records - The lessor must maintain a record of all money received from the organization, and make the record available to the Board and its agents, and the commissioners of revenue and public safety and their agents upon demand. The record must be maintained for 3-1/2 years.

Rent all-inclusive - Amounts paid as rent by the organization to the lessor are all-inclusive. No other services or expenses provided or contracted by the lessor may be paid by the organization, including but not limited to:

- trash removal
- electricity, heat
- snow removal
- storage
- cost of any communication network or service required to conduct electronic pull-tabs games or electronic bingo
- in the case of bar operations, cash shortages.
- janitorial and cleaning services
- other utilities or services
- lawn services
- security, security monitoring

Any other expenditures made by an organization that is related to a leased premises must be approved by the director of the Gambling Control Board. Rent payments may not be made to an individual.

Acknowledgment of Lease Terms

I affirm that this lease is the total and only agreement between the lessor and the organization, and that all obligations and agreements are contained in or attached to this lease and are subject to the approval of the director of the Gambling Control Board.

Other terms of the lease

Signature of lessor 	Date 1-24-14	Signature of organization official [lessee] Bob Davenport	Date 1-24-14
Print name and title of lessor JOE HARMS OWNER		Print name and title of lessee Bob Davenport Gambling MGR	

Questions? Contact the Licensing Section, Gambling Control Board, at 651-539-1900. This publication will be made available in alternative format (i.e. large print, Braille) upon request. **Data privacy notice:** The information requested on this form and any attachments will become public information when received by the Board, and will be used to determine your compliance with Minnesota statutes and rules governing lawful gambling activities.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

PERSONNEL ACTIONS

Meeting Date: February 10, 2014
Item Type: Consent
Contact: Jenelle Teppen, Asst. City Admin
Prepared by: Amy Jannetto, H.R. Coordinator
Reviewed by: n/a

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

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

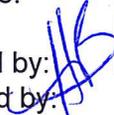
Please confirm the seasonal/temporary employment of: Recreation- Jacob Hiti, and Felix Butler.

Please confirm the seasonal/temporary termination of employment of: Fitness –Siobhan Aliperto, Aquatics – Michael Modica, Connor Phares, Andrew Miller, Lindsey Hoefft, Michael Garfield, and Carisa Brown.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

MIKE THOMAS - Case No. 14-03C

Meeting Date: February 10, 2014
 Item Type: Regular
 Contact: Heather Botten 651.450.2569
 Prepared by: Heather Botten, Associate Planner
 Reviewed by: 

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

PURPOSE/ACTION REQUESTED

Consider a resolution relating to a Conditional Use Permit to allow automobile and off-highway vehicle sales on the property located at 7537 Concord Boulevard

- Requires a 4/5ths vote.
- 60-day deadline: March 7, 2014 (first 60 days)

SUMMARY

The applicant is proposing to redevelop the vacant restaurant building and operate a used car sales lot on the property. The building would be used as a sales office and the display of vehicles would be on the south end of the site and along Concord Blvd. A car sales lot is a conditional use in the B-3 district.

Access to the site is not changing. There is an existing wood fence along the west and south property lines that would have to be maintained. The applicant is proposing to add parking lot lights; all lighting shall have the bulbs hooded or recessed and not visible from adjacent properties. Additionally, the lighting shall not exceed one foot candle from the centerline of the street and 0.4 foot candles from residential properties. The submitted lighting plan meets the code requirements.

The proposed request meets the Conditional Use Permit criteria relating to the Comprehensive Plan and zoning consistency, compatibility with surrounding properties, environmental impacts, and public health and safety impacts. No additional impervious surface would be added to the property. The Engineering Division has reviewed the plans and has no issues with the proposed request. Any future impervious surface changes, site improvements, or disturbance will require the addition of a storm water facility approved by the Engineering Department.

Planning Staff: Based on the information provided and the conditions listed in the attached resolution, staff is recommending **approval** of the Conditional Use Permit to allow automobile sales in the B-3 district.

Planning Commission: Recommended **approval** of the request at their February 5, 2014 meeting with the conditions listed in the attached resolution (7-0).

Attachments: CUP Resolution
 Planning Commission Recommendation
 Planning Staff Report

**RECOMMENDATION TO
CITY OF INVER GROVE HEIGHTS**

TO: Mayor and City Council of Inver Grove Heights
FROM: Planning Commission
DATE: February 5, 2014
SUBJECT: MIKE THOMAS – CASE NO. 14-03C

Reading of Notice

Commissioner Simon read the public hearing notice to consider the request for a conditional use permit to operate an automobile and off highway vehicle sales lot, for the property located at 7537 Concord Boulevard. 23 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 operate a used car sales lot at 7537 Concord Boulevard and to use the existing vacant restaurant building as a sales office. An automobile sales lot is a conditional use in the B-3, General Business District. Access to the property would remain the same, the applicant would be required to maintain the existing wood fence, and no additional impervious surface is being added to the property at this time. The City's Engineering Department supports the proposed request, but advised that the applicant would have to add a stormwater facility if there were ever any future impervious surface changes or site improvements. Staff recommends approval of the request with the 11 conditions listed in the report. Staff received comment from two property owners, both opposed to the request.

Chair Hark asked if the applicants intended to sell off highway vehicles as well, as listed in the public hearing notice.

Ms. Botten replied that the applicant was proposing to sell automobiles only. She advised that off highway vehicles were listed in the public hearing notice because that is how it is listed in the Zoning Code's land use table. She noted that one of the conditions of approval limits the property to automobile sales only.

Commissioner Simon asked if the conditions should be modified to specifically prohibit bull dozers, cranes, and other vehicles which are included in the State definition of off highway vehicles but were not specifically listed in Condition 5 of the staff report.

Ms. Botten stated the Planning Commission could add that to the conditions; however, Condition 5 states that only automobile sales are allowed.

Commissioner Lissarrague noted that the applicant was moving from another location in Inver Grove Heights, and asked if they had similar guidelines at that location to what was being proposed with the current request.

Ms. Botten replied in the affirmative. She advised it was unlikely that their current CUP referenced specific off highway vehicles as it was typically assumed that auto sales lots would

not sell bulldozers, cranes, etc.

Commissioner Lissarrague asked if staff was aware of any complaints or violations at the current location.

Ms. Botten replied they were not.

Opening of Public Hearing

Mike Thomas, 26752 Denmark Avenue, Farmington, advised he was available to answer any questions.

Chair Hark asked if the applicant had read the staff report.

Mr. Thomas replied in the affirmative, and stated he would not be selling any off highway vehicles.

Chair Hark asked if only automobiles would be sold.

Mr. Thomas replied in the affirmative, and stated he would agree to an additional condition prohibiting off highway vehicle sales if it would make the Commission more comfortable.

Commissioner Elsmore stated the letters received from neighbors referenced two concerns; one in regard to off highway vehicles being sold and the other in regard to lighting. She asked if the lights at the current location were left on all night.

Mr. Thomas replied in the affirmative, stating they were left on all night for security purposes. He advised that the proposed lighting; however, would be less bright than his current lighting due to the change in standards over the years. He noted that the proposed hours of operation would be 9-5 Friday and Saturday, closed Sunday, and standard business hours the remainder of the week.

Commissioner Wippermann stated that removal of the two lights to the extreme west of the property would help alleviate neighbor concerns.

Mr. Thomas replied he would be willing to eliminate those lights and then perhaps bump up the lighting on the two east of them. He advised that using low-lux lighting or putting the two westernmost lights on a timer would be a possibility as well if the lighting becomes a problem.

Chair Hark closed the public hearing.

Planning Commission Recommendation

Motion by Commissioner Elsmore, second by Commissioner Maggi, to approve the request for a conditional use permit to operate an automobile and off highway vehicle sales lot, for the property located at 7537 Concord Boulevard, with the 11 conditions listed in the report.

Motion carried (7/0). This item goes to the City Council on February 10, 2014.

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A CONDITIONAL USE PERMIT TO ALLOW AN
AUTOMOBILE AND OFF HIGHWAY VEHICLE SALES LOT IN THE B-3 GENERAL
BUSINESS DISTRICT**

Mike Thomas
Case No. 14-03C

WHEREAS, the request is for the property located at 7537 Concord Boulevard (PID No's 20-01100-50-061 and 20-01100-50-051) and legally described as:

PT OF N 1/3 OF N 1/2 OF SW 1/4 COM NW COR E 525.3 FT S AT R A 159.2 FT TO PT OF BEG E 149.2 FT TO W R/W STH #56 S 6D W ON R/W 140.1 FT W 129 FT TO PT 138 FT S OF BEG N 138 FT TO PT OF BEG OF SECTION 11 TWN 27 RANGE 22, DAKOTA COUNTY, MINNESOTA

AND

PT OF N 1/3 OF N 1/2 OF SW 1/4 BEG 411.3 FT E OF NW COR E 127.9 FT S 159.2 FT W 13.9 FT S 138 FT E 82 FT SE'LY 125 FT TO PT 21.6 FT W OF W'LY R/W STH #56 W 201.6 FT N 15D00M W 107 FT N TO BEG EX LOT 1 BLK 1 AMOS ADDITION & EX N 30 FT THEREOF SECTION 11 TWN 27 RANGE 22, DAKOTA COUNTY, MINNESOTA

WHEREAS, the aforescribed property is zoned B-3, General Business;

WHEREAS, an automobile and off highway vehicle sales lot is listed as a conditional use within the B-3, General Business zoning district;

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 February 5, 2014;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, that a Conditional Use Permit to allow an automobile and off highway vehicle sales lot 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 Division except as modified herein:

Site Plan date stamped:	01-10-2014
Lighting Plan dated:	01-27-2014
2. The parking and display of vehicles shall occur only on the paved areas of the site as shown on the approved site plan. Parking and display of vehicles shall not be permitted on any grass areas or in the boulevard of any right-of-way.
3. No junk vehicles, as defined by City Code, shall exist on the property. There shall be no storage of vehicle parts on the property.
4. No employee, customer, or inventory parking shall be allowed on the street or in the right-of-way. Customer parking must be signed and shall not contain vehicle inventory.
5. The vehicle sales lot is for the display and sale of automobiles only. There shall be no sale of trailers, boats, snowmobiles, farm equipment, recreational equipment, etc.
6. All signage requires issuance of sign permits which will require a complete sign inventory to verify proposed overall signage will comply with the code.
7. All parking lot and building lighting shall be of a shoe-box style with all lighting being diffused or direct away from all property lines and public right-of-ways. The direct source of the light shall not be visible from any abutting property lines and public right-of-ways.
8. All display pennants, flags, searchlights, balloons, or other special promotion devices shall be limited to no more than 10 days per calendar year. All other signage for the property shall conform to the applicable requirements of the City Code.
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. The wood fence is a screening requirement and must be maintained. i.e. kept straight and plumb, fix any broken boards, remove graffiti, etc.

11. Any future impervious surface changes, site improvements, or disturbance will require the addition of a storm water facility, meeting the MPCA non-degradation requirement of treating/infiltration 1-inch of run-off from the impervious surface. Additional improvements shall also meet the City's Water Resources Management Plan requirements.

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 10th day of February, 2014.

AYES:

NAYS:

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy Clerk

P L A N N I N G R E P O R T
C I T Y O F I N V E R G R O V E H E I G H T S

REPORT DATE: January 28, 2014

CASE NO: 14-03C

HEARING DATE: February 5, 2014

APPLICANT: Mike Thomas

PROPERTY OWNER: James and Darci Knowlton

REQUEST: Conditional Use Permit for an automobile and off-highway vehicle sales lot

LOCATION: 7537 Concord Blvd

COMPREHENSIVE PLAN: CC, Community Commercial

ZONING: B-3, General Business

REVIEWING DIVISIONS: Planning

PREPARED BY:  Heather Botten
Associate Planner

BACKGROUND

The applicant is proposing to redevelop the existing vacant restaurant building at 7537 Concord Blvd and operate a used car sales lot. The existing building would be used as an office building for the operation and the display of vehicles would be on the south end of the site and along Concord Blvd.

No additional buildings are proposed for the property. The applicant has indicated that he would remodel the inside of the existing building into an office and add light fixtures to the parking lot. No other significant improvements are being proposed at this time.

The specific request consists of the following:

- A.) A **Conditional Use Permit** for automobile and off-highway vehicle sales in the B-3, General Business Zoning District

EVALUATION OF THE REQUEST

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

- North - Super America; zoned B-3, General Business; guided CC, Community Commercial
- East - Skyline Village/Concord Blvd; zoned R-4, Manufactured Home Park District; guided MDR, Medium Density Residential
- West - Commercial/Single family homes; zoned B-3/ R-1C; guided CC/ LDR
- South - North American Trailers; zoned B-3; guided CC

SITE PLAN REVIEW

Parking. The property would be utilized as a used car sales lot. The customer parking must be marked and shall not contain vehicle inventory. No employee, customer, or inventory parking shall be allowed on the street or in the right-of-way.

No junk vehicles are allowed to be kept on site. A junk vehicle is defined as any motor vehicle which for a period of 30 days or more: is not in operable condition; partially dismantled; used for the sale of parts or as a source of repair or replacement parts for other vehicles; kept for scrapping; dismantling or salvage of any kind; or not properly licensed.

Access. Access to the site is not changing; there are two access points leading into the property off of Concord Blvd. The property can also be accessed from the north through the Super America parking lot and off of 75th Street.

Landscaping/Screening. The proposed use does not require any landscaping on the property. There is an existing wood fence along the west property line and part of the south property line that faces residential properties. The existing fence meets the screening requirements. No additional fencing would be required, although, the applicant is proposing additional fencing for security purposes.

Lighting. The applicant has submitted a lighting plan showing the location of proposed light poles including an illumination plan. The City Code requires that any lighting be a shoe-box style and that the bulb be shielded in some way so as not to be visible from adjacent property or the street. The source of light shall be hooded, recessed, or controlled in some manner so as not to be visible from adjacent property or streets. Lighting shall not exceed 1.0 foot candle from the centerline of a street of 0.4 foot candles when abutting residential property. The lighting proposed meets the code requirements.

Signage. All signs for the site, including wall and pylon, require a separate sign permit and shall conform to the sign size requirements of the B-3 zoning district.

Engineering. No additional impervious surface would be added to the property at this time. The City Engineer has reviewed the plans and has no issues with the proposed request.

The properties are within the MPCA non-degradation area that drains to the Mississippi River through City storm facilities. Any future impervious surface changes, site improvements, or disturbance will require the addition of a storm water facility, meeting the MPCA non-degradation requirement of treating/infiltration 1-inch of run-off from the impervious surface. Additional improvements shall also meet the City's Water Resources Management Plan requirements.

Other Departments. All plans shall be subject to the review and approval of the City Fire Marshal and the City Building Official. The existing building on site will have to be brought into compliance with building and fire codes.

GENERAL CONDITIONAL USE PERMIT REVIEW

This section reviews the plans against the CUP criteria in the Zoning Ordinance (Section 10-3A).

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

The site is currently designated as CC, Community Commercial. The use of an auto sales lot is consistent with the goals and policies of the Comprehensive Plan.

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

The applicant's property is zoned B-3, General Business. An auto sales lot is a conditional use in the B-3 district; with approval of the CUP, the proposed use would be in compliance with the Zoning Ordinance.

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

The use proposed does not appear to be materially injurious to existing or planned properties or improvements to the vicinity.

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

Concord Boulevard was recently reconstructed; no additional City or County improvements are planned at this time. The property improvements do not appear to have any negative effects on City facilities or services.

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

- i. Aesthetics/exterior appearance*

The existing structure will remain as a sales building. Open sales and outside storage are common uses along Concord Blvd. and in B-3 districts.

- ii. Noise/traffic*

The sales lot would not generate noises that are inconsistent with commercial zoning. The use would typically be a low traffic generator.

- iii. Fencing, landscaping and buffering*

The site is already developed and no additional buildings are being proposed. Landscaping is not required for this property. There is an existing solid fence that provides screening for the abutting residential properties.

6. *The property is appropriate for the use considering: size and shape; topography, vegetation, and other natural and physical features; access, traffic volumes and flows; utilities;*

parking; setbacks; lot coverage and other zoning requirements; emergency access, fire lanes, hydrants, and other fire and building code requirements.

The size and shape of the parcel would work for the proposed use. The site is flat with existing improvements. Access to the site is not changing. The amount of traffic would not be out of the ordinary for a commercial area. Fire and building code requirements would be addressed with building permits to occupy the building.

7. *The use does not have an undue adverse impact on the public health, safety or welfare.*

The use does not appear to have any negative effects on the public health, safety or welfare of the community.

8. *The use does not have an undue adverse impact on the environment, including but not limited to, surface water, groundwater and air quality.*

The proposed use itself would not have any direct impacts on the environment. No impervious surface would be added to the site. All vehicles would be operable and there is no storage of junk vehicles or vehicle parts allowed.

ALTERNATIVES

A. **Approval:** If the Planning Commission finds the application acceptable, the following request should be recommended for approval:

- Approval of the **Conditional Use Permit** for an automobile and off-highway vehicle sales lot subject to the following conditions:

1. The site shall be developed in substantial conformance with the following plans on file with the Planning Division except as modified herein:

Site Plan date stamped: 01-10-2014

Lighting Plan dated: 01-27-2014

2. The parking and display of vehicles shall occur only on the paved areas of the site as shown on the approved site plan. Parking and display of vehicles shall not be permitted on any grass areas or in the boulevard of any right-of-way.

3. No junk vehicles, as defined by City Code, shall exist on the property. There shall be no storage of vehicle parts on the property.

4. No employee, customer, or inventory parking shall be allowed on the street or in the right-of-way. Customer parking must be signed and shall not contain vehicle inventory.

5. The vehicle sales lot is for the display and sale of automobiles only. There shall be no sale of trailers, boats, snowmobiles, farm equipment, recreational equipment, etc.
6. All signage requires issuance of sign permits which will require a complete sign inventory to verify proposed overall signage will comply with the code.
7. All parking lot and building lighting shall be of a shoe-box style with all lighting being diffused or direct away from all property lines and public right-of-ways. The direct source of the light shall not be visible from any abutting property lines and public right-of-ways.
8. All display pennants, flags, searchlights, balloons, or other special promotion devices shall be limited to no more than 10 days per calendar year. All other signage for the property shall conform to the applicable requirements of the City Code.
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. The wood fence is a screening requirement and must be maintained. i.e. kept straight and plumb, fix any broken boards, remove graffiti, etc.
11. Any future impervious surface changes, site improvements, or disturbance will require the addition of a storm water facility, meeting the MPCA non-degradation requirement of treating/infiltration 1-inch of run-off from the impervious surface. Additional improvements shall also meet the City's Water Resources Management Plan requirements.

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

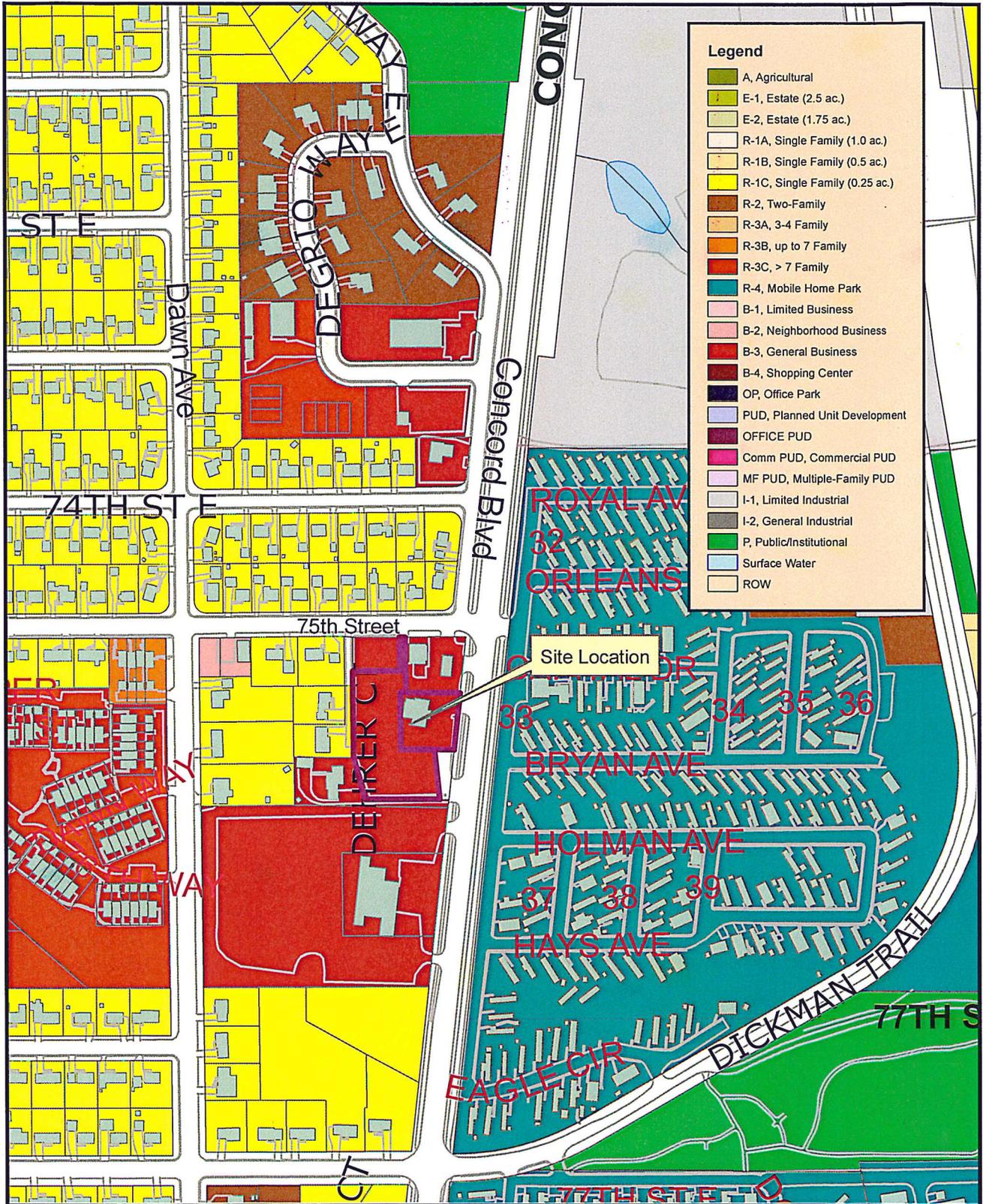
RECOMMENDATION

Based on the preceding report, Staff recommends **approval** of the request with the conditions listed in Alternative A.

Attachments: Exhibit A – Zoning and Location map Exhibit D- Aerial photo demonstrating zoning
 Exhibit B – Applicant narrative Exhibit E – Lighting Plan
 Exhibit C –Site plan Exhibit F – Comments received from neighbors



7537 Concord Blvd



Map not to scale

Exhibit A
Zoning and Location Map



Hello I'm Mike Thomas.

I am interested in purchasing a piece of property located at 7537 concord Blvd It was most recently Edie's bar and grill.

I currently own Inver Grove Auto approximately 1 mile north of this location. My reason for this meeting is to discuss

with the planning committee and to present my plans for a conditional use permit for a car lot. I have submitted a plan

Which will include no current changes to the existing building or sign. Upon your approval The only site changes would

be to improve the outdoor lighting and a small addition to the existing fence which is show in the example attached.

Also in the example

- a) Out line of costumer parking (including handy cap)
- b) Employee parking
- c) Parking for 75 to 100 vehicles
- d) Light poles
- e) Fence
- f) Entrance

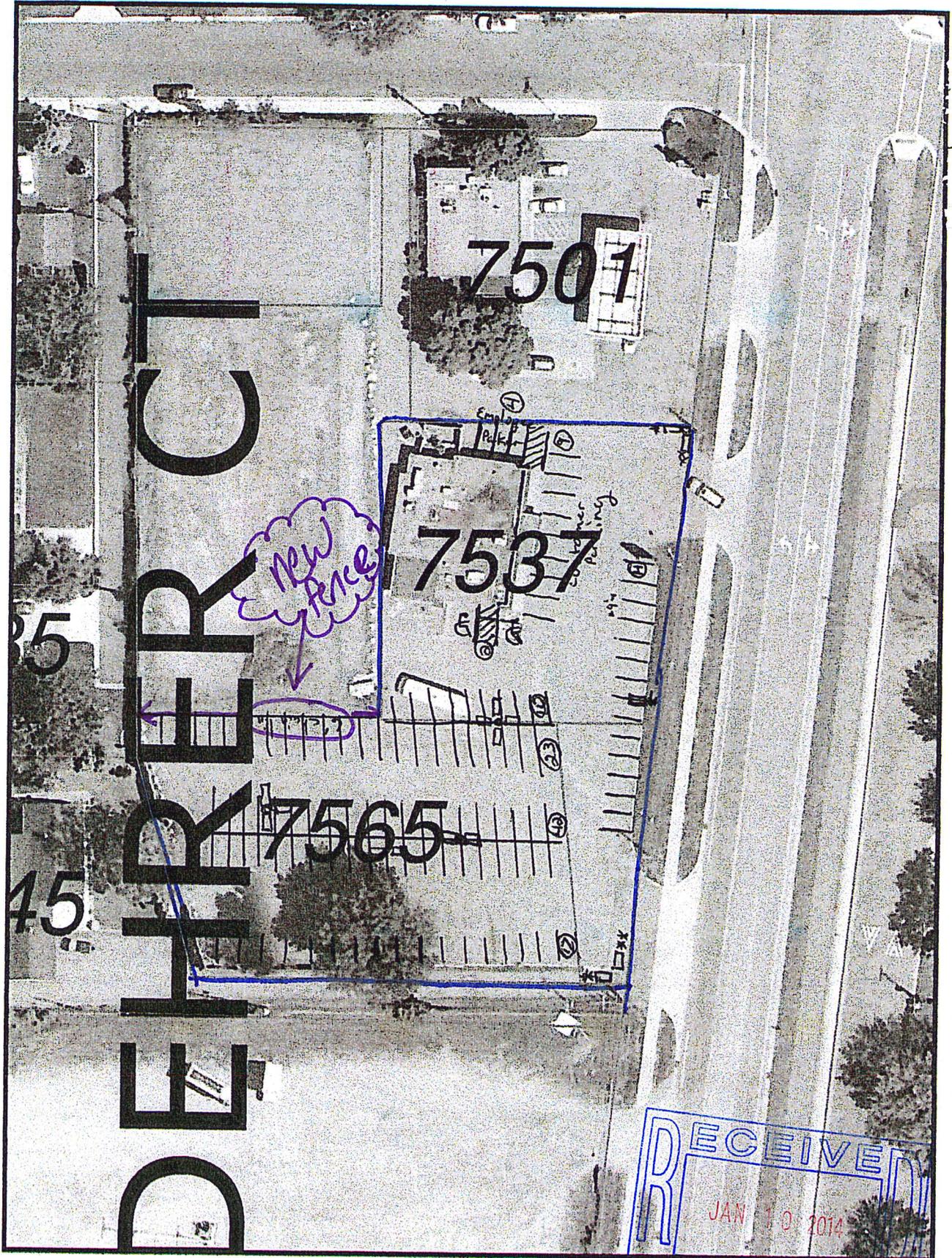
Standard car lot hours of operation as allowed in Inver Grove, And the use of the north existing entrance. (near the sign)

Looking forward to meeting with you and getting your input and feelings for the purposed conditional use permit.

Yours Truly

Mike Thomas
612-741-1800
mtyoumet@gmail.com

B



no parking

New fence

RECEIVED
JAN 10 2014

N
Map not to scale

Site plan

C



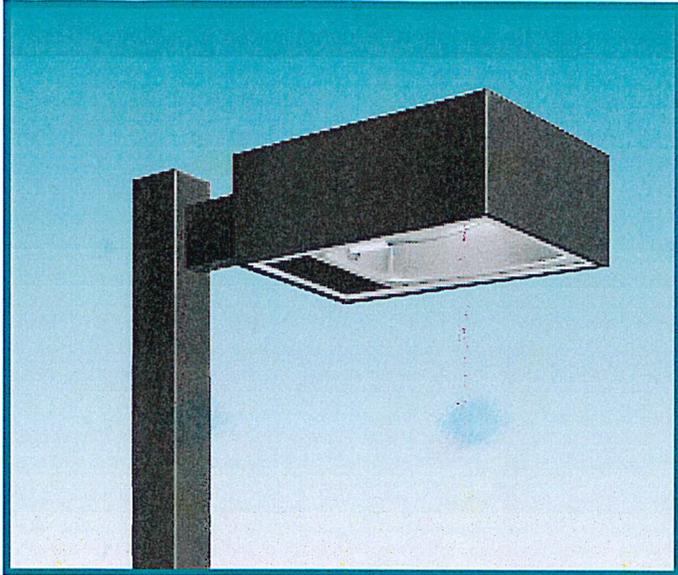
7537 Concord Blvd



Map not to scale

Exhibit D
Zoning around designated sales area

RSB-RCS/L SERIES



The RSB-RCS/L Series rectangular shoebox is offered in a variety of lighting distributions with sharp cutoff to meet the challenging demands of today's site lighting projects.



Fixture Specifications

- One-piece formed aluminum housing
- Hydroformed aluminum reflector
- Die cast zinc latches permit tool-free entry
- High power factor ballast with -20°F starting
- Consult factory for glare shield options
- Lamp and arm included
- Flat tempered glass lens
- Luminaire finished in weatherproof powder-coat paint
- Available with photocell and polycarbonate shield
- Rotatable optics (RCL only)
- UL listed for wet locations

ORDERING INFORMATION

SAMPLE CATALOG NUMBER

RSB-RCX **XXXXXXXX** **XX** **X** **XX**
 Series Wattage/Source Finish Distribution Voltage

SERIES

RSB-RCS RSB Series - Small
RSB-RCL RSB Series - Large

WATTAGE/SOURCE¹

100PMH 100 watt pulse start metal halide (RCS)
175PMH 175 watt pulse start metal halide (RCS)
250PMH 250 watt pulse start metal halide (RCS)
320PMH 320 watt pulse start metal halide (RCS/L)
1000MH 1000 watt metal halide (RCL)
100HPS 100 watt high pressure sodium (RCS)
150HPS 150 watt high pressure sodium (RCS)
250HPS 250 watt high pressure sodium (RCS)
400HPS 400 watt high pressure sodium (RCS/L)
1000HPS 1000 watt high pressure sodium (RCL)

FINISH²

DB Dark Bronze
BK Black
WH White
PS Platinum Silver

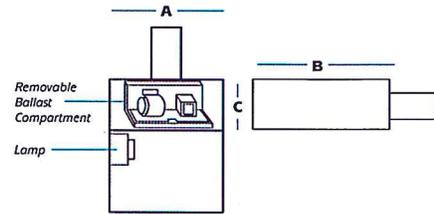
DISTRIBUTION

3 Type III
4 Type IV
5 Type V (square)

VOLTAGE

MT Multi-tap ballast (120, 208, 240, 277)
48 480 volt

¹ Consult factory for other wattages and Pulse Start availability.
² Consult factory for other finishes.



A	B	C	EPA	WEIGHT
RSB-RCS				
16.25"	23.5"	8.5"	2.1 ft ²	42 lbs.
RSB-RCL				
22.25"	30"	10.5"	3.0 ft ²	70 lbs.



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01,26,2014

To: Melissa Kennedy, Deputy Clerk
Planning Department
8150 Barbara Ave.
City of Inver Grove Heights, MN 55077

RECEIVED

JAN 28 2014

From: George and Phyllis Colaizy
7552 Dawn Ave. East
Inver Grove Heights, MN 55076

Dear Melissa Kennedy,

In reference to **MIKE THOMAS- CASE NO. 14-03C**, Phyllis and I are NOT in favor of this variance or business involving this site. It is improper use for it. I don't know if you are aware of the state definition of "OFF HIWAY VEHICLE", They are Tractors, Forklifts, Cranes, Backhoes, Bulldozers, Motor Scrapers, and all matter of heavy equipment. This type of business needs to be located in an industrial park not in a residential area.

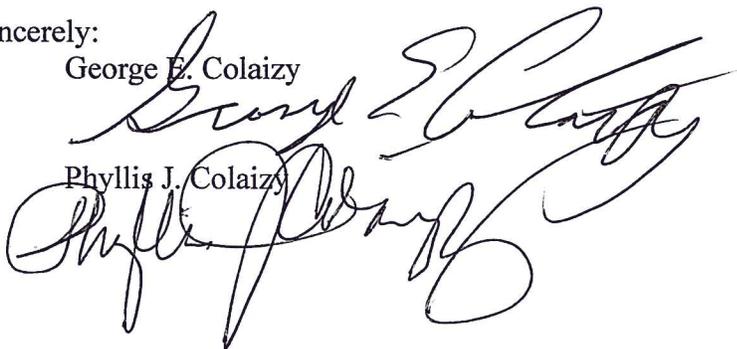
We already have to put up with one business that should not be repairing gasoline tankers and propane tankers in this neighborhood. I have personally seen the disregard for safety as I was enveloped by a cloud of propane gas they released by a tanker endangering everyone near them. This was after an accident where they attempted a repair on a gasoline tanker it exploded killing the worker inside.

I do not want this variance to be allowed as it does not fit with in the surrounding residential neighborhood. The site that is mapped out would be better used as it once was; a Bar, Restaurant, or Retail Merchant.

Sincerely:

George E. Colaizy

Phyllis J. Colaizy

Handwritten signatures of George E. Colaizy and Phyllis J. Colaizy. The signature of George E. Colaizy is written in black ink and is positioned above the signature of Phyllis J. Colaizy. Both signatures are cursive and somewhat stylized.

f.

January 2, 2014

Planning Department
8150 Barbara Avenue
Inver Grove Heights, MN 55077

RE: Mike Thomas – Case No. 14-03C

Here are a few concerns we have regarding the above:

Truck Stop – Biggest concern for us. At different times, this block is used as a truck stop for semi trailers. Not sure where they come from, but will run constantly all night and day. I don't think anyone around this property signed up for that. Some nights, especially in the summer, you can't have your windows open and have to turn on the air conditioning because of the noise. So irritating!!!!!!!

Lighting – hopefully there will not be 24-hour lighting on the lot. It would be unfortunate to be unable to enjoy the deck and backyard due to lighting from the lot.

Appearance – This block already looks like a dump and is somewhat embarrassing to live around. Not sure a used car lot would help with that.

Andrew and Diane Vogelgesang
4046 75th Street E.
Inver Grove Heights, MN 55076

651-450-0385

f.

CITY OF INVER GROVE HEIGHTS

REQUEST FOR COUNCIL ACTION

Consider Second Reading of an Ordinance Amendment to Title 11 of the City Code (Subdivision Regulations) to amend Chapter 4 relating to Updating Park Dedication Rates

Meeting Date: February 10, 2014
 Item Type: Regular Agenda
 Contact: Eric Carlson – 651.450.2587
 Prepared by: Eric Carlson
 Reviewed by: Tom Link, Mark Borgwardt
 Allan Hunting, Heather Botten

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

PURPOSE/ACTION REQUESTED

The Council is asked to approve the 2nd Reading of the recommended changes to the Park Dedication Ordinance as outlined in the staff report.

SUMMARY

The State of Minnesota updated the State Statues related to Park Dedication during the 2012 Legislative Session. The City of Inver Grove Heights last updated the Park Dedication Ordinance in early 2007. Since that time neither the language nor the rates have changed. A committee of employees including the Community Development Director, City Planner, Assistant Planner, Parks Superintendent, and the City Attorney meet several times to discuss the new State Statues and has determined that some updates are necessary.

Land Dedication

Zoning	Density per Acre	Proposed Land Dedication	Current Land Dedication
A and E-1, E-2		To be determined by the Council at time of final plat	5%
R-1 and R-2	3 units	9%	10%
R-3A and R-3B	9 units	18%	20%
R-3C	15 units	30%	30%
B-1, B-2, B-3, B-4		4.5%	10%
I-1 and I-2		4.5%	10%
P		4.5%	10%

Cash Dedication

Zoning	Density per Acre	Proposed Cash Dedication	Current Cash Dedication
A and E-1, E-2		\$2,850	\$4,011
R-1 and R-2	3 units	\$2,850	\$4,011
R-3A and R-3B	9 units	\$4,000	\$3,950
R-3C	15 units	\$4,900	\$3,950
P		\$7,000 per acre	\$7,000 per acre
B-1, B-2, B-3, B-4		\$7,000 per acre	\$7,000 per acre
I-1, and I-2		\$6,000 per acre	\$5,500 per acre

The Park and Recreation Commission met on Wednesday, January 8th and is recommending approval on a unanimous vote.

The Planning Commission met on Tuesday, January 21st and is recommending approval on a unanimous vote.

The Council approved the first reading of the Ordinance Amendment on January 27th and wanted staff to follow up on the following:

- Park Dedication information from surrounding communities (please see below)
- Information should be shared with the Chamber of Commerce (information has been shared, waiting on a response)

Also attached is a resolution that outlines the process/calculations that should be used to calculate park dedication fees in the future.

Park Dedication Rate Comparison				
Cash Dedication				
	Single	Multiple	Commercial	Industrial
Inver Grove Heights	\$2,850	\$4,450 (ave)	\$7,000	\$6,000
Apple Valley	\$4,585	\$3,176 (ave)		
Burnsville	\$2,574	\$3,703 (ave)	\$16,000	\$8,000
Eagan	\$3,558	\$3,559 (ave)		
Lakeville	\$4,747	\$4,900	\$7,693 (ave)	\$4,558
Rosemount	\$3,400		\$9,000	\$5,000

Tentative Schedule

Park and Recreation Commission	Wednesday, January 8 th
Planning Commission	Tuesday, January 21 st
City Council (1 st Reading)	Monday, January 27 th
City Council (2 nd Reading)	Monday, February 10 th
City Council (3 rd Reading)	Monday, February 24 th

**Current
Park Dedication
Ordinance**

Chapter 4

PARK, TRAIL AND RECREATION DEDICATION OR CASH IN LIEU

11-4-1: PURPOSE AND INTENT:

- A. The city council recognizes it is essential to the health, safety and welfare of the residents of the city and persons working in the city that the character and quality of the environment be considered to be of major importance in the planning and development of the city. In this regard, the manner in which land is developed and used is of high priority. The preservation of land for park, playground and public open space purposes as it relates to the use and development of land for residential and commercial/industrial purposes is essential to maintaining a healthful and desirable environment for all citizens of the city. The city must not only provide these necessary amenities for our citizens today, but also be insightful to the needs of future citizens.
- B. The city council recognizes that the demand for park, playground, trail and public open space within a municipality is directly related to the density and intensity of development permitted and allowed within any given area. Urban type developments mean greater numbers of people and higher demands for park, playground and public open space. To disregard this principle is to inevitably overtax existing facilities and thus, diminish the quality of the environment for all.
- C. The city parks and recreation advisory commission has established minimum community criteria for meeting the needs of the residents of the city. In order to meet the community needs for parks, ten (10) acres of park shall be required for each one thousand (1,000) residents. This shall be the standard upon which the city shall establish its park land dedication and parks cash contribution.
- D. It is the policy of the city that the standards and guidelines of this chapter for the dedication of land for park, playground and public open space purposes (or cash contributions in lieu of such dedication) in the subdividing and developing of land within the city shall be directly related to the density and intensity of each subdivision and development.
- E. The state has recognized the importance of providing for parks and open space in Minnesota statutes section 462.358, subdivision 2(b), which clearly gives the right to the

city in its subdivision regulations to require reasonable portions for public use. (Ord. 1157, 6-11-2007)

11-4-2: DEDICATION OR CASH IN LIEU REQUIRED:

As a prerequisite to subdivision approval, subdividers shall dedicate land for parks, playgrounds, public open spaces, and trails and/or shall make a cash contribution to the park acquisition and development fund as provided by this chapter. Final approval of the park dedication/contribution requirements shall be made by the city council. (Ord. 1157, 6-11-2007)

11-4-3: SUITABILITY OF LAND:

Dedicated land shall be reasonably suitable for its intended use, and shall be at a location convenient to the people to be served, and shall be consistent with the "Comprehensive Park Plan And Development Guide Plan" used in evaluating the adequacy of proposed park and recreation areas. These factors shall include size, shape, topography, geology, hydrology, tree cover, access and location. Land with dead trees, trash, junk, pollutants and unwanted structures is not acceptable, unless the developer first removes the unacceptable material. (Ord. 1157, 6-11-2007)

11-4-4: GENERAL REQUIREMENTS:

- A. Parks And Recreation Advisory Commission Recommendation: Prior to the preliminary plat approval, the parks and recreation advisory commission shall recommend to the city council the land and/or cash contribution requirements for proposed subdivision.

- B. Change In Density: Any increase in density of a platted or proposed subdivision shall be reviewed by the parks and recreation advisory commission and the council for reconsideration of park land and/or cash contribution requirements.

- C. Additional Purchase: When a proposed park, playground, recreation area, or other public ground is indicated in the city's official map or adopted comprehensive plan and is located in whole or in part within a proposed subdivision, it shall be designated as such on the plat. If the subdivider elects not to dedicate an area in excess of the land required

hereunder for such proposed public site, the city may consider acquiring the site through purchase.

- D. Relationship To Other Open Space: The amount of land to be dedicated by a subdivider shall be based on the gross area of the proposed subdivision. The amount of land to be dedicated by a subdivider shall be based on the density of development. Such dedication shall be consistent with the comprehensive plan and "Comprehensive Park Plan And Development Guide Plan" for future parks.
- E. Partial Credit: Where private open space for park and recreation purposes is provided in a proposed subdivision, such areas may be used for partial credit, at the discretion of the city council, against the land or cash dedication requirement for park and recreation purposes, provided the city council finds it is in the public interest to do so.
- F. Change Of Requirements: The city, upon consideration of a particular type of development, may require larger or smaller parcels of land than provided in section 11-4-5 of this chapter to be conveyed to the city if the city determines that present or future residents would require greater or lesser land for park and playground purposes. (Ord. 1157, 6-11-2007)

11-4-5: LAND DEDICATION:

- A. In a subdivision where a land dedication is required, the following formula will be used as a guide to the park land dedication requirements which shall be made at time of final plat approval:

Zoning District	Land Dedication (Percentage Of Land Subdivided)
A and E	5
R-1 and R-2	10
R-3A and R-3B	20
R-3C	30
B, I and P	10

- B. Land proposed to be dedicated for public purposes shall meet identified needs of the city as contained in the "Comprehensive Park Plan And Development Guide Plan" and the comprehensive plan.
- C. Prior to dedication, the subdivider shall deliver to the city attorney a title insurance commitment and a title insurance policy in favor of the city. The dedicated land shall be conveyed by warranty deed. Such title shall vest in the city good and marketable title, free and clear of any mortgages, liens, encumbrances, assessments and taxes. The conveyance documents shall be in such form acceptable to the city.
- D. The required dedication and/or payment of fees in lieu of land dedication shall be made at the time of final plat approval.
- E. The removal of trees and topsoil, the storage of construction equipment, the burying of construction debris, and stockpiling are strictly forbidden without the written approval of the director of parks and recreation.
- F. Grading and utility plans which may affect or impact the proposed park dedication shall be reviewed and approved by the parks and recreation director prior to dedication, or at such time as reasonably determined by the director of parks and recreation.
- G. 1. To be eligible for park dedication credit, land dedicated must be located outside of drainways, floodplains or ponding areas. Land with grades exceeding twelve percent (12%) or unsuitable for parks development shall be considered for partial dedication.
2. Where ponding has been determined by the city council to have a park function, credit will be given at a rate of fifty percent (50%) of the pond and adjoining land area below the high water level. A minimum of seventy percent (70%) of land above the high water mark shall be dedicated before pond credit is granted. Other city park dedication policies relating to pond dedication must also be complied with.
3. In those cases where the subdividers and developers of land provide significant amenities such as, but not limited to, swimming pools, tennis courts, handball fields, etc., within the development for the benefit of those residing or working therein, and where, in the judgment of the director of parks and recreation, such amenities significantly reduce the demands for public recreational facilities to serve the development, the director of parks and recreation may recommend to the parks and recreation advisory commission and the city council that the amount of land to be dedicated for park, playground, and public open area space (or cash contributions in lieu of such dedication) be reduced by an amount not to exceed twenty five percent (25%) of the amount calculated under this section.

- H. The city may determine that the subdivider create and maintain some form of on site recreation use by the site residents such as tot lots and open play space. This requirement may be in addition to the land or cash dedication requirement.
- I. The subdivider must provide finished grading and ground cover for all park, playground, trail and public open spaces within the development as part of the development contract or site plan approval responsibilities. Landscape screening shall be in accordance with city policy.
- J. The subdivider must establish park boundary corners for the purpose of erecting park limit signs. The developer shall contact the appropriate parks and recreation department personnel for the purpose of identifying park property corners.
- K. The subdivider must provide sufficient public road frontage of not less than three hundred feet (300') for neighborhood parks and additional frontage for community parks. (Ord. 1157, 6-11-2007)

11-4-6: CASH CONTRIBUTION:

- A. Residential Subdivisions: The following cash contribution fees shall be made at the time of final plat approval:

Single-Family Detached		
Average Market Value	Units Per 100 Population	Cash Equivalent Per Residential Unit
\$129,362.00	32.25	\$4,011.00

Multi-Family Units (eg., Condominium, Townhome, Apartments)		
Average Market Value	Units Per 100 Population 3x	Cash Equivalent Per Residential Unit
\$216,056.00	54.7	\$3,950.00

B. Commercial (B), Industrial (I) and Institutional (P) Subdivisions: The following cash contribution fees shall be made at the time of final plat approval:

Zoning District	Cash Dedication (Per Acre)
P	\$6,000.00
B	7,000.00
I-1 and I-2	5,500.00
OP	7,000.00

C. Review Of Rates: Cash dedication rates will be reviewed annually and established by ordinance of the city council. (Ord. 1158, 6-11-2007; amd. 2008 Code)

11-4-7: COMBINATION OF CASH AND LAND:

The city and developer may arrange a combination of cash, land, and/or development of the land for park purposes to fulfill the dedication/contribution requirements. (Ord. 1157, 6-11-2007)

11-4-8: MIXED USES:

Planned developments with mixed land uses shall make cash and/or land contributions in accordance with this chapter based upon the percentage of land devoted to the various uses. (Ord. 1157, 6-11-2007)

11-4-9: PARK ACQUISITION AND DEVELOPMENT FUND:

Cash contributions shall be deposited in the city park acquisition and development fund and shall only be used for purposes authorized by state law. Expenditures from the park acquisition and development fund shall be authorized by the city council. The parks and recreation advisory commission may recommend expenditures to the city council. (Ord. 1157, 6-11-2007)

**Proposed
Park Dedication
Ordinance**

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE,
SECTIONS 11-4-5 AND 11-4-6 RELATING TO PARK DEDICATION AND
CONTRIBUTION REQUIREMENTS**

THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS ORDAINS AS FOLLOWS:

Section 1. Amendment. Section 11-4-5 of the Inver Grove Heights City Code is hereby amended to read as follows:

11-4-5: LAND DEDICATION:

A. In a subdivision where a land dedication is required, the following formula will be used as a guide to the park land dedication requirements which shall be made at time of final plat approval:

Zoning District	Land Dedication (Percentage Of Land Subdivided)
A and E	5
R-1 and R-2	10
R-3A and R-3B	20
R-3C	30
B, I and P	10

Zoning District	Land Dedication (Percentage Of Land to be Dedicated to the City)
A and E-1 and E-2	to be determined by Council at time of final plat
R-1 and R-2	9%
R-3A and R-3B	18%
R-3C	30%
B-1, B-2, B-3, B-4	4.5%
I-1 and I-2	4.5%
P	4.5%

Pursuant to Minn. Stat. § 462.358, Subd. 2b(a), the percentages shown above shall be multiplied by the buildable land within the subdivision. For this calculation, the buildable land means the area being subdivided remaining after excluding those portions that are either:

1. Encumbered by right of way for arterial roads as defined in the Inver Grove Heights comprehensive plan;
2. Lying below the ordinary high water level of public waters as identified in the shoreland overlay district (see chapter 13, article B of title 10); or
3. Lying within the boundaries of wetlands delineated according to the Minnesota wetland conservation act; or
4. Bluffs in shoreland overlay districts abutting public waters.

When outlots are part of the subdivision and are intended to be replatted into buildable lots in the future, the percentages of dedication shown above shall not be applied to the land area within the outlots; when the outlots are later replatted into buildable lots, the dedication percentages shall then be applied. If the outlots are not intended to be replatted, but are intended to remain as outlots, the dedication percentages shown above shall be applied to the land area contained in such outlots.

- B. Land proposed to be dedicated for public purposes shall meet identified needs of the city as contained in the "Comprehensive Park Plan And Development Guide Plan" and the comprehensive plan.
- C. Prior to dedication, the subdivider shall deliver to the city attorney a title insurance commitment and a title insurance policy in favor of the city. The dedicated land shall be conveyed by warranty deed. Such title shall vest in the city good and marketable title, free and clear of any mortgages, liens, encumbrances, assessments and taxes. The conveyance documents shall be in such form acceptable to the city.
- D. The required dedication and/or payment of fees in lieu of land dedication shall be made at the time of final plat approval.
- E. The removal of trees and topsoil, the storage of construction equipment, the burying of construction debris, and stockpiling are strictly forbidden without the written approval of the director of parks and recreation.
- F. Grading and utility plans which may affect or impact the proposed park dedication shall be reviewed and approved by the parks and recreation director prior to dedication, or at such time as reasonably determined by the director of parks and recreation.

- | G. 1- To be eligible for park dedication credit, land dedicated must be located outside of drainways, floodplains or ponding areas. Land with grades exceeding twelve percent (12%) or unsuitable for parks development shall be considered for partial dedication.
- | 2- Where ponding has been determined by the city council to have a park function, credit will be given at a rate of fifty percent (50%) of the pond and adjoining land area below the high water level. A minimum of seventy percent (70%) of land above the high water mark shall be dedicated before pond credit is granted. Other city park dedication policies relating to pond dedication must also be complied with.
- | 3- In those cases where the subdividers and developers of land provide significant amenities such as, but not limited to, swimming pools, tennis courts, handball fields, etc., within the development for the benefit of those residing or working therein, and where, in the judgment of the director of parks and recreation, such amenities significantly reduce the demands for public recreational facilities to serve the development, the director of parks and recreation may recommend to the parks and recreation advisory commission and the city council that the amount of land to be dedicated for park, playground, and public open area space (or cash contributions in lieu of such dedication) be reduced by an amount not to exceed twenty five percent (25%) of the amount calculated under this section.
- | H. The city may determine that the subdivider create and maintain some form of on site recreation use by the site residents such as tot lots and open play space. This requirement may be in addition to the land or cash dedication requirement.
- | I. The subdivider must provide finished grading and ground cover for all park, playground, trail and public open spaces within the development as part of the development contract or site plan approval responsibilities. Landscape screening shall be in accordance with city policy.
- | J. The subdivider must establish park boundary corners for the purpose of erecting park limit signs. The developer shall contact the appropriate parks and recreation department personnel for the purpose of identifying park property corners.
- | K. The subdivider must provide sufficient public road frontage of not less than three hundred feet (300') for neighborhood parks and additional frontage for community parks. (Ord. 1157, 6-11-2007)

Section 2. Amendment. Section 11-4-6 of the Inver Grove Heights City Code is hereby amended to read as follows:

11-4-6: CASH CONTRIBUTION:

A. Residential Subdivisions: The following cash contribution fees per residential unit shall be made at the time of final plat approval:

Single-Family Detached		
Average Market Value	Units Per 100 Population	Cash — Equivalent Per Residential Unit
\$129,362.00	32.25	\$4,011.00

Multi-Family Units (eg., Condominium, Townhome, Apartments)		
Average Market Value	Units Per 100 Population	Cash — Equivalent Per Residential Unit
\$216,056.00	54.7	\$3,950.00

Zoning District	Cash Contribution Per Residential Unit
A, E-1 and E-2	\$2,850.00 per unit
R-1 and R-2	\$2,850.00 per unit
R-3A and R-3B	\$4,000.00 per unit
R-3C	\$4,900.00 per unit

B. Commercial (B), Industrial (I) and Institutional (P) Subdivisions: The following cash contribution fees per acre shall be made at the time of final plat approval:

Zoning District	Cash Dedication (Per Acre)
P	\$6,000.00
B	7,000.00
I-1 and I-2	5,500.00
OP	7,000.00

Zoning District	Cash Dedication (Per Acre)
P	\$7,000.00 per acre
B-1, B-2, B-3, and B-4	\$7,000.00 per acre
I-1 and I-2	\$6,000.00 per acre

Pursuant to Minn. Stat. § 462.358, Subd. 2b(a), the per acre contribution shall be applied to the portion of buildable land in the subdivision: for this calculation, the

buildable land means the area being subdivided remaining after excluding those portions that are either:

1. Encumbered by right of way for arterial roads as defined in the Inver Grove Heights comprehensive plan;
2. Lying below the ordinary high water level of public waters as identified in the shoreland overlay district (see chapter 13, article B of title 10); or
3. Lying within the boundaries of wetlands delineated according to the Minnesota wetland conservation act; or
4. Bluffs in shoreland overlay districts abutting public waters.

C. Review Of Rates: Cash dedication rates will be reviewed annually and established by ordinance of the city council. (Ord. 1158, 6-11-2007; amd. 2008 Code)

D. Already Existing Residential Unit: If the subdivision includes a residential unit that existed prior to the subdivision and if that already existing residential unit previously paid a park contribution or was constructed at a time that the City Code did not require a park contribution fee, then that particular residential unit shall not be subject to the park contribution fee imposed by this Section.

Section 3. Effective Date. This Ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed in regular session of the City Council on the _____ day of February, 2014.

CITY OF INVER GROVE HEIGHTS

By: _____
George Tourville, Mayor

ATTEST:

By: _____
Melissa Kennedy, Deputy City Clerk

Resolution Outlining Park Dedication Methodology

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

**A RESOLUTION MEMORIALIZING THE METHODOLOGY USED TO ESTABLISH
PARK DEDICATION AND CONTRIBUTION FEES**

WHEREAS, Minn. Stat. § 462.358, Subd. 2b(a) grants the City the authority to require that a reasonable portion of the buildable land, as defined by City ordinance, of any proposed subdivision be dedicated to the City for parks, recreational facilities as defined by Minn. Stat. § 471.91 and playgrounds.

WHEREAS, Minn. Stat. § 462.358, Subd. 2b(c) provides that the City may “accept a cash fee as set by ordinance from the applicant for some or all of the new lots created in the subdivision, based on the average fair market value of the unplatted land for which park fees have not already been paid that is, no later than at the time of final approval or under the city’s adopted comprehensive plan, to be served by municipal sanitary sewer and water service or community septic and private well as authorized by state law. For purposes of redevelopment on developed land, then municipality may choose to accept a cash fee based on fair market value of the land no later than the time of final approval.”

WHEREAS, Minn. Stat. § 462.358, Subd. 2c(a) provides as follows:

Subd. 2c. Nexus. (a) There must be an essential nexus between the fees or dedication imposed under subdivision 2b and the municipal purpose sought to be achieved by the fee or dedication. The fee or dedication must bear a rough proportionality to the need created by the proposed subdivision or development.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Inver Grove Heights, Minnesota does hereby memorialize the methodology and computations that the City made in setting the park contribution and dedication fees in or about February, 2014:

1. **Need for Parkland.** Per national standards, the City needs minimum of ten (10) acres of parkland for every 1,000 persons; or one (1) acre for every 100 persons.
2. **Single Family Development-Persons per Household.** Single family development yields about three (3) persons per household.
3. **Multi-Family Development-Persons per Household.** Multi-family development yields about two (2) persons per household.
4. **R-1 and R-2 Zoned Land.** The average fair market value of unplatted land zoned R-1 or R-2 is \$95,000.00 per acre.

R-1 and R-2 zoned land yields about three (3) residential units per acre and approximately nine (9) persons per acre.

The dedication requirement was established at nine (9%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$95,000.00 by nine (9%) percent and then dividing by three (3) units per acre to arrive at a contribution fee of \$2,850.00 per residential unit.

5. **R-3A and R-3B Zoned Land.** The average fair market value of unplatted land zoned R-3A or R-3B is about \$200,000.00 per acre (which is about eighty (80%) percent of R-3C valued land at \$245,000.00 per acre).

R-3A and R-3B zoned land yields about nine (9) residential units per acre and approximately eighteen (18) persons per acre.

The dedication requirement was established at eighteen (18%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$200,000.00 by eighteen (18%) percent and then dividing by nine (9) units per acre to arrive at a contribution fee of \$4,000.00 per residential unit.

6. **R-3C Zoned Land.** The average fair market value of unplatted land zoned R-3C is \$245,000.00 per acre.

R-3C zoned land yields about fifteen (15) residential units per acre and approximately thirty (30) persons per acre.

The dedication requirement was established at thirty (30%) percent of the land being subdivided. The contribution requirement was determined by multiplying \$245,000.00 by thirty (30%) percent and then dividing by fifteen (15) units per acre to arrive at a contribution fee of \$4,900.00 per residential unit.

7. **B-1, B-2, B-3 and B-4 Zoned Land.** The average fair market value of unplatted land zoned B-1, B-2, B-3 or B-4 is \$3.50 per square foot or \$152,460.00 per acre.

Based on 4.5 persons per acre in terms of park need, the per acre contribution amount is \$6,860.70 per acre (rounded to \$7,000.00 per acre) and the dedication amount is 4.5% of land. The dedication amount of 4.5% is about one-half of the impact of single family land.

8. **Industrial (I-1 and I-2) Zoned Land.** The average fair market value of unplatted land zoned I-1 or I-2 is \$3.00 per square foot or \$130,680.00 (say \$130,000.00) per acre.

Industrial land has about one-half the impact of single family land. Industrial land will yield about 4.5 persons per acre in terms of park need. Industrial land is worth about \$3.00 per square foot or \$130,000.00 per acre. The per acre contribution is \$5,850.00 (rounded to \$6,000.00) per acre and the dedication requirements is 4.5% of land.

9. **Institutional ("P") Zoned Land.** The average fair market value of unplatted land zoned P is \$3.50 per square foot or \$152,460.00 per acre.

Based on 4.5 persons per acre in terms of park need, the per acre contribution amount is \$6,860.70 per acre (rounded to \$7,000.00 per acre) and the dedication amount is 4.5% of land. The dedication amount of 4.5% is about one-half of the impact of single family land.

10. **Agricultural and Estate (A, E-1 and E-2) Zoned Land.** For land zoned A, E-1 or E-2, the contribution fee per residential unit was set at the same amount as the contribution fee per residential unit for land zoned R-1, namely the amount of \$2,850.00 per unit.

The dedication requirement will be determined by the Council at the time of final plat.

Adopted by the City Council of Inver Grove Heights this ____ day of February, 2014.

George Tourville, Mayor

ATTEST:

Melissa Kennedy, Deputy City Clerk