

City of South St. Paul

CITY COUNCIL

COUNCIL CHAMBERS

125 3RD AVE NORTH

SOUTH ST. PAUL, MN 55075

Monday, July 15, 2024

7:00 p.m.

(If you use the hearing assistance PA system, please remove your hearing aid so it does not cause a feedback problem.)

1. CALL TO ORDER:

2. ROLL CALL:

3. INVOCATION:

4. PLEDGE OF ALLEGIANCE:

5. PRESENTATIONS:

A. Presentation: Gallagher Hansen VFW Post 295

6. CITIZEN'S COMMENTS *(Comments are limited to 3 minutes in length.)*

7. AGENDA:

A. Approval of Agenda

Action – Motion to Approve

Action – Motion to Approve as Amended

8. CONSENT AGENDA:

All items listed on the Consent Agenda are items, which are considered to be routine by the City Council and will be approved by 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 the consent agenda and considered at the end of the Consent Agenda.

A. City Council Meeting Minutes of June 17, 2024

B. Accounts Payable

C. Business Licenses

D. Accept the 2024 First Quarter Financial Report and approve Resolution 2024-083 authorizing the 2024 First Quarter Budget amendments

E. Approve Resolution 2024-084, Accepting the Year Ended December 31, 2023, Audited Financial Report

- F. Approve Resolution Memorializing Approval of a Front Yard Setback Variance for 120 2nd Avenue South
- G. Accept Letter of Resignation – Simo Peinovich
- H. Accept Letter of Resignation – Michael Tobritzhofer
- I. Approve Stormwater Maintenance Agreement for South St. Paul Animal Hospital
- J. Approve Fiber Optic Cable Projects
- K. Approve Change Order No. 3 Well No. 3 Water Treatment Plant
- L. Approve Proposal with Kimley-Horn for Final Design for the Extension of Verderosa Avenue
- M. Authorize Grant Agreement with Minnesota Pollution Control Agency for Drinking Water Planning and Design Funds for PFAS Treatment
- N. Donations
- O. Appoint Election Judges for August 13, 2024 Statewide Primary Election.
- P. Award Quote for Tree Planting in Boulevards Around Veterans Field Park to Hoffman & McNamara
- Q. Conditional Employment Offer – Entry Level Police Officer

9. PUBLIC HEARINGS:

- A. Liquor Violations
- B. Call for Public Hearing – On Sale Intoxicating/Sunday Liquor

10. GENERAL BUSINESS:

- A. Approve Conveyance of Land to the Economic Development Authority, Resolution 2024 - 85
- B. First Reading- Ordinance Amendment Overhauling Standards for Signage

11. MAYOR AND COUNCIL COMMUNICATIONS:

12. ADJOURNMENT:

**SOUTH ST. PAUL CITY COUNCIL
MINUTES OF JUNE 17, 2024**

8-A

1. Mayor Jimmy Francis called the regular meeting of the City Council to order at 7:00 PM on June 17, 2024.

2. **ROLL CALL:**

Present: Council Members, Bakken, Hansen, Kaliszewski, Podgorski, Seaberg, Thompson, Mayor Francis

Absent: None

Staff Present: City Administrator, Ryan Garcia
City Attorney, Amanda Johnson
City Clerk, Deanna Werner
City Planner, Michael Healy
Director of Finance, Clara Hilger

3. Deanna Werner gave the invocation.

4. Pledge of Allegiance

5. Presentations:

A. Presentation: Juneteenth Celebration

6. Citizen Comments:

- Gail & Sarah Avenson

7. **Agenda**

Moved by: Seaberg/Thompson

Moved: To approve the agenda.

Vote: 7 ayes / 0 nays, motion carried

8. **Consent Agenda**

Resolved, the City Council of South St. Paul does hereby approve the following:

- A. City Council Meeting Minutes of June 3, 2024
- B. Accounts Payable
- C. Business Licenses
- D. South St. Paul Animal Hospital Conditional Use Permit Second Extension
- E. Approve Encroachment Agreement for 1666 Concord Street South
- F. Approve Job Description and Pay for Seasonal/Variable Hour Position of Personal Trainer
- G. Approve Conditional Job Offer for HRA Caretaker – Buildings/Grounds
- H. Approve Changes to Wakota on Fourth Common Interest Community Declaration
- I. Approve Change Orders No. 10 & 11 for the Wakota Scenic Trailhead Project

- J. Approve Amendment #2 to a Preliminary Development Agreement with Capital Partners Development, LLC
- K. Approve License Agreement
- L. Approve First Amendment to Joint Powers Agreement Establishing the Criminal Justice Network
- M. Approve Assignment of Lease at the Fleming Field Airport
- N. Rescind Resolution 2022 – 139 (Vaquero Tax Increment Financing District)
- O. Approval for Fiber Optic Cable Projects

Moved by: Kaliszewski/Bakken

Vote: 7 ayes / 0 nays, motion carried

9. General Business:

- A. Front Yard Setback Variance for an Enclosed Porch Addition at 120 2nd Avenue South

Moved by: Seaberg / Bakken

Moved: Approval of Front Yard Setback Variance for an Enclosed Porch Addition at 120 2nd Avenue South

Vote: 7 ayes / 0 nays, motion carried

- B. Conditional Use Permit for On-Sale Liquor at Black Sheep Coffee

Moved by: Hansen / Thompson

Moved: Approval of Resolution 2024-078, Conditional Use Permit for On-Sale Liquor at Black Sheep Coffee

Vote: 7 ayes / 0 nays, motion carried

- C. Hazardous Building at 1579 Stickney Avenue

Moved by: Bakken / Thompson

Moved: 463 Action Agreement for Hazardous Building located 1579 Stickney Avenue.

Vote: 7 ayes / 0 nays, motion carried

Moved by: Seaberg / Kalizewski

Moved: Approval of Resolution 2024-079, to raze and remove the hazardous structure located at 1579 Stickney Ave, South St. Paul, MN.

Vote: 7 ayes / 0 nays, motion carried

10. Public Hearing:

- A. Resolution 2024-077 Certifying Unpaid Charges to the County Auditor

Moved by: Bakken / Podgorski

Moved: Approval of Resolution 2024-077 Certifying unpaid charges to the County Auditor.

Vote: 7 ayes / 0 nays, motion carried

B. Strong Beer & Wine Liquor License – Black Sheep Coffee, 705 Southview Blvd.

Moved by: Thompson / Seaberg

Moved: Approval of a Strong Beer/Wine/Sunday License for Black Sheep Coffee, 705 Southview Blvd.

Vote: 7 ayes / 0 nays, motion carried

C. Call for Hearing on Liquor Violations

Moved by: Podgorski / Thompson

Moved: Call for a Liquor Violation Hearing on Monday, July 17th, 2024.

Vote: 7 ayes / 0 nays, motion carried

11. Council Communication

12. Adjournment

Moved by: Seaberg / Kaliszewski

Moved: Adjourn the meeting

Vote: 7 ayes / 0 nays, motion carried

The meeting was adjourned at 8:40 PM.

Approved: July 17, 2024

City Clerk



City Council Agenda
Date: July 15, 2024
Department: Finance
Prepared by: Jeff Hines
Administrator: RG

8-B

Agenda Item: Accounts Payable

Action to be considered:

Motion to Adopt Resolution 2024-091 approving accounts payable.

Overview:

The City Council approves all payments of claims. Approval of audited claims is required before issuance of payment.

Source of Funds:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-091

RESOLUTION APPROVING ACCOUNTS PAYABLE

WHEREAS, the City Council is required to approve payment of claims;

NOW, THEREFORE, BE IT RESOLVED that the audited claims listed in the check register attachment are hereby approved for payment:

| | |
|-------------------------|--------------------------|
| Check and wires: | |
| 150802-151061 | \$ 5,225,252.20 |
| 2024179-2024205 | 574,132.55 |
| 801056-801068 | <u>169,652.35</u> |
| Total | \$ 5,969,037.10 |

Adopted this 15th day of July, 2024.

Deanna Werner, City Clerk

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------|-----------|------------------|--|------|--------|-----------------------------|------------|-----------|-------------------------------|----------------------------|
| 150810 | 6/24/2024 | | 5628 BLACKTOP PROS, LLC | | | | | | Continued... | |
| 150811 | 6/24/2024 | | 14520 BROOKS, TAMARA | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 6 STIPEND | | 114458 | PH6JCAPT211 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | <u>500.00</u> | | | | | | | | |
| 150812 | 6/24/2024 | | 14193 CADY BUILDING MAINTENANCE INC | | | | | | | |
| | | 5,110.00 | CLEAN SVC-CITY HALL APR24 | | 114156 | 4989469 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | 550.00 | CLEAN SVC-PW APR24 | | 114156 | 4989469 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | <u>5,660.00</u> | | | | | | | | |
| 150813 | 6/24/2024 | | 2287 CENTURYLINK | | | | | | | |
| | | 80.52 | WIRELEASE | | 114440 | 612-E12-7172 480 6/01/24 | 10330.6390 | | POSTAGE AND TELEPHONE | BUILDINGS |
| | | 102.40 | WIRELEASE | | 114441 | 612 E12-5630 229 6/01/24 | 10330.6390 | | POSTAGE AND TELEPHONE | BUILDINGS |
| | | 102.40 | WIRELEASE | | 114442 | 612 E12-5631 630 6/1/24 | 10330.6390 | | POSTAGE AND TELEPHONE | BUILDINGS |
| | | <u>285.32</u> | | | | | | | | |
| 150814 | 6/24/2024 | | 10901 CHEROKEE MANUFACTURING, LLC | | | | | | | |
| | | 200.00 | NET STRAW/STAPLES | | 114157 | 215861 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | <u>200.00</u> | | | | | | | | |
| 150815 | 6/24/2024 | | 1184 CINTAS CORPORATION #754 | | | | | | | |
| | | 82.92 | UNIFORMS/SHOP TOWELS | | 114158 | 4195485790 | 60703.6245 | | CLOTHING ALLOWANCE | CENTRAL GARAGE FUND |
| | | <u>82.92</u> | | | | | | | | |
| 150816 | 6/24/2024 | | 10710 CURBSIDE LANDSCAPE & IRRIGATION | | | | | | | |
| | | 688.00 | SPRING FERT/MCQUIRE FLD | | 114159 | 291331 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 1,146.00 | SP FERT-KAPOSIA PARK | | 114160 | 291332 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 589.00 | SP FERT/NORTHVIEW POOL | | 114161 | 291333 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 431.00 | SP FERT/BOAT LAUNCH | | 114162 | 291334 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | <u>2,854.00</u> | | | | | | | | |
| 150817 | 6/24/2024 | | 6407 DARTS | | | | | | | |
| | | 6,625.00 | NM SVC COORDINATOR MAY24 | | 114163 | 10515-103 | 50677.6302 | | PROFESSIONAL SERVICES | NAN MCKAY APT BLDG |
| | | 6,625.00 | JC SVC COORDINATOR MAY24 | | 114163 | 10515-103 | 50678.6302 | | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>13,250.00</u> | | | | | | | | |
| 150818 | 6/24/2024 | | 14488 ESA MANAGEMENT L.L.C. | | | | | | | |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------------|------------------|-----------------|--|------|--------|-------------|------------|-----------|-------------------------------|----------------------------|
| 150818 | 6/24/2024 | | 14488 ESA MANAGEMENT L.L.C. | | | | | | Continued... | |
| | | 7,900.78 | PLUMB PROJ RELOCATE 6/9-6/15 | | 114443 | 1554889998 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>7,900.78</u> | | | | | | | | |
| 150819 | 6/24/2024 | | 1380 FACTORY MOTOR PARTS | | | | | | | |
| | | 78.96 | WINDSHIELD WSHR FLUID | | 114164 | 1-9749268 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>78.96</u> | | | | | | | | |
| 150820 | 6/24/2024 | | 4662 FLEETPRIDE | | | | | | | |
| | | 35.55 | CHERRY BOMB | | 114165 | 117314498 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | <u>35.55</u> | | | | | | | | |
| 150821 | 6/24/2024 | | 5592 FRATTALONE'S DAWNWAY LLLP | | | | | | | |
| | | 552.00 | CLN CONCRETE/PULVERIZE BLACK | | 114166 | 2405131 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | <u>552.00</u> | | | | | | | | |
| 150822 | 6/24/2024 | | 11464 GERLACH OUTDOOR POWER EQT. INC. | | | | | | | |
| | | 142.54 | MUFFLER CVR/TRIMMER HEAD | | 114167 | 268549 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>142.54</u> | | | | | | | | |
| 150823 | 6/24/2024 | | 1473 GERTEN GREENHOUSES INC. - 446133 | | | | | | | |
| | | 343.60 | GREEN LOON LAWN SEED SOIL | | 114168 | 795093/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 343.60 | LOON LAWN SEEDING SOIL | | 114169 | 794864/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 687.20 | LOON LAWN SEEDING SOIL | | 114170 | 794903/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | <u>1,374.40</u> | | | | | | | | |
| 150824 | 6/24/2024 | | 1481 GLASSING FLORIST | | | | | | | |
| | | 94.00 | FLOWERS-DEB G. SISTER | | 114171 | 00424024 | 10120.6430 | | MISCELLANEOUS | CITY ADMINISTRATION |
| | | <u>94.00</u> | | | | | | | | |
| 150825 | 6/24/2024 | | 1485 GLOBE PRINTING & OFFICE SUPPLIES INC | | | | | | | |
| | | 179.00 | #10 WINDOW ENVELOPE | | 114172 | 81682J | 10150.6201 | | OFFICE SUPPLIES | FINANCE |
| | | <u>179.00</u> | | | | | | | | |
| 150826 | 6/24/2024 | | 5590 GOODYEAR TIRE & RUBBER CO. | | | | | | | |
| | | 632.00 | TIRES | | 114174 | 124-1111512 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 790.00 | TIRES | | 114175 | 124-1111501 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>1,422.00</u> | | | | | | | | |
| 150827 | 6/24/2024 | | 1497 GOPHER STATE ONE-CALL | | | | | | | |
| | | 157.95 | LOCATES | | 114173 | 4050751 | 50605.6302 | | PROFESSIONAL SERVICES | WATER UTILITY |

CITY OF SOUTH ST PAUL
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|---------------|------------------|-----------------|---|------|--------|------------|----------------|-----------|-------------------------------|----------------------------|
| 150827 | 6/24/2024 | | 1497 GOPHER STATE ONE-CALL | | | | | | Continued... | |
| | | 157.95 | LOCATES | | 114173 | 4050751 | 50606.6302 | | PROFESSIONAL SERVICES | SEWER UTILITY |
| | | <u>315.90</u> | | | | | | | | |
| 150828 | 6/24/2024 | | 14111 HEAT CREW LLC | | | | | | | |
| | | 1,200.00 | JC APT 408 HEAT TRTMNT | | 114176 | 1243 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 1,600.00 | JC #208 HEAT TREATMENT | | 114444 | 1247 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | <u>2,800.00</u> | | | | | | | | |
| 150829 | 6/24/2024 | | 11570 HILDI INC. | | | | | | | |
| | | 150.00 | RESPONSE FOR AUDITORS | | 114445 | 16088 | 10150.6302 | | PROFESSIONAL SERVICES | FINANCE |
| | | <u>150.00</u> | | | | | | | | |
| 150830 | 6/24/2024 | | 12847 HIRSHFIELDS | | | | | | | |
| | | 430.90 | ATHLETIC FIELD STRIPE PAINT | | 114177 | 0025272-IN | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | <u>430.90</u> | | | | | | | | |
| 150831 | 6/24/2024 | | 9689 HOISINGTON KOEGLER GROUP, INC. | | | | | | | |
| | | 3,733.75 | PROF SERVICE MAY24 | | 114446 | 023-033-11 | 40402.6302 | | PROFESSIONAL SERVICES | CAPITAL PROGRAMS FUND |
| | | <u>3,733.75</u> | | | | | | | | |
| 150832 | 6/24/2024 | | 1615 HUEBSCH OF MINNESOTA | | | | | | | |
| | | 74.45 | NM-BRUSHMATS-MAY24 | | 114178 | 20314008 | 50677.6371.150 | | MTNCE-CLEANING CONTRACTS | NAN MCKAY APT BLDG |
| | | 74.45 | NM-BRUSHMATS-MAY24 | | 114179 | 20315753 | 50677.6371.150 | | MTNCE-CLEANING CONTRACTS | NAN MCKAY APT BLDG |
| | | 81.55 | JC-BUSHMATS-MAY24 | | 114185 | 20314009 | 50678.6371.150 | | MTNCE-CLEANING CONTRACTS | JOHN CARROLL APT BLDG |
| | | 81.55 | JC-BRUSHMATS-MAY24 | | 114186 | 20317918 | 50678.6371.150 | | MTNCE-CLEANING CONTRACTS | JOHN CARROLL APT BLDG |
| | | 81.55 | JC-BRUSHMATS-MAY24 | | 114187 | 20321410 | 50678.6371.150 | | MTNCE-CLEANING CONTRACTS | JOHN CARROLL APT BLDG |
| | | 74.45 | NM-BRUSHMATS-MAY24 | | 114461 | 20317917 | 50677.6371.150 | | MTNCE-CLEANING CONTRACTS | NAN MCKAY APT BLDG |
| | | 74.45 | NM-BRUSHMATS-MAY24 | | 114462 | 20319695 | 50677.6371.150 | | MTNCE-CLEANING CONTRACTS | NAN MCKAY APT BLDG |
| | | 74.45 | NM-BRUSHMATS-MAY24 | | 114463 | 20321409 | 50677.6371.150 | | MTNCE-CLEANING CONTRACTS | NAN MCKAY APT BLDG |
| | | <u>616.90</u> | | | | | | | | |
| 150833 | 6/24/2024 | | 1652 INSPECTRON, INC. | | | | | | | |
| | | 5,000.00 | INSPECT SVC MAY24 | | 114188 | 1269 | 10410.6302 | | PROFESSIONAL SERVICES | DEVELOPMENT SERVICES |
| | | <u>5,000.00</u> | | | | | | | | |
| 150834 | 6/24/2024 | | 1813 LEAGUE OF MN CITIES INSURANCE TRUST | | | | | | | |
| | | 2,500.00 | CORY SLIFKO | | 114370 | 22644 | 10210.6151 | | WORKERS COMP DEDUCTIBLE | POLICE PROTECTION |
| | | 12,190.00 | QUARTERLY P&L PREMIUM | | 114371 | 10003039 | 10110.6361 | | INSURANCE | MAYOR AND COUNCIL |
| | | 20,474.00 | QUARTERLY P&L PREMIUM | | 114371 | 10003039 | 10210.6361 | | INSURANCE | POLICE PROTECTION |
| | | 5,997.00 | QUARTERLY P&L PREMIUM | | 114371 | 10003039 | 10320.6361 | | INSURANCE | PUBLIC WORKS |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------------|------------------|-------------------|---|------|--------|-------------|----------------|-----------|-------------------------------|----------------------------|
| 150845 | 6/24/2024 | | 2149 OFFICE OF MNIT SERVICES | | | | | | Continued... | |
| | | 215.00 | STATE INTERNET CONN APR24 | | 114399 | DV24040417 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 414.15 | STATE INTERNET CONNECT APR24 | | 114400 | DV23040417 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 414.15 | STATE INTERNET CONNECT MAY23 | | 114401 | DV23050418 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | <u>1,043.30</u> | | | | | | | | |
| 150846 | 6/24/2024 | | 13393 OPTUM FINANCIAL INC. | | | | | | | |
| | | 43.00 | FSA & HRA FEE- MAY 2024 | | 114402 | 0001605629 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | <u>43.00</u> | | | | | | | | |
| 150847 | 6/24/2024 | | 2166 O'REILLY AUTO PARTS | | | | | | | |
| | | 69.67 | CLUTCH FAN #346 | | 114404 | 1767-362653 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 10.00 | RETD CORE | | 114405 | 1767-362732 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 457.56 | NEW COMPRESS/AC KITS#346 | | 114406 | 1767-362304 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>517.23</u> | | | | | | | | |
| 150848 | 6/24/2024 | | 2176 OXYGEN SERVICES COMPANY | | | | | | | |
| | | 293.04 | RECYC CYLINDERS | | 114407 | 0003587079 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>293.04</u> | | | | | | | | |
| 150849 | 6/24/2024 | | 8595 PARK CONSTRUCTION COMPANY | | | | | | | |
| | | 392,083.90 | TAXIWAY A RECONST PAY APP2 | | 114408 | PAYAPP2 | 40404.6371 | AIR080 | REPAIRS & MAINT CONTRACTUAL | AIRPORT CAPITAL FUND |
| | | <u>392,083.90</u> | | | | | | | | |
| 150850 | 6/24/2024 | | 7383 PETERSON COMPANIES, INC. | | | | | | | |
| | | 1,006.80 | IRRIGATE STRT&RPR-MCMORROW | | 114409 | 55892 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | <u>1,006.80</u> | | | | | | | | |
| 150851 | 6/24/2024 | | 2240 PLUNKETT'S PEST CONTROL, INC. | | | | | | | |
| | | 189.17 | JC MAY MULTHOUSING PRG | | 114410 | 8573915 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 360.00 | JC UNIT SWEEP | | 114412 | 8590816 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 450.00 | JC #1006/1012/603 & SWEEP | | 114413 | 8561151 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 480.00 | JC #1012/603/211 UNIT SWEEP | | 114414 | 8551562 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 420.00 | JC UNIT #603/1006/UNIT SWEEP | | 114415 | 8572725 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 30.00 | NM #400 TREATMENT | | 114416 | 8533766 | 50677.6371.090 | | MTNCE-EXTERMINATION | NAN MCKAY APT BLDG |
| | | 55.65 | NM MAY MULTHOUSEING PRG | | 114417 | 8581154 | 50677.6371.090 | | MTNCE-EXTERMINATION | NAN MCKAY APT BLDG |
| | | 70.00 | NM #314 TREATMENT | | 114418 | 8587968 | 50677.6371.090 | | MTNCE-EXTERMINATION | NAN MCKAY APT BLDG |
| | | <u>2,054.82</u> | | | | | | | | |
| 150852 | 6/24/2024 | | 2326 REID, BILL | | | | | | | |
| | | 145.00 | SAFETY SHOE REIMBURSEMENT | | 114467 | 06/17/2024 | 20245.6245 | | CLOTHING ALLOWANCE | AIRPORT |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------------|------------------|------------|---|------|--------|-------------|--------------|-----------|-------------------------------|-----------------------|
| 150852 | 6/24/2024 | | 2326 REID, BILL | | | | | | Continued... | |
| | | 145.00 | | | | | | | | |
| 150853 | 6/24/2024 | | 14315 RENTGROW, INC. | | | | | | | |
| | | 96.00 | NM BACKGROUND CHECK-MAY | | 114419 | 1477182 | 50677.6302 | | PROFESSIONAL SERVICES | NAN MCKAY APT BLDG |
| | | 96.00 | | | | | | | | |
| 150854 | 6/24/2024 | | 6703 SENTRY SYSTEMS, INC | | | | | | | |
| | | 30.00 | NM MONITOR SYST JUN24 | | 114422 | 793947 | 50677.6375.3 | | OTHER CONTR SVCS-SECURITY | NAN MCKAY APT BLDG |
| | | 30.00 | JC MONITOR SYST JUN24 | | 114422 | 793947 | 50678.6375.3 | | OTHER CONTR SVCS-SECURITY | JOHN CARROLL APT BLDG |
| | | 60.00 | | | | | | | | |
| 150855 | 6/24/2024 | | 2633 SHERWIN-WILLIAMS CO., THE | | | | | | | |
| | | 339.64 | PAINT-WAKOTA CREAM | | 114423 | 5733-0 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 288.10 | PAINT-WAKOTA GRAY | | 114424 | 5784-3 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 627.74 | | | | | | | | |
| 150856 | 6/24/2024 | | 14521 SLOCUM, LOIS | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 6 STIPEND | | 114459 | PH6JCAPT311 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | 500.00 | | | | | | | | |
| 150857 | 6/24/2024 | | 2506 SOUTH METRO FIRE DEPARTMENT | | | | | | | |
| | | 684,854.88 | THIRD QUARTER FUNDING | | 114425 | 06/01/2024 | 10220.6302 | | PROFESSIONAL SERVICES | FIRE PROTECTION |
| | | 684,854.88 | | | | | | | | |
| 150858 | 6/24/2024 | | 2558 STATE INDUSTRIAL PRODUCTS | | | | | | | |
| | | 306.00 | NM DRAIN MAINT PGRM | | 114427 | 903376569 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 306.00 | | | | | | | | |
| 150859 | 6/24/2024 | | 2560 STATE OF MINNESOTA | | | | | | | |
| | | 245.00 | SANIMAX ADIMNCITATION APPEAL | | 114426 | 526252 | 10420.6302 | | PROFESSIONAL SERVICES | CODE ENFORCEMENT |
| | | 245.00 | | | | | | | | |
| 150860 | 6/24/2024 | | 2677 TRI STATE BOBCAT INC | | | | | | | |
| | | 474.00 | YELLOW CHAIN | | 114428 | A35975 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 208.00 | WRENCH/CHAINS | | 114429 | A35939 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 540.00 | STSIHL TRIMMERS | | 114430 | A36149 | 60703.6240 | | MINOR EQUIPMENT AND FURNITURE | CENTRAL GARAGE FUND |
| | | 1,222.00 | | | | | | | | |
| 150861 | 6/24/2024 | | 14287 TRUDGEON, COLIN | | | | | | | |
| | | 123.01 | MILEAGE REIMBURSE | | 114431 | 6/12/24 | 10520.6331 | | CONFERENCES, TRAINING, TRAVEL | PARKS ADMINISTRATION |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------|-----------|----------|---|------|--------|----------------|----------------|-----------|-------------------------------|-----------------------|
| 150861 | 6/24/2024 | | 14287 TRUDGEON, COLIN | | | | | | Continued... | |
| | | 123.01 | | | | | | | | |
| 150862 | 6/24/2024 | | 6710 USA SECURITY | | | | | | | |
| | | 375.00 | JC MO SVC JUL-SEPT24 | | 114433 | 12404348 | 50678.6375.3 | | OTHER CONTR SVCS-SECURITY | JOHN CARROLL APT BLDG |
| | | 300.00 | NM MO SVC JUL-SEPT24 | | 114460 | 12404349 | 50677.6375.3 | | OTHER CONTR SVCS-SECURITY | NAN MCKAY APT BLDG |
| | | 675.00 | | | | | | | | |
| 150863 | 6/24/2024 | | 2744 VAN PAPER COMPANY | | | | | | | |
| | | 498.97 | TP/PPR TWL/LINERS/SOAP | | 114434 | 073916 | 10330.6210 | | OPERATING SUPPLIES | BUILDINGS |
| | | 498.97 | | | | | | | | |
| 150864 | 6/24/2024 | | 5864 VERIZON WIRELESS | | | | | | | |
| | | 255.34 | CONNECT PH#3/ 3 IPADS/SCADA | | 114435 | 9965496480 | 50605.6390 | | POSTAGE AND TELEPHONE | WATER UTILITY |
| | | 255.34 | | | | | | | | |
| 150865 | 6/24/2024 | | 2785 WM CORPORATE SERVICES, INC. | | | | | | | |
| | | 893.05 | JC 30 YD DUMPSTER MAY24 | | 114436 | 9090812-2282-2 | 50678.6371.010 | 229901 | MTNCE-GARBAGE/TRASH/RECYCLING | JOHN CARROLL APT BLDG |
| | | 893.05 | | | | | | | | |
| 150866 | 6/24/2024 | | 2849 XCEL ENERGY | | | | | | | |
| | | 1,303.77 | SEWER | | 114437 | 880952837 | 50606.6385 | | UTILITY SERVICE | SEWER UTILITY |
| | | 1,303.77 | | | | | | | | |
| 150867 | 6/28/2024 | | 2008 NCPERS GROUP LIFE INS. | | | | | | | |
| | | 16.00 | | | 114588 | 0625241337058 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 16.00 | | | | | | | | |
| 150868 | 7/1/2024 | | 9253 ADVANCED ENG & ENVIRO SERVICES, LLC | | | | | | | |
| | | 4,300.00 | PFAS SETTLE SUPPORT 4/27-5/31 | | 114477 | 95355 | 50605.6302 | | PROFESSIONAL SERVICES | WATER UTILITY |
| | | 4,300.00 | | | | | | | | |
| 150869 | 7/1/2024 | | 1018 ADVANCED GRAPHIX, INC. | | | | | | | |
| | | 318.00 | CAMERA TRAILRS&LOCKER GRAPHIC | | 114505 | 214202 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 318.00 | | | | | | | | |
| 150870 | 7/1/2024 | | 9248 AMERICAN ENVIRONMENTAL LLC | | | | | | | |
| | | 1,100.00 | 455 CONCORD AVE INSPECTN | | 114478 | 3577 | 50606.6371 | | REPAIRS & MAINT CONTRACTUAL | SEWER UTILITY |
| | | 1,100.00 | | | | | | | | |
| 150871 | 7/1/2024 | | 5746 ASPEN MILLS, INC | | | | | | | |

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| 150878 | 7/1/2024 | | 10675 CITY OF BLOOMINGTON | | | | | | Continued... | |
| 150879 | 7/1/2024 | | 5188 COOPER MECHANICAL LLC | | | | | | | |
| | | 2,500.00 | HOT WTR TO WASH MACH-PD | | 114527 | 885 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | 3,500.00 | COLD WTR/HOSE REEL-PD | | 114528 | 886 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | 1,000.00 | PLUMB KAPOSIA PARK | | 114529 | 894 | 20215.6520 | 227673 | BUILDINGS AND STRUCTURE | GRANTS/DONATIONS PARK AND REC |
| | | 400.00 | PLUMB COPPER/REPAIR NV POOL | | 114530 | 895 | 10528.6371 | | REPAIRS & MAINT CONTRACTUAL | NORTHVIEW POOL |
| | | <u>7,400.00</u> | | | | | | | | |
| 150880 | 7/1/2024 | | 2009 CORE & MAIN, LP | | | | | | | |
| | | 2,629.32 | 12"ALPHA COUPLING | | 114488 | U979087 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 951.90 | REPL CLAMP | | 114489 | V033091 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | <u>5,054.56</u> | 12" COUPLNGS/RPR LIDS | | 114490 | V021115 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 8,635.78 | | | | | | | | |
| 150881 | 7/1/2024 | | 14523 COX, FLORENDA | | | | | | | |
| | | <u>500.00</u> | PLUMB PRJ PH 7 STIPEND | | 114610 | PH7JCAPT712 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | 500.00 | | | | | | | | |
| 150882 | 7/1/2024 | | 10710 CURBSIDE LANDSCAPE & IRRIGATION | | | | | | | |
| | | <u>1,692.00</u> | LORRAINE PARK-SPRING FERT | | 114491 | 291437 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 1,692.00 | | | | | | | | |
| 150883 | 7/1/2024 | | 1265 DANNER INC. | | | | | | | |
| | | <u>600,691.85</u> | CONCORD CORRIDOR IMP PRJ | | 114492 | PMT 2 | 40440.6530 | 202401 | IMPR OTHER THAN BUILDING | 2024 LOCAL IMPROVEMENTS |
| | | 600,691.85 | | | | | | | | |
| 150884 | 7/1/2024 | | 6407 DARTS | | | | | | | |
| | | 687.50 | DARTS TRASPORT MAY24 | | 114531 | 10636-140 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>1,333.00</u> | DARTS MOVING/CLEANING | | 114532 | 10310-271 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 2,020.50 | | | | | | | | |
| 150885 | 7/1/2024 | | 6755 DAVEY TREE EXPERT COMPANY | | | | | | | |
| | | <u>1,000.00</u> | FEE BRSH/STMP/TREE 6/4-7/7/24 | | 114493 | 918600800 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,000.00 | | | | | | | | |
| 150886 | 7/1/2024 | | 14524 DUNBAR, NORIS | | | | | | | |
| | | <u>500.00</u> | PLUMB PRJ PH 7 STIPEND | | 114611 | PH7JCAPT312 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | 500.00 | | | | | | | | |
| 150887 | 7/1/2024 | | 1341 EHLERS & ASSOCIATES, INC | | | | | | | |

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| 150887 | 7/1/2024 | | 1341 EHLERS & ASSOCIATES, INC | | | | | | Continued... | |
| | | 825.00 | TIF ADMIN | | 114521 | 97997 | 40493.6302 | | PROFESSIONAL SERVICES | GRAND AVE GATEWAY TIF |
| | | 1,000.00 | MCES-WAREHOUSE ANALYSIS | | 114522 | 97996 | 20284.6302 | | PROFESSIONAL SERVICES | DEVELOPMENT |
| | | <u>1,825.00</u> | | | | | | | | |
| 150888 | 7/1/2024 | | 1350 EMERGENCY AUTOMOTIVE TECHNOLOGIES INC | | | | | | | |
| | | 5,415.78 | SQUAD EQUIP 54,57 | | 114614 | JP060324-44 | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |
| | | 186.90 | LIGHT BAR LENSES 54, 57 | | 114615 | JP06032444B | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |
| | | 70.33 | ARM PADS 54, 57 | | 114616 | JP06032444A | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |
| | | <u>5,673.01</u> | | | | | | | | |
| 150889 | 7/1/2024 | | 14488 ESA MANAGEMENT L.L.C. | | | | | | | |
| | | 10,065.82 | PLUMB PRJ RELOCAT 6/16-6/22 | | 114533 | 1554894849 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 310.67 | PH 4 RM 122 | | 114534 | 1554894850 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>10,376.49</u> | | | | | | | | |
| 150890 | 7/1/2024 | | 4662 FLEETPRIDE | | | | | | | |
| | | 234.99 | REFRIGERANT CYLINDER | | 114494 | 117500066 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>234.99</u> | | | | | | | | |
| 150891 | 7/1/2024 | | 1473 GERTEN GREENHOUSES INC. - 446133 | | | | | | | |
| | | 128.85 | GREEN LOON LAWN SEED SOIL | | 114495 | K69765/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 343.60 | GREEN LOON LAWN SEED SOIL | | 114496 | 795277/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 343.60 | GREEN LOON LAWN SEED SOIL | | 114497 | 795258/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 343.60 | GREEN LOON LAWN SEED SOIL | | 114498 | 795530/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 257.70 | GREEN LOON LAWN SEED SOIL | | 114499 | 795516/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 343.60 | GREEN LOON LAWN SEED SOIL | | 114500 | K95497/6 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | <u>1,760.95</u> | | | | | | | | |
| 150892 | 7/1/2024 | | 1485 GLOBE PRINTING & OFFICE SUPPLIES INC | | | | | | | |
| | | 45.00 | BUSINESS CARDS-WERNER | | 114535 | 81803D | 10140.6201 | | OFFICE SUPPLIES | CITY CLERK |
| | | <u>45.00</u> | | | | | | | | |
| 150893 | 7/1/2024 | | 1505 GRAINGER | | | | | | | |
| | | 60.28 | COMPRESSN FITTING #356 | | 114501 | 9143688712 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 90.10 | LIMIT SWITCH | | 114502 | 9138904272 | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |
| | | 34.81 | COMPRESSN FITTING #346 | | 114503 | 9143753268 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 215.14 | COMPRESSN FITTING | | 114504 | 9140633018 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>400.33</u> | | | | | | | | |
| 150894 | 7/1/2024 | | 6678 HD SUPPLY FACILITIES MAINTENANCE , LTD | | | | | | | |

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| 150894 | 7/1/2024 | | 6678 HD SUPPLY FACILITIES MAINTENANCE , LTD | | | | | | Continued... | |
| | | 377.96 | JC MAINT/BALANCING SPOOL | | 114508 | 9226741349 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 768.68 | NM MAINT/GAR BAGS/BLINDS | | 114509 | 9226841008 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 50.23 | NM CLEANING SUPPLY | | 114510 | 9226792560 | 50677.6211 | | CLEANING SUPPLIES | NAN MCKAY APT BLDG |
| | | <u>1,196.87</u> | | | | | | | | |
| 150895 | 7/1/2024 | | 14111 HEAT CREW LLC | | | | | | | |
| | | 1,600.00 | JC#506 HEAT TREATMENT | | 114609 | 1259 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | <u>1,600.00</u> | | | | | | | | |
| 150896 | 7/1/2024 | | 14525 HOLLMAN, JEFFREY | | | | | | | |
| | | 160.17 | NM#208 MOVE OUT REFUND | | 114612 | 05292024 | 50677.1101 | | ACCOUNTS RECEIVABLE | NAN MCKAY APT BLDG |
| | | <u>160.17</u> | | | | | | | | |
| 150897 | 7/1/2024 | | 10732 INTERSTATE POWER SYSTEMS, INC. | | | | | | | |
| | | 840.60 | NM GENERATOR SVC 6/03/24 | | 114536 | R001210098:01 | 50677.6371.110 | | MTNCE-CONTRACTS | NAN MCKAY APT BLDG |
| | | <u>840.60</u> | | | | | | | | |
| 150898 | 7/1/2024 | | 1667 INVER GROVE FORD | | | | | | | |
| | | 116.15 | WTR HEATER HOSE #2154 | | 114511 | 5345537 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>116.15</u> | | | | | | | | |
| 150899 | 7/1/2024 | | 1719 KAPOSIA TREE SERVICE | | | | | | | |
| | | 1,500.00 | TREE RMVL-8TH A & 9TH ST | | 114512 | 06112024-1 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,500.00 | TREE RMVL-1724 BROMLEY | | 114513 | 06112024-2 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | <u>3,000.00</u> | | | | | | | | |
| 150900 | 7/1/2024 | | 11377 KATH FUEL OIL SERVICE CO. | | | | | | | |
| | | 558.00 | OILMASTER SYN | | 114514 | 799883 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 947.82 | DYED DIESEL | | 114515 | 800374 | 60703.6210 | | OPERATING SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>1,505.82</u> | | | | | | | | |
| 150901 | 7/1/2024 | | 1803 LANGUAGE LINE SERVICES | | | | | | | |
| | | 403.79 | OTP TRANSLATION | | 114516 | 11308061 | 10210.6302 | | PROFESSIONAL SERVICES | POLICE PROTECTION |
| | | <u>403.79</u> | | | | | | | | |
| 150902 | 7/1/2024 | | 6281 LIGHTNING DISPOSAL, INC. | | | | | | | |
| | | 466.75 | TRASH SVC-PUBLIC WORKS | | 114618 | 0000625138 | 10320.6379 | | CONT SERV/REFUSE & SANITATION | PUBLIC WORKS |
| | | <u>466.75</u> | | | | | | | | |
| 150903 | 7/1/2024 | | 5883 LIPPOLT-SCHENIAN CARYN | | | | | | | |

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| 150903 | 7/1/2024 | | 5883 LIPPOLT-SCHENIAN CARYN | | | | | | Continued... | |
| | | 45.00 | CANCELLED YOUTH TRIP | | 114518 | 6/18/2024 | 10520.4461 | | SUMMER PROGRAMS | PARKS ADMINISTRATION |
| | | <u>45.00</u> | | | | | | | | |
| 150904 | 7/1/2024 | | 6681 MANN'S SOFTENER SALT DELIVERY | | | | | | | |
| | | 276.10 | NM SOLAR SALT (27) | | 114519 | INV281 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 331.90 | JC SOLAR SALT (33) | | 114520 | INV282 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | <u>608.00</u> | | | | | | | | |
| 150905 | 7/1/2024 | | 1878 MARK'S AERIAL SERVICE | | | | | | | |
| | | 5,000.00 | EMERGENCY RMVL@ WTR STN | | 114539 | 005156 | 50605.6371 | | REPAIRS & MAINT CONTRACTUAL | WATER UTILITY |
| | | 1,400.00 | TREE RMVL@241 2ND A S | | 114540 | 005153 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,150.00 | TREE RMVL@453 7TH A S | | 114541 | 005155 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | 1,000.00 | TREE RMVL@212 7TH A S | | 114542 | 005154 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | <u>8,550.00</u> | | | | | | | | |
| 150906 | 7/1/2024 | | 13985 MARTIN MARIETTA MATERIALS | | | | | | | |
| | | 557.07 | ASPHALT-WTR MAIN BREAK | | 114543 | 42670606 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 394.50 | ASPHALT-WTR MAIN BREAK | | 114544 | 42683717 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | <u>951.57</u> | | | | | | | | |
| 150907 | 7/1/2024 | | 1911 MENARDS, INC-WEST ST PAUL | | | | | | | |
| | | 54.94 | FIN TOOL/AC CLEANER | | 114545 | 95052 | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |
| | | 44.93 | TROWELS/PRO ALL WEATHER | | 114546 | 94910 | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |
| | | 5.92 | S-HOOK CLOSED | | 114547 | 94956 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 80.75 | TAPE/MURIATIC ACID | | 114548 | 94911 | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |
| | | <u>186.54</u> | | | | | | | | |
| 150908 | 7/1/2024 | | 2014 MINNESOTA RURAL WATER ASS'N | | | | | | | |
| | | 400.00 | ASSOC MEMBERSHIP AUG-7/2025 | | 114549 | 6/17/24 | 50605.6331 | | CONFERENCES, TRAINING, TRAVEL | WATER UTILITY |
| | | <u>400.00</u> | | | | | | | | |
| 150909 | 7/1/2024 | | 5506 MMKR | | | | | | | |
| | | 1,754.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 10150.6302 | | PROFESSIONAL SERVICES | FINANCE |
| | | 386.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 20243.6302 | | PROFESSIONAL SERVICES | DOUG WOOG ARENA |
| | | 1,052.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 20245.6302 | | PROFESSIONAL SERVICES | AIRPORT |
| | | 175.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 20260.6302 | | PROFESSIONAL SERVICES | HOUSING GENERAL |
| | | 175.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 20280.6302 | | PROFESSIONAL SERVICES | ECON DEV GENERAL |
| | | 1,052.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 40402.6302 | | PROFESSIONAL SERVICES | CAPITAL PROGRAMS FUND |
| | | 1,754.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 50600.6302 | | PROFESSIONAL SERVICES | UTILITY ADMINISTRATION |
| | | 2,000.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 50677.6375.4 | | OTHER CONTR SVCS-AUDIT FEES | NAN MCKAY APT BLDG |

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| 150909 | 7/1/2024 | | 5506 MMKR | | | | | | Continued... | |
| | | 2,000.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 50678.6375.4 | | OTHER CONTR SVCS-AUDIT FEES | JOHN CARROLL APT BLDG |
| | | 1,052.00 | 2023 FINANCIAL AUDIT-PYMT 4 | | 114551 | 56466 | 60703.6302 | | PROFESSIONAL SERVICES | CENTRAL GARAGE FUND |
| | | <u>11,400.00</u> | | | | | | | | |
| 150910 | 7/1/2024 | | 14259 MUNICIPAL BUILDERS, INC | | | | | | | |
| | | 412,917.50 | WELL#3TRTMT PLANT 5/1-6/4/24 | | 114550 | PMT 8 | 50605.6520 | 202311 | BUILDINGS AND STRUCTURE | WATER UTILITY |
| | | <u>412,917.50</u> | | | | | | | | |
| 150911 | 7/1/2024 | | 9298 NAPA NEWPORT | | | | | | | |
| | | 285.84 | WIPER BLADES | | 114552 | 2514-109591 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 16.00 | AIR FILTER #306 | | 114553 | 2514-109438 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 144.72 | BRAKE ROTORS/PADS #306 | | 114554 | 2514-109372 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>446.56</u> | | | | | | | | |
| 150912 | 7/1/2024 | | 14367 NORTH RIDGE OUTDOOR SERVICES | | | | | | | |
| | | 195.00 | SNOW-1138 S CONC 3/22,24,27 | | 114555 | 21237 | 20280.6375 | | OTHER CONTRACTED SERVICES | ECON DEV GENERAL |
| | | 360.00 | SNOW-1628 CONC 3/22,27,4/21 | | 114556 | 21238 | 20280.6375 | | OTHER CONTRACTED SERVICES | ECON DEV GENERAL |
| | | 195.00 | SNOW 130 E GRAND 3/22,24,27 | | 114557 | 21236 | 20280.6375 | | OTHER CONTRACTED SERVICES | ECON DEV GENERAL |
| | | <u>750.00</u> | | | | | | | | |
| 150913 | 7/1/2024 | | 2166 O'REILLY AUTO PARTS | | | | | | | |
| | | 3.88 | COPPER PLUG | | 114558 | 1767-363750 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 33.96 | DIELECTRIC | | 114559 | 1767-364072 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 100.99 | BATTERY #SG1 | | 114560 | 1767-365001 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 22.00 | RETD CORE | | 114561 | 1767-365049 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>116.83</u> | | | | | | | | |
| 150914 | 7/1/2024 | | 13417 PATCHIN MESSNER VALUATION COUNSELORS | | | | | | | |
| | | 14,200.00 | ROAD IMPROVE PROJ | | 114562 | 22394 | 10315.6302 | | PROFESSIONAL SERVICES | ENGINEERING |
| | | <u>14,200.00</u> | | | | | | | | |
| 150915 | 7/1/2024 | | 7383 PETERSON COMPANIES, INC. | | | | | | | |
| | | 360.00 | CLN VALVE/SEEPING@KAP LAND | | 114563 | 56222 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | <u>360.00</u> | | | | | | | | |
| 150916 | 7/1/2024 | | 2231 PIONEER PRESS | | | | | | | |
| | | 20.80 | CANDIDATE FILING NOTICE | | 114564 | 0524572442 | 10140.6341 | | ADVERTISING | CITY CLERK |
| | | 54.08 | PLANNING & ZONING | | 114564 | 0524572442 | 10410.6341 | | ADVERTISING | DEVELOPMENT SERVICES |
| | | 54.08 | PLANNING & ZONING | | 114564 | 0524572442 | 10410.6341 | | ADVERTISING | DEVELOPMENT SERVICES |
| | | 40.04 | PLANNING & ZONING | | 114564 | 0524572442 | 10101.2205 | 100264 | DEPOSITS | GENERAL FUND |

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| 150916 | 7/1/2024 | | 2231 PIONEER PRESS | | | | | | Continued... | |
| | | 34.32 | ORDINANCE 1424 | | 114564 | 0524572442 | 10140.6341 | | ADVERTISING | CITY CLERK |
| | | 31.20 | PLANNING & ZONING | | 114564 | 0524572442 | 10101.2205 | 100264 | DEPOSITS | GENERAL FUND |
| | | 39.52 | ELECTION NOTICE | | 114564 | 0524572442 | 10410.6341 | | ADVERTISING | DEVELOPMENT SERVICES |
| | | 47.84 | PLANNING & ZONING | | 114564 | 0524572442 | 10410.6341 | | ADVERTISING | DEVELOPMENT SERVICES |
| | | <u>321.88</u> | | | | | | | | |
| 150917 | 7/1/2024 | | 2240 PLUNKETT'S PEST CONTROL, INC. | | | | | | | |
| | | 30.09 | PEST CONTROL-WELL#4 | | 114565 | 8606477 | 50605.6371 | | REPAIRS & MAINT CONTRACTUAL | WATER UTILITY |
| | | 31.16 | PEST CONTROL-MCMORROW | | 114566 | 8605615 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | <u>61.25</u> | | | | | | | | |
| 150918 | 7/1/2024 | | 6683 POPP COMMUNICATIONS | | | | | | | |
| | | 190.33 | NM FIRE ALARM 6/10-7/9/24 | | 114567 | 992836940 | 50677.6390.1 | | TELEPHONE-SECURITY | NAN MCKAY APT BLDG |
| | | 190.33 | JC FIRE ALARM 6/10-7/9/24 | | 114567 | 992836940 | 50678.6390.1 | | TELEPHONE-SECURITY | JOHN CARROLL APT BLDG |
| | | <u>380.66</u> | | | | | | | | |
| 150919 | 7/1/2024 | | 2286 QUILL LLC | | | | | | | |
| | | 49.78 | OFFICE SUPPLY | | 114568 | 38847922 | 10420.6201 | | OFFICE SUPPLIES | CODE ENFORCEMENT |
| | | <u>49.78</u> | | | | | | | | |
| 150920 | 7/1/2024 | | 7376 RIVERTOWN ELECTRIC, INC. | | | | | | | |
| | | 888.75 | NM#604 SVC OUTAGE 6/20,21 | | 114569 | 11313 | 50677.6371.070 | | MTNCE-ELECTRICAL | NAN MCKAY APT BLDG |
| | | <u>888.75</u> | | | | | | | | |
| 150921 | 7/1/2024 | | 2365 ROTO-ROOTER SERVICES COMPANY | | | | | | | |
| | | 500.00 | JC#1307 CLN KIT DRAIN | | 114570 | 48-26040600 | 50678.6371.080 | | MTNCE-PLUMBING | JOHN CARROLL APT BLDG |
| | | <u>500.00</u> | | | | | | | | |
| 150922 | 7/1/2024 | | 2389 SAINT PAUL PUBLISHING COMPANY | | | | | | | |
| | | 57.11 | NM SR PH NEWSPPR JUL24 | | 114619 | 33187 | 50677.6341 | | ADVERTISING | NAN MCKAY APT BLDG |
| | | 57.10 | JC SR PH NEWSPPR JUL24 | | 114619 | 33187 | 50678.6341 | | ADVERTISING | JOHN CARROLL APT BLDG |
| | | <u>114.21</u> | | | | | | | | |
| 150923 | 7/1/2024 | | 2410 SCHLOMKA SERVICES LLC | | | | | | | |
| | | 504.70 | PUMP/CLEAN NV POOL JUN24 | | 114572 | 32825 | 10528.6371 | | REPAIRS & MAINT CONTRACTUAL | NORTHVIEW POOL |
| | | <u>504.70</u> | | | | | | | | |
| 150924 | 7/1/2024 | | 2464 SHORT ELLIOTT HENDRICKSON INC | | | | | | | |
| | | 10,423.40 | WTR TRTMNT CONSTRUCTION | | 114573 | 467805 | 50605.6302 | 202311 | PROFESSIONAL SERVICES | WATER UTILITY |
| | | 675.00 | LAND ACQUISITION | | 114574 | 467919 | 40404.6302 | AIR203 | PROFESSIONAL SERVICES | AIRPORT CAPITAL FUND |

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| 150974 | 7/8/2024 | | 2014 MINNESOTA RURAL WATER ASS'N | | | | | | Continued... | |
| 150975 | 7/8/2024 | | 9671 NIEBUR TRACTOR & EQUIPMENT, INC | | | | | | | |
| | | 31.97 | COMER BOLT #LP1 | | 114683 | 01-198781 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>31.97</u> | | | | | | | | |
| 150976 | 7/8/2024 | | 13423 NORTH COUNTRY CHEVROLET | | | | | | | |
| | | 47,027.12 | 2024 CHEV SILVERADO #323 | | 114687 | SSTPAUL24-102 | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |
| | | <u>47,027.12</u> | | | | | | | | |
| 150977 | 7/8/2024 | | 6366 NORTHERN POWER PRODUCTS, INC | | | | | | | |
| | | 23.08 | OIL SWITCH #SG1 | | 114684 | 336801 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>23.08</u> | | | | | | | | |
| 150978 | 7/8/2024 | | 2149 OFFICE OF MNIT SERVICES | | | | | | | |
| | | 349.07 | STATE PHONE CONNECTIONS | | 114698 | W23050555 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 157.54 | STATE PHONE AIRPORT | | 114698 | W23050555 | 20245.6390 | | POSTAGE AND TELEPHONE | AIRPORT |
| | | <u>506.61</u> | | | | | | | | |
| 150979 | 7/8/2024 | | 2166 O'REILLY AUTO PARTS | | | | | | | |
| | | 31.67 | RESISTORS #201 | | 114685 | 1767-364833 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 14.94 | CREDIT RTD RESISTOR | | 114686 | 1767-365396 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>16.73</u> | | | | | | | | |
| 150980 | 7/8/2024 | | 14529 PAULSEN, ERIN | | | | | | | |
| | | 50.00 | OVERPYMT-RENTAL LIC#14937 | | 114688 | 6/24/2024 | 10140.4238 | | RESIDENTIAL RENTAL HOUSING BUS | CITY CLERK |
| | | <u>50.00</u> | | | | | | | | |
| 150981 | 7/8/2024 | | 2240 PLUNKETT'S PEST CONTROL, INC. | | | | | | | |
| | | 89.88 | PEST CONTROL-SPLASH POOL | | 114689 | 8608723 | 10527.6371 | | REPAIRS & MAINT CONTRACTUAL | SPLASH POOL |
| | | 134.26 | PEST CONTROL-KAP LANDING | | 114690 | 8613719 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 104.00 | PEST CONTROL-NV POOL | | 114693 | 8613798 | 10528.6371 | | REPAIRS & MAINT CONTRACTUAL | NORTHVIEW POOL |
| | | 69.72 | PEST CONTROL-KAPOSIA PK | | 114694 | 8614982 | 10340.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS FACILITIES AND MTNCE |
| | | 115.09 | PEST CONTROL-CITY HALL | | 114695 | 8609136 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | <u>512.95</u> | | | | | | | | |
| 150982 | 7/8/2024 | | 2253 POSTMASTER | | | | | | | |
| | | 320.00 | PERMIT#115 RENEWAL FEE | | 114696 | 06/20/2024 | 10120.6344 | | NEWSLETTER/BROCHURE | CITY ADMINISTRATION |
| | | <u>320.00</u> | | | | | | | | |
| 150983 | 7/8/2024 | | 13550 PROFESSIONAL SERVICES INDUSTRIES, INC. | | | | | | | |

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| 150983 | 7/8/2024 | | 13550 PROFESSIONAL SERVICES INDUSTRIES, INC. | | | | | | Continued... | |
| | | 2,200.00 | 240 CONCORD ACQ PHASE 1 | | 114697 | 00933261 | 40490.6302 | | PROFESSIONAL SERVICES | CONCORD TIF |
| | | <u>2,200.00</u> | | | | | | | | |
| 150984 | 7/8/2024 | | 1636 RICOH USA, INC. | | | | | | | |
| | | 123.98 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 307.42 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 62.05 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 67.18 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 10320.6378 | | COPIER MAINTENANCE AGREEMENT | PUBLIC WORKS |
| | | 52.10 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 10210.6378 | | COPIER MAINTENANCE AGREEMENT | POLICE PROTECTION |
| | | 63.88 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 20243.6378 | | COPIER MAINTENANCE AGREEMENT | DOUG WOOG ARENA |
| | | 18.85 | COPIER USAGE JUNE 2024 | | 114716 | 5069712218 | 20245.6378 | | COPIER MAINTENANCE AGREEMENT | AIRPORT |
| | | <u>695.46</u> | | | | | | | | |
| 150985 | 7/8/2024 | | 11845 SATIN TOUCH, INC. | | | | | | | |
| | | 495.00 | NM#912PAINT BR/BA/CEIL/FRAME | | 114752 | 1056322 | 50677.6371.060 | | MTNCE-UNIT TURNAROUND | NAN MCKAY APT BLDG |
| | | 450.00 | NM#208PAINT BR/BA/CEIL/HTR | | 114753 | 1056321 | 50677.6371.060 | | MTNCE-UNIT TURNAROUND | NAN MCKAY APT BLDG |
| | | <u>945.00</u> | | | | | | | | |
| 150986 | 7/8/2024 | | 6703 SENTRY SYSTEMS, INC | | | | | | | |
| | | 30.00 | NM MONITOR SYST JUL24 | | 114702 | 794682 | 50677.6375.3 | | OTHER CONTR SVCS-SECURITY | NAN MCKAY APT BLDG |
| | | 30.00 | JC MONITOR SYST JUL24 | | 114702 | 794682 | 50678.6375.3 | | OTHER CONTR SVCS-SECURITY | JOHN CARROLL APT BLDG |
| | | <u>60.00</u> | | | | | | | | |
| 150987 | 7/8/2024 | | 13871 ST. CROIX COLLISION & RESTORATION LLC | | | | | | | |
| | | 3,986.52 | SQUAD 50 ACCIDENT RPR | | 114718 | 6221 | 60703.6371 | | REPAIRS & MAINT CONTRACTUAL | CENTRAL GARAGE FUND |
| | | <u>3,986.52</u> | | | | | | | | |
| 150988 | 7/8/2024 | | 4140 STANTEC CONSULTING SERVICES INC | | | | | | | |
| | | 691.64 | MCES SITE HUD PART 58EA | | 114703 | 2246972 | 20284.6302 | | PROFESSIONAL SERVICES | DEVELOPMENT |
| | | <u>691.64</u> | | | | | | | | |
| 150989 | 7/8/2024 | | 2558 STATE INDUSTRIAL PRODUCTS | | | | | | | |
| | | 118.67 | NM AIR CARE PGRM | | 114705 | 903403466 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 291.62 | JC DRAIN MAINTENANCE | | 114706 | 903403296 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 433.80 | JC FRAGRANCE BURST | | 114707 | 903396599 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | <u>844.09</u> | | | | | | | | |
| 150990 | 7/8/2024 | | 14530 STOCK, CATHERINE | | | | | | | |
| | | 95.00 | CANCEL CAMP/SP2-MACEY | | 114708 | 6/20/2024 | 10520.4461 | | SUMMER PROGRAMS | PARKS ADMINISTRATION |
| | | 5.00- | ADMIN FEE | | 114708 | 6/20/2024 | 10520.4461 | | SUMMER PROGRAMS | PARKS ADMINISTRATION |

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| 150997 | 7/8/2024 | | 10478 WEIGHT, JONATHON | | | | | | Continued... | |
| 150998 | 7/8/2024 | | 13833 WEST, GREGORY | | | | | | | |
| | | 200.00 | JC AFTER HR ONCALL JUN24 | | 114714 | JUNE2024 | 50678.6375.1 | | OTHER CONTR SVCS-KEYPERSON | JOHN CARROLL APT BLDG |
| | | 200.00 | | | | | | | | |
| 150999 | 7/8/2024 | | 2849 XCEL ENERGY | | | | | | | |
| | | 43.34 | LIGHTS @ LORRAINE | | 114719 | 882938188 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 264.15 | WOOG OFFICES 5/28-6/26 | | 114720 | 883601467 | 20243.6385 | | UTILITY SERVICE | DOUG WOOG ARENA |
| | | 20,313.74 | ARENA | | 114721 | 883692077 | 20243.6385 | | UTILITY SERVICE | DOUG WOOG ARENA |
| | | 1,736.97 | KAPOSIA LANDING/800 BRYANT | | 114722 | 883355986 | 10340.6385 | | UTILITY SERVICE | PARKS FACILITIES AND MTNCE |
| | | 4.99 | UNIT LGT@159 3RD A S | | 114723 | 883375490 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 25.95 | LGT @ 140 8TH A N | | 114724 | 883440701 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 8.59 | SPEED UNIT @ 203 14TH A S | | 114725 | 883361343 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 66.14 | UNIT LGT @ 497 CONCORD | | 114726 | 883388456 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 95.57 | ST LGT @ 535 5TH A S | | 114727 | 883399509 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 41.16 | LGT 494/7TH-940 7TH A S | | 114728 | 883573287 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 3.04 | UNIT LGT @ 1115 SVB | | 114729 | 883579843 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 2,296.53 | ELEC CHG-1417 4TH-SEIDLS | | 114730 | 883566988 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 9.37 | ELEC CHG-701 HARDMAN | | 114731 | 883542549 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 31.14 | GAS CHG-681 VERDEROSA | | 114732 | 883539544 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 49.06 | LGT 494/7TH-1020 7TH A | | 114733 | 883522782 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | .63 | LGTS-BROMLEY ICE RINK | | 114734 | 883491070 | 10340.6385 | | UTILITY SERVICE | PARKS FACILITIES AND MTNCE |
| | | 37.51 | LGT BRYANT/922 CONCORD | | 114735 | 883584485 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 602.88 | SPLASH POOL | | 114736 | 883688773 | 10527.6385 | | UTILITY SERVICE | SPLASH POOL |
| | | 1,003.44 | AIRPORT | | 114737 | 883696158 | 20245.6385 | | UTILITY SERVICE | AIRPORT |
| | | 70.03 | LGTS @ 675 VERDEROSA | | 114738 | 883820315 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 2,562.47 | ELEC CHG-681 VERDEROSA | | 114739 | 883528820 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 64.23 | LGT @ 1129 19TH A N | | 114740 | 883520008 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 59.93 | LGT@400 WENTWORTH-RDBT | | 114741 | 883524582 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 46.21 | UNIT LGT@1301 CONCORD | | 114742 | 883618329 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 1,165.08 | PUBLIC WORKS | | 114743 | 883538316 | 10320.6385 | | UTILITY SERVICE | PUBLIC WORKS |
| | | 3,397.14 | STORM WTR UTILITY FUND | | 114743 | 883538316 | 50610.6385 | | UTILITY SERVICE | STORM WATER UTILITY |
| | | 186.28 | ST LGT UTILITY FUND | | 114743 | 883538316 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 56.35 | LGT@555 HARDMN/251 BRDGPT | | 114744 | 883533681 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 173.34 | PED WALKWAY LIGHTS | | 114745 | 883592991 | 50615.6385 | | UTILITY SERVICE | STREET LIGHT UTILITY |
| | | 681.85 | LIBRARY | | 114746 | 883483006 | 10330.6385 | | UTILITY SERVICE | BUILDINGS |
| | | 64.21 | ELEC CHG-228 HARDMAN | | 114747 | 883450094 | 50606.6385 | | UTILITY SERVICE | SEWER UTILITY |
| | | 35,161.32 | | | | | | | | |

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| 151008 | 7/15/2024 | | 4590 ATEC, LLC | | | | | | Continued... | |
| 151009 | 7/15/2024 | | 9021 ATLAS STAFFING, INC. | | | | | | | |
| | | 717.60 | NM TEMP-MOUA 6/28/24 | | 114770 | 1306899 | 50677.6302 | | PROFESSIONAL SERVICES | NAN MCKAY APT BLDG |
| | | 717.60 | JC TEMP-MOUA 6/28/24 | | 114770 | 1306899 | 50678.6302 | | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | <u>1,435.20</u> | | | | | | | | |
| 151010 | 7/15/2024 | | 14193 CADY BUILDING MAINTENANCE INC | | | | | | | |
| | | 5,110.00 | CLEANING JUL24-CH | | 114765 | 4990196 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | 550.00 | CLEANING JUL24-PW | | 114765 | 4990196 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | <u>5,660.00</u> | | | | | | | | |
| 151011 | 7/15/2024 | | 1184 CINTAS CORPORATION #754 | | | | | | | |
| | | 359.70 | SAFETY MATS | | 114768 | 4196901039 | 10320.6210 | | OPERATING SUPPLIES | PUBLIC WORKS |
| | | 77.92 | UNIFORMS/SHOP TOWELS | | 114768 | 4196901039 | 60703.6245 | | CLOTHING ALLOWANCE | CENTRAL GARAGE FUND |
| | | <u>437.62</u> | | | | | | | | |
| 151012 | 7/15/2024 | | 13523 CINTAS CORPORATION NO. 2 | | | | | | | |
| | | 38.40 | SUPPLY-MED CABINET | | 114769 | 5217799649 | 10320.6220 | | REPAIR & MAINTENANCE SUPPLIES | PUBLIC WORKS |
| | | 38.40 | SUPPLY-MED CABINET | | 114769 | 5217799649 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 38.38 | SUPPLY-MED CABINET | | 114769 | 5217799649 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 38.40 | SUPPLY-MED CABINET | | 114769 | 5217799649 | 50606.6220 | | REPAIR & MAINTENANCE SUPPLIES | SEWER UTILITY |
| | | 38.40 | SUPPLY-MED CABINET | | 114769 | 5217799649 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>191.98</u> | | | | | | | | |
| 151013 | 7/15/2024 | | 1219 CRAWFORD DOOR SALES COMPANY | | | | | | | |
| | | 1,481.00 | RPR SQUAD GARAGE DOOR | | 114766 | 53726 | 10330.6371 | | REPAIRS & MAINT CONTRACTUAL | BUILDINGS |
| | | <u>1,481.00</u> | | | | | | | | |
| 151014 | 7/15/2024 | | 14505 CREATE CONSTRUCTION LLC | | | | | | | |
| | | 51,968.08 | MISC SIDEWALK REPAIRS | | 114767 | PMT 2 | 40440.6302 | 202407 | PROFESSIONAL SERVICES | 2024 LOCAL IMPROVEMENTS |
| | | <u>51,968.08</u> | | | | | | | | |
| 151015 | 7/15/2024 | | 1252 DAKOTA COUNTY TECHNICAL COLLEGE | | | | | | | |
| | | 300.00 | 39-PURSUIT REFRESHER | | 114772 | 1231762 | 10210.6331 | | CONFERENCES, TRAINING, TRAVEL | POLICE PROTECTION |
| | | 300.00 | 02-PURSUIT REFRESHER | | 114772 | 1231762 | 10210.6331 | | CONFERENCES, TRAINING, TRAVEL | POLICE PROTECTION |
| | | 300.00 | 05-PURSUIT REFRESHER | | 114772 | 1231762 | 10210.6331 | | CONFERENCES, TRAINING, TRAVEL | POLICE PROTECTION |
| | | <u>900.00</u> | | | | | | | | |
| 151016 | 7/15/2024 | | 9194 DRAIN BLASTERS BILL'S | | | | | | | |
| | | 205.00 | CLN FL DRAIN-PAINT SHOP | | 114776 | 05032024 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
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| 151034 | 7/15/2024 | | 1878 MARK'S AERIAL SERVICE | | | | | | Continued... | |
| | | 3,200.00 | TREE RMVL@ STANLEY&WILLIS | | 114801 | 005164 | 10320.6221 | | SEAL COATING & TREE MAIN | PUBLIC WORKS |
| | | <u>3,200.00</u> | | | | | | | | |
| 151035 | 7/15/2024 | | 5673 MENARDS - COTTAGE GROVE | | | | | | | |
| | | 329.61 | FLEX SEAL FOR PIT | | 114857 | 92445 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | <u>329.61</u> | | | | | | | | |
| 151036 | 7/15/2024 | | 1911 MENARDS, INC-WEST ST PAUL | | | | | | | |
| | | 22.68 | FURNACE FILTERS | | 114802 | 95575 | 20243.6210 | | OPERATING SUPPLIES | DOUG WOOG ARENA |
| | | <u>22.68</u> | | | | | | | | |
| 151037 | 7/15/2024 | | 6332 MINNESOTA DEPARTMENT OF TRANSPORTATION | | | | | | | |
| | | 862.50 | MATERIAL TEST/INSEPCIONS | | 114804 | P00018598 | 40432.6302 | 202401 | PROFESSIONAL SERVICES | 2016 LOCAL IMPROVEMENTS |
| | | <u>862.50</u> | | | | | | | | |
| 151038 | 7/15/2024 | | 9041 MN FALL EXPO | | | | | | | |
| | | 270.00 | MN FALL MAINTENANCE EXPO | | 114805 | 7/3/2024 | 10320.6331 | | CONFERENCES, TRAINING, TRAVEL | PUBLIC WORKS |
| | | 210.00 | MN FALL MAINTENANCE EXPO | | 114805 | 7/3/2024 | 10340.6331 | | CONFERENCES, TRAINING, TRAVEL | PARKS FACILITIES AND MTNCE |
| | | 60.00 | MN FALL MAINTENANCE EXPO | | 114805 | 7/3/2024 | 60703.6331 | | CONFERENCES, TRAINING, TRAVEL | CENTRAL GARAGE FUND |
| | | <u>540.00</u> | | | | | | | | |
| 151039 | 7/15/2024 | | 9298 NAPA NEWPORT | | | | | | | |
| | | 49.79 | OIL FILTER | | 114806 | 2514-111583 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>49.79</u> | | | | | | | | |
| 151040 | 7/15/2024 | | 14383 NFI, INC. | | | | | | | |
| | | 7.99 | FUSE | | 114807 | 550281/D | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 2.97 | O-RING | | 114808 | 550283/D | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |
| | | 24.57 | MOUSE TRAPS/MOUSE KILL | | 114809 | 550228/D | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 19.99 | ANTI-SLIP | | 114810 | 550247/D | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 15.99 | CORD ADAPTERS | | 114811 | 550239/D | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |
| | | 10.57 | PVC PIPE/COUPLER/BROOM | | 114812 | 550211/D | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 19.98 | BLEACH | | 114813 | 550215/D | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | <u>102.06</u> | | | | | | | | |
| 151041 | 7/15/2024 | | 5682 NITTI SANITATION | | | | | | | |
| | | 388.52 | TRASH SVC-WOOG ARENA | | 114814 | 0000625924 | 20243.6379 | | CONT SERV/REFUSE & SANITATION | DOUG WOOG ARENA |
| | | <u>388.52</u> | | | | | | | | |
| 151042 | 7/15/2024 | | 14533 ON TIME SERVICE PROS | | | | | | | |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
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| 151042 | 7/15/2024 | | 14533 ON TIME SERVICE PROS | | | | | | Continued... | |
| | | 40.00 | RFD ELEC PERMIT-2321 CAROLINE | | 114818 | SS043181 | 10420.4266 | | ELECTRICAL | CODE ENFORCEMENT |
| | | 1.00 | STATE SURCHARGE | | 114818 | SS043181 | 10101.2083 | | SURCHARGES | GENERAL FUND |
| | | 5.00- | ADMIN SVC FEE | | 114818 | SS043181 | 10420.4493 | | OTHER CHARGE FOR SERVICE - COM | CODE ENFORCEMENT |
| | | <u>36.00</u> | | | | | | | | |
| 151043 | 7/15/2024 | | 2166 O'REILLY AUTO PARTS | | | | | | | |
| | | 11.33 | TOGGLE SWITCH #305 | | 114815 | 1767-366392 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 150.60 | BATTERY #265 | | 114816 | 1767-366133 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 22.00- | RETD BATTERY CORE | | 114817 | 1767-366186 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 19.81 | AIR&CABIN FILTERS #2163 | | 114819 | 1767-367784 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 43.98 | BRAKE LUBE | | 114820 | 1767-367975 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>203.72</u> | | | | | | | | |
| 151044 | 7/15/2024 | | 8595 PARK CONSTRUCTION COMPANY | | | | | | | |
| | | 814,184.52 | TAXIWAY RECONSTRUCTION | | 114821 | PAYAPP3 | 40404.6371 | AIR080 | REPAIRS & MAINT CONTRACTUAL | AIRPORT CAPITAL FUND |
| | | <u>814,184.52</u> | | | | | | | | |
| 151045 | 7/15/2024 | | 2240 PLUNKETT'S PEST CONTROL, INC. | | | | | | | |
| | | 91.50 | PEST CONTROL-PW | | 114822 | 8641986 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | 189.17 | JC JUNE24 MULTI HS PRGM | | 114823 | 8628055 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 750.00 | JC UNIT ENDING 02-03 SWEEP | | 114824 | 8644057 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 450.00 | JC UNIT CK #408/208/506 | | 114825 | 8620372 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 420.00 | JC UNIT SWEEP #1013/208 | | 114826 | 8600816 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 60.00 | JC CK LAUNDRY/#408 | | 114827 | 8610253 | 50678.6371.090 | | MTNCE-EXTERMINATION | JOHN CARROLL APT BLDG |
| | | 55.65 | NM JUN24 MULTI HS PGRM | | 114828 | 8635534 | 50677.6371.090 | | MTNCE-EXTERMINATION | NAN MCKAY APT BLDG |
| | | 55.00 | NM UNIT CK #402 | | 114829 | 8619752 | 50677.6371.090 | | MTNCE-EXTERMINATION | NAN MCKAY APT BLDG |
| | | <u>2,071.32</u> | | | | | | | | |
| 151046 | 7/15/2024 | | 2271 PROTOUCH PAINTING | | | | | | | |
| | | 23,200.00 | PAINTING NORTHVIEW POOL | | 114830 | 19348 | 10528.6371 | | REPAIRS & MAINT CONTRACTUAL | NORTHVIEW POOL |
| | | <u>23,200.00</u> | | | | | | | | |
| 151047 | 7/15/2024 | | 2286 QUILL LLC | | | | | | | |
| | | 122.99 | PRINTER TONER | | 114831 | 39087930 | 50605.6220 | | REPAIR & MAINTENANCE SUPPLIES | WATER UTILITY |
| | | 122.99 | PRINTER TONER | | 114831 | 39087930 | 50606.6220 | | REPAIR & MAINTENANCE SUPPLIES | SEWER UTILITY |
| | | <u>245.98</u> | | | | | | | | |
| 151048 | 7/15/2024 | | 1636 RICOH USA, INC. | | | | | | | |
| | | 131.39 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 283.71 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |

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| 151048 | 7/15/2024 | | 1636 RICOH USA, INC. | | | | | | Continued... | |
| | | 71.34 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 44.46 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 10320.6378 | | COPIER MAINTENANCE AGREEMENT | PUBLIC WORKS |
| | | 31.96 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 10210.6378 | | COPIER MAINTENANCE AGREEMENT | POLICE PROTECTION |
| | | 58.60 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 20243.6378 | | COPIER MAINTENANCE AGREEMENT | DOUG WOOG ARENA |
| | | 14.24 | COPIER USAGE MAY24 | | 114832 | 5069562801 | 20245.6378 | | COPIER MAINTENANCE AGREEMENT | AIRPORT |
| | | 54.39 | COPIER USAGE MAY24 | | 114833 | 10125 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 405.72 | NM COPIER 4/1-6/30/24 | | 114834 | 5069712845 | 50677.6201 | | OFFICE SUPPLIES | NAN MCKAY APT BLDG |
| | | 625.94 | JC COPIER 4/1-6/30/24 | | 114834 | 5069712845 | 50678.6201 | | OFFICE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 31.79 | LATE FEE CHARGES | | 114858 | 1100952634 | 10160.6378 | | COPIER MAINTENANCE AGREEMENT | INFORMATION TECHNOLOGY |
| | | 5.00 | LATE FEE CHARGES | | 114859 | 1100952633 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | <u>1,758.54</u> | | | | | | | | |
| 151049 | 7/15/2024 | | 14534 SAFEBASEMENTS OF MINNESOTA | | | | | | | |
| | | 160.00 | RFD BLD PERMIT-259 18TH A N | | 114836 | SS043114 | 10420.4266 | | ELECTRICAL | CODE ENFORCEMENT |
| | | 1.00 | STATE SURCHARGE | | 114836 | SS043114 | 10101.2083 | | SURCHARGES | GENERAL FUND |
| | | 5.00 | ADMIN SVC FEE | | 114836 | SS043114 | 10420.4493 | | OTHER CHARGE FOR SERVICE - COM | CODE ENFORCEMENT |
| | | <u>156.00</u> | | | | | | | | |
| 151050 | 7/15/2024 | | 14535 SHERRY, ROBERT | | | | | | | |
| | | 500.00 | PLUMB PRJ PH 6 STIPEND | | 114837 | PH6JCAPT1011 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | <u>500.00</u> | | | | | | | | |
| 151051 | 7/15/2024 | | 2633 SHERWIN-WILLIAMS CO., THE | | | | | | | |
| | | 959.30 | NM-PAINT-APT PREP/MOVEINS | | 114838 | 6175-1 | 50677.6371.060 | | MTNCE-UNIT TURNAROUND | NAN MCKAY APT BLDG |
| | | <u>959.30</u> | | | | | | | | |
| 151052 | 7/15/2024 | | 2466 SHOWROOM AUTO CARE | | | | | | | |
| | | 124.95 | EXTERIOR BUFF/WAX #301 | | 114839 | 12539 | 10320.6371 | | REPAIRS & MAINT CONTRACTUAL | PUBLIC WORKS |
| | | <u>124.95</u> | | | | | | | | |
| 151053 | 7/15/2024 | | 2506 SOUTH METRO FIRE DEPARTMENT | | | | | | | |
| | | 31,350.00 | REIMB MISC LUCAS MACHINES | | 114840 | PS-INV207867 | 20212.6580 | 227684 | OTHER EQUIPMENT | GRANTS/DONATIONS POLICE |
| | | <u>31,350.00</u> | | | | | | | | |
| 151054 | 7/15/2024 | | 4658 TOTAL TOOL SUPPLY, INC. | | | | | | | |
| | | 327.09 | NYLON STRAPS | | 114841 | 01633653 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | <u>327.09</u> | | | | | | | | |
| 151055 | 7/15/2024 | | 2883 TOWMASTER | | | | | | | |
| | | 4,660.00 | LIFT GATE-#208-24 | | 114842 | 470105 | 60703.6550 | | MOTOR VEHICLES | CENTRAL GARAGE FUND |

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| 801058 | 6/28/2024 | | 1969 MINNESOTA AFSCME, COUNCIL NO. 5 | | | | | | Continued... | |
| | | 21.00 | | | 114583 | 0625241337053 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 21.00 | | | | | | | | |
| 801059 | 7/1/2024 | | 3632 BOLTON & MENK, INC. | | | | | | | |
| | | 11,972.00 | MARIE-FED AID PRELIM DESIGN | | 114525 | 0338343 | 40439.6302 | 202405 | PROFESSIONAL SERVICES | 2023 LOCAL IMPROVEMENTS |
| | | 11,972.00 | | | | | | | | |
| 801060 | 7/1/2024 | | 3615 CAMPBELL KNUTSON, P.A. | | | | | | | |
| | | 19,880.98 | MAY PROSECUTION FEES/SVCS | | 114507 | 3168-0990G 5/31/24 | 10130.6304 | | PROFESSIONAL SVCS-CRIMINAL | CITY ATTORNEY |
| | | 19,880.98 | | | | | | | | |
| 801061 | 7/1/2024 | | 7388 GARCIA, RYAN | | | | | | | |
| | | 308.87 | CITY ADMIN-Q2 2024 MILEAGE | | 114617 | 062524 | 10120.6331 | | CONFERENCES, TRAINING, TRAVEL | CITY ADMINISTRATION |
| | | 308.87 | | | | | | | | |
| 801062 | 7/1/2024 | | 2585 STREICHER'S - MINNEAPOLIS | | | | | | | |
| | | 1,548.90 | 04-BALLISTIC VEST | | 114594 | 11702727 | 10210.6245 | 227599 | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 302.99 | 04-BALLISTIC CARRIER/BO ITEMS | | 114595 | 11703587 | 10210.6245 | 227599 | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 246.95 | 21-NEW OFFICER EQUIPMENT | | 114596 | 11703133 | 10210.6245 | | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 259.99 | 27-BOOTS | | 114597 | 11703683 | 10210.6245 | | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 401.97 | 26-BOOTS/BELT/HOLSTER | | 114598 | 11703696 | 10210.6245 | | CLOTHING ALLOWANCE | POLICE PROTECTION |
| | | 2,760.80 | | | | | | | | |
| 801063 | 7/8/2024 | | 1843 LOCAL GOVERNMENT INFORMATION SYSTEMS | | | | | | | |
| | | 182.00 | APPL SUP-UB (RETIREEES) | | 114757 | 12027 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | 9,305.00 | APPL SUP-FINANCIAL | | 114757 | 12027 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | 2,774.00 | APPL SUP-HUBBLE/INSIGHT | | 114757 | 12027 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | 8,138.00 | APPL SUP-PAYROLL/HR | | 114757 | 12027 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | 7,080.00 | APPL SUP-POLICE MCD | | 114757 | 12027 | 10210.6375 | | OTHER CONTRACTED SERVICES | POLICE PROTECTION |
| | | 1,190.00 | APPL SUP-PS RECORDS | | 114757 | 12027 | 10210.6375 | | OTHER CONTRACTED SERVICES | POLICE PROTECTION |
| | | 6,325.00 | APPL SUP-PARK&REC | | 114757 | 12027 | 10520.6371 | | REPAIRS & MAINT CONTRACTUAL | PARKS ADMINISTRATION |
| | | 7,744.00 | APPL SUP-GIS BASE | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 3,424.00 | APPL SUP-GIS ELECTIVES | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 9,698.00 | APPL SUP-PIMS | | 114757 | 12027 | 10410.6375 | | OTHER CONTRACTED SERVICES | DEVELOPMENT SERVICES |
| | | 731.00 | APPL SUP-PIM BUSINESS LIC | | 114757 | 12027 | 10140.6375 | | OTHER CONTRACTED SERVICES | CITY CLERK |
| | | 731.00 | APPL SUP-PIMS CODE ENFORCE | | 114757 | 12027 | 10420.6375 | | OTHER CONTRACTED SERVICES | CODE ENFORCEMENT |
| | | 731.00 | APPL SUP-PIMS EPERMITS | | 114757 | 12027 | 10410.6375 | | OTHER CONTRACTED SERVICES | DEVELOPMENT SERVICES |
| | | 3,771.00 | APPL SUP-INTERNET-IRONPORT | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 13,230.00 | APPL SUP-IP TELEPHONEY | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |

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| 801063 | 7/8/2024 | | 1843 LOCAL GOVERNMENT INFORMATION SYSTEMS | | | | | | Continued... | |
| | | 9,245.00 | HOSTED BACKUPS | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 1,266.00 | HOSTED SEIM | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 840.00 | HOSTED WIRELESS NETWORK MGMT | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 2,988.00 | FIBER MAINT | | 114757 | 12027 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 10,131.00 | HOSTED ESXI | | 114757 | 12027 | 40407.6571 | | COMPUTER HARDWARE | EQUIPMENT ACQUISITION F |
| | | 325.00 | HOSTED SERVER-SSP-FORMS01 | | 114757 | 12027 | 40407.6571 | | COMPUTER HARDWARE | EQUIPMENT ACQUISITION F |
| | | 17,943.00 | APPL SUP-UTILITY BILLING | | 114757 | 12027 | 50600.6302 | | PROFESSIONAL SERVICES | UTILITY ADMINISTRATION |
| | | <u>117,792.00</u> | | | | | | | | |
| 801064 | 7/8/2024 | | 2289 R&R SPECIALTIES OF WISCONSIN, INC. | | | | | | | |
| | | 165.00 | ZAMBONIE BLADE SHARPEN | | 114699 | 0082023-IN | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | <u>165.00</u> | | | | | | | | |
| 801065 | 7/12/2024 | | 1818 LELS LOCAL 95 | | | | | | | |
| | | 98.00 | | | 114869 | 0710241015463 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>98.00</u> | | | | | | | | |
| 801066 | 7/12/2024 | | 1969 MINNESOTA AFSCME, COUNCIL NO. 5 | | | | | | | |
| | | 857.16 | | | 114871 | 0710241015465 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>857.16</u> | | | | | | | | |
| 801067 | 7/12/2024 | | 2243 POLICE FLOWER FUND | | | | | | | |
| | | 40.00 | | | 114864 | 07102410154613 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | <u>40.00</u> | | | | | | | | |
| 801068 | 7/15/2024 | | 1825 LEVANDER, GILLEN & MILLER PA | | | | | | | |
| | | 1,500.00 | JUNE 24 LEGAL | | 114835 | 06-30-24-41000E | 10130.6306 | | PROFESSIONAL SVCS - RETAINER | CITY ATTORNEY |
| | | 5,644.00 | JUNE 24 LEGAL | | 114835 | 06-30-24-41000E | 10130.6302 | | PROFESSIONAL SERVICES | CITY ATTORNEY |
| | | 140.00 | JUNE 24 LEGAL-TMOBILE@THOMP | | 114835 | 06-30-24-41000E | 10101.2205 | 100121 | DEPOSITS | GENERAL FUND |
| | | 1,960.00 | JUNE 24 LEGAL | | 114835 | 06-30-24-41000E | 20245.6302 | | PROFESSIONAL SERVICES | AIRPORT |
| | | 4,534.00 | JUNE 24 LEGAL | | 114835 | 06-30-24-41000E | 20280.6302 | | PROFESSIONAL SERVICES | ECON DEV GENERAL |
| | | <u>13,778.00</u> | | | | | | | | |
| 2024179 | 6/17/2024 | | 6037 HEALTHPARTNERS-DENTAL | | | | | | | |
| | | 541.15 | DENTAL CLAIMS PAID | | 114468 | 06/06/24-06/12/24 | 60709.6132 | | DENTAL CLAIMS PAID | SELF-INSURED DENTAL |
| | | <u>541.15</u> | | | | | | | | |
| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | | |
| | | 57.94 | HOM DEPOT BLADES, STRIPPER | | 114189 | 010199161301.1 | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|----------------|------------------|----------|--|------|--------|----------------|----------------|-----------|-------------------------------|-------------------------------|
| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | Continued... | |
| | | 118.00 | HOM DEPOT DOOR CLOSER | | 114190 | 010198885764.1 | 10330.6220 | | REPAIR & MAINTENANCE SUPPLIES | BUILDINGS |
| | | 26.94 | HOM DEPOT DISCS | | 114191 | 010199043544.1 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 295.80 | EYEMED_MAY 2024 BILLING | | 114192 | 547100069976.1 | 10101.2181 | | EYE MED INSURANCE | GENERAL FUND |
| | | 37.00 | AMAZON-INNER SLIDE LUBE | | 114193 | 000012624131.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 63.57 | AMAZON-COUPPLERS,PLUGS | | 114194 | 106841842878.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 39.87 | AMAZON-LONG RUBBER GLOVES | | 114195 | 107536001910.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 49.99 | AMAZON-THREAD CHECKER | | 114196 | 108271220193.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 1,345.30 | AMAZON-MUTT MITTS | | 114197 | 108282954863.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 115.84 | AMAZON-COUPPLERS | | 114198 | 100192466060.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 105.17 | AMAZON-SCREEN PROTECTORS/ADAPT | | 114199 | 100249584048.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 101.70 | AMAZON-SWIVEL MOUNT KITS | | 114200 | 105473442418.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 1,725.83 | HOME DEPOT-APPLIANCES-KAP PAVI | | 114201 | 010199178917.1 | 20215.6520 | 227673 | BUILDINGS AND STRUCTURE | GRANTS/DONATIONS PARK AND REC |
| | | 1,000.00 | WALMART JC 10 GIFT CARDS PHASE | | 114202 | 083155120656.1 | 50678.6430 | 229901 | MISCELLANEOUS | JOHN CARROLL APT BLDG |
| | | 1,000.00 | WALMART GIFT CARDS PLUMBING PR | | 114203 | 083123906557.1 | 50678.6451 | 229901 | REFUNDS & REIMBURSEMENT | JOHN CARROLL APT BLDG |
| | | 1,000.00 | WALMART 10 \$100 GIFT CARDS FOR | | 114204 | 083115824099.1 | 50678.6302 | 229901 | PROFESSIONAL SERVICES | JOHN CARROLL APT BLDG |
| | | 31.49 | QUILL WHITE COIN ENEVELPES | | 114205 | 105441355703.1 | 50677.6201 | | OFFICE SUPPLIES | NAN MCKAY APT BLDG |
| | | 31.48 | QUILL WHITE COIN ENEVELPES | | 114206 | 105441355703.2 | 50678.6201 | | OFFICE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 7.50 | QUILL WHITE ENEVOPLES COIN SIZ | | 114207 | 105441355695.1 | 50677.6201 | | OFFICE SUPPLIES | NAN MCKAY APT BLDG |
| | | 7.49 | QUILL WHITE ENEVOPLES COIN SIZ | | 114208 | 105441355695.2 | 50678.6201 | | OFFICE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 70.76 | PREMIUM WATER OFFICE JC NM | | 114209 | 892019217771.1 | 50677.6201 | | OFFICE SUPPLIES | NAN MCKAY APT BLDG |
| | | 70.75 | PREMIUM WATER OFFICE JC NM | | 114210 | 892019217771.2 | 50678.6201 | | OFFICE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 96.27 | 8X8 PHONE & INTERNET JC NM | | 114211 | 106426435213.1 | 50677.6390 | | POSTAGE AND TELEPHONE | NAN MCKAY APT BLDG |
| | | 96.27 | 8X8 PHONE & INTERNET JC NM | | 114212 | 106426435213.2 | 50678.6390 | | POSTAGE AND TELEPHONE | JOHN CARROLL APT BLDG |
| | | 448.97 | COMCAST NM PHONE & INTERNET | | 114213 | 103064015522.1 | 50677.6390 | | POSTAGE AND TELEPHONE | NAN MCKAY APT BLDG |
| | | 43.98 | AMAZON FILE POCKET FOLDERS JC | | 114214 | 105565591429.1 | 50677.6201 | | OFFICE SUPPLIES | NAN MCKAY APT BLDG |
| | | 43.97 | AMAZON FILE POCKET FOLDERS JC | | 114215 | 105565591429.2 | 50678.6201 | | OFFICE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 302.49 | Comcast JC Phone System and in | | 114216 | 109743493873.1 | 50678.6390 | | POSTAGE AND TELEPHONE | JOHN CARROLL APT BLDG |
| | | 343.50 | WM JC DUMPSTER APT CLEAN OUT 9 | | 114217 | 700944699756.1 | 50678.6371.060 | | MTNCE-UNIT TURNAROUND | JOHN CARROLL APT BLDG |
| | | 855.74 | WM JC DUMPSTER APT CLEAN OUT 9 | | 114218 | 700944704507.1 | 50678.6371.060 | | MTNCE-UNIT TURNAROUND | JOHN CARROLL APT BLDG |
| | | 143.14 | MENARDS MAINT SUPPLIES | | 114219 | 100210445563.1 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 12.29 | ACE-MISC PARTS FOR CAM TRL | | 114220 | 740264024533.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 216.00 | INTXMTR-PBT REPAIR | | 114221 | 207567900152.1 | 10210.6220 | | REPAIR & MAINTENANCE SUPPLIES | POLICE PROTECTION |
| | | 23.15 | Pool Supplies Northview and SP | | 114222 | 000002751235.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 23.15 | Pool Supplies Northview and SP | | 114223 | 000002751235.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 43.76 | Communications App Sling for p | | 114224 | 000047859643.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 43.76 | Communications App Sling for p | | 114225 | 000047859643.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 97.97 | Summer Pool Cleaning Supplies | | 114226 | 091007512484.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 97.96 | Summer Pool Cleaning Supplies | | 114227 | 091007512484.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 520.88 | Concession Stand supplies Open | | 114228 | 370171758227.1 | 10527.6250 | | MERCHANDISE FOR RESALE | SPLASH POOL |

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| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | Continued... | |
| | | 520.87 | Concession Stand supplies Open | | 114229 | 370171758227.2 | 10528.6250 | | MERCHANDISE FOR RESALE | NORTHVIEW POOL |
| | | 40.00 | Aquatic Training | | 114230 | 207721300016.1 | 10528.6331 | | CONFERENCES, TRAINING, TRAVEL | NORTHVIEW POOL |
| | | 662.40 | Fitness Steps for SHIP Grant C | | 114231 | 104664486578.1 | 20215.6210 | 227683 | OPERATING SUPPLIES | GRANTS/DONATIONS PARK AND REC |
| | | 167.91 | First Aid Kits Supplies for Po | | 114232 | 105002332358.1 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 167.90 | First Aid Kits Supplies for Po | | 114233 | 105002332358.2 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 100.68 | SHIP Grant May 3rd Equipment | | 114234 | 106977405433.1 | 20215.6210 | 227683 | OPERATING SUPPLIES | GRANTS/DONATIONS PARK AND REC |
| | | 182.47 | Lifeguard Umbrellas | | 114235 | 102510157392.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 182.47- | Lifeguard Umbrellas | | 114235 | 102510157392.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 182.47 | Lifeguard Umbrellas | | 114235 | 102510157392.1 | 10527.6240 | | MINOR EQUIPMENT AND FURNITURE | SPLASH POOL |
| | | 182.46 | Lifeguard Umbrellas | | 114236 | 102510157392.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 182.46- | Lifeguard Umbrellas | | 114236 | 102510157392.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 182.46 | Lifeguard Umbrellas | | 114236 | 102510157392.2 | 10528.6240 | | MINOR EQUIPMENT AND FURNITURE | NORTHVIEW POOL |
| | | 28.25 | Deposit Bags for Cash Deposit | | 114237 | 104538864981.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 28.24 | Deposit Bags for Cash Deposit | | 114238 | 104538864981.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 78.99 | Chemical Testing Kits for Pool | | 114239 | 105826343735.1 | 10527.6220 | | REPAIR & MAINTENANCE SUPPLIES | SPLASH POOL |
| | | 78.99 | Chemical Testing Kits for Pool | | 114240 | 105826343735.2 | 10528.6220 | | REPAIR & MAINTENANCE SUPPLIES | NORTHVIEW POOL |
| | | 18.49 | Backboard Straps Northview and | | 114241 | 109192132363.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 18.49- | Backboard Straps Northview and | | 114241 | 109192132363.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 18.49 | Backboard Straps Northview and | | 114241 | 109192132363.1 | 10527.6240 | | MINOR EQUIPMENT AND FURNITURE | SPLASH POOL |
| | | 18.48 | Backboard Straps Northview and | | 114242 | 109192132363.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 18.48- | Backboard Straps Northview and | | 114242 | 109192132363.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 18.48 | Backboard Straps Northview and | | 114242 | 109192132363.2 | 10528.6240 | | MINOR EQUIPMENT AND FURNITURE | NORTHVIEW POOL |
| | | 20.28 | Concessions Test Kit Northview | | 114243 | 109192104057.1 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 20.28 | Concessions Test Kit Splash | | 114244 | 109198323875.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 179.24 | Pool Supplies Northview and Sp | | 114245 | 100396594927.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 179.24 | Pool Supplies Northview and Sp | | 114246 | 100396594927.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 72.50 | Water Fitness Tools | | 114247 | 102330038109.1 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 114.00 | Concession Gloves | | 114248 | 102222878957.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 114.00 | Concession Gloves | | 114249 | 102222878957.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 110.04 | Binders for pools and supplies | | 114250 | 105469684478.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 110.04 | Binders for pools and supplies | | 114251 | 105469684478.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 31.50 | Pools POS System software fee | | 114252 | 000604133046.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 31.50 | Pools POS System software fee | | 114253 | 000604133046.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 1,140.00 | KAPOSIA DAYS WRISTBANDS | | 114254 | 206332400898.1 | 10110.6430 | | MISCELLANEOUS | MAYOR AND COUNCIL |
| | | 552.86 | UPRINTING KAPOSIA DAYS STICKER | | 114255 | 200132362148.1 | 10110.6430 | | MISCELLANEOUS | MAYOR AND COUNCIL |
| | | 84.33 | FLTFRM-K9DOUG-FOOD | | 114256 | 838000287978.1 | 20212.6210 | 227589 | OPERATING SUPPLIES | GRANTS/DONATIONS POLICE |
| | | 55.92 | TARGET RIVER CLEAN UP | | 114257 | 091244808376.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 12.65 | KNOWLANS JC NM ACTIVITY | | 114258 | 720203345897.1 | 50677.6210 | | OPERATING SUPPLIES | NAN MCKAY APT BLDG |
| | | 12.65 | KNOWLANS JC NM ACTIVITY | | 114259 | 720203345897.2 | 50678.6210 | | OPERATING SUPPLIES | JOHN CARROLL APT BLDG |

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| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | Continued... | |
| | | 5.99 | KNOWLANS CHAMBER HILL TY | | 114260 | 720203377677.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 61.59 | ACE STREET BEAUTIFICATION PROJ | | 114261 | 740274210216.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 63.98 | WALGREENS THANK YOU SIGNAGE | | 114262 | 001034990347.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 15.99 | WALGREENS JC CAL COMM THANK YO | | 114263 | 001025838871.1 | 50678.6210 | | OPERATING SUPPLIES | JOHN CARROLL APT BLDG |
| | | 28.64 | WALGREENS JC CAL COMM THANK YO | | 114264 | 001025838871.2 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 99.68 | WALGREENS RIVER STREET CLEANUP | | 114265 | 001101437650.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 28.64 | WALGREENS RIVER THANL YOUS | | 114266 | 001046986187.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 14.32 | WALGREENS CAMBER HILL THANK YO | | 114267 | 001017123540.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 14.59 | WELLNESS PASTOR MEETING | | 114268 | 029010721133.1 | 10530.6210 | | OPERATING SUPPLIES | COMMUNITY AFFAIRS |
| | | 487.83 | ASCAP LICENSE FEE | | 114269 | 105143918305.1 | 10530.6471 | | DUES & SUBSCRIPTIONS | COMMUNITY AFFAIRS |
| | | 38.78 | LOWES JC FIRE PIT | | 114270 | 103702674656.1 | 50678.6210 | | OPERATING SUPPLIES | JOHN CARROLL APT BLDG |
| | | 54.29 | LOWES FIRE PIT | | 114271 | 100201119155.1 | 50678.6210 | | OPERATING SUPPLIES | JOHN CARROLL APT BLDG |
| | | 300.00 | BLUEBEAM - PDF SOFTWARE | | 114272 | 000028920468.1 | 10315.6572 | | COMPUTER SOFTWARE | ENGINEERING |
| | | 300.00 | BLUEBEAM SOFTWARE K.GELHAR | | 114273 | 000024861681.1 | 10315.6572 | | COMPUTER SOFTWARE | ENGINEERING |
| | | 149.95 | AMAZON - BOOTS FOR NG | | 114274 | 101700998915.1 | 10315.6245 | | CLOTHING ALLOWANCE | ENGINEERING |
| | | 44.91 | GRANDVIEW - LODGING DEPOSIT | | 114275 | 041600170557.1 | 10315.6331 | | CONFERENCES, TRAINING, TRAVEL | ENGINEERING |
| | | 18.79 | GRANDVIEW - CONF BREAKFAST | | 114276 | 041600022332.1 | 10315.6331 | | CONFERENCES, TRAINING, TRAVEL | ENGINEERING |
| | | 620.00 | VERIFIED BACKGROUND CKS | | 114277 | 900016407982.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 597.96 | SUNCOUNTRY THOMPSON TRAVEL CON | | 114278 | 700636804485.1 | 10110.6331 | | CONFERENCES, TRAINING, TRAVEL | MAYOR AND COUNCIL |
| | | 266.98 | SUNCOUNTRY AIR KALISZEWSKI CON | | 114279 | 700637153422.1 | 10110.6331 | | CONFERENCES, TRAINING, TRAVEL | MAYOR AND COUNCIL |
| | | 482.92 | ANGELOS PUBLIC EMPLY WEEK | | 114280 | 500913463419.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 166.02 | TARGET PUBLIC SERVICE WEEK | | 114281 | 091238086604.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 865.00 | NLC CITY SUMMIT KALISZEWSKI | | 114282 | 417950598370.1 | 10110.6331 | | CONFERENCES, TRAINING, TRAVEL | MAYOR AND COUNCIL |
| | | 865.00 | NLC CITY SUMMIT HANSEN | | 114283 | 417950590732.1 | 10110.6331 | | CONFERENCES, TRAINING, TRAVEL | MAYOR AND COUNCIL |
| | | 600.00 | NLC CITY SUMMIT THOMPSON | | 114284 | 417948825406.1 | 10110.6331 | | CONFERENCES, TRAINING, TRAVEL | MAYOR AND COUNCIL |
| | | 95.69 | JIMMYJOHNS LUNCH LEARN M HEALT | | 114285 | 500796420346.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 41.88 | CUB PUBLIC EMPL WEEK | | 114286 | 730263003615.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 18.28 | KNOWLANS LUNCH LEARN M HEALTH | | 114287 | 720203697584.1 | 10125.6302 | | PROFESSIONAL SERVICES | HUMAN RESOURCES |
| | | 65.66 | INNOVATIVE DIVER POCKET FILES | | 114288 | 520000000650.1 | 10120.6201 | | OFFICE SUPPLIES | CITY ADMINISTRATION |
| | | 79.26 | INNOVATIVE PAYROLL ENVELOPES | | 114289 | 520000000212.1 | 10120.6201 | | OFFICE SUPPLIES | CITY ADMINISTRATION |
| | | 600.00 | NINITE-UPDATE SOFTWARE | | 114290 | 900017510182.1 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 234.35 | CDWG-KEYBOARDS MICE | | 114291 | 886326003137.1 | 10160.6240 | | MINOR EQUIPMENT AND FURNITURE | INFORMATION TECHNOLOGY |
| | | 1,216.38 | CDWG-CRADLEPOINT SOFTWARE | | 114292 | 886320000379.1 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 138.07 | COMCAST-VETS INTERNET | | 114293 | 107218071553.1 | 10160.6375 | | OTHER CONTRACTED SERVICES | INFORMATION TECHNOLOGY |
| | | 36.97 | AMAZON-SCISSORS | | 114294 | 101824882076.1 | 10160.6240 | | MINOR EQUIPMENT AND FURNITURE | INFORMATION TECHNOLOGY |
| | | 37.19 | AMAZON - SCISSORS | | 114295 | 105375059683.1 | 10160.6240 | | MINOR EQUIPMENT AND FURNITURE | INFORMATION TECHNOLOGY |
| | | 48.54 | AMAZON-LOG BOOKS | | 114296 | 106204574163.1 | 10160.6240 | | MINOR EQUIPMENT AND FURNITURE | INFORMATION TECHNOLOGY |
| | | 60.71 | AMAZON-AUTHORIZED SIGN | | 114297 | 106308668978.1 | 10160.6240 | | MINOR EQUIPMENT AND FURNITURE | INFORMATION TECHNOLOGY |
| | | 350.00 | Nasal Ranger Calibration | | 114298 | 105289716030.1 | 10420.6375 | | OTHER CONTRACTED SERVICES | CODE ENFORCEMENT |

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
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| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | Continued... | |
| | | 56.69 | SHRED-IT APR 2024 | | 114299 | 026748181309.1 | 10150.6375 | | OTHER CONTRACTED SERVICES | FINANCE |
| | | 56.69 | SHRED-IT APR 2024 | | 114300 | 026748181309.2 | 20260.6210 | | OPERATING SUPPLIES | HOUSING GENERAL |
| | | 56.69 | SHRED-IT APR 2024 | | 114301 | 026748181309.3 | 10140.6210 | | OPERATING SUPPLIES | CITY CLERK |
| | | 95.46 | SHRED-IT APR 2024 | | 114302 | 026748181309.4 | 50677.6210 | | OPERATING SUPPLIES | NAN MCKAY APT BLDG |
| | | 95.46 | SHRED-IT APR 2024 | | 114303 | 026748181309.5 | 50678.6210 | | OPERATING SUPPLIES | JOHN CARROLL APT BLDG |
| | | 10.22 | DEPT OF AG-PEST LIC-C.LEWISON | | 114304 | 731228886614.1 | 10340.6331 | | CONFERENCES, TRAINING, TRAVEL | PARKS FACILITIES AND MTNCE |
| | | 176.27 | GRANDVIEW LODGE-APWA CONF HOTE | | 114305 | 041600034465.1 | 10340.6331 | | CONFERENCES, TRAINING, TRAVEL | PARKS FACILITIES AND MTNCE |
| | | 87.23 | HOME DEPOT-RUBBER WALL | | 114306 | 010198205143.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 304.50- | KULLY-RETD SENSORS | | 114307 | 200002618709.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 150.15- | GRANDVIEW LOD-CREDIT 1 NIGHT | | 114308 | 041600034791.1 | 10340.6331 | | CONFERENCES, TRAINING, TRAVEL | PARKS FACILITIES AND MTNCE |
| | | 144.34 | MENARDS MAINTENANCE SUPPLIES | | 114309 | 100364425893.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 176.97 | MENARDS MAINTENANCE SUPPLIES | | 114310 | 100364425976.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 80.98 | MENARDS NM MAINTENANCE SUPPLIE | | 114311 | 100356978030.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 11.96 | ACE HARDWARE BLANK KEYS MAINT | | 114312 | 740270184259.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 375.80 | HOME DEPOT MAINT SUPPLIES | | 114313 | 101319739578.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 145.68 | HOME DEPOT MAINTENANCE SUPPLIE | | 114314 | 010199158729.1 | 50678.6220 | | REPAIR & MAINTENANCE SUPPLIES | JOHN CARROLL APT BLDG |
| | | 168.03 | HOME DEPOT MAINTENANCE SUPPLIE | | 114315 | 010199139558.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 13.97 | HOME DEPOT NM MAINTENANCE SUPP | | 114316 | 010201780779.1 | 50677.6220 | | REPAIR & MAINTENANCE SUPPLIES | NAN MCKAY APT BLDG |
| | | 39.36 | MNRDS REPAIR SPPLS | | 114317 | 100265598631.1 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 64.97 | HD SANDER & SPPLS | | 114318 | 010199043106.1 | 20243.6240 | | MINOR EQUIPMENT AND FURNITURE | DOUG WOOG ARENA |
| | | 47.36 | HD SANDER & SPPLS | | 114319 | 010199043106.2 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 19.97 | HD SANDPAPER | | 114320 | 010199043379.1 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 30.00 | HD PAINT SUPPLIES | | 114321 | 010210451723.1 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 30.58 | Training Supplies for Firearms | | 114322 | 091002935813.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 371.00 | GRNDVIEWLODGE-45 CAN AM | | 114323 | 041600137273.1 | 10210.6331 | | CONFERENCES, TRAINING, TRAVEL | POLICE PROTECTION |
| | | 194.55 | VSTPRNT- BIZ CARDS | | 114324 | 713197712772.1 | 10210.6201 | | OFFICE SUPPLIES | POLICE PROTECTION |
| | | 119.26 | AMZN-PRVCY SCREEN | | 114325 | 103817755229.1 | 10210.6201 | | OFFICE SUPPLIES | POLICE PROTECTION |
| | | 35.01 | VRZN-APRIL DATA | | 114326 | 104628257859.1 | 10210.6390 | | POSTAGE AND TELEPHONE | POLICE PROTECTION |
| | | 220.92 | AMZN-CAM TRL JACK / DL READER | | 114327 | 104105448234.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 56.67 | AMZN-FILE FOLDERS | | 114328 | 104546802312.1 | 10210.6201 | | OFFICE SUPPLIES | POLICE PROTECTION |
| | | 126.34 | AMZN-GUN SAFE / BIZ CARD HOLD | | 114329 | 102033598715.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 39.99 | AMZN-PIC FRAMES | | 114330 | 102718503963.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 120.86 | PZZAPUB-EMPLOYEE APPRECIATION | | 114331 | 001679715694.1 | 10125.6430 | | MISCELLANEOUS | HUMAN RESOURCES |
| | | 122.79 | PZZAPUB-EMPLOYEE APPRECIATION | | 114332 | 001679715520.1 | 10125.6430 | | MISCELLANEOUS | HUMAN RESOURCES |
| | | 1,335.50 | AXON-CIP-POL-23-3 | | 114333 | 510058328780.1 | 40402.6375 | | OTHER CONTRACTED SERVICES | CAPITAL PROGRAMS FUND |
| | | 16.60 | DPS-TABS SQ 69 | | 114334 | 001067888544.1 | 10210.6210 | | OPERATING SUPPLIES | POLICE PROTECTION |
| | | 50.00 | IAATI-24 ANNUAL DUES | | 114335 | 000019713525.1 | 10210.6471 | | DUES & SUBSCRIPTIONS | POLICE PROTECTION |
| | | 176.27 | GRANDVIEW LODGE-APWA CONF HOTE | | 114336 | 041600034838.1 | 10320.6331 | | CONFERENCES, TRAINING, TRAVEL | PUBLIC WORKS |
| | | 176.27- | GRANDVIEW LOD-REFUND 1 NIGHT | | 114337 | 041600034783.1 | 10320.6331 | | CONFERENCES, TRAINING, TRAVEL | PUBLIC WORKS |

Council Check Register by GL
Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|----------------|------------------|-----------|--|------|--------|----------------|------------|-----------|-------------------------------|-------------------------------|
| 2024180 | 6/10/2024 | | 6860 WELLS FARGO PURCHASING CARDS | | | | | | Continued... | |
| | | 23.78 | ACE COLOR RUN SUPPLIES | | 114338 | 740276228667.1 | 10529.6210 | | OPERATING SUPPLIES | RECREATIONAL PROGRAMS |
| | | 37.60 | AMAZON FOLDERS FOR POOL | | 114339 | 108611355352.1 | 10529.6210 | | OPERATING SUPPLIES | RECREATIONAL PROGRAMS |
| | | 233.98 | AMAZON WALKIES FOR CAMP STAFF | | 114340 | 100671549238.1 | 10529.6210 | | OPERATING SUPPLIES | RECREATIONAL PROGRAMS |
| | | 75.00 | SKYZONE TICKETS FOR TRIP | | 114341 | 001205415033.1 | 10529.6452 | | TRIPS AND TOURS | RECREATIONAL PROGRAMS |
| | | 58.26 | KWIK TRIP FRUIT FOR COLOR RUN | | 114342 | 972005836477.1 | 20215.6210 | 227685 | OPERATING SUPPLIES | GRANTS/DONATIONS PARK AND REC |
| | | 125.30 | VAN PAPER SUPPLIES | | 114343 | 900017547132.1 | 20245.6210 | | OPERATING SUPPLIES | AIRPORT |
| | | 1,722.35 | BTR SPRDR RPRS | | 114344 | 300820942826.1 | 20245.6371 | | REPAIRS & MAINT CONTRACTUAL | AIRPORT |
| | | 1,420.00 | STANELY STMR TERM CRPT CLN | | 114345 | 026739914076.1 | 20245.6371 | | REPAIRS & MAINT CONTRACTUAL | AIRPORT |
| | | 144.85 | COMCAST MAY INTERNET | | 114346 | 108007777215.1 | 20245.6390 | | POSTAGE AND TELEPHONE | AIRPORT |
| | | 234.66 | MDWM MOWER BLADES | | 114347 | 151457578530.1 | 20245.6220 | | REPAIR & MAINTENANCE SUPPLIES | AIRPORT |
| | | 118.00 | MN FLYER MAY AD | | 114348 | 658202534986.1 | 20245.6341 | | ADVERTISING | AIRPORT |
| | | .35 | FLTRDR24 CURRENCY CONVERSION | | 114349 | 000711049021.1 | 20245.6471 | | DUES & SUBSCRIPTIONS | AIRPORT |
| | | 34.99 | FLTRDR24 ANNUAL SUB | | 114350 | 000711049021.1 | 20245.6471 | | DUES & SUBSCRIPTIONS | AIRPORT |
| | | 488.22 | COVERKING-SEATCOVERS #323/324 | | 114351 | 000037799982.1 | 60703.6220 | | REPAIR & MAINTENANCE SUPPLIES | CENTRAL GARAGE FUND |
| | | 2,436.93 | AT&T-APRIL CELL AND DATA | | 114352 | 812412758928.1 | 10210.6390 | | POSTAGE AND TELEPHONE | POLICE PROTECTION |
| | | 64.86 | GETSLING-SCHEDULING | | 114353 | 000076385715.1 | 20243.6375 | | OTHER CONTRACTED SERVICES | DOUG WOOG ARENA |
| | | 27.20 | USPS-STAMPS | | 114354 | 001780473531.1 | 20243.6201 | | OFFICE SUPPLIES | DOUG WOOG ARENA |
| | | 85.50 | SAMS CLUB-CONCESSION RESALE | | 114355 | 360583198705.1 | 20243.6250 | | MERCHANDISE FOR RESALE | DOUG WOOG ARENA |
| | | 33.53 | WALMART-OFFICE SUPPLIES | | 114356 | 400246626900.1 | 20243.6201 | | OFFICE SUPPLIES | DOUG WOOG ARENA |
| | | 32.94 | SP LIKWID CONCEPTS-PAINT BRUSH | | 114357 | 000017167435.1 | 20243.6220 | | REPAIR & MAINTENANCE SUPPLIES | DOUG WOOG ARENA |
| | | 136.76 | COMCAST-CABLE | | 114358 | 106344944292.1 | 20243.6375 | | OTHER CONTRACTED SERVICES | DOUG WOOG ARENA |
| | | 30.23 | ALTEX IND-ADAPTERS | | 114359 | 762918356819.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 607.02 | ALTEC IND-SPRAY GUNS | | 114360 | 762118612363.1 | 10340.6240 | | MINOR EQUIPMENT AND FURNITURE | PARKS FACILITIES AND MTNCE |
| | | 22.57 | ALTEC PARTS-ADAPTER/COUPLING | | 114361 | 762626613162.1 | 10340.6220 | | REPAIR & MAINTENANCE SUPPLIES | PARKS FACILITIES AND MTNCE |
| | | 461.46 | SPRAYING SYSTEM-GUNJETS/TIPS | | 114362 | 240000062136.1 | 10340.6240 | | MINOR EQUIPMENT AND FURNITURE | PARKS FACILITIES AND MTNCE |
| | | 607.02- | ALTEC-RETD SPRAY GUNS | | 114363 | 762428631553.1 | 10340.6240 | | MINOR EQUIPMENT AND FURNITURE | PARKS FACILITIES AND MTNCE |
| | | 30.23- | ALTEC-RETD FITTINGS | | 114364 | 762547631542.1 | 10340.6240 | | MINOR EQUIPMENT AND FURNITURE | PARKS FACILITIES AND MTNCE |
| | | 84.97 | AMAZON RESCUE TUBES | | 114365 | 106747176328.1 | 10527.6240 | | MINOR EQUIPMENT AND FURNITURE | SPLASH POOL |
| | | 84.96 | AMAZON RESCUE TUBES | | 114366 | 106747176328.2 | 10528.6240 | | MINOR EQUIPMENT AND FURNITURE | NORTHVIEW POOL |
| | | 29.30 | Amazon thermometers | | 114367 | 101714798354.1 | 10527.6210 | | OPERATING SUPPLIES | SPLASH POOL |
| | | 29.30 | Amazon thermometers | | 114368 | 101714798354.2 | 10528.6210 | | OPERATING SUPPLIES | NORTHVIEW POOL |
| | | 29.33 | Amazon thermometers | | 114369 | 101714798354.3 | 20243.6210 | | OPERATING SUPPLIES | DOUG WOOG ARENA |
| | | 37,666.55 | | | | | | | | |
| 2024181 | 6/20/2024 | | 2013 MINNESOTA REVENUE (C) | | | | | | | |
| | | 220.66 | SALES TAX FOR MAY 2024 | | 114476 | MAY 2024 | 10101.2081 | | DUE TO OTHER GOVT-SALES | GENERAL FUND |
| | | .71- | SALES TAX FOR MAY 2024 | | 114476 | MAY 2024 | 10101.4673 | | CASH OVER/SHORT | GENERAL FUND |
| | | 4,333.52 | SALES TAX FOR MAY 2024 | | 114476 | MAY 2024 | 20243.2081 | | DUE TO OTHER GOVT-SALES | DOUG WOOG ARENA |
| | | 17.48 | SALES TAX FOR MAY 2024 | | 114476 | MAY 2024 | 20245.2081 | | DUE TO OTHER GOVT-SALES | AIRPORT |
| | | 745.05 | SALES TAX FOR MAY 2024 | | 114476 | MAY 2024 | 50605.2081 | | DUE TO OTHER GOVT-SALES | WATER UTILITY |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------|-----------|-----------|--|------|--------|----------------|------------|-----------|-------------------------|---------------|
| 2024181 | 6/20/2024 | | 2013 MINNESOTA REVENUE (C) | | | | | | Continued... | |
| | | 5,316.00 | | | | | | | | |
| 2024182 | 7/1/2024 | | 2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT) | | | | | | | |
| | | 2,081.46 | | | 114474 | 062024946494 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 2,081.46 | | | | | | | | |
| 2024183 | 7/1/2024 | | 2200 PERA | | | | | | | |
| | | 566.51 | | | 114475 | 062024946495 | 10101.2174 | | PERA | GENERAL FUND |
| | | 566.51 | | | | | | | | |
| 2024184 | 7/1/2024 | | 1338 EFTPS | | | | | | | |
| | | 217.05 | | | 114471 | 062024946491 | 10101.2171 | | FEDERAL WITHHOLDING | GENERAL FUND |
| | | 822.34 | | | 114472 | 062024946492 | 10101.2173 | | FICA TAX WITHHOLDING | GENERAL FUND |
| | | 1,039.39 | | | | | | | | |
| 2024185 | 7/1/2024 | | 2013 MINNESOTA REVENUE (C) | | | | | | | |
| | | 156.04 | | | 114473 | 062024946493 | 10101.2172 | | STATE WITHHOLDING | GENERAL FUND |
| | | 156.04 | | | | | | | | |
| 2024186 | 6/28/2024 | | 1978 MINNESOTA CHILD SUPPORT PAYMENT CENTER | | | | | | | |
| | | 30.91 | | | 114584 | 0625241337054 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 717.12 | | | 114585 | 0625241337055 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 46.14 | | | 114586 | 0625241337056 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 207.66 | | | 114587 | 0625241337057 | 10101.2170 | | ACCRUED PAY DED PAYABLE | GENERAL FUND |
| | | 1,001.83 | | | | | | | | |
| 2024187 | 6/28/2024 | | 2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT) | | | | | | | |
| | | 3,527.50 | | | 114577 | 06252413370510 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 3,527.50 | | | | | | | | |
| 2024188 | 6/28/2024 | | 2096 NATIONWIDE RETIREMENT SOLUTIONS | | | | | | | |
| | | 13,188.04 | | | 114578 | 06252413370511 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |
| | | 13,188.04 | | | | | | | | |
| 2024189 | 6/28/2024 | | 2200 PERA | | | | | | | |
| | | 71,940.21 | | | 114579 | 06252413370512 | 10101.2174 | | PERA | GENERAL FUND |
| | | 71,940.21 | | | | | | | | |
| 2024190 | 6/28/2024 | | 2748 MISSION SQUARE TRANSFER (EFT) | | | | | | | |
| | | 1,960.00 | | | 114580 | 06252413370513 | 10101.2175 | | OTHER RETIREMENT | GENERAL FUND |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| Check # | Date | Amount | Supplier / Explanation | PO # | Doc No | Inv No | Account No | Subledger | Account Description | Business Unit |
|---------|-----------|-----------|---|------|--------|-------------------|------------|-----------|-------------------------------|-------------------------|
| 2024190 | 6/28/2024 | | 2748 MISSION SQUARE TRANSFER (EFT) | | | | | | Continued... | |
| | | 1,960.00 | | | | | | | | |
| 2024191 | 6/28/2024 | | 10755 OPTUM | | | | | | | |
| | | 2,253.03 | | | 114581 | 06252413370514 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 2,253.03 | | | | | | | | |
| 2024192 | 6/28/2024 | | 1338 EFTPS | | | | | | | |
| | | 38,362.99 | | | 114576 | 0625241337051 | 10101.2171 | | FEDERAL WITHHOLDING | GENERAL FUND |
| | | 45,190.84 | | | 114582 | 0625241337052 | 10101.2173 | | FICA TAX WITHHOLDING | GENERAL FUND |
| | | 83,553.83 | | | | | | | | |
| 2024193 | 6/28/2024 | | 2013 MINNESOTA REVENUE (C) | | | | | | | |
| | | 18,659.23 | | | 114589 | 0625241337059 | 10101.2172 | | STATE WITHHOLDING | GENERAL FUND |
| | | 18,659.23 | | | | | | | | |
| 2024194 | 6/24/2024 | | 10755 OPTUM | | | | | | | |
| | | 576.90 | FSA REIMB-DEPCARE-2024 | | 114754 | 529631456 | 10101.2179 | | FLEXIBLE BENEFIT PLAN | GENERAL FUND |
| | | 576.90 | | | | | | | | |
| 2024195 | 7/1/2024 | | 6037 HEALTHPARTNERS-DENTAL | | | | | | | |
| | | 676.46 | DENTAL CLAIMS PAID | | 114755 | 06/20/24-06/26/24 | 60709.6132 | | DENTAL CLAIMS PAID | SELF-INSURED DENTAL |
| | | 676.46 | | | | | | | | |
| 2024196 | 7/1/2024 | | 10755 OPTUM | | | | | | | |
| | | 161.70 | FSA REIMB-DEPCARE-2024 | | 114756 | 532549291 | 10101.2179 | | FLEXIBLE BENEFIT PLAN | GENERAL FUND |
| | | 48.83- | HRA REIMBURSEMENT 2024 | | 114756 | 532549291 | 70805.6131 | | EMPLOYEE HRA REIMBURSEMENT | EMPLOYEE HEALTH REIMBUR |
| | | 112.87 | | | | | | | | |
| 2024197 | 7/8/2024 | | 6037 HEALTHPARTNERS-DENTAL | | | | | | | |
| | | 872.25 | DENTAL CLAIMS PAID | | 114855 | 06/27/24-07/03/24 | 60709.6132 | | DENTAL CLAIMS PAID | SELF-INSURED DENTAL |
| | | 872.25 | | | | | | | | |
| 2024198 | 7/12/2024 | | 10755 OPTUM | | | | | | | |
| | | 97,903.03 | | | 114866 | 07102410154615 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 1,500.00 | HEALTH SAVINGS RB | | 114893 | 07/12/2024 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 1,500.00 | HEALTH SAVINGS BC | | 114893 | 07/12/2024 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 1,500.00 | HEALTH SAVINGS JE | | 114893 | 07/12/2024 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |
| | | 900.00 | HEALTH SAVINGS DG | | 114893 | 07/12/2024 | 10101.2176 | | HOSPITALIZATION/MED INSURANCE | GENERAL FUND |

CITY OF SOUTH ST PAUL
 Council Check Register by GL
 Council Check Register and Summary

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| <u>Check #</u> | <u>Date</u> | <u>Amount</u> | <u>Supplier / Explanation</u> | <u>PO #</u> | <u>Doc No</u> | <u>Inv No</u> | <u>Account No</u> | <u>Subledger</u> | <u>Account Description</u> | <u>Business Unit</u> |
|----------------|-------------|---------------|-------------------------------|-------------|---------------|---------------|----------------------------------|-------------------|----------------------------|----------------------|
| | | 5,969,037.10 | Grand Total | | | | | | | |
| | | | | | | | <u>Payment Instrument Totals</u> | | | |
| | | | | | | | Checks | 5,225,252.20 | | |
| | | | | | | | EFT Payments | 574,132.55 | | |
| | | | | | | | A/P ACH Payment | <u>169,652.35</u> | | |
| | | | | | | | Total Payments | 5,969,037.10 | | |



CITY COUNCIL AGENDA REPORT
DATE: JULY 15, 2024
DEPARTMENT: CITY CLERK
Prepared by: Deanna Werner
ADMINISTRATOR: RG

8-C

AGENDA ITEM: Business Licenses

ACTION TO BE CONSIDERED:

Motion to adopt attached list, approving Business Licenses.

OVERVIEW:

Municipal Code requires that all licenses are approved by the City Council and subject to submittal of insurance certificates, forms and background investigation, when required, prior to issuance.

The attached listing contains new and/or renewal applications which have been applied for since the last City Council Meeting. These licenses will expire as indicated on the attached report.

SOURCE OF FUNDS:

N/A

City of South St Paul City Council Report

| <u>ID</u> | <u>Company</u> | <u>License #</u> | <u>License Type</u> | <u>Status</u> | <u>Issued</u> | <u>Expires</u> | <u>Address</u> | <u>Complex</u> | <u>Council</u> |
|-----------|---|------------------|---------------------|---------------|---------------|----------------|---------------------|-----------------------|----------------|
| 15628 | Luis & Rochelle Matos | 00015220 | Chicken License | A | 06/20/2024 | 05/31/2040 | 708 15th Ave N | | 07/15/2024 |
| 15629 | Abigail Monroe | 00015222 | Chicken License | A | 06/28/2024 | 12/31/2040 | 328 7th Ave S | | 07/15/2024 |
| 15627 | Spa Schwa LLC | 00015219 | Massage Therapy | A | 06/18/2024 | 05/31/2024 | 625 Southview Blvd | | 07/15/2024 |
| 15308 | MAC Enterprises LLC | 00014332 | Petroleum Dealer | A | 06/26/2024 | 05/31/2025 | 501 Farwell Ave | Stockmen's Truck Stop | 07/15/2024 |
| 15010 | Home SFR Borrower, LLC | 00014787 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 119 10th Ave N | | 07/15/2024 |
| 15177 | Amy Susan Piggee | 00014859 | Rental Housing | A | 06/28/2024 | 05/31/2025 | 633 10th Ave N | | 07/15/2024 |
| 14484 | St, Paul Real Estate LLC | 00014430 | Rental Housing | A | 05/29/2024 | 05/31/2025 | 115 12th Ave S | | 07/15/2024 |
| 15476 | Joshua Daniel Jewett | 00015070 | Rental Housing | A | 06/12/2024 | 05/31/2025 | 302 12th Ave S | | 07/15/2024 |
| 15010 | Home SFR Borrower, LLC | 00014998 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 118 13th Ave S | | 07/15/2024 |
| 15366 | Jesse Lee Polomny | 00014974 | Rental Housing | A | 06/28/2024 | 05/31/2025 | 448 1st Ave S | | 07/15/2024 |
| 15225 | Home SFR Borrower, LLC | 00014891 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 824 3rd Ave S | | 07/15/2024 |
| 15355 | BKK Realty, LLC | 00014965 | Rental Housing | A | 05/29/2024 | 05/31/2025 | 201 4th Ave N | | 07/15/2024 |
| 15430 | Pagaya Smartresi F1 Fund Property Owner III, LLC | 00015034 | Rental Housing | A | 06/17/2024 | 05/31/2025 | 235 4th Ave S | | 07/15/2024 |
| 15249 | Chrishtan Marquis Bass | 00015081 | Rental Housing | A | 06/17/2024 | 05/31/2025 | 416 4th Ave S | | 07/15/2024 |
| 14670 | FYR SFR Borrower, LLC | 00014683 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 1518 4th St N | | 07/15/2024 |
| 14670 | FYR SFR Borrower, LLC | 00014992 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 305 5th Ave S | | 07/15/2024 |
| 15186 | Campos Enterprises LLC | 00014914 | Rental Housing | A | 06/17/2024 | 05/31/2025 | 404 5th Ave S | | 07/15/2024 |
| 15010 | Home SFR Borrower, LLC | 00014785 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 437 5th Ave S | | 07/15/2024 |
| 14888 | Kevin P. Todd | 00014832 | Rental Housing | A | 06/25/2024 | 05/31/2025 | 148 6th Ave S | | 07/15/2024 |
| 15166 | Kevin Scott Oesterreich | 00014852 | Rental Housing | A | 06/27/2024 | 05/31/2025 | 548 6th Ave S | | 07/15/2024 |
| 15225 | Home SFR Borrower, LLC | 00014890 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 1239 7th Ave S | | 07/15/2024 |
| 12220 | Patrick M. Kasper | 00014538 | Rental Housing | A | 05/29/2024 | 05/31/2025 | 440 7th Ave S | | 07/15/2024 |
| 14921 | Bryan Bourn | 00014734 | Rental Housing | A | 06/27/2024 | 05/31/2025 | 909 7th Ave S | | 07/15/2024 |
| 13234 | Christopher Speltz | 00014547 | Rental Housing | A | 06/14/2024 | 05/31/2025 | 1219-1221 8th Ave S | | 07/15/2024 |
| 15006 | Nordik Properties, LLC | 00014781 | Rental Housing | A | 05/30/2024 | 05/31/2025 | 223 8th Ave S | | 07/15/2024 |
| 15328 | Tatiana Michelle Kilgore | 00014947 | Rental Housing | A | 06/27/2024 | 05/31/2025 | 825 8th Ave S | | 07/15/2024 |
| 11939 | Karen A. Buhr | 00014554 | Rental Housing | P | 05/15/2024 | 05/31/2025 | 232 9th Ave S | | 07/15/2024 |
| 15232 | Olugbenga Olatunji Fatogun | 00014928 | Rental Housing | A | 06/04/2024 | 05/31/2025 | 113 9th St S | | 07/15/2024 |

City of South St Paul City Council Report

| <u>ID</u> | <u>Company</u> | <u>License #</u> | <u>License Type</u> | <u>Status</u> | <u>Issued</u> | <u>Expires</u> | <u>Address</u> | <u>Complex</u> | <u>Council</u> |
|-----------|---|------------------|---|---------------|---------------|----------------|---------------------|------------------------|----------------|
| 15492 | James Cha Thao | 00015106 | Rental Housing | A | 06/28/2024 | 05/31/2025 | 215 Bircher Ave | | 07/15/2024 |
| 13028 | Daniel L. McGarry | 00014570 | Rental Housing | A | 06/28/2024 | 05/31/2025 | 1941 Butler Ave | | 07/15/2024 |
| 15621 | Heidi Susan Keuntjes | 00015210 | Rental Housing | A | 05/30/2024 | 05/31/2025 | 232 Douglas St E | | 07/15/2024 |
| 15003 | Clifton Properties, LLC | 00015030 | Rental Housing | A | 06/20/2024 | 05/31/2025 | 116 Frost St E | Clifton Properties LLC | 07/15/2024 |
| 12336 | Mark & Annie Strange | 00014590 | Rental Housing | A | 07/03/2024 | 05/31/2025 | 221 Grand Ave W 101 | | 07/15/2024 |
| 12336 | Mark & Annie Strange | 00014591 | Rental Housing | A | 07/03/2024 | 05/31/2025 | 221 Grand Ave W 102 | | 07/15/2024 |
| 11817 | Victor J. Binsfeld | 00014599 | Rental Housing | A | 06/28/2024 | 05/31/2025 | 974 Logan Ln | | 07/15/2024 |
| 11959 | Roger Tollas | 00014601 | Rental Housing | A | 06/20/2024 | 05/31/2025 | 238 Macarthur St E | | 07/15/2024 |
| 12116 | Tien Nguyen | 00014607 | Rental Housing | A | 05/29/2024 | 05/31/2025 | 1512 Maywood Dr | | 07/15/2024 |
| 12127 | Ronald & Tammy Brummund | 00014623 | Rental Housing | A | 05/29/2024 | 05/31/2025 | 1810 Southview Blvd | | 07/15/2024 |
| 13890 | Rachael Ann Jackson | 00014626 | Rental Housing | A | 06/12/2024 | 05/31/2025 | 130 Spruce St E | | 07/15/2024 |
| 12290 | Kelly Little | 00014675 | Rental Housing | A | 07/01/2024 | 05/31/2025 | 901 Spruce St W | | 07/15/2024 |
| 15367 | Stormlight Properties LLC | 00014975 | Rental Housing | A | 06/25/2024 | 05/31/2025 | 113-115 Stanley Ave | | 07/15/2024 |
| 15487 | Joseph Daniel Gedatus | 00015226 | Rental Housing | A | 07/02/2024 | 05/31/2025 | 140 Warburton St W | | 07/15/2024 |
| 15487 | Joseph Daniel Gedatus | 00015095 | Rental Housing | A | 07/02/2024 | 05/31/2025 | 146 Warburton St W | | 07/15/2024 |
| 12042 | Todd Kelm | 00014664 | Rental Housing Multi Family Dwelling (4+) | A | 05/09/2024 | 05/31/2025 | 220 1st Ave S | | 07/15/2024 |
| 15027 | Alejandro Tapia | 00014798 | Rental Housing Multi Family Dwelling (4+) | A | 06/27/2024 | 05/31/2025 | 409-409.5 5th Ave S | | 07/15/2024 |
| 14751 | Ralows Rentals, LLC | 00014909 | Rental Housing Multi Family Dwelling (4+) | A | 06/11/2024 | 05/31/2025 | 459 5th Ave S | | 07/15/2024 |
| 14751 | Ralows Rentals, LLC | 00014402 | Rental Housing Multi Family Dwelling (4+) | A | 06/11/2024 | 05/31/2025 | 720 7th St S | | 07/15/2024 |
| 15410 | Bryant Oaks, LLC | 00015015 | Rental Housing Multi Family Dwelling (4+) | A | 05/14/2024 | 05/31/2025 | 1230 Bryant Ave | Bryant Oaks, LLC | 07/15/2024 |
| 15410 | Bryant Oaks, LLC | 00015016 | Rental Housing Multi Family Dwelling (4+) | A | 05/14/2024 | 05/31/2025 | 1240 Bryant Ave | Bryant Oaks, LLC | 07/15/2024 |
| 15410 | Bryant Oaks, LLC | 00015017 | Rental Housing Multi Family Dwelling (4+) | A | 05/14/2024 | 05/31/2025 | 1250 Bryant Ave | Bryant Oaks, LLC | 07/15/2024 |
| 14735 | Kaposia Valley Apartments c/o Simek Realty | 00014696 | Rental Housing Multi Family Dwelling (4+) | A | 04/18/2024 | 05/31/2025 | 1905 Parkwood Dr | | 07/15/2024 |

City of South St Paul City Council Report

| <u>ID</u> | <u>Company</u> | <u>License #</u> | <u>License Type</u> | <u>Status</u> | <u>Issued</u> | <u>Expires</u> | <u>Address</u> | <u>Complex</u> | <u>Council</u> |
|-----------|---------------------|------------------|---|---------------|---------------|----------------|-------------------|----------------|----------------|
| 15285 | Oberon Holdings LLC | 00014922 | Rental Housing Multi Family Dwelling (4+) | A | 07/09/2024 | 05/31/2025 | 920 Summit Ave | | 07/15/2024 |
| 11998 | Dakota County CDA | 00014631 | Rental Housing Multi Family Dwelling (4+) | A | 05/02/2024 | 05/31/2025 | 1350 Thompson Ave | | 07/15/2024 |



CITY COUNCIL AGENDA REPORT

DATE: July 15, 2024

DEPARTMENT: Finance

Prepared by: Clara Hilger

ADMINISTRATOR: RG

8-D

AGENDA ITEM: Accept the 2024 First Quarter Financial Report and authorize 2024 Budget amendments

ACTION TO BE CONSIDERED:

1. Motion to accept the 2024 First Quarter Financial Report
2. Adopt Resolution 2024-083 to amend the 2024 Budget

OVERVIEW:

The Finance Department has prepared the *attached first quarter financial report*, which was reviewed by the Council at the June 24, 2024 Worksession. Finance has not noted any worrisome variances in the operating funds for the 1st quarter. The variances that have occurred are noted in the attached report.

The attached financial report includes the following recommended budget revisions:

- Contingency balance is allocated across several departments to reflect settled contracts and benefit adjustments.
- The Human Resources and Buildings budgets were adjusted to reflect unanticipated expenditures for 2024.
- The Engineering budget was adjusted to account for grant application assistance and preliminary design work for Marie Ave.

Formal council action is requested for these Budget modifications through the approval of a motion accepting the First Quarter Financial Report and by the subsequent adoption of attached resolution 2024-083, which will authorize the proposed budget amendments.

SOURCE OF FUNDS:

As outlined in this Agenda report

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-083

RESOLUTION AUTHORIZING 2024 BUDGET ADJUSTMENTS

WHEREAS, the Mayor and City Council adopted an annual Operating Budget for the current fiscal year in December 2023 after considerable discussion and consideration which was based on the best and most accurate information available at that time; and,

WHEREAS, changes in circumstances and different or more accurate information can periodically arise during a fiscal year to challenge the assumptions incorporated in the adopted annual Operating Budget, suggesting the need for Budget amendments to enable the City to better manage its resources for the balance of the fiscal year; and,

WHEREAS, the Mayor and City Council have received, reviewed and discussed the 2024 First Quarter Financial Report and, the Mayor and City Council have thereupon carefully determined that the 2024 Operating Budget, as a guide plan for City operations, could be improved by the adoption of certain amendments.

NOW, THEREFORE, BE IT RESOLVED THAT the City Council of the City of South St. Paul hereby approves the following budget amendments:

| | Increase or (Decrease) <u>Expenditures</u> |
|----------------------------------|--|
| General Fund: | |
| Mayor and Council | 251 |
| Administration | 28,278 |
| Human Resources | 14,731 |
| City Clerk | (34,782) |
| Finance | 36,478 |
| Information Technology | 15,168 |
| Recycling | 535 |
| Police | 371,186 |
| Engineering | 60,299 |
| Streets, Alleys and Blvds | 53,356 |
| Buildings | 27,273 |
| Parks Facilities and Maintenance | 34,740 |
| Development Services | 24,151 |
| Code Enforcement | 18,451 |
| Parks Administration | 15,950 |
| Splash Pool | 1,929 |
| Northview Pool | 1,929 |
| Recreation Programs | 15,649 |
| Community Affairs | 5,387 |
| Contingencies | (690,959) |

| | Increase or (Decrease) <u>Expenditures</u> |
|------------------------------|--|
| Doug Woog Arena Fund | 19,654 |
| Airport Fund | 19,104 |
| Water and Sewer Utility Fund | |
| Administration | 10,590 |
| Water Utility | 15,415 |
| Sewer Utility | 16,605 |
| Central Garage Fund | 13,323 |

Adopted this 15th day of July, 2024.

Deanna Werner, City Clerk

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 25% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|---|
| GENERAL OPERATING FUND | | | | | |
| GENERAL FUND - REVENUES | | | | | |
| Taxes | 13,320,065.00 | 13,320,065.00 | 0.00 | 0.00% | A |
| Fees | 2,160,455.00 | 2,160,455.00 | 146,661.33 | 6.79% | B |
| Intergovernmental | 3,438,850.00 | 3,438,850.00 | 189,041.68 | 5.50% | |
| Charges for Services | 2,021,606.00 | 2,021,606.00 | 421,163.36 | 20.83% | |
| Other Revenues | 94,210.00 | 94,210.00 | 9,485.14 | 10.07% | C |
| Transfers In/Fund Balance | 190,000.00 | 190,000.00 | 47,505.00 | 25.00% | |
| Total Revenues | 21,225,186.00 | 21,225,186.00 | 813,856.51 | 3.83% | |
| GENERAL FUND - EXPENDITURES | | | | | |
| General Government | | | | | |
| Mayor & Council | 178,459.00 | 178,710.00 | 57,719.72 | 32.30% | D |
| Administration | 607,774.00 | 636,052.00 | 150,892.15 | 23.72% | |
| Human Resources | 282,269.00 | 297,000.00 | 63,725.84 | 21.46% | |
| City Attorney | 98,000.00 | 98,000.00 | 25,331.00 | 25.85% | E |
| City Attorney - Criminal | 170,000.00 | 170,000.00 | 0.00 | 0.00% | F |
| City Clerk | 313,997.00 | 279,215.00 | 70,917.46 | 25.40% | |
| Information Technology | 800,076.00 | 815,244.00 | 238,107.67 | 29.21% | |
| Recycling | 23,350.00 | 23,885.00 | 26.50 | 0.11% | G |
| Finance | 487,827.00 | 524,305.00 | 130,954.44 | 24.98% | |
| Total General Government | 2,961,752.00 | 3,022,411.00 | 737,674.78 | 24.41% | |
| Public Safety | | | | | |
| Police | 8,263,184.00 | 8,634,370.00 | 1,943,029.86 | 22.50% | |
| Fire | 2,772,182.00 | 2,772,182.00 | 1,377,902.76 | 49.70% | H |
| Total Public Safety | 11,035,366.00 | 11,406,552.00 | 3,320,932.62 | 29.11% | |
| Public Works | | | | | |
| Engineering | 720,601.00 | 780,900.00 | 198,706.49 | 25.45% | |
| Streets, Alley's and Blvd's | 2,282,487.00 | 2,335,843.00 | 530,585.81 | 22.71% | |
| Buildings | 372,692.00 | 399,965.00 | 108,382.33 | 27.10% | |
| Parks Facilities and Maintenance | 1,376,503.00 | 1,411,243.00 | 280,590.90 | 19.88% | |
| Total Public Works | 4,752,283.00 | 4,927,951.00 | 1,118,265.53 | 22.69% | |
| Community Development | | | | | |
| Development Services | 619,384.00 | 643,535.00 | 149,181.47 | 23.18% | |
| Code Enforcement | 169,852.00 | 188,303.00 | 40,824.02 | 21.68% | |
| Total Community Development | 789,236.00 | 831,838.00 | 190,005.49 | 22.84% | |
| Leisure Services | | | | | |
| Parks Administration | 297,261.00 | 313,211.00 | 72,098.37 | 23.02% | |
| Splash Pool | 92,176.00 | 94,105.00 | 5,844.59 | 6.21% | I |
| Northview Pool | 107,976.00 | 109,905.00 | 4,907.77 | 4.47% | I |
| Recreation Programs | 257,449.00 | 273,098.00 | 54,796.41 | 20.06% | |
| Community Affairs | 131,687.00 | 137,074.00 | 33,622.37 | 24.53% | |
| Total Leisure Services | 886,549.00 | 927,393.00 | 171,269.51 | 18.47% | |
| Nondepartmental | | | | | |
| Contingencies | 800,000.00 | 109,041.00 | 0.00 | 0.00% | |
| Total Nondepartmental | 800,000.00 | 109,041.00 | 0.00 | 0.00% | |
| Total Expenditures | 21,225,186.00 | 21,225,186.00 | 5,538,147.93 | 26.09% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | (4,724,291.42) | | |

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 25% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|------|
| OTHER OPERATING FUNDS | | | | | |
| DOUG WOOG ARENA | | | | | |
| Revenues | 1,215,500.00 | 1,215,500.00 | 266,143.21 | 21.90% | A |
| Expenditures | 1,501,767.00 | 1,521,421.00 | 315,289.98 | 20.72% | |
| Revenues Over (Under) Expenditures | (286,267.00) | (305,921.00) | (49,146.77) | | |
| AIRPORT OPERATING FUND | | | | | |
| Revenues | 1,427,720.00 | 1,427,720.00 | 439,727.26 | 30.80% | J |
| Expenditures | 1,626,847.00 | 1,645,951.00 | 220,214.16 | 13.38% | |
| Revenues Over (Under) Expenditures | (199,127.00) | (218,231.00) | 219,513.10 | | |
| STORM WATER UTILITY FUND | | | | | |
| Operating Revenues and Grants | 800,420.00 | 800,420.00 | 139,510.16 | 17.43% | K |
| Expenditures - Operating | 948,832.00 | 948,832.00 | 211,161.33 | 22.25% | |
| Transfers - Capital | 66,700.00 | 66,700.00 | 31,002.00 | 46.48% | M |
| Revenues Over (Under) Expenditures | (215,112.00) | (215,112.00) | (102,653.17) | | |
| STREET LIGHT UTILITY FUND | | | | | |
| Revenues | 375,385.00 | 375,385.00 | 60,271.73 | 16.06% | K |
| Expenditures | 316,501.00 | 316,501.00 | 34,040.81 | 10.76% | |
| Revenues Over (Under) Expenditures | 58,884.00 | 58,884.00 | 26,230.92 | | |
| WATER AND SEWER UTILITY FUND | | | | | |
| Revenues | | | | | |
| Administration | 562,614.00 | 562,614.00 | 0.00 | 0.00% | C |
| Water Utility | 11,571,955.00 | 11,571,955.00 | 565,614.49 | 4.89% | K, P |
| Sewer Utility | 5,093,975.00 | 5,093,975.00 | 837,651.02 | 16.44% | K |
| Total Revenues | 17,228,544.00 | 17,228,544.00 | 1,403,265.51 | 8.15% | |
| Expenditures | | | | | |
| Administration | 562,614.00 | 573,204.00 | 141,925.39 | 24.76% | |
| Water Utility | 1,376,751.00 | 1,392,166.00 | 329,155.79 | 23.64% | |
| Sewer Utility | 4,327,476.00 | 4,344,081.00 | 1,361,899.69 | 31.35% | L |
| Total Expenditures | 6,266,841.00 | 6,309,451.00 | 1,832,980.87 | 29.05% | |
| Transfers | | | | | |
| Water Utility | 360,407.00 | 360,407.00 | 59,901.00 | 16.62% | M |
| Sewer Utility | 423,007.00 | 423,007.00 | 109,051.00 | 25.78% | M |
| Total Transfers | 783,414.00 | 783,414.00 | 168,952.00 | 21.57% | |
| Net Income (Loss) | 10,178,289.00 | 10,135,679.00 | (598,667.36) | | |
| CENTRAL GARAGE - INTERNAL SERVICE FUND | | | | | |
| Revenues | 1,886,792.00 | 1,886,792.00 | 499,819.04 | 26.49% | |
| Expenditures | 2,213,648.00 | 2,226,971.00 | 244,114.91 | 10.96% | |
| Net Income (Loss) | (326,856.00) | (340,179.00) | 255,704.13 | | |

| Description | 2024 Original Budget | 2024 Amended Budget | Actual thru March 2024 | Benchmark 25% Percent of Budget | |
|---|----------------------------|---------------------------|------------------------------|--|---|
| OTHER OPERATING FUNDS | | | | | |
| ECONOMIC DEVELOPMENT AUTHORITY | | | | | |
| Revenues | 412,221.00 | 412,221.00 | 0.00 | 0.00% | A |
| Expenditures | 412,221.00 | 412,221.00 | 48,346.79 | 11.73% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | (48,346.79) | | |
| EDA - HOUSING (HRA LEVY) | | | | | |
| Revenues | 1,127,694.00 | 1,127,694.00 | 196,899.81 | 17.46% | A |
| Expenditures | 1,127,694.00 | 1,127,694.00 | 220,895.49 | 19.59% | |
| Revenues Over (Under) Expenditures | 0.00 | 0.00 | (23,995.68) | | |
| HRA - PUBLIC HOUSING | | | | | |
| Revenues | 2,248,520.00 | 2,248,520.00 | 311,114.27 | 13.84% | N |
| Operating Expenses | 2,146,000.00 | 2,146,000.00 | 447,902.15 | 20.87% | |
| Capital Expenses | 0.00 | 0.00 | 68,799.85 | 100.00% | O |
| Net Income (Loss) | 102,520.00 | 102,520.00 | (205,587.73) | | |

Tickmark Explanations for Budget VS Actual Variances

- A Taxes will be received in June/July and December/January
- B 1st quarter Franchise fees payment is received in October
- C Interest earnings are posted semi-annually and other minor revenues are unpredictable
- D 2+ quarters of insurance payments made through the end of March
- E Legal service invoices for two months
- F Legal service-criminal invoices for first quarter paid in April
- G Compost site costs occur May through October; clean up day in September
- H Fire Department 2nd quarter invoice paid in March
- I Pools are only open June through August; re-allocations will be made in November
- J Certain revenues come in at the start of the year at the Airport (land leases)
- K Utility revenues are based on service delivery, bills issued in Jan, Feb, Mar of 2024 are accrued back to the 2023 books as they are for services delivered in 2023. This is an annual occurrence.
- L Sanitary Sewer has 4 months of MCES charges
- M Transfers for bond principal and interest made in February
- N Activity from the tenant software has not been updated for 2024
- O Capital expenses for Public Housing are not budgeted
- P Budgeted revenues included State bond money for the water treatment plant



CITY COUNCIL AGENDA REPORT

DATE: July 15, 2024

DEPARTMENT: FINANCE

PREPARED BY: Clara Hilger

ADMINISTRATOR: RG

8-E

AGENDA ITEM: Accepting the Year Ended December 31, 2023 Audited Financial Report

ACTION TO BE CONSIDERED:

Adopt Resolution No. 2024-084 accepting Audited Financial Reports for 2023.

OVERVIEW:

At the close of each fiscal year, the City's chief financial officer must prepare a financial report covering the City's operations during that fiscal year. The report must use generally accepted accounting principles (GAAP) to present financial statements and disclosures that fully portray the City's financial position and the results of City operations.

In accordance with Minnesota Statutes Section 471.697, staff and Jackie Huegel, CPA, Principal with Malloy, Montague, Karnowski, Radosevich & Co., presented, reviewed, and discussed the December 31, 2023 Audited Financial Reports (Annual Comprehensive Financial Report, related Management Report, and Special Purpose Audit Reports) with the City Council at the June 24, 2024 Council worksession.

Staff recommends acceptance of the Annual Comprehensive Financial Report for the year ending on December 31, 2023 in accordance with Minnesota Statutes Section 471.697 sub.1(c) through adoption of Resolution 2024-084.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-084

**RESOLUTION ACCEPTING THE YEAR ENDED DECEMBER 31, 2023
AUDITED FINANCIAL REPORTS**

WHEREAS, at the close of the fiscal year, the City's chief financial officer must prepare a financial report covering the city's operations during the preceding fiscal year, which must contain financial statements and disclosures that present the city's financial position and the results of city operations using generally accepted accounting principles (GAAP); and,

WHEREAS, in accordance with Minnesota Statutes Section 471.697 sub. 1(c), a copy of the audited financial statement, with any management letter or other written findings or comments by the auditor, must be provided to each City Council member and the mayor not later than 30 days after the report is required to be submitted to the State Auditor, and must also be presented at a scheduled meeting of the City Council prior to October 31 of the year in which the report is submitted to the State Auditor; and,

WHEREAS, individual copies of the audited financial statement, management letter and other written findings or comments were presented, reviewed and discussed by the Mayor and City Council during a regularly scheduled Worksession on Monday, June 24, 2024; and,

NOW, THEREFORE, BE IT RESOLVED: the Mayor and City Council for the City of South St. Paul have reviewed and hereby accept the City's Audited Financial Statements and accompanying Management and Special Purpose Reports for the City's fiscal year ending December 31, 2023.

Adopted this 15th day of July, 2024.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: JULY 15, 2024

DEPARTMENT: **Planning**

Prepared By: Michael Healy, Planning Manager

ADMINISTRATOR: RG

8-F

AGENDA ITEM:

ACTIONS TO BE CONSIDERED:

Approve Resolution 2024-92 memorializing the approval of a front yard setback variance for 120 2nd Avenue South.

OVERVIEW:

The Applicants, Sarah and Nick Ridgeway, submitted an application for a front yard setback variance to build a new enclosed porch onto the front of their home at 120 2nd Avenue South. They are proposing to demolish their existing enclosed porch which is set back 21 feet from the front property line. They would like to replace it with a new larger enclosed porch that extends out an additional 5' 2" and will only be set back 15' 10" from the front property line. A variance was needed because the addition will bring their house closer to the front property line than the block average setback of existing houses on the same block that face the same street.

The Planning Commission held a public hearing for the variance at their meeting on Wednesday, June 5th and recommended approval of the variance but declined to adopt specific findings to support the variance approval. At their meeting on June 17th, the City Council unanimously approved the variance and adopted findings to support the approval. The attached resolution, if approved on consent, would formally adopt the Council's findings from June 17th and memorialize the variance approval in resolution format so that it can be recorded against the subject property.

60 DAY REVIEW DEADLINE: Not applicable. This variance has already been approved and the attached resolution is simply memorializing the approval.

LINKS:

Link to June 17th City Council packet which includes the staff memo analyzing this project:

[HTTPS://WWW.SOUTHSTPAUL.ORG/AGENDACENTER/VIEWFILE/AGENDA/ 06172024-1324](https://www.southstpaul.org/AgendaCenter/ViewFile/Agenda/06172024-1324)

ATTACHMENTS:

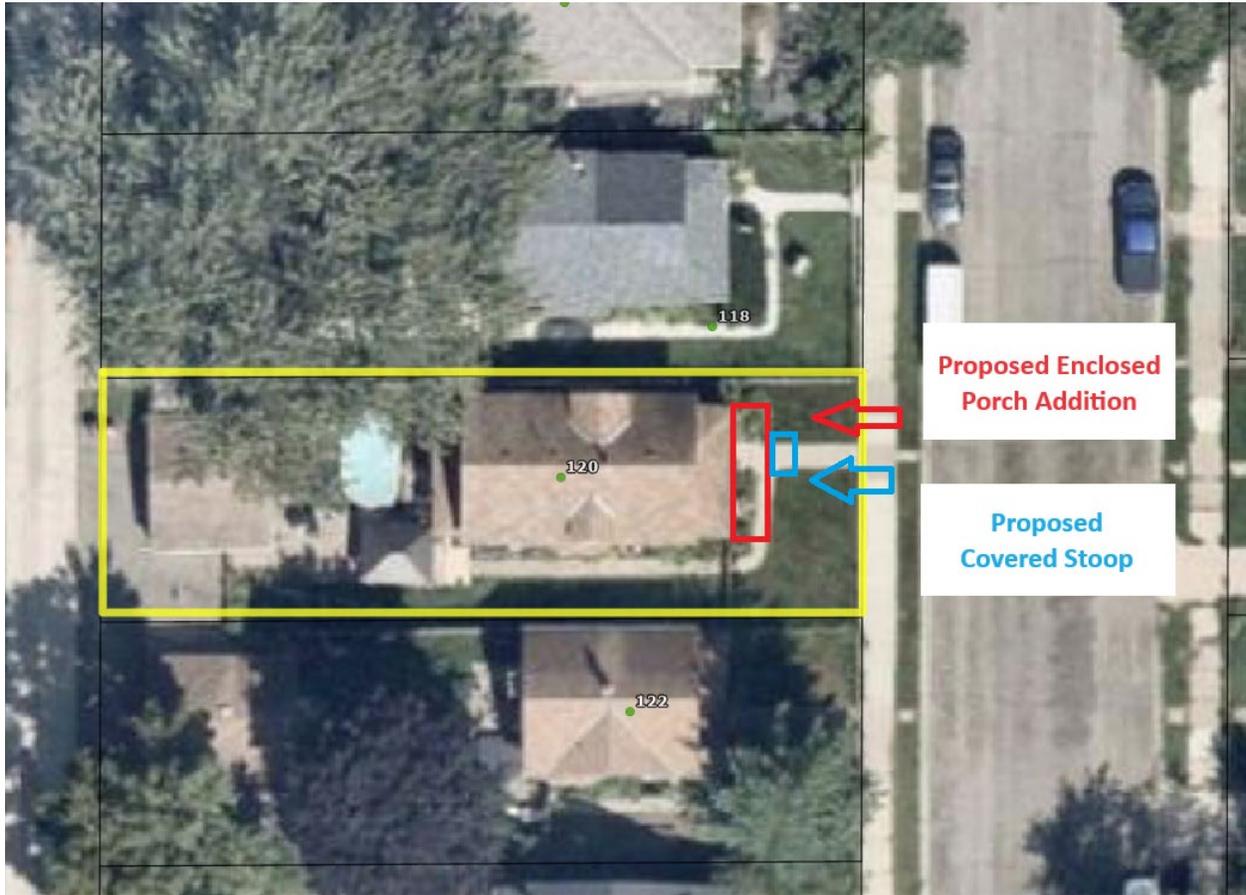
A- Site Location Map

B- Aerial Photograph of Subject Property with Porch Addition Outlined

ATTACHMENT A
SITE LOCATION MAP



**ATTACHMENT B
AERIAL PHOTOGRAPH OF SUBJECT PROPERTY WITH PORCH ADDITION
OUTLINED**



City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-92

**A RESOLUTION MEMORIALIZING THE APPROVAL OF A FRONT YARD
SETBACK VARIANCE FOR 120 2nd AVENUE SOUTH**

WHEREAS, the City received an application Sarah and Nick Ridgeway requesting a front yard setback variance to build a new enclosed porch onto the front of their home at 120 2nd Avenue South:

- The property is zoned R-2 Single- and Two-Family Residence. The front yard setback requirement is that no addition can be built onto the front of a house that brings the house closer to the front property line than the average setback of all houses that are on the same block and that face the same street.
- There are 13 other houses on the Applicant’s block which face 2nd Avenue South. The Applicant has not hired a surveyor to determine the exact block average setback, but the block average front yard setback appears to be somewhere in the 18–20-foot range.
- The Applicants are proposing to demolish their existing enclosed porch which is set back 21 feet from the front property line and replace it with a new larger enclosed porch that extends out an additional 5’ 2” and will only be set back 15’ 10” from the front property line. A front yard setback variance is required because the new porch will be closer to the front property line than the block average.

WHEREAS, the subject property is residential property addressed as 120 2nd Avenue South (“the Property”); and is legally described as follows:

Lot 25, Block 13, Hepburn Park Addition to the City of St. Paul, Dakota County, State of Minnesota.

WHEREAS, the Planning Commission held a public hearing on the application at their June 5, 2024 meeting, preceded by notice as required by law; and

WHEREAS, the Planning Commission recommended approval (7-0) of the application at their June 5, 2024 meeting but declined to adopt specific findings in support of the approval recommendation; and

WHEREAS, the City Council has considered the application, the recommendation of the Planning Commission, and other evidence presented for consideration;

WHEREAS, the City Council motioned to approve the variance (7-0) at their June 17, 2024 meeting, adopted formal findings of fact to support the approval, and directed Staff to bring a resolution to the July 15, 2024 meeting to memorialize the variance approval and findings of fact.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota as follows:

1. Facts. The facts found by the Planning Commission as stated in the Planner's report dated June 5, 2024 regarding this matter are hereby adopted and included herein by reference including the following attachments:

- a. Site Location Map
- b. Aerial Photograph of Subject Property with Porch Addition Outlined
- c. Oblique Angle Photograph Showing Front Yards on Subject Property's Block
- d. Photographs of Subject Property and Neighboring Properties
- e. Applicant's Narrative
- f. Site Plan
- g. Building Plan and Floor Plan
- h. Public Hearing Notice

2. Findings.

A. The City Council determines that the setback variance is consistent with the following criteria:

i. That the variance is in harmony with the general purpose and intent of the ordinance.

The general purpose and intent of the ordinance is to ensure an attractive streetscape with buildings that are appropriately set back from the street which complement other houses on the same street. The subject property is on a block with an eclectic mix of front yard setbacks and the Applicant's proposal will beautify the streetscape and will not conflict with the established character of the streetscape.

ii. That the terms of the variance are consistent with the Comprehensive Plan.

The terms of the variance are consistent with the comprehensive plan which calls for context sensitive infill development in existing neighborhoods.

iii. That economic considerations are not the reasoning for the variance.

The reasoning for the variance is that the Applicant wishes to expand their front porch to create additional living space for their family and this is not possible without a setback variance.

- iv. That the Property Owner proposes to utilize the property in a reasonable manner.

The R-2 zoning district allows single-family homes with enclosed porches. There are other homes on the Applicant's block that have smaller front yards than what is being proposed.

- v. That the plight of the property owner is due to a unique circumstance not created by the property owner.

The house was built prior to the zoning code being in effect and the current owner is not at fault for the house's configuration. Additionally, the subject property's block has unique characteristics and taking the block average to establish the front setback requirement does not make completely sense on this block. 40-foot lots have special challenges and the variance addresses those challenges in an appropriate way.

- vi. The variance will not alter the essential character of the neighborhood.

The variance will not alter the essential character of the neighborhood. The Applicant's block has an eclectic mix of front yard setbacks and the Applicant's addition will beautify the subject property and will fit in with the eclectic mix of setbacks. The subject property's front yard will still be larger than some of the other front yards on the block.

B. The City Council approves the Variance, subject to the following conditions:

1. **Compliance with Plans/Submittals.** The site shall be utilized in substantial conformance with the following plans on file with the Community Development Department.
 - a. **Application (Sarah and Nick Ridgeway)** **dated 4/20/2024**
 - b. **Site Plan (Sarah Ridgeway)** **Undated**
 - c. **Building Plans (Nick and Sarah Ridgeway)** **Undated**
2. **Building Permit Required.** The Applicant shall obtain a building permit prior to constructing the porch addition. The Applicant shall provide sufficient documentation about the footprint of existing buildings on the property to ensure that the property will not exceed 35% lot coverage by buildings.

- 3. Compliance with Design Standards for a Permitted Encroachment.** If the Applicant moves forward with constructing a covered but open porch or portico off the front of the new enclosed porch, the improvement shall be subject to the design standards for permitted encroachments that are articulated in Section 118-273.

- 4. Variance Termination.** The variance will expire and automatically terminate if the improvement is not substantially begun within one year of the date of approval. The violation of any condition in the grant of the variance may terminate the variance, following a hearing by the City Council.

Adopted this 15th day of July 2024

City Clerk



CITY COUNCIL AGENDA REPORT
DATE: July 15th, 2024
DEPARTMENT: POLICE
Prepared by: Brian Wicke
ADMINISTRATOR: RG

8-G

AGENDA ITEM: Accept Letter of Resignation

ACTION TO BE CONSIDERED:

Motion to Accept Letter of Resignation from Police Officer Simo Peinovich.

OVERVIEW:

Attached you will find a letter from Police Officer Simo Peinovich giving notice of his intent to resign from his position with the South St. Paul Police Department upon completion of his shift July 5th, 2024. Officer Peinovich has accepted a position with the Minnesota Bureau of Criminal Apprehension and is set to begin his employment with them later this same month.

Officer Peinovich entered our organization as Police Explorer while attending high school and transitioned to full time police officer upon completion of his education, on his hire date of January 2nd, 2019. During his tenure with the South St. Paul Police Department, Officer Peinovich has served as a firearms instructor, use of force instructor, and most recently as a K9 handler assigned to the Dakota County Drug Task Force

Members of the Department wish Officer Peinovich the best as he moves into the next chapter of his life and thank him for his dedicated service to the City of South St. Paul. A copy of his letter of resignation is attached.

SOURCE OF FUNDS:

N/A

Simo Peinovich
Cottage Grove, MN
June 21, 2024

Chief Brian Wicke
South St Paul Police Department
125 3rd Ave N
South St Paul, MN 55075

Dear Chief Brian Wicke,

This letter is written to inform you that I am resigning from my position as Police Officer with the South St Paul Police Department. My last working day for the South St Paul Police Department will be July 5th, 2024.

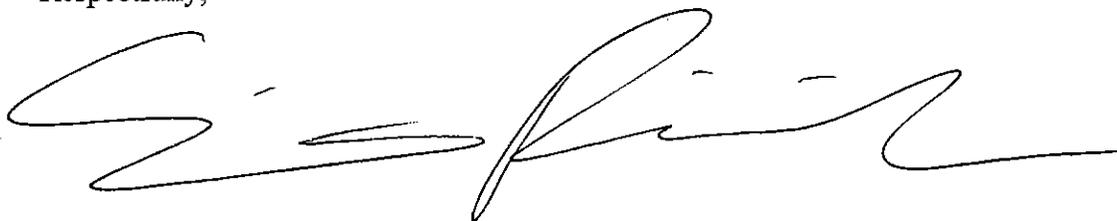
I have accepted a full-time position as a Special Agent with the Minnesota Bureau of Criminal Apprehension.

My time with the South St Paul Police Department has been nothing short of extraordinary. The opportunities, memories, and overall experience represent the best time in my life. I have had the pleasure of working with countless law enforcement professionals and leaders whom I admire greatly and consider many to be lifelong friends. South St Paul is a special place, largely due to the people who have dedicated their life to the service of this city and to the partners they work with every day.

I would also like to take a moment to personally thank you for every growth and learning opportunity you provided me over the past 5 years. I would not be able to take advantage of this opportunity with the BCA if not for the support and guidance I received from you and other members of this department along the way, and for that I am immensely grateful.

Please understand that though this letter serves as a mark of moving to a different chapter of my career, I will not forget where I came from, and will always be available as a professional partner and friend to my home department for years to come.

Respectfully,

A handwritten signature in black ink, appearing to read 'Simo Peinovich', written in a cursive style with a long horizontal flourish at the end.



CITY COUNCIL AGENDA REPORT
DATE: July 15th, 2024
DEPARTMENT: POLICE
Prepared by: Brian Wicke
ADMINISTRATOR: RG

8-H

AGENDA ITEM: Accept Letter of Resignation

ACTION TO BE CONSIDERED:

Motion to Accept Letter of Resignation from Community Service Officer Michael Tobritzhofer.

OVERVIEW:

Attached you will find a letter from Community Service Officer Michael Tobritzhofer giving notice of his intent to resign from his part-time position with the South St. Paul Police Department upon completion of his shift July 8th, 2024. Community Service Officer Tobritzhofer has recently completed his academic and skills training and has accepted a position with another law enforcement agency.

Members of the Department wish Community Service Officer Tobritzhofer the best as he moves into the next chapter of his life and thank him for his dedicated service to the City of South St. Paul. A copy of his letter of resignation is attached.

SOURCE OF FUNDS:

N/A

Dear Chief Wicke, Commander Running, and to whom it may concern,

Unfortunately, I write to you to formally resign from my position as Community Service Officer at the South St Paul Police Department, effective on the 8th day of July in the year of 2024. I can't begin to express how grateful I am for the opportunities and experiences I have had during my time with this department. I can say with the upmost confidence that I have never worked alongside more dedicated and skilled individuals in my entire life. The knowledge and skills I have learned while being here will undoubtedly contribute to my future career in law enforcement. I wish this department nothing but success in the future.

Sincerely,

Michael Tobritzhofer

Michael 



CITY COUNCIL AGENDA REPORT

DATE: JULY 15, 2024

DEPARTMENT: Planning

Prepared By: Michael Healy, Planning Manager

ADMINISTRATOR: RG

8-I

AGENDA ITEM: Approve Stormwater Maintenance Agreement with Blue River Holdings

ACTIONS TO BE CONSIDERED:

Authorize the Mayor and City Clerk to execute a Stormwater Maintenance Agreement with Blue River Holdings, subject to final review and minor revisions by the City Attorney.

OVERVIEW:

Background

On June 20, 2022, the City Council approved a site plan and conditional use permits for the construction of a new 12,343 square foot multitenant commercial building on Concord Exchange. The new building would be located directly north of Al's Corral at 440 Concord Exchange South and is being constructed on land that is being purchased from the South St. Paul Economic Development Authority (EDA). South St. Paul Animal Hospital is planning to relocate to the new building and there will also be room for additional tenants.

One of the conditions of the 2022 approval is that the Applicant needs to enter into a stormwater maintenance agreement with the City to ensure the long-term maintenance of their private stormwater facilities. The City Attorney and City Engineer have prepared a draft agreement (attached). The City Council is asked to approve the draft agreement and authorize the City Attorney to finalize the agreement prior to signature and recording. The Applicant will need to sign the agreement in order to obtain their building permit.

STAFF RECOMMENDATION:

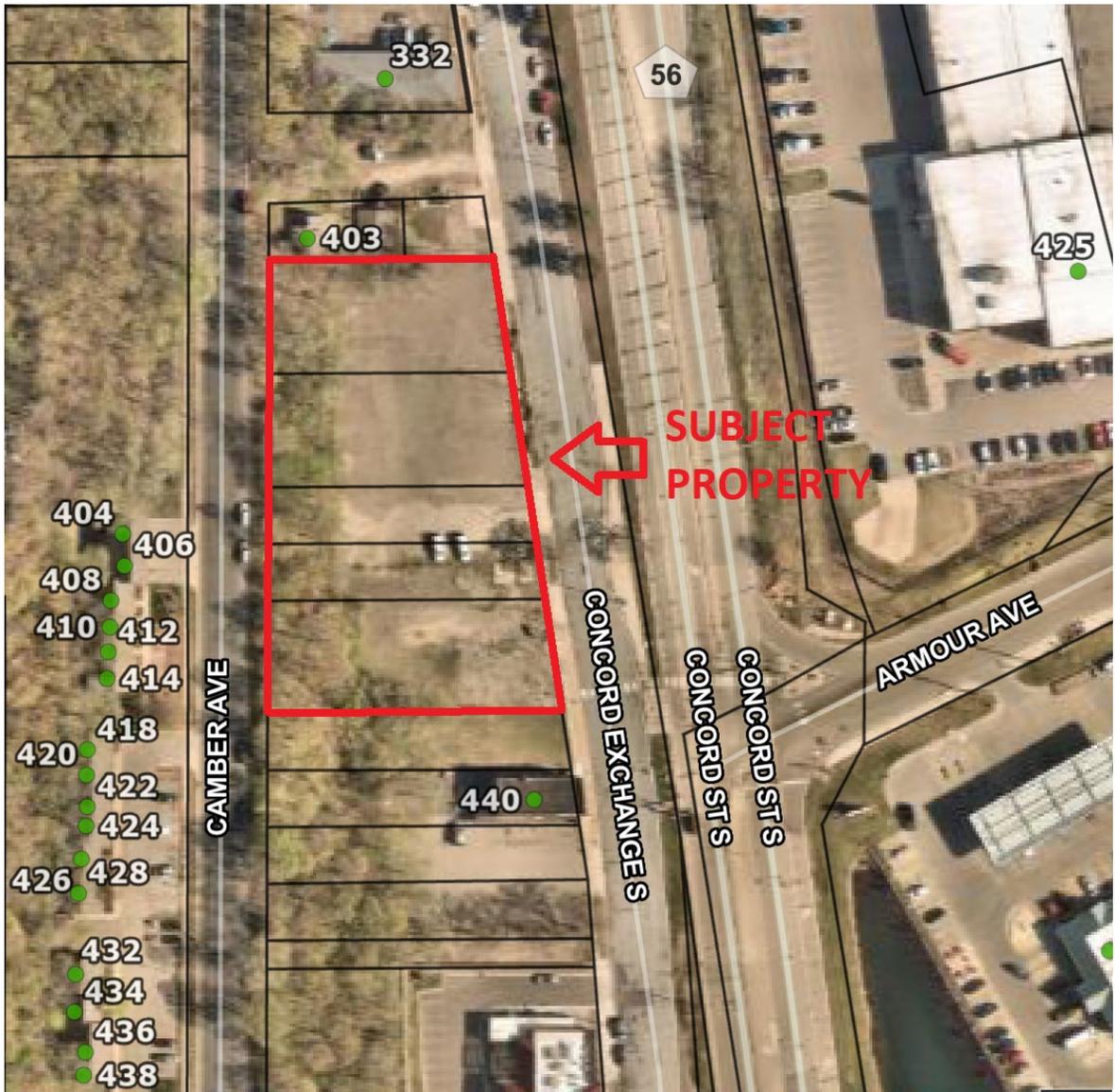
Staff recommends that the City Council approve and authorize execution of the agreement.

60-DAY REVIEW DEADLINE: NA

ATTACHMENTS

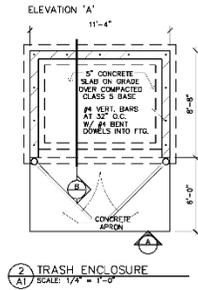
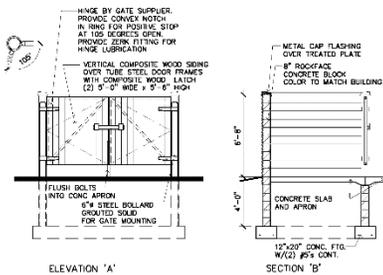
- A- Site Location Map
- B- Site and Building Plan

ATTACHMENT A
SITE LOCATION MAP



ATTACHMENT B SITE AND BUILDING PLANS

PROPERTY: SOUTH ST. PAUL ANIMAL HOSPITAL/CONCORD EXCHANGE/SOUTH ST. PAUL ANIMAL HOSPITAL-A1



SITE DATA

LOT SIZE = 86,681 S.F. 1.57 ACRES

ZONING = OSBAY 2' CONCORD GATEWAY MIXED USE 2

CONDITIONAL USE PERMITS REQUIRED FOR:

- ANIMAL HOSPITAL USE
- SITE LIGHTING ABOVE 16 FT

BUILDING = 12,343 S.F. OFFICE/RETAL + 2,042 S.F. 2ND FLOOR OFFICE

PARKING DATA

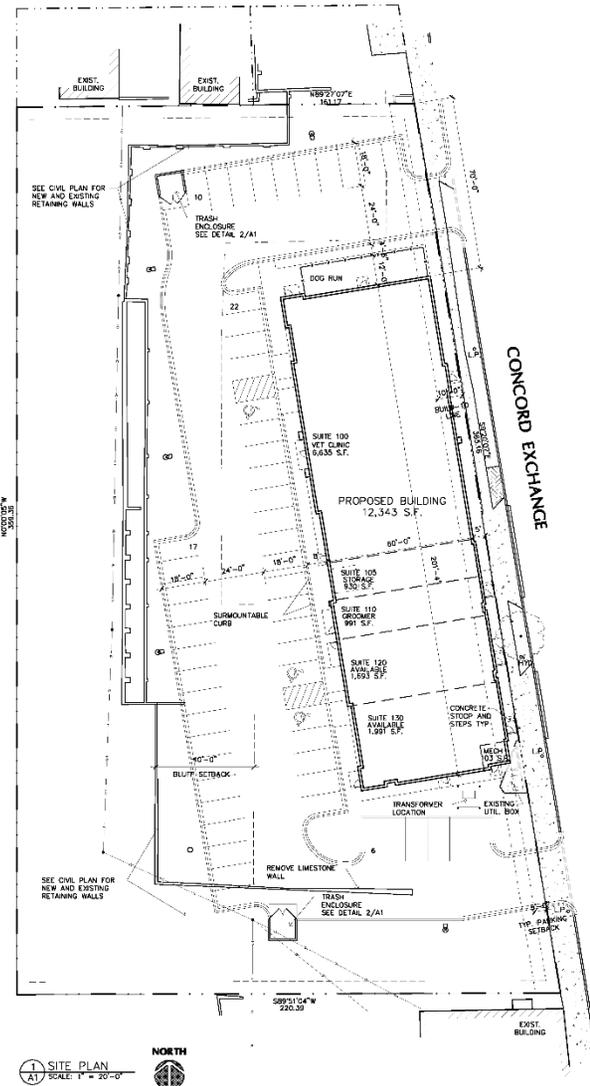
1ST FLOOR

| | |
|--------------------------------|-------------|
| ANIMAL HOSPITAL (6,655 S.F.) | = 11 STALLS |
| 1/EMPLOYEE (3) + JUDICATOR (1) | = 1 STALLS |
| STORAGE 8,930 S.F. AT 1/2,000 | = 7 STALLS |
| GROOMER 8,930 S.F. AT 1/2,000 | = 7 STALLS |
| RETAIL 81,842 S.F. AT 1/150 | = 12 STALLS |
| BUSINESS 11,842 S.F. AT 1/200 | = 9 STALLS |

2ND FLOOR

| | |
|----------------------------|-------------|
| OFFICE 8,242 S.F. AT 1/300 | = 7 STALLS |
| STALLS REQUIRED | = 47 STALLS |
| STALLS PROVIDED | = 55 STALLS |

CAMBER AVENUE



LAMPERT ARCHITECTS

420 S. Mill Avenue
St. Paul, MN 55102
Phone: 612.222.2411 Fax: 612.222.2445
l@lmpert.com www.lmpert.com

ARCHITECT CERTIFICATION:
I HEREBY CERTIFY THAT THE PLANS, SPECIFICATIONS OR REPORT AND INSTRUMENTS BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A LICENSED ARCHITECT IN THE STATE OF MINNESOTA.

**PRELIMINARY
NOT FOR
CONSTRUCTION**

SOUTH ST. PAUL ANIMAL HOSPITAL
South St. Paul, Minnesota

Design: JRM
1/18/18 General Architecture Inc.

Project Designer: JAMES B
Drawn By: JRM
Checked By: JRM

Revisions

| | |
|---------|----------------|
| 3/22/22 | PRELIMINARY |
| 3/31/22 | CITY SUBMITTAL |

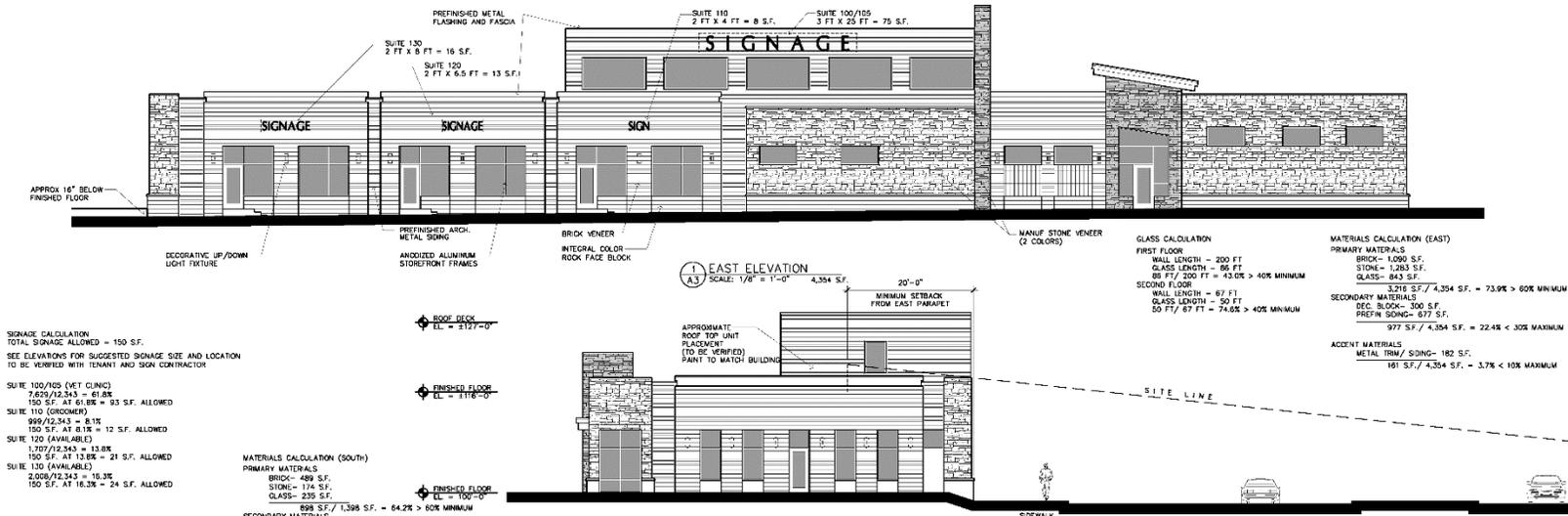
SITE PLAN

Sheet Number

A1

Project No. 201222-3

Elevation: SOUTH ST. PAUL ANIMAL HOSPITAL/CONCORD EXCHANGE/SOUTH ST. PAUL ANIMAL HOSPITAL-A3



SIGNAGE CALCULATION
 TOTAL SIGNAGE ALLOWED = 150 S.F.
 SEE ELEVATIONS FOR SUGGESTED SIGNAGE SIZE AND LOCATION TO BE REVIEWED WITH TENANT AND SIGN CONTRACTOR

SUITE 100/105 (NET CLING)
 7,629/12,343 = 61.8%
 150 S.F. AT 61.8% = 93 S.F. ALLOWED

SUITE 110 (SIGNOWER)
 989/12,343 = 8.1%
 150 S.F. AT 61.8% = 12 S.F. ALLOWED

SUITE 120 (AVAILABLE)
 1,107/12,343 = 9.0%
 150 S.F. AT 13.8% = 21 S.F. ALLOWED

SUITE 130 (AVAILABLE)
 2,008/12,343 = 16.3%
 150 S.F. AT 18.3% = 24 S.F. ALLOWED

MATERIALS CALCULATION (SOUTH)
 PRIMARY MATERIALS
 BRICK- 489 S.F.
 STONE- 174 S.F.
 GLASS- 239 S.F.
 DEC. BLOCK- 1,398 S.F. = 64.2% > 60% MINIMUM

SECONDARY MATERIALS
 DEC. BLOCK- 45 S.F.
 PREFIN. SIGN- 367 S.F.
 412 S.F. / 1,398 S.F. = 29.5% < 30% MAXIMUM

ACCENT MATERIALS
 METAL TRIM/ SIGN- 85 S.F.
 86 S.F. / 1,398 S.F. = 6.3% < 10% MAXIMUM

GLASS CALCULATION
 FIRST FLOOR
 WALL LENGTH = 200 FT
 GLASS LENGTH = 86 FT
 86 FT / 200 FT = 43.0% > 40% MINIMUM

SECOND FLOOR
 WALL LENGTH = 87 FT
 GLASS LENGTH = 50 FT
 50 FT / 87 FT = 57.5% > 40% MINIMUM

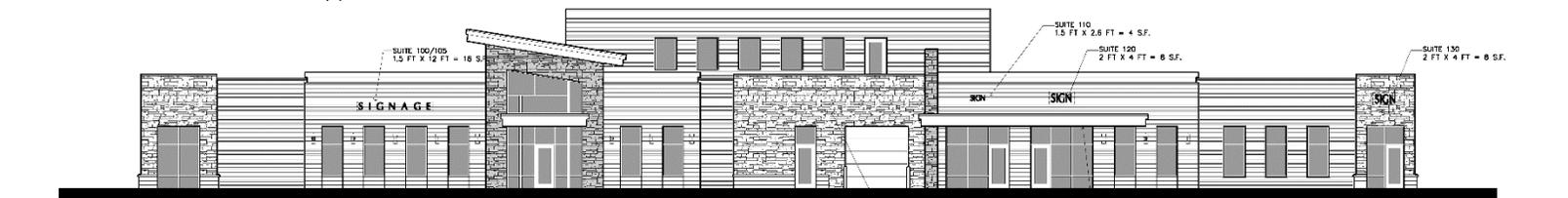
MATERIALS CALCULATION (EAST)
 PRIMARY MATERIALS
 BRICK- 1,090 S.F.
 STONE- 1,283 S.F.
 GLASS- 843 S.F.

SECONDARY MATERIALS
 DEC. BLOCK- 300 S.F.
 PREFIN. SIGN- 677 S.F.
 977 S.F. / 4,354 S.F. = 22.4% < 30% MAXIMUM

ACCENT MATERIALS
 METAL TRIM/ SIGN- 182 S.F.
 181 S.F. / 4,354 S.F. = 3.7% < 10% MAXIMUM

1 EAST ELEVATION
 SCALE: 1/8" = 1'-0" 4,354 S.F.

2 SOUTH ELEVATION
 SCALE: 1/8" = 1'-0" 1,398 S.F.



MATERIALS CALCULATION (WEST)
 PRIMARY MATERIALS
 BRICK- 815 S.F.
 STONE- 870 S.F.
 GLASS- 553 S.F.
 2,238 S.F. / 4,300 S.F. = 66.7% > 60% MINIMUM

SECONDARY MATERIALS
 DEC. BLOCK- 104 S.F.
 PREFIN. SIGN- 1,097 S.F.
 1,201 S.F. / 4,300 S.F. = 27.9% < 30% MAXIMUM

ACCENT MATERIALS
 METAL TRIM/ SIGN- 261 S.F.
 261 S.F. / 4,300 S.F. = 6.1% < 10% MAXIMUM

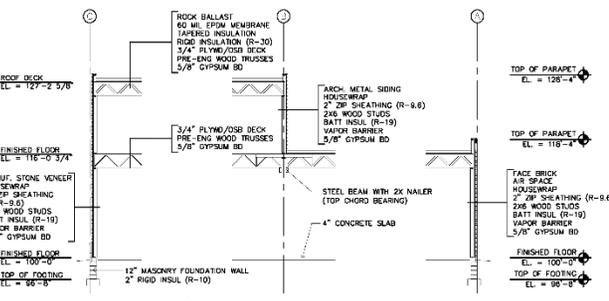
3 WEST ELEVATION
 SCALE: 1/8" = 1'-0" 4,300 S.F.

MATERIALS CALCULATION (NORTH)
 PRIMARY MATERIALS
 BRICK- 100 S.F.
 STONE- 691 S.F.
 GLASS- 164 S.F.

SECONDARY MATERIALS
 DEC. BLOCK- 90 S.F.
 PREFIN. SIGN- 357 S.F.
 447 S.F. / 1,502 S.F. = 29.8% < 30% MAXIMUM

ACCENT MATERIALS
 METAL TRIM/ SIGN- 00 S.F.
 00 S.F. / 1,502 S.F. = 0.0% < 10% MAXIMUM

4 NORTH ELEVATION
 SCALE: 1/8" = 1'-0" 1,502 S.F.



5 SCHEMATIC BUILDING SECTION
 SCALE: 1/8" = 1'-0"



LAMPERT ARCHITECTS
 420 S. Snell Avenue
 St. Paul, MN 55107
 Phone: 651.221.1222 • Fax: 651.221.1224
 www.lampert-architect.com

ARCHITECT CERTIFICATION:
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED ARCHITECT UNDER THE LAWS OF THE STATE OF MINNESOTA.

PRELIMINARY FOR CONSTRUCTION

SOUTH ST. PAUL ANIMAL HOSPITAL
 South St. Paul, Minnesota

Client: JAMES B. LAMPERT ARCHITECTS, P.A.
 Project Designer: JAMES B. LAMPERT
 Drawn By: JRD
 Checked By: LL

Revisions
 3/22/22 PRELIMINARY
 3/31/22 CITY SUBMITTAL

BUILDING ELEVATIONS
 Sheet Number

A3
 Project No. 201222-3

(Reserved for Recording Data)

STORMWATER MAINTENANCE AGREEMENT

This Stormwater Maintenance Agreement (“Agreement”) is made, entered into and effective this ____ day of _____, 2024, by and between the City of South St. Paul, a Minnesota municipal corporation (“City”) and Blue River Holdings, a Minnesota limited liability company (“Developer”).

WHEREAS, the Developer is the fee owner of certain real property situated in the City of South St. Paul, County of Dakota, State of Minnesota legally described on the attached Exhibit A, (the “Property”); and

WHEREAS, the Developer has obtained the approval of the City for the development of the Property for a Stormwater Management Facilities; and

WHEREAS, as used herein, the term “Stormwater Management Facilities” may refer to water quality and/or water quantity facilities (i.e. detention basins, retention basins, filtration basins, swales, pipes, oil/water separators, sand filtering devices, infiltration facilities, sump structures, etc.) which are located outside the public road right-of-way; and

WHEREAS, the City has required that the Developer make provision for the construction, maintenance and repair of the Stormwater Management Facilities located within the boundaries of the Property as shown on Exhibit B attached hereto, as the same is described and depicted in those certain construction plans drawn by Loucks Associates dated 5/13/2024 (“Plans”); and

WHEREAS, the City and Developer desire to set forth their understanding with respect to the construction, repair and maintenance of the Stormwater Management Facilities and the responsibility relating to the costs of the repair and maintenance of the Stormwater Management Facilities.

NOW THEREFORE, in consideration of the foregoing facts and circumstances, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto hereby agree as follows:

1. Construction of Stormwater Management Facilities. The Developer agrees to construct the Stormwater Management Facilities according to the Plans and repair and maintain the Stormwater Management Facilities at its sole cost and expense.

1.1. The Developer shall provide temporary sediment control in and around the stormwater management facilities during construction until all disturbed soils have been restored. The stormwater management facilities will then be inspected prior to final project close out. If any of the facilities are operating below the design level, corrections shall be made to restore the functionality prior to final project acceptance.

2. Maintenance of Stormwater Management Facilities. The Developer agrees to repair and maintain the Stormwater Management Facilities at its sole cost and expense.

2.1. Maintenance of the Stormwater Management Facilities shall mean:

2.1.1. Annual inspections of the stormwater facilities including, but not limited to: storm sewer and drainage structures, sediment removal structures, outlet control devices, structural systems, land use, and grades on the property that influence the performance of the Facility as shown on Exhibit B. Within 30 days of the inspection date, all accumulated sediment and debris must be removed and all other necessary corrections completed such that each stormwater facility operates as designed and permitted. Contributing drainage areas must be kept clear of litter and vegetative debris, outlet pipes and overflow spillways kept clear, inlet areas kept clean, and undesirable vegetation removed. Erosion impairing the function or integrity of the facilities, if any will be corrected, and any structural damage impairing or threatening to impair the function of the facilities must be repaired.

2.1.2. Inlets and sediment removal structures will be cleared of any flow impediments and accumulated sediment quarterly. The volume of material removed quarterly will be included in the annual report to the City.

2.1.3. Subject to Section 4 below, Developer shall, within 45 days of the annual inspection, provide a report of the quarterly structure cleanings and annual inspection to the City Engineer. If the required annual inspection report is not submitted to the City by December 1st of each year, the Developer shall provide the City with the right to enter onto the property to conduct the annual inspection.

3. Developer's Default. In the event of default by the Developer as to any of the work to be performed by it hereunder, following at least thirty (30) days prior written notice and Developer's failure to cure such default within such time-frame, except in an emergency as determined by the City, the City may, at its option, perform the work and the Developer shall promptly, following receipt of an invoice and reasonable substantiation of such costs, reimburse the City for any reasonable out-of-pocket expense incurred by the City. This Agreement is a license for the City to act when so authorized under this Agreement, and it shall not be necessary for the City to seek a Court order for permission to enter the Property. When the City does any

such work, the City may, in addition to its other remedies, assess the reasonable out-of-pocket cost in whole or in part.

4. Changes to Site Configuration or Stormwater Management Facilities. If site configurations or Stormwater Management Facilities change, causing decreased effectiveness of stormwater management facilities, new or improved Stormwater Management Facilities must be implemented to ensure the conditions for post-construction stormwater management continue to be met.

5. Terms and Conditions. This Agreement shall run with the land and shall be binding upon Developer's successors and assigns with respect to the Property. The terms and conditions of this Agreement shall be binding upon and shall insure to the benefit of the parties hereto and their respective successors and assigns.

6. Developer Warranty. Developer warrants and represents the following to the City and acknowledges that this Agreement has been duly executed and delivered and constitutes the legal valid and binding obligation of Developer enforceable in accordance with its terms. The party signing on behalf of the Developer has been duly authorized by the entity to sign the Agreement and bind the entity. Developer has been duly formed under the laws of the State of Minnesota and is in good standing under the laws of the jurisdiction in which the Property is located, is duly qualified to transact business in the jurisdiction in which the Property is located and has the requisite power and authority to enter into and perform this Agreement and the documents and instruments required to be executed and delivered by Developer pursuant hereto. This Agreement and the documents and instruments required to be executed and delivered by Developer pursuant hereto have each been duly authorized by all necessary action on the part of Developer and such execution, delivery and performance does and will not conflict with or result in a violation of Developer's organizational agreement or any judgment or order. The execution, delivery and performance by Developer of this Agreement will not (a) violate any provision of any law, statute, rule or regulation or any order, writ, judgment, injunction, decree, determination or award of any court, governmental agency or arbitrator presently in effect having applicability to Developer, or (b) result in a breach of or constitute a default under any indenture, loan or credit agreement or any other agreement, lease or instrument to which Developer is a party or by which it or any of its properties may be bound.

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

8. Governing Law. This Agreement shall be governed by and construed in accordance

IN WITNESS WHEREOF, the parties hereto have caused this document to be executed as of the day and year first above written.

**CITY:
CITY OF SOUTH ST. PAUL**

By: _____
James P. Francis
Mayor

By: _____
Deanna Werner
City Clerk

STATE OF MINNESOTA)
)
COUNTY OF DAKOTA) ss.

On this ___ day of _____, 2024, before me a Notary Public within and for said County, personally appeared James P. Francis and Deanna Werner, to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of South St. Paul, the municipality named in the foregoing instrument, and that the seal affixed to said instrument was signed and sealed on behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

EXHIBIT A
Legal Description

LOTS 2, 3, 4, 5, 6, 7, 8, 9, AND 10, BLOCK 20, RIVERSIDE PARK ADDITION, DAKOTA
COUNTY MN

EXHIBIT B
Stormwater Maintenance Facilities Plans



CITY COUNCIL AGENDA REPORT
DATE: July 15, 2024
DEPARTMENT: IT
Prepared by: Ian Hardie
ADMINISTRATOR: RG

8-J

AGENDA ITEM: Approval for Fiber Optic Cable Projects

ACTION TO BE CONSIDERED:

Authorize staff to proceed with fiber optic cable installations connecting City facilities.

OVERVIEW:

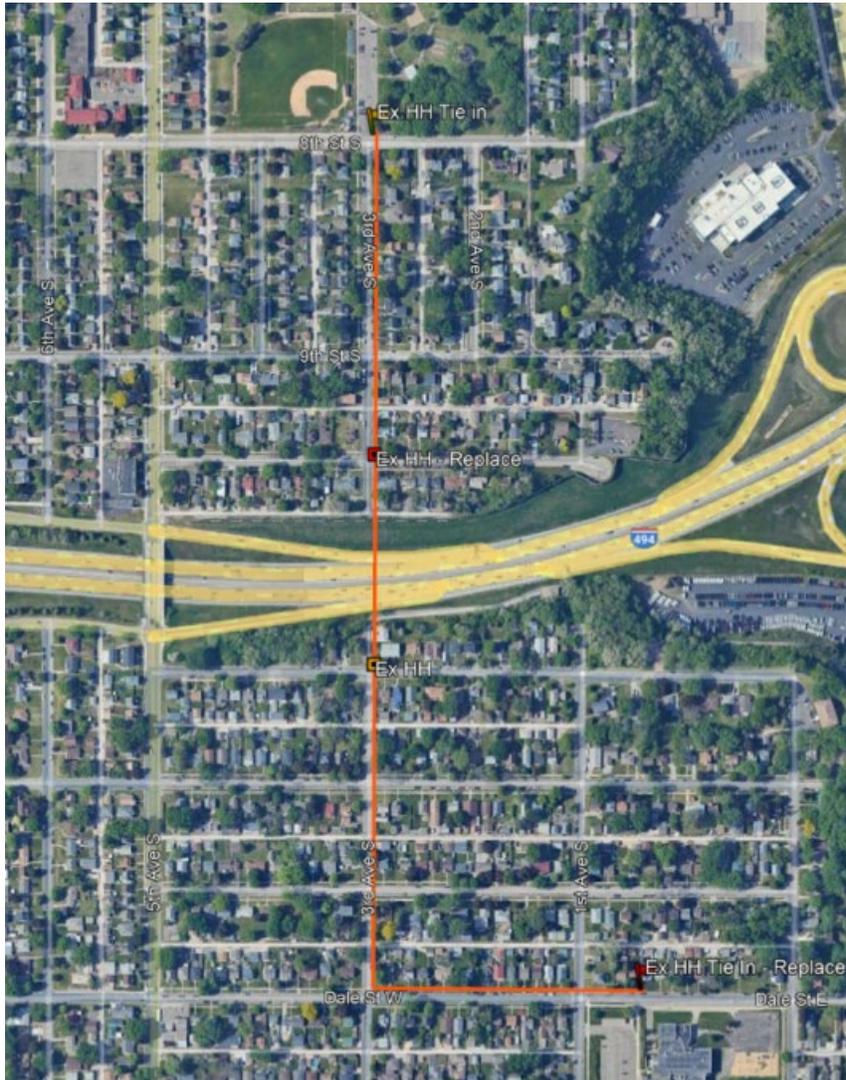
The City is installing fiber optic cable to connect City facilities to our data network. Staff has several projects ready for the 2024 build season, including connecting the Vets Field, as well as several components of the water system and park facilities. These connections will provide fast and secure connections to critical infrastructure within the city for SCADA, security cameras, building controls and future use.

| | |
|------------------------------|-------------|
| 17th Ave Tank | \$64,822.50 |
| Vets Field | \$40,786 |
| Pumphouse 7 | \$69,985.75 |
| Pumphouse 8 | \$35,631.75 |
| Fiber overpull (pumphouse 4) | \$34,645.00 |

SOURCE OF FUNDS:

Capital Projects Fund - \$245,871

360111 SSP-288F Along 3rd Ave btwn 3rd & 8th and Dale & 1st - Overpull 2024



Overpull through existing network along 3rd Ave S. from 8th going south to Dale and along Dale to 1st Ave S. This cost estimate includes materials (no switch), labor and splicing needed to complete this project. Any unforeseen cost will be communicated once known.

| | |
|-----------|-------------|
| Labor | \$23,425.00 |
| Materials | \$11,220.00 |
| Total | \$34,645.00 |

Estimated annual locates \$0.00.

365626 SSP-Pumphouse #8 245 21st Ave N to CH - New Build

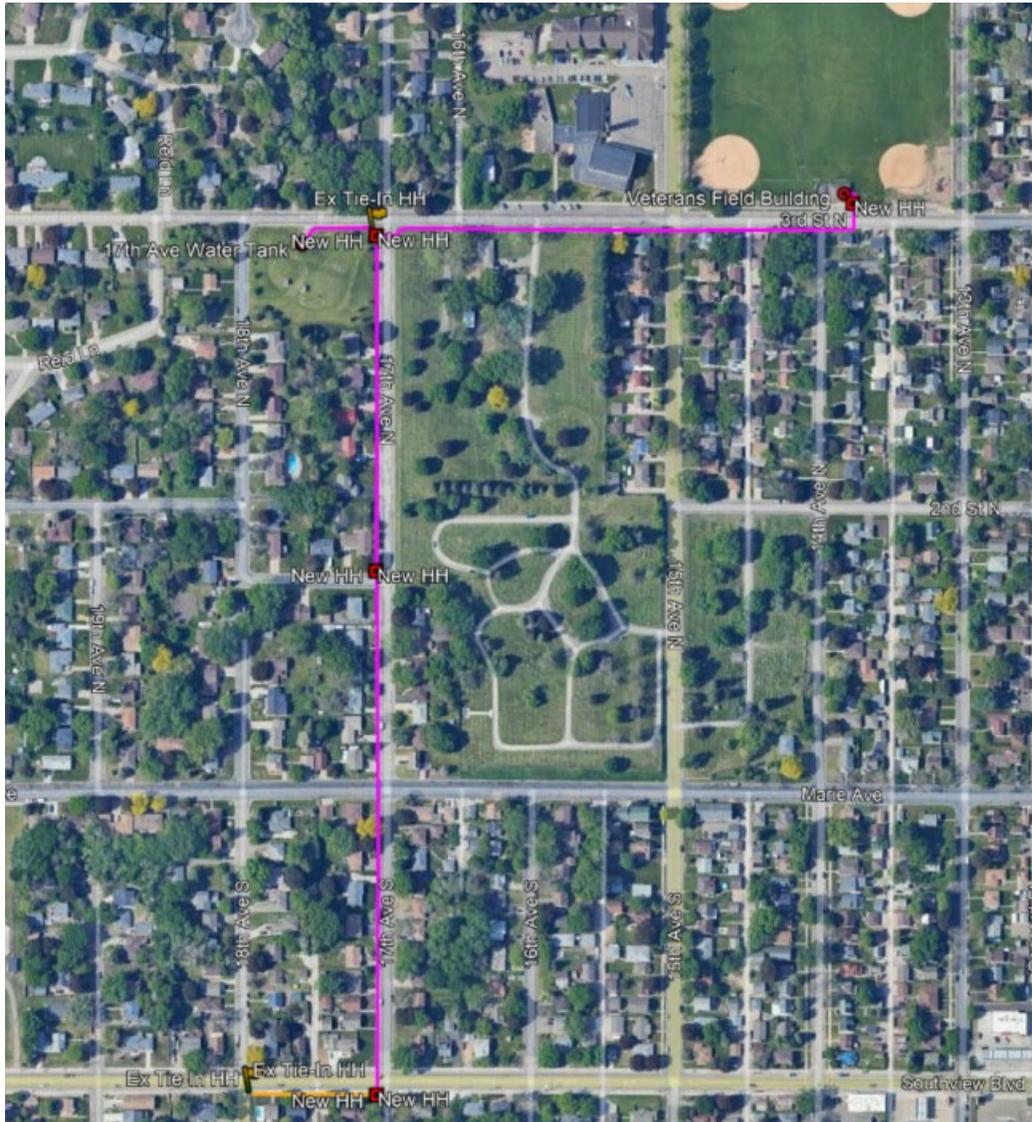


Installation of fiber optic network to connect Pumphouse #8 to City Hall. This cost estimate includes materials (switch included), labor and splicing to complete this project. Any unforeseen cost will be communicated once known.

| | |
|-----------|-------------|
| Labor | \$25,603.75 |
| Materials | \$10,028.00 |
| Total | \$35,631.75 |

Estimated annual locates \$210.00.

365628 SSP-17th Ave Water Tank 259 17th Ave N to CH - New Build 2024

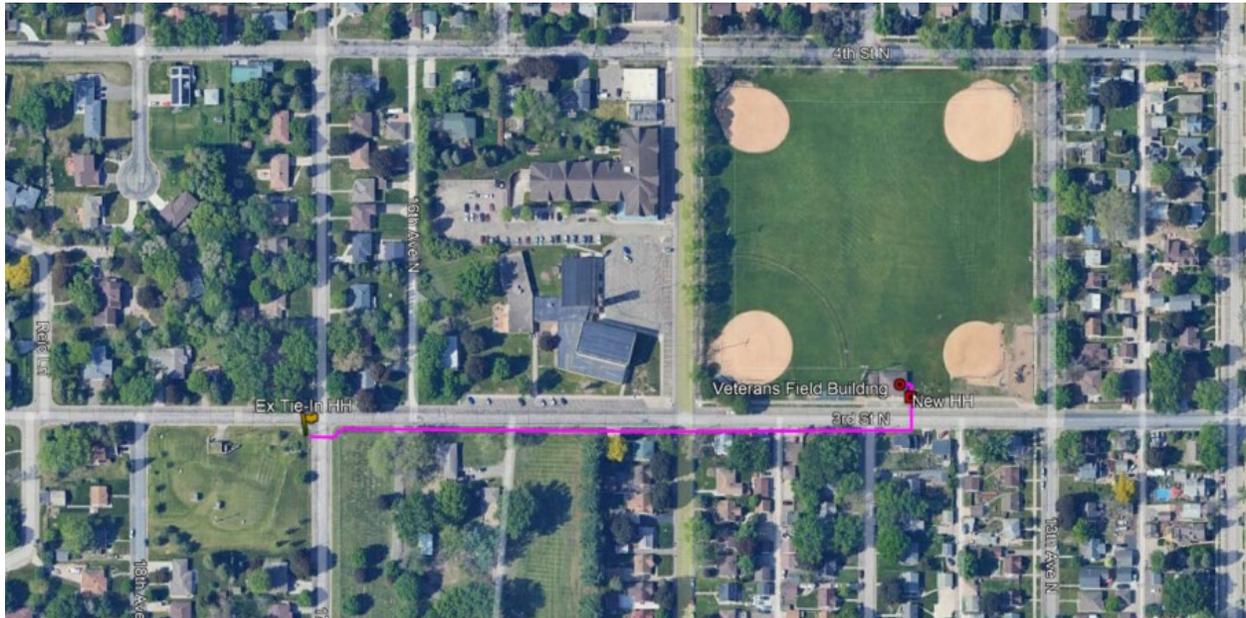


Installation of fiber optic network to connect 17th Ave Water Tank to City Hall. This cost estimate includes materials (switch included), labor and splicing needed to complete this project. Any unforeseen cost will be communicated once known.

| | |
|-----------|-------------|
| Labor | \$50,922.50 |
| Materials | \$13,900.00 |
| Total | \$64,822.50 |

Estimated annual locates \$516.00.

365629 SSP-Veterans Field 1400 3rd St N to CH - New Build 2024



Installation of fiber optic network to connect Veterans Field to City Hall. This cost estimate includes materials (switch includes), labor and splicing needed to complete this project. Any unforeseen cost will be communicated once known.

| | |
|-----------|-------------|
| Labor | \$30,560.00 |
| Materials | \$10,226.00 |
| Total | \$40,786.00 |

Estimated annual locates \$288.00.

365631 SSP-Pumphouse #7 520 Farwell Ave to CH - New Build



Installation of fiber optic network to connect Pumphouse #7 to City Hall. This cost estimate includes materials (switch included), labor and splicing needed to complete this project. Any unforeseen cost will be communicated once known.

| | |
|-----------|-------------|
| Labor | \$56,228.75 |
| Materials | \$13,757.00 |
| Total | \$69,985.75 |

Estimated annual locates \$606.00.



City Council Agenda

Date: July 15, 2024
Department: Engineering
Prepared by: Nick Guilliams, City Engineer
Administrator: _____

8-K

AGENDA ITEM: Well No. 3 Water Treatment Plant - Change Order No. 3

ACTION TO BE CONSIDERED:

Motion to approve Change Order No. 3 for a credit of \$14,090.

OVERVIEW:

On October 2, 2023, the City Council awarded the Well No. 3 Water Treatment Plant bid to Municipal Builders, Inc. for \$8,094,000. Change Order No. 3 constitutes a credit for the removal of below-grade waterproofing. During construction, well-draining soils were discovered, making the waterproofing of the below-grade concrete unnecessary.

The net change to the contract amount from Change Order No. 3 is a credit of \$14,049. The table below summarizes the contract changes to date:

| | |
|---------------------------------|-----------------------|
| Original Contract Amount | \$8,094,000.00 |
| Change Order No. 1 | \$435,114.06 |
| Change Order No. 2 | \$53,896.00 |
| Change Order No. 3 | (\$14,049) |
| Proposed Contract Amount | \$8,568,961.06 |

RECOMMENDATION:

Staff recommends that the City Council consider approving Change Order No. 3 in the amount of (\$14,049), resulting in a new contract amount of \$8,568,961.06.

SOURCE OF FUNDS:

Funding is available from the Minnesota Public Facilities Authority’s Drinking Water Revolving Fund.



Building a Better World
for All of Us®

CHANGE ORDER

City of South St Paul
OWNER

6/14/2024
DATE

CIP WS-21-1
OWNER'S PROJECT NO.

3
CHANGE ORDER NO.

Well No. 3 Water Treatment Plant
PROJECT DESCRIPTION

SSTPA 167313 71.50
SEH FILE NO.

The following changes shall be made to the contract documents:

Description:

ITEM #1

Remove below grade waterproofing.

Credit: \$14,049.00

Purpose of Change Order:

During construction it was determined that the soil at the site is very well draining and that the addition of dampproofing or membrane is not required on the below grade concrete.

Basis of Cost: Actual Estimated

Attachments (list supporting documents)

Contract Status

Original Contract

Net Change Prior C.O.'s 1 to 2

Change this C.O.

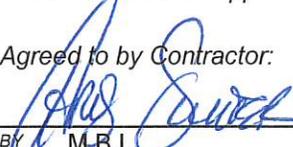
Revised Contract

| Time | Cost |
|------|----------------|
| | \$8,094,000.00 |
| - | \$489,010.06 |
| - | (\$14,049.00) |
| - | \$8,568,961.06 |

Recommended for Approval: **Short Elliott Hendrickson Inc.** by 

Digitally signed by Andrew Knapp
DN: cn=Andrew Knapp, o=SEH, ou=Water Division, c=USA
Date: 2024.07.10 10:45:05Z

Agreed to by Contractor:


BY M.B.I.

Andrew Knapp, PE

Approved for Owner:


BY City of South St Paul

SR. PROJ. MGR
TITLE

City Engineer
TITLE

Distribution Contractor 2 Owner 1 Project Representative 1

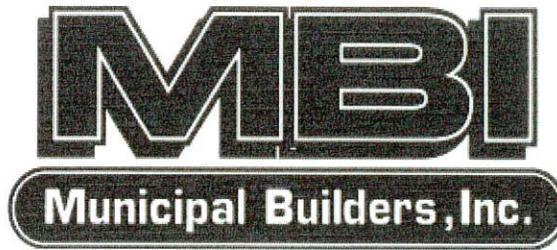
SEH Office 1

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

SEH is 100% employee-owned | Affirmative Action—Equal Opportunity Employer



June 12, 2024

Mr. Miles Jensen
Short Elliott Hendrickson
3535 Vadnais Center Drive
St. Paul, MN 55110

Re: Well No. 3 Water Treatment Plant
South St. Paul, MN

Dear Mr. Jensen:

As discussed, we've compiled the costs associated with the deletion of the below grade waterproofing while keeping the insulation. The resulting credit is as follows:

Below grade waterproofing deletion

| | | |
|--------------|--------------------------------|---------------------|
| Sub: | | |
| Kramer Davis | | \$ 13,380.00 |
| | Subtotal | \$ 13,380.00 |
| | MBI 5% contractors fee on subs | <u>\$ 669.00</u> |
| | TOTAL CREDIT | \$ 14,049.00 |

Please review and approve. Call with any questions.

Sincerely,

Chris Sluiter
Sr. Project Manager
Municipal Builders, Inc.

Enc.

7900 Old Viking Blvd NW Nowthen, MN Phone: (763) 421-8790 Fax: (763) 421-1028



City Council Agenda

Date: July 15, 2024

Department: Engineering

Prepared by: Nick Guilliams, City Engineer

Administrator: RG

8-L

Agenda Item: Approve Proposal with Kimley-Horn for Final Design Services to Extend Verderosa Avenue and Public Utilities to Access the Proposed Wakota Crossing Redevelopment Project

Action to be considered:

Approve a proposal with Kimley-Horn for \$165,000 for final design services needed to extend Verderosa Avenue and public utilities to access the proposed Wakota Crossing Redevelopment.

Overview:

City staff has been collaborating with Capital Partners over the past year on the proposed Wakota Crossing Redevelopment project. This project involves the construction of a Class A Office-Warehouse building, offering a total of 182,700 gross square feet of leasable space. To facilitate this project, Verderosa Avenue, a public street, will need to be extended, along with installing public utilities such as water, sanitary sewer, and storm sewer. The cost of this extension will be funded by a \$3,000,000 grant from the United States Department of Housing and Urban Development (HUD) Community Project Funding. The project is expected to bring about substantial economic benefits, create job opportunities, and contribute to the growth of the local community.

The preliminary design phase is complete, and staff recommends that we proceed with completing construction documents for bidding and construction in 2025.

Recommendation:

Staff recommends that the Council approve a proposal with Kimley-Horn for \$165,000.

Source of Funds:

Capital project funds with reimbursement from HUD Community Project Funding.

July 10th, 2024

Mr. Nick Guilliams
City Engineer
City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075

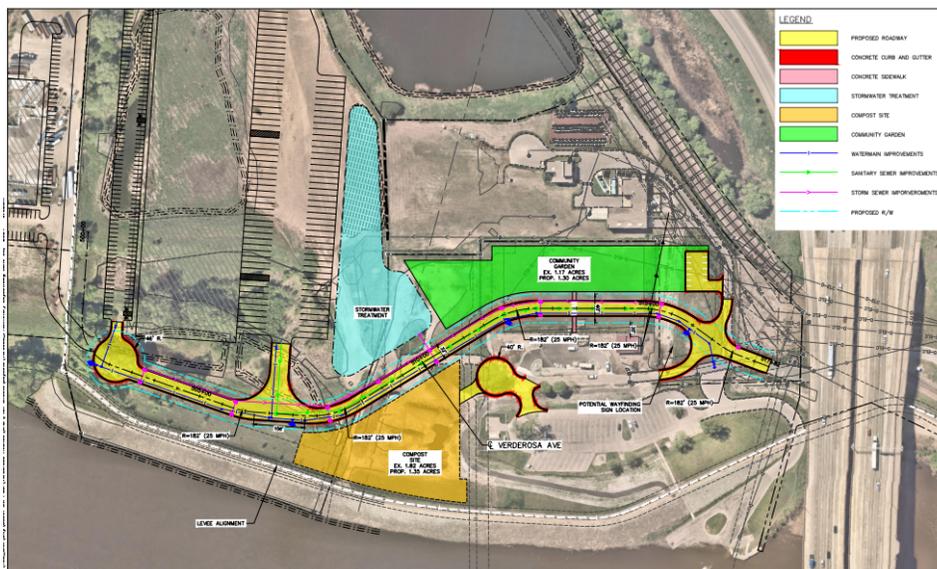
RE: Verderosa Avenue Extension - Final Design Services

Dear Mr. Guilliams:

Kimley-Horn and Associates, Inc. (Kimley-Horn) is pleased to submit this proposal to the City of South St. Paul (City) for professional engineering services for final design of the Verderosa Avenue Extension Project. Our project understanding, proposed scope of services, schedule, and fee are detailed below.

PROJECT UNDERSTANDING

The City of South St. Paul recently received \$3,000,000 in federal grant funding to construct the extension of Verderosa Avenue onto the private development site located at the former MCES site south of I-494 and east of Hardman Avenue. This segment of roadway will connect the development site to the roadway network of South St. Paul, extend public utilities (watermain and sanitary sewer) to the site, and relocate the City Community Garden and Compost Sites. Kimley-Horn has developed the preliminary layout for the proposed improvements shown below.



We understand that the City would like to progress the project through final design, preparation of construction documents and bidding. Final design services will include coordination of HUD grant agreement requirements with City Staff, preparation of project deliverables for review agencies, and coordination of final site layout and grading plans with developer staff.

This proposal has been prepared with the assumption that bidding of the project will occur in the Winter of 2024/2025 with construction beginning in the Spring of 2025. We also understand that further coordination with HUD agreement requirements and the developer is necessary to fully scope the environmental permitting and who will be responsible. This proposal is provided with the assumption that this work will either be done by others, or a contract amendment will be executed between Kimley-Horn and the City of South St. Paul to complete the necessary environmental approvals/permitting.

SCOPE OF WORK

Task 1: Project Management and Meetings

Task 1.1 – General Project Management

Kimley-Horn will provide overall project management and utilize internal project management tools to monitor budgets, staff roles, and responsibilities for the project. We will communicate project updates directly with the City's project manager. We have assumed the final design will commence in July 2024 and extend through February 2025.

Task 1.2 – Project Team Meetings

We will prepare materials for and conduct up to six (6) project team meetings, including one (1) design kickoff meeting. Kimley-Horn will have up to two (2) staff present at each meeting and will be responsible for scheduling, agenda, and summary notes. We have assumed the project team meetings will be comprised of City, Kimley-Horn, and developer staff. We have also assumed two (2) additional coordination meetings with applicable funding agency staff to determine funding-specific permitting and design requirements.

Task 2: Public/Agency Involvement

Task 2.1 – City Website Support

Kimley-Horn will prepare a project information sheet for use on the City website and/or social media outlets. We will prepare up to three (3) updates to the project information sheet throughout the final design phase to provide public updates on the project development. We have assumed no open houses or public meetings will be conducted to share project updates or gather public feedback.

Task 2.2 – City Council Meetings

Kimley-Horn will prepare for and attend one (1) City Council meeting or work session to present an update on the project development. We will prepare a PowerPoint presentation and have assumed the attendance of one (1) Kimley-Horn staff at the City Council meeting or work session.

Task 3: Final Design

Task 3.1 – Final Design (60%, 90%, 100%)

Kimley-Horn will prepare and submit to the City 60%, 90%, and 100% Plans for proposed improvements. Kimley-Horn will also prepare a Project Manual and Special Provisions with the 90% and 100% submittals. The following plan sheets are assumed to be prepared as part of the plans:

- Cover Sheet
- Statement of Estimated Quantities
- General Notes
- Typical Sections
- Construction Details
- Alignment Plan and Tabulation
- Removal Plans
- Construction Plan and Profiles
- Storm Sewer Laterals and Tabulation
- Watermain and Sanitary Sewer Plans
- SWPPP
- Community Garden and Compost Site Plan
- Turf Establishment and Erosion Control Plans
- Intersection Detail Plans
- Cross Sections

Task 3.2 – Cost Estimates

Kimley-Horn will prepare an Engineer's Opinion of Probable Cost at each plan submittal (60%, 90%, and 100%).

Task 3.3 – Project Manual and Special Provisions

Kimley-Horn will prepare the Project Manual and Special Provisions with the 90% and 100% project submittals. The Project Manual and Special Provisions are assumed to be formatted consistent with previous City of South St. Paul street reconstruction projects.

Task 3.4 – Utility Coordination

It is assumed that Utility Coordination will require two (2) coordination meetings and one (1) round of Gopher One Call requests. We will work with utility companies to identify impacts due to the proposed improvements and coordinate relocations ahead of construction. We will prepare a meeting summary following each utility coordination meeting.

Task 3.5 Permitting

It is assumed that watermain extension permit (MDH), sanitary sewer extension permit (MPCA), and general construction stormwater permit will be required for this project. Kimley-Horn will coordinate and submit these permits for this project. Any additional permitting related to wetlands, floodplains, endangered species, or additional environmental clearance is assumed to be part of Task 3.

Task 4: Bidding Services

Kimley-Horn will manage and upload necessary documents to QuestCDN for bidding services. Kimley-Horn will also host the bid opening and prepare the bid tabulation and summary following bidding. It is assumed that Kimley-Horn will prepare up to two (2) addendums as needed during bidding.

Task 5: Project Area Visualization (Optional)

Kimley-Horn will prepare a 3D visualization of the project area using Civil 3D/infraworks as the basis for the 3D modeling. We will prepare up to two (2) higher level visualizations from single viewpoints, using outputs from the 3D model. We have assumed the project visualizations will be utilized to communicate the proposed development and future vision of the area to the City Council and project stakeholders.

SCHEDULE

The following is a summary of the anticipated project schedule for the project.

| | |
|---------------------|------------------|
| Begin Final Design | July 2024 |
| 60% Plan Submittal | August 2024 |
| 90% Plan Submittal | October 2024 |
| 100% Plan Submittal | December 2024 |
| Bid Opening | February 2025 |
| Begin Construction | March/April 2025 |

ESTIMATED COSTS

Kimley-Horn will provide the Scope of Services identified above on an hourly basis. Our total estimated cost for the Scope of Services is summarized in the table below.

| | |
|---|------------------|
| Task 1 – Project Management and Meetings | \$ 15,000 |
| Task 2 – Public/Agency Involvement | \$ 9,500 |
| Task 3 – Final Design | \$125,000 |
| Task 4 – Bidding Services | \$ 6,500 |
| <i>Reimbursable Expenses</i> | <i>\$ 9,000</i> |
| Total | \$165,000 |
| <i>Task 5 – Project Area Visualization (Optional)</i> | <i>\$ 21,500</i> |
| Total (with Optional Task 5) | \$186,500 |

We propose to complete the services on an hourly basis with a not-to-exceed cost of **\$165,000** or **\$186,500** based on the selection of Optional Task 5, including all labor and reimbursable expenses. Labor fee will be billed according to our current standard hourly rate schedule. Fees and times stated in this Proposal are valid for 120 days after the date of this letter.

We appreciate the opportunity to submit this proposal and look forward to working with you on this project. Please feel free to contact me at 651-643-0449 or eric.fosmo@kimley-horn.com if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.



Eric Fosmo, P.E.

Project Manager/Vice President



Blake Tamminen, EIT

Project Engineer



AGENDA ITEM: Approval of Grant Agreement for Drinking Water Planning and Design Funds for PFAS Treatment

ACTION TO BE CONSIDERED:

Approve Resolution 2024-86 Authorizing the City of South St. Paul Grant Agreement with the Minnesota Pollution Control Agency in the amount of \$1,221,071 for Drinking Water Planning and Design Funds for PFAS Treatment

OVERVIEW:

On April 10, 2024, the U.S. Environmental Protection Agency (EPA) issued the first-ever national drinking water standard to protect communities from per- and polyfluoroalkyl substances (PFAS). This regulatory action follows extensive scientific research and input from stakeholders, aiming to reduce PFAS exposure and associated health risks. All public water systems have three years to complete initial monitoring for these chemicals. Where PFAS is found to exceed the new standards, systems will be required to implement solutions to reduce PFAS in their drinking water within five years (by 2029).

As of now, Well No. 4 has concentrations above the EPA standards. Other municipal wells could also be out of compliance, but more data to calculate the quarterly running average as required by the EPA is needed. Staff will continue to test the remaining seven municipal wells to gather enough data to get a quarterly running average. Well No. 4 is significant for the system, representing approximately 39% of the active pumping capacity and alone capable of meeting 63% of the active pumping capacity of the system. Due to this, determining the best way to provide PFAS treatment at Well No. 4 is imperative to continue providing safe drinking water to our residents.

The Minnesota State Legislature approved a one-time appropriation for the planning and design for long-term treatment of public drinking water contaminated with PFAS. This one-time appropriation must be spent by June 30, 2027. This funding provides up to \$22,000,000 total to support the planning and design of drinking water treatment systems for eligible communities. Staff submitted a grant application in April 2024, and we were recently notified that the city received \$1,221,071. The funding will be used to retain a consultant who will evaluate options for reducing PFAS levels in drinking water. This will involve preparing a feasibility study to develop and assess alternatives, engineering plans, and specifications to implement the chosen alternative.

RECOMMENDATION:

Staff recommends that the Council approve Resolution 2024-86 Authorizing the execution of a grant agreement with the Minnesota Pollution Control Agency for \$1,221,071 for drinking water planning and design funds for PFAS treatment.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-86
RESOLUTION AUTHORIZING GRANT AGREEMENT TO THE MINNESOTA
POLLUTION CONTROL AGENCY FOR DRINKING WATER PLANNING AND
DESIGN FUNDS FOR PFAS TREATMENT

WHEREAS, PFAS has been identified in several City-owned wells; and

WHEREAS, Well No. 4 has PFAS concentrations above current EPA standards; and

WHEREAS, The Minnesota State Legislature approved a one-time appropriation for the planning and design for long-term treatment of public drinking water contaminated with PFAS; and

WHEREAS, The Minnesota Pollution Control Agency awarded the City of South St. Paul \$1,221,071 to support the planning and design for reducing PFAS levels in drinking water.

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The City Council of South St. Paul hereby authorizes grant approval to the Minnesota Pollution Control Agency for drinking water planning and design funds for PFAS treatment.

Adopted this 15th day of July, 2024.

City Clerk

SWIFT Contract Number:

Agency Interest ID: 93554

Activity ID: PRO20240001

This Grant Agreement is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, MN 55155-4194 ("MPCA" or "State"), and **City of South St. Paul**, 125 Third Avenue North, South St. Paul, MN 55075 ("Grantee" or "Contractor" or "City").

Recitals

1. Under Minn. Stat. § 116.03, subd. 2, the State is empowered to enter into this grant.
2. The City is authorized to enter into this grant under Minn. Stat. § 412.211.
3. The State and City are in need of the **City of South St. Paul Drinking Water Planning and Design Funds for Perfluoroalkyl Substances (PFAS) Project** (project).
4. Grantee will comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), subd. 4(a)(1).
5. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to [Minn. Stat. § 16B.98](#), subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

Grant Agreement

1. Term of Grant Agreement

- 1.1 Effective date:** *July 12, 2024*, Per [Minn. Stat. § 16B.98](#), Subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn. Stat. § 16B.98](#) Subd. 7, no payments will be made to the Grantee until this grant contract is fully executed.
- 1.2 Expiration date:** *June 30, 2027*, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 Survival of terms.** The following clauses survive the expiration or cancellation of this grant agreement: Indemnification; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

2. Grantee's Duties

The City will plan and design a treatment system to address PFAS contamination at Well No. 4.

The system design will need to be approved by the MDH Drinking Water Protection Section, as required under Minnesota Rule 4720.0010. <https://www.revisor.mn.gov/rules/4720.0010/>

The design will need to meet the requirements of the most recent edition of the Great Lake's Upper Mississippi River Board's Recommended Standards for Water Works (10 States Standards) and the policies of MDH.

<https://www.health.state.mn.us/communities/environment/water/tenstates/index.html>

3. Time

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

4. Consideration and Payment

4.1 Consideration. The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) Compensation.** The MPCA will reimburse the Grantee according to approved invoices relating to the duties listed in Clause 2. The MPCA will review the expense documentation submitted by the Grantee for the costs and will reimburse the Grantee for reasonable and necessary expenditures, as determined by the MPCA.
- (b) Travel expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement will be provided to meet the duties listed in Clause 2; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) Total obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed **\$1,221,071.00 (One Million Two Hundred Twenty-One Thousand Seventy-One Dollars and Zero Cents)**.

4.2 Payment

(a) Invoices. The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule: **monthly or at least quarterly.**

Invoices must be emailed to mpca.ap@state.mn.us, and contain the following information:

- Name of Grantee
- Grantee project manager
- Invoice number
- Invoice date
- Paid in full receipts
- MPCA project manager
- SWIFT Contract No.
- Invoicing period (actual working period)
- Prevailing Wage documentation

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment upon submittal of the final progress and financial report within 15 (fifteen) days of the original or amended end date of this grant agreement. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

(b) Unexpended Funds. The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

4.3 Contracting and Bidding Requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

(a) For projects that include construction work and have a total project cost of \$25,000 or more, prevailing

wage rules apply per [Minn. Stat. §§177.41 through 177.44](#). These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole.

(b) The grantee must not contract with vendors who are suspended or debarred in MN:

<https://mn.gov/admin/osp/government/suspended-debarred/index2.jsp>

4.4 Prevailing Wage

Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Minnesota Rules 5200.1000 to 5200.1120, this contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties. Rates are listed in **Attachment A**.

In compliance with Minn. Stat. § 177.43, subd. 3 and §177.44, subd. 5, the wages of laborers, workers, and the mechanics on projects financed in whole or part by State Funds should be comparable to wages paid for similar work in the community as a whole. Project includes erection, construction, remodeling, or repairing of a public building or other public work financed in whole or part by State funds.

Any work on real property which uses the skill sets of any trades covered by Labor Code and Class under prevailing wages is construction and requires prevailing wages. See <http://www.dli.mn.gov/business/employment-practices/prevailing-wage-information> for a list of affected trades.

The Contractor shall pay prevailing wages to its employees when conducting construction activities under this agreement.

Applicability. In accordance with Minn. Stat. § 177.43, subd. 7. This does not apply to an agreement or work under an agreement, under which:

- A. the estimated total cost of completing the project is less than \$2,500 and only one trade or occupation is required to complete the work; or
- B. the estimated total cost of completing the project is less than \$25,000 and more than one trade or occupation is required to complete it.

Choose from Commercial, Highway/Heavy, or Residential Wage Rates:

The prevailing wage rate requirements are attached as **Attachment A**.

Prevailing Wage Payroll Information:

In accordance with Minn. Stat. § 177.30, subd. 4, and § 177.43, subd. 3, the Contractor and Subcontractor shall furnish to the Contracting Authority and the Project Owner:

- All payrolls, of all workers on the project, a certified payroll report via e-mail as attachments, a State of Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and Statement of Compliance Form as a PDF file to the appropriate e-mail addresses: prevailingwage.pca@state.mn.us and the MPCA Authorized Representative.
- The Subject line on the Contractor's or Subcontractor's e-mail must give their firm's name and the Contract or Purchase Order Number.
- These completed forms must be furnished not more than 14 days after the end of each pay period.
- The State of Minnesota Prevailing Wage Payroll Report and Statement of Compliance Form are available on the MMD website at <http://www.mmd.admin.state.mn.us/mn02000.htm>. Submit the completed and

signed State of Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and the Statement of Compliance Form as a PDF file, no other payroll forms will be accepted to meet this requirement.

The prevailing wage payroll information forms that are submitted shall be maintained by the contracting agency for a minimum of three years after final payment has been made on the project. All of the data provided on the Prevailing Wage Payroll Information Form will be public data, which is available to anyone upon request.

Refer vendor questions regarding the Prevailing Wage Laws to the Department of Labor and Industry at 651-284-5091 or visit the website for Labor Standards Section, Prevailing Wage
<http://www.dli.mn.gov/business/employment-practices/prevailing-wage-information>.

All construction work needs an IC-134 form submitted by the Contractor before payment can be made. The Contractor can find a copy of the IC-134 online at the Minnesota Department of Revenue website at
<https://www.revenue.state.mn.us/construction-contracts-state-or-local-government-agencies>.

4.5 Reporting Requirements

The Grantee shall submit to the State quarterly status reports, based on the effective date of this agreement.

5. Conditions of Payment

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

6. Authorized Representative

The State's Authorized Representative/Project Manager is **Pamela Anderson**, 520 Lafayette Road, St. Paul, MN 55155, 651-757-2190, pam.anderson@state.mn.us, or their successor, and has the authority to monitor the Grantee's performance and to accept the services provided under this agreement. If the services are satisfactory, the MPCA's Project Manager will certify acceptance of each invoice submitted for payment.

The Grantee's Authorized Representative is **Nicholas Guilliams**, 125 Third Avenue North, South St. Paul, MN 55075, 651-554-3214, nguilliams@southstpaul.org, or their successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

7. Assignment, Amendments, Change Orders, Waiver, and Grant Agreement Complete

7.1 Assignment. The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.

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

7.3 Change orders. If the State's Project Manager or the Grantee's Authorized Representative identifies a change needed in the workplan and/or budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract/Agreement, or cause an extension of the term of this Agreement. Major changes require an Amendment rather than a Change Order.

The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative **in advance of doing the work**. Documented changes will then become an integral and enforceable part of the Agreement. The MPCA has the sole discretion on the determination of whether a

requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.

7.4 Waiver. If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.

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

8. Indemnification

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

9. State Audits

Under [Minn. Stat. § 16B.98](#), subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

10. Government Data Practices and Intellectual Property

10.1 Government data practices. The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

10.2 Intellectual property rights

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

(b) Obligations.

- (1) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.
- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.

11. Workers' Compensation

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

12. Governing Law, Jurisdiction, and Venue

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

13. Termination

- 13.1 Termination by the State.** The State or Grantee may immediately terminate this grant agreement with or without cause, upon 30-days' written notice to the other party. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.
- 13.2 Termination for cause.** The State may immediately terminate this grant agreement if the State finds that there has been a failure to comply with the provisions of this grant agreement, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the state of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.
- 13.3 Termination for insufficient funding.** The State may immediately terminate this grant agreement if:
- (a)** It does not obtain funding from the Minnesota Legislature.
 - (b)** Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the agreement is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

14. Data Disclosure

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any.

15. Payment to subcontractors (if applicable)

As required by Minn. Stat. § 16A.1245, the prime contractor must pay all subcontractors, less any retainage, within 10 calendar days of the prime contractor's receipt of payment from the State for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

16. Publicity and Endorsement

- 16.1 Publicity.** Any publicity regarding the subject matter of this grant contract must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant contract. All projects primarily funded by state grant appropriations must publicly credit the State of Minnesota, including on the grantee's website when practicable.
- 16.2 Endorsement.** The Grantee must not claim that the State endorses its products or services.

Signatures

Title

Name

Signature

Date

DRAFT

Admin ID



CITY COUNCIL AGENDA REPORT
DATE: JULY 15, 2024
DEPARTMENT: CITY CLERK
Prepared by: Deanna Werner
ADMINISTRATOR: RG

8-N

AGENDA ITEM: Acceptance of Gift Donations

ACTION TO BE CONSIDERED:

Motion to accept Resolution 2024-087, Acceptance of Gift Donations as submitted by the City Clerk.

OVERVIEW:

Donations will be approved by Resolution as they are received. The amount of the donation and the donors will still be listed separately on the Council Agenda and read aloud during the approval of the consent agenda.

SOURCE OF FUNDS:

N/A

City of South St. Paul
Dakota County,
Minnesota

RESOLUTION NO. 2024-087

Acceptance of Gift Donations

WHEREAS, The City of South St. Paul is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, in accordance with the terms prescribed by the donor.

WHEREAS, The City of South St. Paul receives donations from various sources and businesses within the City of South St. Paul and the surrounding areas.

WHEREAS, the City of South St. Paul finds it is appropriate to accept the donation(s) offered with appreciation.

THEREFORE, BE IT RESOLVED: by the City Council of the City of South St. Paul, Minnesota, to accept the following donation(s):

| Doner | Amount | Department | Designation |
|----------------|---------------|--------------------|---------------------|
| Waterous, Inc. | \$1,000 | Parks & Recreation | 2024 Splish, Splash |

The City Clerk is hereby directed to issue receipts to each donor acknowledging the City's receipt of the donor's donation.

Adopted this 15th day of July 2024.

City Clerk



City Council Agenda
Date: July 15, 2024
Department: City Clerk
Prepared by: Deanna Werner
Admin: RG

8-0

Agenda Item:

Action to be considered: Appointment of Election Judges

Motion to adopt Resolution No. 2024-088, Appointing Election Judges for the Statewide Primary Election to be held on August 13, 2024.

Overview:

Section 204B.21, Subd. 2 of the Minnesota Election Laws requires that Election Judges shall be appointed by the governing body of the municipality.

The attached list of names includes Election Judges who have worked over the past several years, as well as new Election Judges. All Election Judges will be required to attend an biannual training as mandated by State Law to serve for as an Election Judge. The Election Judges that are appointed by the City continue to provide some of the most efficiently run elections in Dakota County. They are very committed and dedicated to their work as Election Judges.

Source of Funds: N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION No. 2024-088

**RESOLUTION APPOINTING ELECTION JUDGES
AND ABSENTEE BALLOT BOARD
FOR THE 2024 Statewide Primary on August 13, 2024.**

WHEREAS, pursuant to Section 204B.21 of the Minnesota Election Laws, Election Judges shall be appointed by the governing body of the municipality; and

WHEREAS, the appointments shall be made at least 25 days before the Election at which the Election Judges will serve; and]

WHEREAS, Election Judges shall receive at least the prevailing Minnesota minimum wage for each hour spent carrying out duties at the polling place and in attending training session; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul that the individuals listed on the attached Exhibit A are appointed to serve as Election Judges for the Elections to be held on August 13, 2024.

BE IT FURTHER RESOLVED, the City Clerk is authorized to appoint additional Election Judges as needed for the conduct of this Election.

Adopted this 15th day of July 2024

City Clerk

Exhibit A

| Last Name | First Name | Assignment |
|------------------|-------------------|-------------------|
| Arneson | Cary | Election Judge |
| Baumann | Faye | Election Judge |
| Bernal | Ernesto | Election Judge |
| Bernal | Suzanne | Election Judge |
| Chadwick | Barb | Election Judge |
| Dalzell | Dawn | Election Judge |
| Diaz | Linda | Election Judge |
| Feit | Joshua | Election Judge |
| Fritsche | Patricia | Election Judge |
| Gervais | Ryan | Election Judge |
| Goaley | Cathy | Election Judge |
| Goossens | LouAnn | Election Judge |
| Haye | Tracy | Election Judge |
| Hiedeman | Scott | Election Judge |
| Hinz | Joseph | Election Judge |
| Hrinda | Deb | Election Judge |
| Humann | Paul | Election Judge |
| Jarman | Judy | Election Judge |
| Joynson | Barb | Election Judge |
| Keith | Linda | Election Judge |
| Knock | Jerry | Election Judge |
| Peterson | Lisa | Election Judge |
| Pickar | James | Election Judge |
| Polzin | Tom | Election Judge |
| Rakness | Rich | Election Judge |
| Randle Sr. | Michael | Election Judge |
| Sanford | Carol | Election Judge |
| Schlemmer | Monica | Election Judge |
| Schroeder | Patricia | Election Judge |
| Schroeder | Robin | Election Judge |
| Stoltenow | Mark | Election Judge |
| Strehlow | Catherine | Election Judge |
| Vaz | Meyrick | Election Judge |
| Werner | Tom | Election Judge |



AGENDA ITEM: Award Quote for Tree Planting in Boulevards Around Veterans Field Park to Hoffman & McNamara

ACTION TO BE CONSIDERED:

Award a quote to Hoffman & McNamara in the amount of \$16,671 for tree planting.

OVERVIEW:

In 2021, the City received a grant in the amount of \$94,500 from the Department of Natural Resources to assist the City with tree removal and replacement that was necessary due to Emerald Ash Borer. At the time, Staff awarded a quote to Davey Tree Expert Company for ash tree removal and replacement. The original quote amount/contract with Davey has been fulfilled, and the City still has approximately \$17,451 left in grant funding that can be spent on planting additional trees. This funding will be used to plant new trees in the boulevards around Veterans Field Park. Staff requested quotes from qualified contractors on the cost to plant 40 trees in this area. The lowest quote is from Hoffman & McNamara:

| Contractor | Total Cost |
|--------------------|------------|
| Hoffman & McNamara | \$16,671 |
| Tree Trust | \$17,150 |

RECOMMENDATION:

Staff recommend awarding the quote to Hoffman & McNamara.

SOURCE OF FUNDS:

2021-2024 Shade Tree Bonding Grant.

ATTACHMENTS:

A- Approximate Tree Planting Locations

ATTACHMENT A
APPROXIMATE TREE PLANTING LOCATIONS



Blue dot = Approximate tree planting location
Red outline= Traffic visibility area. No trees to be planted in this area.



AGENDA ITEM: Conditional Employment Offer – Entry Level Police Officer

ACTION TO BE CONSIDERED:

Motion to appoint Dylan Christensen as a probationary entry level police officer effective on, or after August 5th, 2024, at a starting monthly salary consistent with his years of sworn experience, as articulated in the current LELS contract, contingent upon successful completion of a background investigation, physical examination, and psychological evaluation.

OVERVIEW:

As part of the 2024 Police Protection Budget, with the inclusion of federal funding, the authorized staffing level for the police department is set at thirty-seven sworn officers and staff have been working to identify qualified applicants as we currently are staffed at thirty-one officers, with an additional set to begin with us later this month.

During the November 6th, 2023, Civil Service Commission Meeting, the Commission directed staff to begin taking continual applications and an initial eligible register was established on December 4th, 2023, that has since been exhausted. A second eligible register was established on July 15th, 2024, and the Commission has certified the top three applicants for consideration of appointment. A redacted copy of the top candidates' application and resume is attached.

Dylan Christensen holds an Associate's Degree from Inver Hills Community College, is currently serving in the Minnesota Army National Guard, and worked for the South St. Paul Police Department first as a Community Service Officer, then as a Police Officer before resigning in good standing to seek employment elsewhere in June of 2024.

John Quinlan holds a Bachelor's degree from the University of Minnesota and is currently working as a Police Officer in the City of San Francisco, California.

Payton Powell holds an Associate's Degree from Inver Hills Community College and is currently finishing his law enforcement skills training at Hennepin Technical College, while working full time as a sales executive.

Police Department staff have reviewed the application, testing materials, and preliminary background information for this candidate and recommends Dylan Christensen be given a conditional employment offer as probationary police officer effective on, or after August 5th, 2024, contingent upon successful completion of a background investigation, physical examination, and psychological evaluation,

SOURCE OF FUNDS:

2024 Police Protection Budget

SOUTH SAINT PAUL POLICE DEPARTMENT

2024-1 ENTRY LEVEL POLICE OFFICER TEST

| NAME | | FIRST ORAL GROSS | FIRST ORAL WEIGHTED | SECOND ORAL GROSS | SECOND ORAL WEIGHTED | VETERAN'S PREFERENCE | RESERVE/ CSO - Bonus | TOTAL SCORE | FINAL RANKING |
|---------------|----------|---------------------|------------------------|----------------------|-------------------------|-------------------------|-------------------------|----------------|------------------|
| Christensen | Dylan | 54.00 | 40.00 | 63.00 | 60.00 | 10 | | 110.00 | 1 |
| Quinlan | John | 54.00 | 40.00 | 63.00 | 60.00 | | | 100.00 | 2 |
| Powell** | Payton | 42.00 | 31.11 | 63.00 | 60.00 | | | 91.11 | 3 |
| Murwanashyaka | Innocent | 48.00 | 35.56 | 56.00 | 53.33 | | | 88.89 | 4 |

The Commission directed that the weighting of the scores would be 40% for initial oral interviews and 60% for the final interview.

Initial oral interviews scored as follows: Gross score divided by 54 (total points possible) then multiplied by 100 (put on 100 pt scale) then multiple by 0.40 (weighted value)

Final oral interview scored as follows: Gross score divided by 63 (total points possible) then multiplied by 100 (put on 100 pt scale) then multiplied by 0.60 (weighted value)

Those candidates who qualified for Veteran's Preference had ten (10) points added to their total score. Qualified disabled veterans had fifteen (15) points added to their total score.

Candidates that are current South St. Paul Police Reserves or Community Service Officer with at least one (1) year of service had five (5) points added to their score.

** (Not Currently Eligible)

7/15/2024

MEMORANDUM

To: The Honorable Mayor James P. Francis
Members of the City Council
From: James Woodburn-Secretary
South St. Paul Police and Fire Civil Service Commission
Date: July 15th, 2024
Subject: Certification of the top three standing names from the police officer eligibility list

In accordance with the Civil Service Rules for the Police Department, Rule 14, the below listed names are certified by this Commission as the top three (3) eligible candidates for the position of police officer with the South St. Paul Police Department.

The police officer candidates are listed in their order of finish after completion of the testing process approved by this Commission.

- 1) Dylan Christensen
- 2) John Quinlan
- 3) Payton Powell

James Woodburn – Secretary

EMPLOYMENT APPLICATION



CITY OF SOUTH ST. PAUL
 125 3rd Ave N
 South St. Paul, Minnesota 55075
 651-554-3203
<http://www.southstpaul.org>

Christensen, Dylan Alexander
 23-00011 POLICE OFFICER

Received: 7/11/24 12:42 PM
For Official Use Only:
 QUAL: _____
 DNQ: _____
 Experience
 Training
 Other: _____

PERSONAL INFORMATION

| | |
|---|--|
| POSITION TITLE: POLICE OFFICER | EXAM ID#: 23-00011 |
| NAME: (Last, First, Middle) Christensen, Dylan Alexander | SOCIAL SECURITY NUMBER: N/A |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | EMAIL ADDRESS: countryfishingpro@gmail.com |
| HOME PHONE: | NOTIFICATION PREFERENCE: Email |
| LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| What is your highest level of education? Associate's Degree | |

PREFERENCES

| |
|---|
| WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular |
| TYPES OF WORK YOU WILL ACCEPT: Full Time |

EDUCATION

| | | |
|--|---|--|
| DATES: | SCHOOL NAME: Andover high school | DEGREE RECEIVED: High School Diploma |
| LOCATION: (City, State/Province) Andover , Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DATES: | SCHOOL NAME: Inver Hills Community College | DEGREE RECEIVED: Associate's |
| LOCATION: (City, State/Province) Inver Grove Heights , Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| MAJOR: Law Enforcement | | |
| DATES: | SCHOOL NAME: Metro State University | DEGREE RECEIVED: Bachelor's |
| LOCATION: (City, State/Province) Saint Paul , Minnesota | DID YOU GRADUATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| MAJOR: Criminal Justice | | |

WORK EXPERIENCE

| | | |
|---|---|---|
| DATES: From: 6/2024 To: Present | EMPLOYER: Washington County Sheriffs Office | POSITION TITLE: Deputy |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Stillwater, Minnesota | | |
| SUPERVISOR: Mike Petrey - Sergeant | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DUTIES: Patrolled areas Arrested suspects Made traffic stops Wrote reports Entered evidence | | |
| REASON FOR LEAVING: Going back to South St Paul. WashCo was not I thought it was and I missed the work environment and family atmosphere of South St Paul | | |
| DATES: From: 12/2018 To: Present | EMPLOYER: Minnesota Army National Guard | POSITION TITLE: Infantry Sergeant |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Detroit Lakes, Minnesota | | |

| | | |
|--|---|---|
| PHONE NUMBER: 6512688222 | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DUTIES: Deployed to the Middle East to aid in Operation Spartan Shield and performed security operations for the region. Activated during the Minneapolis Riots of 2020 aiding in the Law • Enforcement duties Monitored and authorized access to restricted areas by employees and visitors to guard against theft and incursion. | | |
| DATES: From: 1/2023 To: 5/2024 | EMPLOYER: South St. Paul Police Department | POSITION TITLE: Police Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 125 3rd Ave N, South St. Paul, Minnesota, 55075 | | |
| PHONE NUMBER: 6515543300 | SUPERVISOR: Mike Running - Commander | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: Arrested suspects following established procedures while exercising caution and good judgment. Protected citizens by preventing crime, enforcing laws and apprehending suspects. Communicated with victims, suspects and witnesses to gather and provide information regarding criminal events. | | |
| REASON FOR LEAVING: K9 Interested in a variety of communities to serve. Interested in patrolling a larger area. Interested in working for a bigger agency and want to serve the community I live in. | | |
| DATES: From: 6/2022 To: 1/2023 | EMPLOYER: South St. Paul Police Department | POSITION TITLE: Community Service Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 125 3rd Ave N, South St. Paul, Minnesota, 55075 | | |
| PHONE NUMBER: 6515543300 | SUPERVISOR: Mike Running - Commander | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: • Patrolled assigned areas in a vehicle to ensure public safety and security. • Assisted with traffic control during special events, such as parades or sporting events. • Issued citations for violations of local ordinances and state laws. | | |
| REASON FOR LEAVING: Promoted to police officer | | |
| DATES: From: 8/2020 To: 6/2022 | EMPLOYER: City of Inver Grove Heights Fire Department | POSITION TITLE: Firefighter |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Inver Grove Heights, Minnesota, 55076 | | |
| SUPERVISOR: Josh Parrow - Captain | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DUTIES: Administered emergency treatment and medical care to people in various emergencies Answered emergency situations quickly and assessed conditions to contain fires, assist victims and prevent escalation. Collaborated with other emergency personnel when responding to emergencies. | | |
| REASON FOR LEAVING: Started Job as a CSO with South St. Paul | | |
| DATES: From: 7/2019 To: 5/2022 | EMPLOYER: Marks Towing | POSITION TITLE: Tow Truck Driver |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Eagan, Minnesota | | |
| SUPERVISOR: Craig - Manager | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DUTIES: Consulted with supervisors and dispatch personnel to assess situations, determine appropriate solutions and make decisions. Responded to roadside assistance requests to provide tows and other types of support. Completed vehicle recoveries, private tows and involuntary retrievals in collaboration with businesses and police departments. | | |
| REASON FOR LEAVING: Wanted to get into something more related to law enforcement so that I could obtain skills to better myself later on down the road. I came back to the job after the security job. I currently work here. | | |
| DATES: From: 1/2020 To: 11/2020 | EMPLOYER: Capital Investigations and Security Services | POSITION TITLE: Security Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) St. Paul, Minnesota | | |
| PHONE NUMBER: 6125047495 | SUPERVISOR: SGT SCOTT - SGT | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |

DUTIES:
 Patrol areas assigned
 Keep peace
 enforce private property regulations
 Issue warnings and trespasses
 Keep the property and the residents of contracted properties safe.

REASON FOR LEAVING:
 Lack of pay and not what I thought the job would be.

| | | |
|--|---|-----------------------------------|
| DATES: From: 1/2016 To: 12/2019 | EMPLOYER: Telcom construction | POSITION TITLE: Foreman |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Clearwater, Minnesota | | |
| SUPERVISOR: Don - Zwillig | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |

DUTIES:
 -Operate all equipment
 -Train other employees
 -Read blue prints
 -Coordinate plans to successfully install underground fiber optics
 -customer service
 - understand, execute, and turn in work orders affectively
 - repair and service fiber optic phone lines and power and gas services
 - maintain knowledge of all equipment and duties

REASON FOR LEAVING:
 Joined the national guard and moving to the cities to attend college for law enforcement

| | | |
|---|-----------------------------------|----------------------------------|
| DATES: From: 6/2015 To: 1/2016 | EMPLOYER: Buyer roofing | POSITION TITLE: Roofer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Waite park, Minnesota | | |
| MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |

DUTIES:
 - affectively install rubber 4 ply roofing materials to commercial buildings
 - framing out parts of different roofs
 -mixing hot tar
 -Operating equipment
 -use and knowledge of power tools

REASON FOR LEAVING:
 Found better job with better pay

| | | |
|---|--|--|
| DATES: From: 2/2014 To: 6/2015 | EMPLOYER: Oreilly auto parts | POSITION TITLE: Parts specialist |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) Champlin, Minnesota | | |
| MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |

DUTIES:
 -knowledge of parts
 -Sale of automotive parts
 -customer service
 - delivery of parts

REASON FOR LEAVING:
 Graduated high school and moved

CERTIFICATES AND LICENSES

| | |
|--------------------------------------|--|
| TYPE: CPR and First Aid | ISSUING AGENCY: |
| LICENSE NUMBER: | |
| TYPE: EMR | ISSUING AGENCY: |
| LICENSE NUMBER: | |
| TYPE: POST (PEACE OFFICER) | ISSUING AGENCY: South St. Paul |
| LICENSE NUMBER: 27878 | |

Skills

OFFICE SKILLS:
 Typing:30
 Data Entry:0

OTHER SKILLS:

LANGUAGE(S):

ADDITIONAL INFORMATION

| |
|--|
| Additional Information PIT/TVI Certified SFST/ARIDE Certified Military Service National Guard as of 12/27/18 Middle East Deployment 03/2021-02/2022 Minneapolis riots activation |
|--|

REFERENCES

| | | |
|---|--------------------------------------|--|
| REFERENCE TYPE: Professional | NAME: George Wong | POSITION: Tow Truck Operator/Heavy Wrecker Operator |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: racer-greenblur@hotmail.com | | PHONE NUMBER: |
| REFERENCE TYPE: Personal | NAME: Ashley Weller | POSITION: Sergeant Minnesota Army National Guard/Team Leader |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: ashleyweller22@gmail.com | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Nicholas Grundhauser | POSITION: Sergeant Minnesota Army National Guard/Saint Paul Police Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Chantz DeJean | POSITION: Staff Sergeant Minnesota Army National Guard/Squad Leader |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: chantz.dejean@gmail.com | | PHONE NUMBER: |

EMPLOYMENT APPLICATION



CITY OF SOUTH ST. PAUL
 125 3rd Ave N
 South St. Paul, Minnesota 55075
 651-554-3203
<http://www.southstpaul.org>

Quinlan, John Reilly
 23-00011 POLICE OFFICER

Received: 6/19/24 4:25 AM

For Official Use Only:

QUAL: _____

DNQ: _____

Experience

Training

Other: _____

PERSONAL INFORMATION

| | |
|---|--|
| POSITION TITLE: POLICE OFFICER | EXAM ID#: 23-00011 |
| NAME: (Last, First, Middle) Quinlan, John Reilly | SOCIAL SECURITY NUMBER: N/A |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | EMAIL ADDRESS: johnreillyquinlan@gmail.com |
| HOME PHONE: | NOTIFICATION PREFERENCE: Email |
| LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| What is your highest level of education? Some College | |

PREFERENCES

| |
|---|
| WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular |
| TYPES OF WORK YOU WILL ACCEPT: Full Time |

EDUCATION

| | | |
|---|---|---------------------------------------|
| DATES: | SCHOOL NAME: University of Minnesota Twin Cities? ? Minneapolis | |
| LOCATION: (City, State/Province) Minneapolis, Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | DEGREE RECEIVED: Bachelor's |
| MAJOR: Applied Economics | | |

WORK EXPERIENCE

| | | |
|--|---|--|
| DATES: From: 3/2020 To: Present | EMPLOYER: San Francisco Police Department | POSITION TITLE: Police Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 1245 3rd St, San Francisco, California, 94121 | | |
| MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | | |
| # OF EMPLOYEES SUPERVISED: 0 | | |
| DUTIES: Currently assigned to a Violence Reduction Team on patrol out of Tenderloin Station. | | |

CERTIFICATES AND LICENSES

| | |
|---|-----------------------------------|
| TYPE: California POST Certificate | |
| LICENSE NUMBER: | ISSUING AGENCY: |
| TYPE: Minnesota POST Reciprocity Exam | |
| LICENSE NUMBER: | ISSUING AGENCY: MN POST |

Skills

| |
|---|
| OFFICE SKILLS: Typing: Data Entry: |
| OTHER SKILLS: |
| LANGUAGE(S): English - <input checked="" type="checkbox"/> Speak <input checked="" type="checkbox"/> Read <input checked="" type="checkbox"/> Write |

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

Nothing Entered For This Section

Payton Powell

Police Officer

payton.a.powell@trainingmag.com

Experience

Account Executive Lakewood Media Group

May 2015 - Current

For nearly the past decade I have managed an extensive list of key clients, oversee all conference and sponsorship sales, and have assisted in developing crucial changes in the company to survive and thrive through the COVID-19 pandemic. I have also grown my share of media sales considerably from the ground up.

Reserve Deputy Dakota County Sheriff's Office

September 2022 - Present

As a reserve deputy I primarily assist the agency with special public events, work with outside agencies for their special public events, and do monthly patrol and transport duties with another reserve deputy.

Community Service Officer Cottage Grove Police Department

May 2024 – Present

As a community service officer, I work closely with sworn officers and administration to diligently assist in their duties as well as serve the public by responding to non-emergency calls. I work to build and manage community relations, write reports, and serve the public interest within the scope of my duties.

Education

January 2023 – Present (anticipated graduation December 2024)

Associate degree, Inver Hills Community College

Skills

Conversational Spanish
EMR Certified

Market Research
Problem-solving

Communication
Leadership

EMPLOYMENT APPLICATION



CITY OF SOUTH ST. PAUL
 125 3rd Ave N
 South St. Paul, Minnesota 55075
 651-554-3203
<http://www.southstpaul.org>

Powell, Payton A
23-00011 POLICE OFFICER

Received: 6/20/24 11:10 AM

For Official Use Only:

QUAL: _____

DNQ: _____

Experience

Training

Other: _____

PERSONAL INFORMATION

| | |
|---|--|
| POSITION TITLE: POLICE OFFICER | EXAM ID#: 23-00011 |
| NAME: (Last, First, Middle) Powell, Payton A | SOCIAL SECURITY NUMBER: N/A |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | EMAIL ADDRESS: payton.a.powell@gmail.com |
| HOME PHONE: | NOTIFICATION PREFERENCE: Email |
| LEGAL RIGHT TO WORK IN THE UNITED STATES? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| What is your highest level of education? Some College | |

PREFERENCES

| |
|---|
| WHAT TYPE OF JOB ARE YOU LOOKING FOR? Regular |
| TYPES OF WORK YOU WILL ACCEPT: Full Time |

EDUCATION

| | | |
|---|---|--|
| DATES: | SCHOOL NAME: Minneapolis South High School | DEGREE RECEIVED: High School Diploma |
| LOCATION: (City, State/Province) Minneapolis, Minnesota | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| DATES: | SCHOOL NAME: Inver Hills Community College | DEGREE RECEIVED: Associate's |
| LOCATION: (City, State/Province) Inver Grove Heights, Minnesota | DID YOU GRADUATE? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | |
| MAJOR: Culturally Responsive Professional Peace Officer | | |

WORK EXPERIENCE

| | | |
|--|---|---|
| DATES: From: 4/2015 To: Present | EMPLOYER: Lakewood Media Group | POSITION TITLE: Sales Executive |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 5353 Knox Ave S, Minneapolis, Minnesota, 55419 | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | COMPANY URL: trainingmag.com |
| PHONE NUMBER: 6123840733 | SUPERVISOR: Bryan Powell - CFO/Owner | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: To work with clients to connect them to our numerous media and conference resources. Help them increase brand awareness among our audience and help them utilize our lead generation products. Work with clients to make sure all their needs are met at our conferences. | | |
| REASON FOR LEAVING: I still work at this job. | | |
| DATES: From: 5/2024 To: Present | EMPLOYER: Cottage Grove Police Department | POSITION TITLE: Community Service Officer |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 12800 Ravine Parkway S, Cottage Grove, Minnesota, 55016 | DID YOU GRADUATE? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No | |
| PHONE NUMBER: 651-458-2850 | SUPERVISOR: Nils - Torning | MAY WE CONTACT THIS EMPLOYER? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No |
| DUTIES: As a CSO for Cottage Grove police department, my primary responsibility is to serve the city by responding to calls for service, assisting sworn officers with their duties, patrolling the city and parks, and writing reports based on the actions I take throughout the day. Some of these calls include, but are not limited to: dog bites, loose animals, responding to vehicle lockouts, motorist assists, noise complaints, collecting or delivering evidence to sworn officers or administration and more. | | |

REASON FOR LEAVING:

I am currently still employed part-time; I chose to Cottage Grove as they offered a CSO position that I felt would prepare me for a sworn position once I was POST eligible. I plan on leaving this position once I finish skills and secure full-time employment as a sworn peace officer.

CERTIFICATES AND LICENSES

| | |
|---|---|
| TYPE: Emergency Medical Responder | |
| LICENSE NUMBER: 1026694 | ISSUING AGENCY: Minnesota Emergency Medical Services Regulatory Board |
| TYPE: Basic Life Support | |
| LICENSE NUMBER: 245416254793 | ISSUING AGENCY: American Heart Association |

Skills

| |
|--|
| OFFICE SKILLS: Typing: Data Entry: |
| OTHER SKILLS: |
| LANGUAGE(S): Spanish - <input type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write |

ADDITIONAL INFORMATION

Nothing Entered For This Section

REFERENCES

| | | |
|---|---------------------------------|---|
| REFERENCE TYPE: Personal | NAME: Matthew Miranda | POSITION: Investigator - St. Louis County Sherrif's Department |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: mirandam@stlouiscounty.mn.gov | | PHONE NUMBER: |
| REFERENCE TYPE: Personal | NAME: Matthew Schmidt | POSITION: |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 651 Stewart Ave N, South Saint Paul, Minnesota 55075 | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Trevor Lunn | POSITION: |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) 645 Stewart Ave N, South Saint Paul, Minnesota 55075 | | |
| EMAIL ADDRESS: | | PHONE NUMBER: |
| REFERENCE TYPE: Personal | NAME: Peter Karns | POSITION: |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: | | PHONE NUMBER: 6128177118 |
| REFERENCE TYPE: Professional | NAME: Wayne Wegener | POSITION: Captain - Mendota Heights Police Department |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: wwegener@mendotaheightsmn.gov | | PHONE NUMBER: |
| REFERENCE TYPE: Professional | NAME: Leah Nelson | POSITION: Conference Operations Director - Lakewood Media Group |
| ADDRESS: (Street, City, State/Province, Zip/Postal Code) | | |
| EMAIL ADDRESS: leah@trainingmag.com | | PHONE NUMBER: |



AGENDA ITEM: Public Hearings – Liquor Violations

ACTION TO BE CONSIDERED:

Motion to adopt the following resolutions:

Resolution 2024-089, Imposing Sanctions Upon Retail Off Sale Liquor License Holder – Cantor Inc., DBA Hat Trick Liquors, 1150 Southview Blvd.

Resolution 2024 -090, Imposing Sanctions Upon Retail On Sale Wine/Strong Beer License Holder – El Hornito Wood Fire Pizza, 1527 5th Ave.

OVERVIEW:

On June 17th, 2024 the City Council called for public hearings to be held on Monday, July 15th, 2024, to consider the imposition of sanctions for liquor violations which occurred at the following locations:

- Hat Trick Liquor, 1150 Southview Blvd.
- El Hornito Wood Fire Pizza, 1527 5th Ave.

Each year the Police Department conducts alcohol and tobacco compliance checks on City- licensed establishments. In performing compliance checks, the Police Department utilizes age appropriate individuals who are under police supervision. These individuals will enter an establishment and either request to be served alcohol or attempt to purchase a tobacco product. Alcohol compliance checks are performed separately from tobacco compliance checks.

On March 29, 2024, the Police Department conducted liquor compliance checks on all South St. Paul liquor license holders. Hat Trick Liquor and El Hornito Wood Fire Pizza were found to be in violation of liquor laws by selling to a minor. Attached are the South St. Paul Police Incident Reports, Resolution adopting penalties for liquor law violations and a listing of past liquor violations.

State law authorizes the City Council to impose sanctions on a liquor holder for liquor law violations and requires that no suspension or revocation take effect until the licensee or permit holder has been given the opportunity for a hearing. In September of 2003, the City Council adopted a resolution which sets forth guidelines that may be considered when determining the sanction to be imposed. A copy of the resolution is attached.

Both liquor violations are considered first violations.

SOURCE OF FUNDS: N/A

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2003-183

**RESOLUTION RELATING TO CIVIL PENALTIES FOR VIOLATION OF
LAWS RELATING TO ALCOHOLIC BEVERAGES**

WHEREAS, state law authorizes an authority issuing a retail intoxicating liquor license to impose civil penalties upon a license holder who is found to have failed to comply with an applicable statute, rule, or ordinance relating to alcoholic beverages; and

WHEREAS, civil penalties authorized by state law include license suspension for up to 60 days, license revocation, imposition of a civil penalty of up to \$2,000 for each violation, or any combination of these sanctions; and

WHEREAS, the City Council adopted Resolution No. 98-144 providing guidelines which may be considered by the City Council in imposing civil penalties; and

WHEREAS, the City Council desires to modify the guidelines as set forth in this Resolution.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota, as follows:

1. The civil penalties to be imposed upon a holder of a retail intoxicating liquor license upon a finding of the licensee's failure to comply with an applicable statute, rule, or ordinance relating to alcoholic beverages shall be determined on a case-by-case basis and shall be appropriate in the opinion of the City Council taking into consideration the facts and circumstances of each case.

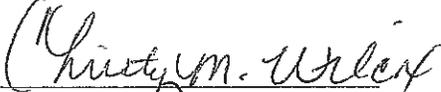
2. The following guidelines may be considered by the City Council in determining a civil penalty:

| NUMBER OF VIOLATIONS IN A CALENDAR YEAR | CIVIL PENALTY |
|--|--|
| First Violation | One to three day license suspension and a \$500 civil penalty to be paid before the expiration of the suspension |
| Second Violation | Five to ten day license suspension and a \$750 civil penalty to be paid before the expiration of the suspension |
| Third Violation | License revocation |

If a monetary civil penalty is not paid in full when due, the suspension imposed shall automatically extend until payment in full is made; or if a suspension of license was not imposed, and the monetary civil penalty is not paid when due, the license shall be suspended automatically, without further action of the City Council, until the civil penalty is paid in full. A license suspension shall not, however, exceed 60 days.

3. Resolution No. 98-144 is hereby rescinded and repealed.

Adopted this 2nd day of September, 2003.


City Clerk

**LIQUOR LICENSE VIOLATIONS PAST SANCTIONS IMPOSED
2010 to Present**

| Liquor License Holder | Sanction (Civil Penalty) | Month/Year of Violation |
|------------------------------|--|--------------------------------|
| 2024 | | |
| Hat Trick Liquor | TBD | 3/29/2024 |
| El Hornito Wood Fire Pizza | TBD | 3/29/2024 |
| 2023 | | |
| No Violations | | |
| 2022 | | |
| No Violations | | |
| 2021 | | |
| Bugg's Place | \$500.00 Penalty, \$200 suspended, \$300 due by 8/23/21 | 4/1/2021 |
| Croatian Hall | \$500.00 Penalty, \$200 suspended, \$300 due by 8/23/21 | 4/1/2021 |
| 2020 | | |
| Bugg's Place | 2020 (No Sanction Imposed – Due to COVID 19) | 3/10/2020 |
| 2019 | | |
| Croatian Hall | \$300.00 \$200.00 penalty if another violation within 1 year of 3/12/19 | 3/12/2019 |
| Big Discount Liquor | \$300.00 penalty if another violation with 1 year of 3/12/19 | 3/12/2019 |
| 2018 | | |
| EnVision Hotel | \$300.00 \$200.00 penalty if another violation within 1 Year of 3/15/18 | 3/15/2018 |
| Hat Trick Liquors | \$300.00 \$200.00 penalty if another violation within 1 year of 3/15/18 | 3/15/2018 |
| 2017 | | |
| El Neuvo 7 Mares | \$300.00 \$200.00 penalty if another violation within 1 year of 6/6/2017 | 6/6/2017 |
| 2016 | | |
| The Garden Bar | \$300.00 \$200.00 penalty if another violation within 1 year of 3/25/2016 | 3/25/2016 |
| 2015 | | |
| Super Mercado La Merced | \$300.00 \$200.00 penalty if another violation within 1 year of 4/3/2015 | 4/3/2015 |

| 2014 | | |
|---------------------------------|---|----------|
| Concord Bar & Grill (New Owner) | \$300.00 \$200.00 penalty if another violation within 1 year of 4/2/2014 | 4/2/2014 |
| 2013 | | |
| No Violations | | |
| 2012 | | |
| Al's Corral | \$500.00 (Licensee did not attend hearing) | 4/6/2012 |
| Concord Bar & Grill | \$300.00 \$200.00 penalty if another violation within 1 year of 4/6/2012 | 4/6/2012 |
| So. St. Paul Rod & Gun Club | \$200.00 from previous violation \$300.00 for 4/6/2012 violation and \$200.00 penalty if another violation within 1 year of 4/6/2012 | |
| Concord E-Z Stop | \$500.00 (Licensee did not attend hearing) | 4/6/2012 |
| 2011 | | |
| Mattie's Lanes | \$300.00 \$200.00 penalty if another violation within 1 year of 4/1/2011 | 4/1/2011 |
| Concord Bar & Grill | \$300.00 \$200.00 penalty if another violation within 1 year of 4/1/2011 | 4/1/2011 |
| P.N.A. Club | \$300.00 \$200.00 penalty if another violation within 1 year of 4/1/2011 | 4/1/2011 |
| So. St. Paul Rod & Gun Club | \$300.00 \$200.00 penalty if another violation within 1 year of 4/1/2011 | 4/1/2011 |
| 2010 | | |
| No Violations | | |

City of South St. Paul
Dakota County,
Minnesota

RESOLUTION NO. 2024-089

**RESOLUTION IMPOSING SANCTIONS UPON RETAIL OFF SALE
INTOXICATING LIQUOR LICENSE HOLDER
CANTOR INC., DBA: HAT TRICK LIQUOR**

WHEREAS, state law authorizes a city council to impose sanctions upon the holder of a retail off sale intoxicating liquor license who has failed to comply with an applicable statute, upon a hearing duly noticed, and the opportunity for the license holder to be heard:

NOW THEREFORE, BE IT RESOLVED: by the City Council of the City of South St. Paul, Minnesota, as follows:

FINDINGS

- 1.01 Notice of a hearing for the imposition of a sanction for a liquor violation was duly given to the off-sale intoxicating liquor license holder for the premises at 1150 Southview Blvd., South St. Paul, Minnesota on July 3, 2024, pursuant to Minnesota Statutes, section 14.57 to 14.69.
- 1.02 The hearing was held on Monday, July 15, 2024, in the Council Chambers of City Hall.
- 1.03 At the hearing all persons who appeared and desired to be heard, were heard.

CONCLUSION

- 2.01 Based upon the evidence presented at the hearing, the City Council concludes that the license holder for the premises at 1150 Southview Blvd. (Cantor Inc., DBA Hat Trick Liquor) failed to comply with an applicable statute in that an alcoholic beverage was sold to a minor on March 29th, 2024, in the licensed establishment.
- 2.02 The following sanction is imposed for the violation:
 - a) A \$500.00 civil penalty is imposed, but \$200.00 is suspended upon the condition there is no same or similar offense within one year of March 29th, 2024.
 - b) That the \$300.00 civil penalty be paid by 4:30 PM on Monday, July 22, 2024.
 - c) If the \$300.00 civil penalty is not paid by July 22, 2024, the license will be further suspended without notice of the licensee until the civil penalty is paid.

Adopted this 15th day of July 2024.

City Clerk



INCIDENT

South St. Paul - Investigations
125 3rd Ave. N.
South St. Paul, MN 55075
Telephone: 651-554-3300

Case Number: 24000756

Title: Alcohol Compliance Check

INCIDENT INFORMATION

Charges/Citation: 340A.503.2(1) (90G)

Address: 1150 Southview Boulevard
South St. Paul, MN 55075;
MINNESOTA US

Incident Type: Other

Parties Involved:

Start Date: 2024-03-29 14:15

Cline, Alisscia Samone 1993-06-26 Suspect

End Date: 2024-03-29 14:30

Hurrle, Tonya Mary 1991-12-16 Owner

Reported Date: 2024-03-29 15:24



CASE #: 24000756

CASE INFORMATION

Body Cam:

Yes

Surveillance Video:

No

Narcans:

No

Mental Health/Substance
Related:

No

Refer to Juvenile Social
Services:

No

INCIDENT REPORT

OFFICER INFORMATION

Name

Mellissa Cavalier
Lacey Radosevich

Agency

South St. Paul
South St. Paul

Badge

2141
2134

Role

Primary
Assisting

SYNOPSIS OF EVENTS

Female sold alcohol to a juvenile

NARRATIVE

On 03/29/24 Investigator Radosevich and I conducted alcohol compliance checks with the assistance of two people who are under the age of 21 years old. At approximately 1422 hours, D.M. entered Hat Trick Liquor Store located at 1150 Southview Blvd. Investigator Radosevich and I were able to listen and audio record using our work issued cellphones. D.M. went to the register with a 6 pack of Coors Light beer. The cashier (later identified as Alisscia Cline) asked for D.M.'s ID. D.M. handed Alisscia his instruction permit which states "under 21 until 01/06/2027." Alisscia looked at D.M.'s card, handed it back and rang up the Coors Light which was \$8.84 with tax. D.M. paid for the Coor's Light and walked out of the store with it.

I walked into Hat Trick and made contact with the manager, Tonya Hurrle, and advised her why I was there. Tonya brought Alisscia to the back so I could speak with her, and I advised her she sold alcohol to someone



INCIDENT

South St. Paul - Investigations
125 3rd Ave. N.
South St. Paul, MN 55075
Telephone: 651-554-3300

Case Number: 24000756
Title: Alcohol Compliance Check

under 21 years of age. Alisscia said she looked at the ID and thought it looked weird but thought [REDACTED] was 21. I advised Alisscia and Tonya I would be writing a report and forwarding for review of charges.

The Coors Light and receipt were placed into property as evidence.

CC: City Attorney

Officer Cavalier #2141

PARTIES INVOLVED

PERSON 1

Role(s): Suspect

Last: Cline First: Alisscia Middle: Samone Date of Birth: 1993-06-26 (30)

Sex: Female Race: Unknown Height: 503 -503 Weight: 135 -135 lbs Hair:

Eyes: Brown Is Juvenile?: No Ethnicity: Build: Complexion:

Residence: 804 County Road D; New Brighton, MN 55112-7546; US

Cell Phone: [REDACTED] Description:

CHARGES/ORDINANCES

Type: Statute Charge: 340A.503.2(1) (90G)

Level: Gross Misdemeanor UOC: Enh. Factor:

Description: Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr

PERSON 2

Role(s): Owner

Last: Hurrle First: Tonya Middle: Mary Date of Birth: 1991-12-16 (32)

Sex: Female Race: Height: 505 -505 Weight: 200 -200 lbs Hair:

Eyes: Brown Is Juvenile?: No

Residence: 8756 Bechtel Avenue; Inver Grove Heights, MN 55076-5150; US

Cell Phone: [REDACTED] Description:

CASE #: 24000756
INCIDENT REPORT

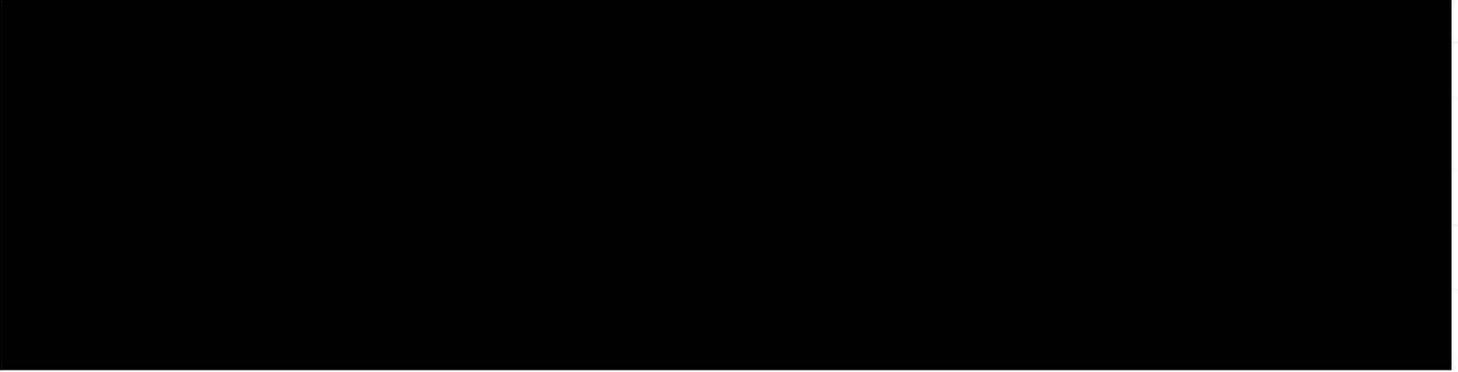


INCIDENT

South St. Paul - Investigations
125 3rd Ave. N.
South St. Paul, MN 55075
Telephone: 651-554-3300

Case Number: 24000756
Title: Alcohol Compliance Check

PERSON 3



NIBRS OFFENSE TYPE(s):

Liquor Law Violations

Location Type: Liquor Store

CASE #: 24000756

INCIDENT REPORT

City of South St. Paul
Dakota County,
Minnesota

RESOLUTION NO. 2024-090

**RESOLUTION IMPOSING SANCTIONS UPON RETAIL
ON SALE WINE & STRONG BEER LIQUOR LICENSE HOLDER
EL HORNITO WOOD FIRE PIZZA LLC**

WHEREAS, state law authorizes a city council to impose sanctions upon the holder of a retail on sale wine & strong beer liquor license who has failed to comply with an applicable statute, upon a hearing duly noticed, and the opportunity for the license holder to be heard:

NOW THEREFORE, BE IT RESOLVED: by the City Council of the City of South St. Paul, Minnesota, as follows:

FINDINGS

- 1.01 Notice of a hearing for the imposition of a sanction for a liquor violation was duly given to the on sale wine & strong beer liquor license holder for the premises at 1527 5th Ave., South St. Paul, Minnesota on July 3, 2024, pursuant to Minnesota Statutes, section 14.57 to 14.69.
- 1.02 The hearing was held on Monday, July 15, 2024, in the Council Chambers of City Hall.
- 1.03 At the hearing all persons who appeared and desired to be heard, were heard.

CONCLUSION

- 2.01 Based upon the evidence presented at the hearing, the City Council concludes that the license holder for the premises at 1527 5th Avenue (El Hornito Wood Fire Pizza) failed to comply with an applicable statute in that an alcoholic beverage was sold to a minor on March 29th, 2024, in the licensed establishment.
- 2.02 The following sanction is imposed for the violation:
 - a) A \$500.00 civil penalty is imposed, but \$200.00 is suspended upon the condition there is no same or similar offense within one year of March 29th, 2024.
 - b) That the \$300.00 civil penalty be paid by 4:30 PM on Monday, July 22, 2024.
 - c) If the \$300.00 civil penalty is not paid by July 22, 2024, the license will be further suspended without notice of the licensee until the civil penalty is paid.

Adopted this 15th day of July 2024.

City Clerk



INCIDENT
 South St. Paul - Investigations
 125 3rd Ave. N.
 South St. Paul, MN 55075
 Telephone: 651-554-3300

Case Number: 24000755
 Title: Alcohol Compliance Check

INCIDENT INFORMATION

Charges/Citation: 340A.503.2(1) (90G) **Address:** 1527 5th Avenue S
 South St. Paul , MN 55075;
 Dakota

Incident Type: Other **Parties Involved:**
Hetterick, Annette M Zabala De 1969-11-28
Suspect
 [Redacted]
 [Redacted]

Start Date: 2024-03-29 13:00
End Date: 2024-03-29 13:15
Reported Date: 2024-03-29 15:22

CASE INFORMATION

Photos: Yes **Body Cam:** Yes **Statements:** Yes

Surveillance Video: No **Narcan:** No **Mental Health/Substance Related:** No **Refer to Juvenile Social Services:** No

OFFICER INFORMATION

| Name | Agency | Badge | Role |
|-------------------|----------------|-------|-----------|
| Mellissa Cavalier | South St. Paul | 2141 | Primary |
| Lacey Radosevich | South St. Paul | 2134 | Assisting |

SYNOPSIS OF EVENTS

Female sold alcohol to a juvenile male.

NARRATIVE

On 03/29/24 Investigator Radosevich and I conducted alcohol compliance checks with the assistance of two people who are under 21 years old. At approximately 1304 hours, D.M. and B.D. entered El Hornito Wood Fired Pizza located at 1527 5th Avenue S. Investigator Radosevich and I were able to listen and record using our work issued cellphones. D.M. went to the register and ordered a Corona beer. The female server (later identified as Annette Hetterick) asked for D.M.'s ID. D.M. handed Annette his MN instruction permit card which states "under 21 until 01/06/2027." Annette looked at the card, handed it back to D.M. and served him a 12oz bottle of Corona Extra. D.M. paid for the Corona (\$4.50) and a Dr. Pepper (\$2.25) totaling \$7.32 with tax. D.M. and B.D. sat down in a booth and said code word "cheers" meaning they were served an alcoholic beverage.

CASE #: 24000755 INCIDENT REPORT

CONTAINS JUVENILE INFORMATION



INCIDENT

South St. Paul - Investigations
125 3rd Ave. N.
South St. Paul, MN 55075
Telephone: 651-554-3300

Case Number: 24000755

Title: Alcohol Compliance Check

I walked into El Hornito and observed D.M. and B.D. sitting in a booth with an open bottle of Corona Extra. I had D.M. and B.D. go back to the car and I took a photograph of the Corona. I made contact with Annette advised her why I was there. I asked Annette if she wish to provide a statement, which she replied that she was sorry. I advised Annette that I would be writing a report and sending it down for review of charges. I also advised her that the business would be reported and to inform her manager, Jose Morales, he would be contacted.

Photograph of the Corona and a copy of the receipt were uploaded to this case file.

CC: City Attorney

Officer Cavalier #2141

PARTIES INVOLVED

PERSON 1

Role(s): Suspect

| | | | |
|------------------------|-------------------------|-----------------------------------|---------------------------------------|
| Last: Hetterick | First: Annette | Middle: M Zabala De | Date of Birth: 1969-11-28 (54) |
| Sex: Female | Race: White | Height: 505 -505 | Weight: 200 -200 lbs |
| Eyes: Brown | Is Juvenile?: No | Ethnicity: Hispanic/Latino | Hair: |
| | | Build: | Complexion: |

Residence: 20 Crusader Avenue; West St Paul, MN 55118-4476; Dakota US

Cell Phone: [REDACTED] **Description:**

EMPLOYMENT INFORMATION

| | |
|--|---------------|
| Name: El Hornito | Type: |
| Occupation: Server | Shift: |
| Address: ; South St. Paul, MN; US | |

CHARGES/ORDINANCES

| | |
|--|------------------------------------|
| Type: Statute | Charge: 340A.503.2(1) (90G) |
| Level: Gross Misdemeanor | UOC: Enh. Factor: |
| Description: Liquor-Purchase/Sell/Barter/Furnish/Give to u/21yr | |

PERSON 2

[REDACTED]

CASE #: 24000755 INCIDENT REPORT

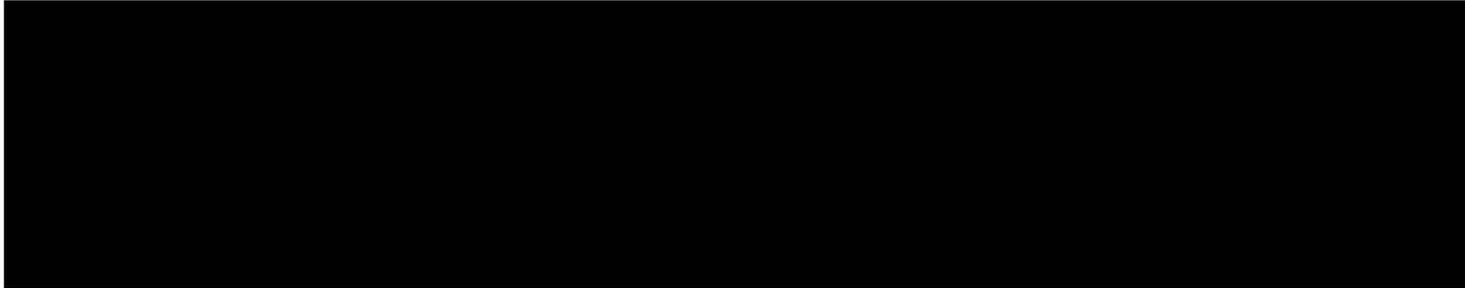
CONTAINS JUVENILE INFORMATION



INCIDENT

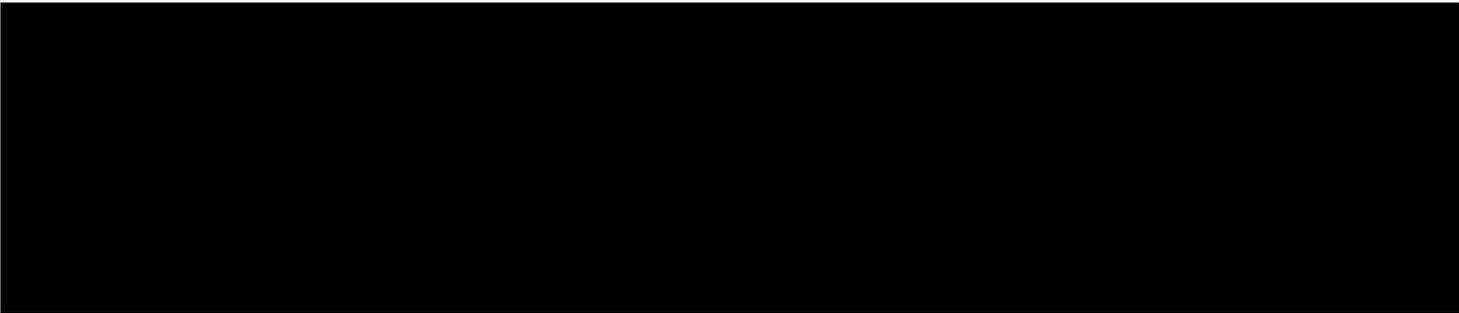
South St. Paul - Investigations
125 3rd Ave. N.
South St. Paul, MN 55075
Telephone: 651-554-3300

Case Number: 24000755
Title: Alcohol Compliance Check



CASE #: 24000755

PERSON 3



INCIDENT REPORT

NIBRS OFFENSE TYPE(s):

Liquor Law Violations

Location Type: Restaurant

CONTAINS JUVENILE INFORMATION



CITY COUNCIL AGENDA
REPORT DATE: 7/15/2024
DEPARTMENT: CITY CLERK
Prepared by: Deanna Werner
ADMINISTRATOR:RG

9-B

AGENDA ITEM:

Call for a Public Hearing on an Application for an On Sale Intoxicating Liquor License/ Sunday Liquor License at 600 Concord Street, South St. Paul, Michelandia Bar & Centro Botanero, LLC.

ACTION TO BE CONSIDERED:

Call for a Public Hearing to be held on Monday, August 5th, 2024, to consider the application for an On Sale Intoxicating Liquor License/Sunday Liquor License at 600 Concord Street, South St. Paul, Michelandia Bar & Centro Botanero, LLC.

OVERVIEW:

The City has received an application for an On Sale Intoxicating Liquor License/Sunday Liquor License at 600 Concord Street, South St. Paul, Michelandia Bar & Centro Botanero, LLC. The applicant is taking over the property that was previously occupied by Las Islas Gemelas, LLC. The new owner is seeking a on sale intoxicating liquor license / Sunday liquor license. The owners will also be applying for an entertainment to have music inside the property on occasion. They are not seeking a 2AM Close Permit and would be adhering the the standard 1:00 AM close time.

The applicant has provided all the required documents. A background investigation has been conducted and there are no concerns.

Staff is recommending a Public Hearing be called for Monday, August 5th, 2024 to consider this application and allow the public to be heard.

SOURCE OF FUNDS: N/A



AGENDA ITEM: Approve Conveyance of Land to the Economic Development Authority, Resolution 2024 - 85

ACTION TO BE CONSIDERED:

Motion to approve Resolution 2024 – 85.

OVERVIEW:

Under a 1970 Agreement between the City and the Metropolitan Sewer Board (predecessor agency to the Environmental Services Division of today’s Metropolitan Council), the former South St. Paul Municipal Sanitary Sewer Treatment Works was conveyed from the City to the Sewer Board, thereby ending the City’s long-standing ownership and operation of a wastewater treatment plant within the City. The 1970 agreement provided that when such time came that any or all of the property was deemed to be no longer needed for regional wastewater treatment purposes, such property would be transferred back to the ownership of the City. Beginning in 2018, the Met Council undertook projects to remove the last of remaining sanitary sewer infrastructure from the northern and eastern portion of a roughly 18-acre parcel to the south of their current lift station at 680 Verderosa Avenue, with the intention of transferring back to the City Lot 2, Block 1 and Outlot A of the “Wakota North” Plat. In September of 2023, the property was re-conveyed to the City in accordance with the Agreement.

As the Council is aware, we have been operating under a preliminary development agreement with Capital Partners Development towards the eventual cleanup and development of this challenging site. Already we have been successful in obtaining approval for more than 6 million dollars in federal and state grant assistance to assist in preparing the site for a 185,000 square foot light industrial development that will provide tax base and employment benefits to the City and region. As we continue to advance through the many elements of preliminary due diligence and alignment needed to begin this challenging development, it is appropriate for the South St. Paul Economic Development Authority to act as controlling agent of the property so that the statutory guidance and tools afforded to the EDA can be successfully and thoughtfully deployed in advance of this redevelopment. As such, Staff is recommending approval of Resolution 2024 – 85, and the conveyance of the property to the EDA.

ATTACHMENTS:

Orientation & Parcel Map
Resolution 2024 – 85

ATTACHMENT 1 – ORIENTATION MAP



City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2024-85

**A RESOLUTION APPROVING CONVEYANCE OF LAND TO THE
SOUTH ST. PAUL ECONOMIC DEVELOPMENT AUTHORITY
FOR REDEVELOPMENT PURPOSES**

WHEREAS, the City of South St. Paul (“City”) is the fee owner of real property legally described as follows:

Lot 2, Block 1, Wakota North and Outlot A, Wakota North,

Dakota County, Minnesota

Abstract Property

PID: 36-83210-01-020 and 36-83210-00-010

(the “Property”); and

WHEREAS, the City desires to convey the Property to the South St. Paul Economic Development Authority (“EDA”) for redevelopment purposes.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South St. Paul, Minnesota:

1. That the conveyance of the Property to the EDA is in the public interest of the City and its people, furthers its general plan of economic development and furthers the aims and purposes of Minn. Stat. Sections 469.090 to 469.108; and the appropriate officials are authorized to take such action so as to effectuate such conveyance.
2. That said conveyance has no relationship to the City’s Comprehensive Plan and therefore the South St. Paul City Council has dispensed with the requirements of Minn. Stat. § 462.356, Subd. 2, that may require the South St. Paul Planning Commission to perform a Comprehensive Plan compliance review of said conveyance that may constitute a disposal of real property pursuant to § 462.356, Subd. 2.

Adopted this 15th day of July, 2024.

Deanna Werner, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: JULY 15, 2024

DEPARTMENT: Planning

Prepared By: Monika Miller, Associate Planner

ADMINISTRATOR: RG

10-B

AGENDA ITEM: 1st Reading- Ordinance Amendment Overhauling Standards for Signage

ACTIONS TO BE CONSIDERED:

A motion to introduce for a first reading an ordinance amendment overhauling the regulations for signage.

OVERVIEW:

Background

In the last few years, the City has undertaken several sign code “clean-up” projects aimed at improving the code and reducing the number of unnecessary sign variances the City must review each year. The two “clean-up” ordinances that were adopted in 2022 have been successful, both in reducing the amount of staff time spent reviewing variances and creating a sign code that is consistent with the signage needs of local businesses. To build off of this success, Staff is proposing one final sign ordinance update to address some remaining issues:

- The City Code does not line up with the community’s longstanding approach to painted wall signs and murals.
 1. The City Code prohibits all painted wall signs but many of the businesses on Southview Boulevard and Marie Avenue have unlawfully painted signs on their buildings without permits. City Staff has never received any complaints about these signs and many other communities in the metro (i.e. Saint Paul and Edina) allow painted wall signs.
 2. In 2006, the Planning Commission and the City Council directed City Staff to allow a “mural” to be painted on the side of Black Sheep Coffee and instructed Staff not to treat murals like painted wall signs. However, the City Code was never updated to define what a “mural” is or distinguish between murals and painted signs. The businesses on Southview and Marie would likely try to claim that their unlawful painted wall signs are “murals” if challenged.
- There are inconsistencies in the rules for temporary signs. *The City has developed standards for temporary signs which have been enforced for many years but these standards have never actually been added to the City Code. This makes it difficult for staff to explain and enforce the regulations for temporary signs.*
- There are inefficiencies in the organization of the sign ordinance. *Many of the sign regulations are arranged in a hodge-podge manner rather than alphabetically which can make it difficult for staff and the public to find the appropriate standards for the desired*

type of signage. Additionally, there are several outdated and incorrect references littered throughout the code which impacts the usability of the ordinance.

Proposed Changes to the Sign Ordinance

Painted Signs and Murals

In the last several years, South St. Paul's passionate artists have been painting the sides of South St. Paul buildings with art that often promotes the business in the same way that a sign would. The locations in South St. Paul with painted wall art include the Farmers Insurance Building (620 Southview Boulevard), Maple Tree Day School (1002 Marie Avenue), the School District Office Building (104 5th Avenue South), Black Sheep Coffee (820 Southview Boulevard), the Coop (157 3rd Avenue South), Southview 66 (725 Southview Boulevard), Pounce and Fetch (512 Southview Boulevard), and Complete Events (525 Southview Boulevard). South St. Paul's sign code currently prohibits painted signs. While these paintings may appear to be harmless, there could be issues if the City gets a complaint and attempts to enforce the sign ordinance against one business's painted wall sign while ignoring some of the others and calling them "murals." As previously stated, the City Code does not clearly distinguish between a painted wall sign and a mural.

The ordinance would codify the approach to murals that the City of South St. Paul has taken since 2006 while also officially legalizing painted wall signs and subjecting them to the same regulations that govern other wall signs. The new language would clarify that painted wall signs are different than murals and would be defined as such. Murals would be defined and listed as an exempt type of sign that the city does not regulate as long as they are going on a building with commercial or industrial zoning or onto an institutional building like a church or school. Painted signs would be regulated the same way as other wall signs and would require a permit.

Temporary Sign Regulations

The ordinance language would codify the standards for temporary signs found on the temporary sign permit application as well as to update and reorganize some of the existing types of temporary signs. These standards include a maximum number of temporary signs that can be at one property (3 signs), a limit to the amount of temporary signage that can be at one property (100 square feet), language that clarifies that temporary signs need to be located on private property, and that temporary signs cannot be illuminated. Historically, the city has required temporary signs that need a permit to be either attached to a wall or an existing monument sign. Under the new regulations, temporary signs would also be allowed to be freestanding.

General Sign Code Reorganization

Many of the changes being made to the sign ordinance are related to the organization of the code as opposed to the content. These changes include creating new code sections to distinguish which types of temporary signs require a permit, eliminating incorrect references throughout the code, and alphabetizing the provisions within the code to improve its readability. Due to the extent of the reorganization being done, the ordinance amendment has been structured as a repeal and replacement.

List of Proposed Changes

Staff and the Planning Commission is proposing the following amendments to the current sign regulations:

- Add additional content to the “Purpose” section of the sign ordinance to further refine the purpose and intent of the regulations.
- Create a definition for “mural”.
- Add painted signs as an allowable type of wall sign.
- Update the list of exempted signs to include murals, internal wayfinding signs, and window signs.
- Update the rules for temporary signs to codify the rules that the City has been utilizing for the past decade.
- Allow temporary signs that require a permit to be freestanding.
- Allow small temporary yard signs (up to 6 sq. ft of signage) on residential and institutional properties.
- Clarify how sign area is calculated depending on whether a proposed sign is in a frame or not.
- Eliminate the definition for “cabinet and box signs” which are simply types of wall signs and do not need their own unique code requirements.
- Reorganize the sign code provisions for improved order and readability.
- Increase the number of monument signs allowed for institutional uses that are on a site that is greater than 1 acre in size to one monument sign per street frontage. Each monument sign would only be allowed to be 32 square feet. Only one monument sign would be allowed to have a dynamic, electronic changeable copy, or electronic graphic display.
- Increase the maximum amount of signage allowed in the CGMU-1 district for properties that have frontage on Concord Street and Concord Exchange by 0.5 per lineal feet of building frontage along the secondary public street.
- Simplify the regulations for drive-through signs to allow up to two drive-through signs that are the same size on a property with a drive-through facility.

PLANNING COMMISSION REVIEW

The Planning Commission discussed a draft version of the sign ordinance at their May 1st meeting. The Commissioners expressed support for the ordinance, particularly for the new regulations for painted signs and murals. The Planning Commission then held a public hearing on the ordinance at their June 5th meeting. No one was present to comment on the application and no correspondence was received prior to the meeting. The Planning Commission recommended approval of the ordinance with a 7-0 vote.

STAFF RECOMMENDATION:

Staff recommend the City Council introduce for a first reading an ordinance amendment overhauling the regulations for signage.

**ATTACHMENT A
PROPOSED SIGN ORDINANCE**

**CITY OF SOUTH ST. PAUL
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. 14XX

**AN ORDINANCE REPEALING AND REPLACING CHAPTER 118, ARTICLE VI OF
THE SOUTH ST. PAUL CITY CODE RELATING TO SIGNS**

SECTION 1. REPEAL AND REPLACE. South St. Paul City Code Chapter 118, Article VI is hereby repealed and replaced as follows.

ARTICLE VI. SIGNS

Sec. 118-326. Findings, Purpose and Effect

(a) *Findings.* The City Council hereby finds as follows:

1. Exterior signs have a substantial impact on the character and quality of the environment.
2. Signs provide an important medium through which individuals may convey a variety of messages.
3. Signs can create traffic hazards, aesthetic concerns and detriments to property values, thereby threatening the public health, safety and welfare.
4. The City's zoning regulations have included the regulation of signs in an effort to provide adequate means of expression and to promote the economic viability of the business community, while protecting the City and its citizens from a proliferation of signs of a type, size, location and character that would adversely impact upon the aesthetics of the community and threaten the health, safety and welfare of the community. The regulations of the physical characteristics of signs within the City have had a positive impact on traffic safety and the appearance of the community.

(b) *Purpose And Intent.* It is not the purpose or intent of this Article to regulate the message displayed on any sign; nor is it the purpose or intent of this Article to regulate any building design or any display not defined as a sign, or any sign which cannot be viewed from outside a building. The purpose and intent of this Article is to:

1. Regulate the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety and welfare.
2. Maintain, enhance and improve the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community.

3. Improve the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics.
 4. Provide for fair and consistent enforcement of the sign regulations set forth herein under the zoning authority of the City.
- (c) *Effect.* A sign may be erected, mounted, displayed or maintained in the City if it is in conformance with the provisions of these regulations. The effect of this Article, as more specifically set forth herein, is to:
1. Allow a wide variety of sign types in commercial zones, and a more limited variety of signs in other zones, subject to the standards set forth in this section.
 2. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this section or when required by federal, state or local law.
 3. Prohibit signs whose location, size, type, illumination or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare.
 4. Provide for the enforcement of the provisions of this Article.
- (d) *Severability.* If any subsection, sentence, clause, or phrase of this Article is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this section. The City Council hereby declares that it would have adopted this section in each subsection, sentence, or phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, or phrases be declared invalid.

Sec. 118-327. Definitions.

For the purposes of this Article, words and terms shall have the following meanings and follow the rules set forth in Code Section 118-7.

A-frame sign means a movable freestanding sign hinged at the top or attached in a way that forms a similar shape to the letter "A" when viewed from the side. A-frame signs are only allowed on a temporary basis and may not be used as permanent signage.

Abandoned sign means any sign and/or its supporting sign structure that remains without a message or whose display surface remains blank for more than one year or that pertains to a time, event, or purpose that no longer applies. Abandoned signs are not legally established nonconforming signs.

Address sign means a sign on a building used for proper identification of the location of the property.

Area identification sign means a sign on private property, which identifies the name of a neighborhood, a residential subdivision, a multiple residential complex, a shopping center or area, an industrial park, an office park, or any combination of the above, but does not specifically

identify the individual businesses therein. An area identification sign must be a freestanding sign unless a different type of sign is explicitly authorized by this ordinance for a specific use.

Awning means a roof-like cover, often of fabric, plastic, metal, or glass, designed and intended for protection from the weather or as a decorative embellishment, that projects from a wall or roof of a structure primarily over a window, walk, or the like. Any part of an awning that also projects over a door shall be considered an awning.

Awning sign means a sign or graphic printed on or in some fashion attached directly to the awning material. An awning sign is a form of a projecting sign.

Balloon sign means a sign consisting of a bag made of lightweight material supported by helium or hot or pressured air that is greater than 24 inches in diameter.

Banner means any sign of lightweight fabric or similar material mounted to a pole or a building at one or more edges. Flags, as defined herein, shall not be considered banners.

Building frontage means the exterior building wall of a principal building that face a public street. When no exterior building walls are parallel to a street, the building frontage shall be the exterior wall that is most oriented towards the street. If a building façade has multiple wall segments that all face the same public street, these walls shall all be considered part of the building frontage.

Building marker means memorial signs or tablets, names of buildings, and date of erection when cut into any masonry surface or inlaid so as to be part of the building or when constructed of bronze or other noncombustible material.

Canopy means a roof-like cover, often of fabric, plastic, metal, or glass on a support that provides shelter over a doorway.

Canopy sign means any sign that is part of or attached to a canopy made of fabric, plastic, or any other structural protective cover over a door or entrance. A canopy sign is a form of a projecting sign.

Commercial speech means speech that is advertising a business, profession, commodity, service, or entertainment.

Directional sign means a sign erected for the purpose of directing vehicular or pedestrian traffic within a commercial or multi-family property.

Drive-through sign means a sign located on the site of an allowed drive-through use. Directional signs are not considered drive-through signs.

Dynamic display sign means a sign with any characteristics that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Dynamic display off-premises sign means an off-premises sign or portion thereof that displays electronic static or dynamic text, images, graphics, or pictures where the message change sequence is accomplished by any method other than physically or mechanically removing and replacing the sign face or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the billboard. This includes a display that incorporates a technology or method allowing the sign face to change the image without physically or mechanically replacing the sign face or its components. This also includes, but is not limited to, any display that incorporates light bulbs, fiber optics, LED lights manipulated through digital input, “digital ink”, or any other method or technology that allows the sign face to present a series of text, images, or displays. An off-premises sign is a sign that bears a message promoting a use that is not located on the subject property or premises.

Electronic changeable copy sign means a sign or portion thereof that displays electronic, nonpictorial, text information in which each alphanumeric character, graphic, or symbol is defined by a small number of matrix elements using different combinations of light emitting diodes ("LEDs"), fiber optics, light bulbs, or other illumination devices within the display area. Electronic changeable copy signs include computer programmable, microprocessor controlled electronic displays.

Electronic graphic display sign means a sign or portion thereof that displays electronic, static images, static graphics, or static pictures, with or without text information, defined by a small number of matrix elements using different combinations of LEDs, fiber optics, light bulbs, or other illumination devices within the display area where the message change sequence is accomplished immediately or by means of fade, re-pixelization, or dissolve modes. Electronic graphic display signs include computer programmable, microprocessor controlled electronic or digital displays. Electronic graphic display signs include images or messages with these characteristics projected onto buildings or other objects.

Erect means the activity of constructing, building, raising, assembling, placing, affixing, attaching, creating, painting, drawing, or any other way of bringing into being or establishing.

Flag means any fabric or similar lightweight material attached at one end of the material, usually to a staff or pole, so as to allow movement of the material by atmospheric changes and that contains distinctive colors, patterns, symbols, emblems, insignia, or other symbolic devices.

Freestanding sign means a sign that is placed in the ground and not affixed to any part of a structure or building.

Freeway is a principal arterial highway, as defined in the comprehensive plan.

Freeway sign means an on-premises pylon sign that is located on the property of the business for which it is identifying and is immediately adjacent to a freeway.

Grade means the final ground elevation after construction. Earth mounding criteria for landscaping and screening is not part of the final grade for sign height computation.

Gross sign area means the method of calculating the allowable square footage of signs. The stipulated maximum gross area for a sign refers to a single facing. Freestanding signs which are V-shaped be considered as two signs. Gross area shall be calculated as follows:

- (a) *Signs with a frame*: The area within the frame, including all lettering, wording, and accompanying designs and symbols, together with all the background, whether open or

enclosed, on which they are displayed, including a message board. The area shall not include the main support structure but shall include any other ornamental attachments that are not a part of the main support of the sign.

- (b) *Signs without a frame*: The gross area shall be the smallest rectangle that encompasses all of the letters or symbols.

Height means the vertical distance measured from the base of the sign at grade to the top of the highest attached component of the sign.

Illegal sign means a sign that is erected without first complying with all City ordinances and regulations in effect at the time of its construction and erection or use. Abandoned signs, unsafe signs, and signs attached to vacant buildings are also illegal signs.

Illuminated sign means any sign that contains an element designed to emanate artificial light internally or externally.

Interior sign means a sign which is located within the interior of any building, or within an enclosed courtyard, that is not visible from the property line or public right-of-way.

Legally established nonconforming sign means any sign and its support structure lawfully erected prior to the effective date of this article that fails to conform to the requirements of this article. A sign that was erected in accordance with a variance granted prior to the adoption of this article and does not comply with this article shall be deemed to be a legally established nonconforming sign.

Master Sign Plan means a written document describing all proposed signage for a specific site, development or complex, submitted by the owner/manager. It shall, at a minimum, include sign type, location, and size information for all signage that will be installed.

Monument sign means any freestanding sign independent from any building or other structure that is mounted on the ground or mounted on a base at least as wide as the sign. A monument sign is typically solid from grade to the top of the structure; however, a monument sign may include open area below the face of the sign if the sign complies with the monument sign supporting sign structure design criteria.

Mural means a work of art intended as artistic expression and not as a commercial message and is hand-painted or hand-tiled directly on to the exterior wall of a commercial property used for a commercial, industrial or institutional use. A mural does not include displays with electrical or mechanical components or a changing image art display.

Noncommercial speech means the dissemination of messages not classified as commercial speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

Nonelectronic changeable copy sign means a sign or portion thereof that has a readerboard for the display of text information in which each alphanumeric character, graphic, or symbol is defined by objects, not consisting of an illumination device, that may be changed or re-arranged manually or mechanically with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign.

Off-premises sign means a sign bearing a commercial message that is located on property that is not the premises, property, or site of the use identified or advertised on the sign.

On-premises sign means a sign bearing a commercial message that is located on the premises, property, or site of the use identified or advertised on the sign.

Pennant means a relatively long, tapering flag.

Projecting sign means a sign that projects from a wall or other surface. Examples may include, but are not limited to awning, canopy, and wall signs.

Pylon sign means any freestanding sign that has its supportive structure(s) anchored in the ground and a sign face elevated above ground by pole(s) or beam(s) with an open area below the face of the sign. A pylon sign shall have a minimum height of ten feet and a maximum height as established by the zoning district.

Roof sign means any sign erected wholly upon the roof or parapet of a building that is wholly or partially supported by the building upon which it is erected.

Rotating sign means a sign that revolves or rotates on an axis.

Sign means any structure, fixture, placard, announcement, declaration, device, demonstration, or insignia used for direction, information, identification, or to advertise or promote any business, product, goods, activity, services, ideas, or interests. A sign shall not be deemed to include any transparent window cling(s); architectural embellishment(s) of a building not intended to communicate information; any sign or structure that is not visible from an adjacent street, property line or building on an adjacent property.

Static off-premises sign means an off-premises sign or portion thereof that displays static text or images which can only be modified by physically or mechanically removing and replacing the sign face or its components. A static off-premises sign is an entirely different type of sign than a dynamic display off-premises sign and it is not permissible for the owner of a lawful nonconforming static off-premises sign to intensify their nonconformity by converting any part the static off-premises sign to a dynamic display off-premises sign. An off-premises sign is a sign that bears a message promoting a use that is not located on the subject property or premises.

Temporary sign means a sign that can be easily installed and removed and is intended to be displayed for a short period of time as further defined in this Article.

Unsafe sign means any sign that is out of order, in disrepair, rotten, hazardous, or in any other manner unsafe.

Video display sign means a sign that changes its message or background in a manner or method of display characterized by motion or pictorial imagery, which may or may not include text, and depicts action or a special effect to imitate movement, the presentation of pictorials or graphics displayed in a progression of frames which give the illusion of motion, including but not limited to the illusion of moving objects, moving patterns or bands of light, or expanding or contracting shapes. Video display signs do not include electronic changeable copy signs. Video display signs include images or messages with these characteristics projected onto buildings or other objects.

Walk-up Window Sign means a sign located next to a walk-up window which is oriented towards customers engaging in transactions at the window and features text that is not easily readable by passing vehicular traffic.

Wall means any structure that defines the exterior boundaries or courts of a building or structure and that has a slope of 60 degrees or greater with the horizontal plane.

Wall sign means a sign painted or fastened to the exterior front, rear, or side wall of a building or structure that does not extend vertically above the highest portion of the roof.

Window sign means a sign designed to communicate information about an activity, business, commodity, event, sale or service that is placed inside a window or upon the window glass so as to be primarily visible from the exterior of the building or structure.

Yard sign means a temporary, noncommercial freestanding sign that is placed in the yard of a private property.

Sec. 118-328. Permits Required.

- (a) It shall be unlawful for any person to erect, alter, replace, or relocate any sign without first obtaining a permit and paying the required fees, except as herein otherwise provided, including those approved through the Master Sign Plan process. All signs must be constructed in accordance with all applicable City Code provisions, including permits and fees.
- (b) If the sign requires electricity, it must be installed in accordance with the current electrical code and a separate permit from the building official may be necessary prior to placement.
- (c) Freestanding signs may require a building permit in addition to a sign permit at the discretion of the Building Official. If a building permit that is based on the project value is required, the fee for the sign permit shall be waived.

Sec. 118-329. Exceptions.

The following signs do not require a sign permit and do not count towards the total amount of signage allowed at a property, provided they meet the performance standards as described in this Article and conform to any other provisions of the City Code.

- (a) Address signs.
- (b) Building markers.
- (c) Directional signs, which shall not exceed 6 square feet in gross area and 5 feet in height.
- (d) Murals in the following situations:
 - (1) Murals on a property with commercial or industrial zoning that is being used for a commercial or industrial use.
 - (2) Murals on a property that is being used for public or institutional use.
 - (3) Murals on residential buildings containing at least 4 dwelling units that have CGMU or MMM zoning.
- (e) Noncommercial flags.

- (f) Signs of the City, county, state or federal government and subdivisions and agencies thereof.
- (g) Walk-up window signs that are oriented towards customers engaging in a transaction at a walk-up window and which feature text that is not readily readable by passing traffic. Electronic changeable copy walk-up window signs require a conditional use permit and are not considered an exempt sign.
- (h) Window signs when located in the C-1, CGMU, GB, and MMM districts may be placed within a building, however the window coverage shall not exceed 30 percent of each window. There shall be no more than a maximum area of 80 square feet per street frontage for window signs. Electronic changeable copy window signs require a conditional use permit and are not considered an exempt sign.

Sec. 118-330. Prohibited Signs.

- (a) Abandoned signs.
- (b) Balloon signs.
- (c) Commercial flags.
- (d) Graffiti.
- (e) Illegal signs.
- (f) Off-premises signs, except A-frame signs as permitted in Code Section 118-331 and dynamic display off-premises signs as allowed in Section 118-334.
- (g) Permanent banners or pennants, except those permitted by Minn. Stats. § 412.221, Subd. 34.
- (h) Permanent sale signs.
- (i) Portable (trailer) signs.
- (j) Pylon signs.
- (k) Roof signs.
- (l) Revolving or rotating signs.
- (m) Search lights or strobe lights.
- (n) Signs containing content classified as "obscene" as defined by Minnesota statutes, section 617.241.
- (o) Signs containing audio speakers or any form of pyrotechnics, except drive-through signs which may have audio speaker systems.
- (p) Signs that physically obstruct windows, doors, fire escapes or an opening intended to provide ingress or egress to any structure or building.
- (q) Signs painted, attached, or in any other manner affixed to fences, trees, rocks, or other similar natural surfaces, or attached to public utility poles, bridges, towers, or similar public structures.

- (r) Signs that appear in color or design to resemble a traffic sign or signal or that make use of words, symbols, or characters in such a manner as to interfere with, mislead, or confuse pedestrian or vehicular traffic.
- (s) Signs that are affixed to vehicles or trailers that are not in use or are parked in such a fashion as to serve as additional freestanding signs. Permanent signs on operable commercial vehicles or trailers (that are used as part of the everyday operation of the business) are not prohibited by this section and are allowed.
- (t) Unsafe signs.
- (u) Video display signs.

Sec. 118-331. Temporary Signs.

Temporary signs located in a commercial or industrial district or for an institutional use, except those listed in Code Section 118-329 or exempted below, are subject to the following requirements:

- (a) Temporary Sign Performance Standards
 - (1) Temporary signs require a permit unless otherwise listed below.
 - (2) Temporary signs shall be located on private property and outside of the public right-of-way.
 - (3) Temporary signs may be freestanding or mounted onto an existing structure (such as a wall or an existing monument sign).
 - (4) Temporary signs do not count towards the total amount of signage allowed at a property.
 - (5) No individual sign shall exceed 8 feet in height.
 - (6) A property may have up to 3 temporary signs on the premises at one time.
 - (7) The total amount of temporary signage allowed at one time shall not exceed 100 square feet in area.
 - (8) All temporary signs must be discontinued 30 days after installation.
 - (9) A property cannot have temporary signage displayed at the site for more than 120 days per calendar year.
 - (10) Temporary signs may not be illuminated.
 - (11) Temporary signs may not be installed in a manner that obstructs sight lines at a street intersection and their placement is subject to the provisions of Section 118-246(c).
- (b) Temporary Signs That Do Not Require a Permit
 - (1) A-frame signs when located in the C-1, CGMU-1, CGMU-2, and MMM districts and for institutional uses in residential zoning districts provided they comply with the following:
 - a. There shall be no more than one A-frame sign per property.

- b. The A-frame sign is made of durable, exterior-grade materials that are weather-resistant.
 - c. The A-frame sign is located on the street frontage directly in front of the building which the A-frame sign is for.
 - d. The A-frame sign must be located behind the curb and in such a manner as to prevent obstructing access to vehicles using on street parking.
 - e. The A-frame sign must not obstruct a driveway or public sidewalk, trail, road, or other public right-of-way.
 - f. The A-frame sign is no larger than 8 square feet and no greater than 4 feet in height.
 - g. The A-frame sign must be removed at the close of business and stored inside a building when the business is closed. The A-frame sign must not be permanently attached to the ground, building, or any other surface.
- (2) Community event signs provided are displayed for no more than 30 days prior to the event and are removed no more than 2 days after the event.
- (3) Signs on ballfield fences no larger than 32 square feet and occupying no more than 70 percent of the fence.
- (4) Signs for an active construction site. Signs at an active construction site may be up to 96 square feet in size and are allowed on any property with an active building permit provided that the sign is removed upon completion of the project. Only one (1) such construction sign is permitted per lot. In addition to this allowance, in the MMM, CGMU, C-1, I, and I-1 districts, unlit construction banner signs may be affixed to temporary security fencing surrounding the construction site provided that the banners are kept in good repair, do not extend beyond the top of the fence, and all temporary fencing and banners are removed at the completion of the project.
- (5) Signs on a residential property provided the sign is not affixed to any structure, the total number of signs does not exceed two (2), and the total size of the two signs does not exceed six (6) square feet. These provisions do not apply to election signs as regulated in Code Section 118-342.
- (6) Signs for the purpose of selling or leasing real property. Such signs must be removed within 7 days following the lease or sale of the property or premises and they comply with the following size restrictions:
- a. In the R-1 and R-2 districts, an individual sign shall not exceed 9 square feet in gross area.
 - b. In the R-3 and R-4 districts, an individual sign shall not exceed 18 square feet in gross area.
 - c. In the CGMU-1 and CGMU-2 districts, an individual sign shall not exceed 24 square feet in gross area.

- d. In the C-1, GB, MMM, and I districts, an individual sign shall not exceed 32 square feet in gross area.
- (7) Yard signs when the signs are located on a private property with residential zoning or that is being used for an institutional use. The total number of signs shall not exceed two and the total square footage of the yard signs shall not exceed 6 square feet.

Sec. 118-332. General Provisions

The following provisions shall apply in all zoning districts.

- (a) *Illumination.* In general, all lighted signs shall comply with the standards for exterior lighting found in Section 118-245, unless otherwise listed in this section. Illuminated signs may be internally or externally lit. External illumination for signs shall be constructed and maintained so that the source of light is not visible from an adjacent property or the right-of-way.
- (b) *Legally established nonconforming signs.* Legally established nonconforming signs are subject to the provisions found in Minnesota Statute § 462.357.
- (c) *Location and setback.* Except for projecting signs, attached wall signs, awning and canopy signs, dynamic display off-premises signs, and signs that are listed as exceptions in Code Section 118-329, signs in all zoning districts shall be located at least 5 feet from all property lines. No freestanding signs shall be located within the traffic visibility triangle.
- (d) *Repairs and removal.*
 - (1) Abandoned signs. Any abandoned sign shall be removed or otherwise properly brought into compliance by the property owner upon receipt of notice to do so given by the City. In the case of a painted sign, removal shall mean the complete repainting of the background on which the sign is painted.
 - (2) Illegal signs. Any fixed sign constructed, placed, or maintained in violation of this Article shall be removed by the property owner upon receipt of notice to do so given by the City.
 - (3) Unsafe signs. Any unsafe sign shall be removed or otherwise properly secured by the property owner upon receipt of notice to do so given by the City.
- (e) *Signs constituting a public nuisance.* Any abandoned, illegal, or unsafe sign is hereby declared to be a danger to the health, safety, and welfare of the citizens of South St. Paul and is declared to be a public nuisance subject to abatement and assessment, except that legally established nonconforming signs shall not be abated until they have been abandoned for more than one year.

Sec. 118-333. On-Premises Signs

- (a) *Awning and canopy signs.* Awning and canopy signs shall comply with the following requirements:

- (1) They shall be limited to single-story buildings or to the first level only of multi-story buildings.
 - (2) They shall have a minimum clearance of 8 feet above grade.
 - (3) The maximum height of an awning or canopy shall be 5 feet.
 - (4) No awning shall project over a public sidewalk or into a public right-of-way without the approval of the City Engineer.
 - (5) Illuminated canopy and awning signs shall comply with the following lighting requirements:
 - a. On nonresidential buildings in residential districts, the direct source of light shall not be visible from the public right-of-way or adjacent residential use or district.
 - b. For signs or illuminated areas less than 3 feet in height, the degree of illumination or candlepower of illuminated canopies and awnings shall be limited to a single lamp exterior fluorescent fixture, running the entire length of the illuminated area.
 - c. For signs or illuminated areas 3 to 5 feet in height, the degree of illumination or candlepower shall be limited to double lamp fixtures.
 - d. In no event shall the power of the fixture exceed 10 watts per foot for single lamp fixtures and 20 watts per foot for double lamp fixtures.
- (b) *Drive-through sign.* Drive-through signs are allowed in addition to other permitted signs on site and shall not be used to calculate the maximum signage for the property. Drive-through signs are subject to the following performance standards:
- (1) Number. Each business with a drive-through facility is allowed to have two drive-through signs.
 - (2) Area. The maximum size of a drive-through sign is 50 square feet.
 - (3) Height. The height of a drive-through sign shall not exceed 6 feet.
 - (4) Location. Drive-through signs must be located adjacent to the drive-through aisle and all portions of the signs must be located at least 10 feet from the property line. When a site directly abuts a residential use, a drive-through sign must be set back at least 75 feet from the residential property line.
 - (5) Illumination. Illumination is permitted.
 - (6) Electronic changeable copy drive-through signs. A drive-through sign may be an electronic changeable copy sign if expressly allowed through its conditional use permit. Such signs shall be oriented so that their content is not readily visible to individuals who are not using the drive-through facility and the City may require screening to avoid negative impacts to neighboring properties.

(c) *Dynamic display, electronic changeable copy, and electronic graphic display signs.* The following standards apply to dynamic display signs, electronic changeable copy, and electronic graphic display signs:

- (1) A Conditional Use Permit is required for all dynamic, electronic changeable copy, or electronic graphic display signs.
- (2) Maximum size of the sign. An electronic dynamic display or electronic graphic display sign shall not exceed 75 percent of the maximum size permitted for a freestanding sign in that district.
- (3) Number of signs and distance to other electronic signs. There shall be no more than 1 electronic sign per property and each sign must be located at least 60 feet from any other electronic sign on any other property as measured in a straight line from the base of the sign to the base of any other electronic sign.
- (4) Distance to residential uses: Each sign shall be located at least 60 feet from a residential use, as measured in a straight line from the base of the sign to the nearest lot line of the residential use. In the case of a mixed-use development that includes residential uses a sign may be located less than 60 feet from a residential use within that same development provided that the residential use(s) are located at a significantly higher elevation or similar means of reducing the impact of the brightness and impact of the sign to equate to the straight-line distance of 60 feet.
- (5) Display hold time. In all non-residential districts, no part of a display shall change more than once every 8 seconds.
- (6) Transitions: Display transitions shall be limited to 1 second. Transitions such as slideshow and fade/dissolve may be used.
- (7) Illumination limits. The difference between the off and solid-message measurements using the electronic sign measurement criteria shall not exceed 0.3 footcandles above ambient levels when measured using the chart below. Measurement should be taken according to the procedures outlined by the International Sign Association.

Sign Area Versus Measurement Distance

| Area of Sign (sq. ft.) | Measurement Distance (ft.) |
|-----------------------------------|---------------------------------------|
| 10 | 32 |
| 15 | 39 |
| 20 | 45 |
| 25 | 50 |
| 30 | 55 |

| | |
|-----|-----|
| 35 | 59 |
| 40 | 63 |
| 45 | 67 |
| 50 | 71 |
| 55 | 74 |
| 60 | 77 |
| 65 | 81 |
| 70 | 84 |
| 75 | 87 |
| 80 | 89 |
| 85 | 92 |
| 90 | 95 |
| 95 | 97 |
| 100 | 100 |

*For signs with an area in square feet other than those specifically listed in the table (i.e. 12 square feet, 112 square feet, etc.) the measurement distance may be calculated with the following formula: Measurement Distance = the square root of (Area of the sign square feet times 100).

- (8) Dimming capabilities. All permitted electronic signs shall be equipped with a sensor or other device that automatically determines the ambient illumination and shall be programmed to automatically dim adjusting to ambient light conditions, or that can be adjusted to comply with the 0.3 footcandle measurements. These signs must also be equipped with a means to immediately turn off the display or lighting if it malfunctions, and the sign owner or operator must immediately turn off the sign or sign lighting when notified by the City that the sign is not complying with the standards in this section.

- (d) *Freestanding signs.* Except for area identification signs, no more than 1 permanent freestanding sign shall be located on any single property unless otherwise is stated 118-335. Freestanding signs shall be at least 100 feet from any other freestanding sign on a different street frontage on the same property. The total gross area of all the signs on the property cannot exceed the maximum aggregate signage for the property.

(e) *Freeway Signs.* Freeway signs are only allowed by a conditional use permit in the general business (GB), light industrial (I-1) and industrial (I) zoning districts and are subject to following conditions:

- (1) One freeway sign is allowed per property.
- (2) The maximum gross area of a freeway sign shall not exceed 200 square feet in area and 15 feet above the height of the interstate roadway surface at the point thereof nearest the sign.
- (3) The sign must be located on the portion of the property closest to the freeway and may not be closer than 350 feet from any other freeway sign on the same side of the freeway, as measured in a straight line from the base of the sign to the base of any other freeway sign.
- (4) A property with a freeway sign shall be allowed to have a maximum aggregate property signage of at least 300 square feet in gross area.
- (5) The supporting structure of a freeway sign shall be comprised of brick, stone, stucco, synthetic stucco, concrete masonry units (CMU) that are textured, burnished or decorative or factory finished metal panels. Exterior construction materials must be maintenance-free and colored only by means of a pigment integral to the material, not applied to the surface and must be compatible with the building(s) on the lot. The maximum number of supports per sign shall be two. All supports shall be vertical. No cable shall be used to support the sign.

(f) *Monument Signs.*

- (1) *Monument Sign Base.* The supporting base of a monument sign shall be comprised of brick, stone, stucco, synthetic stucco, concrete masonry units (CMU) that are textured, burnished or decorative, or factory finished metal panels. Exterior construction materials must be maintenance-free and colored only by means of a pigment integral to the material, not applied to the surface and must be compatible with the building(s) on the lot. The term "compatible" shall include but is not limited to materials that are consistent with the principal architectural features and colors of the building identified by the sign.
- (2) *Landscaping Design.* A monument sign shall be incorporated into a landscaping scheme or planter box. Monument signs may incorporate additional berming into its landscape design on a slope of 3 to 1 where the berming is incorporated into an overall landscaping design plan. The maximum height of the berm shall be three feet above the adjacent street grade. Landscaping shall be provided on the slopes of the berm in an interesting and varied appearance. Where a planter box is

incorporated, the landscaping shall occur in and around the planter with a similar attractive design.

- (3) Number of sign supports. The maximum number of supports per sign shall be 2. All supports shall be vertical. No cable shall be used to support the sign.
 - (4) Height and Size. The total height of a monument sign, including the planter box, berm, and sign graphic, shall not exceed the maximum height for a sign permitted in the underlying zoning district. The gross area of a monument sign shall not exceed 100 square feet.
- (g) *Pylon Signs*. Pylon signs are prohibited in all zoning districts except for the following:
- (1) Freeway signs may be allowed by conditional use permit in the General Business (GB), Industrial (I), and Light Industrial (I-1) zoning districts. Unless a more restrictive size is stated in a particular zoning district, a freeway sign shall not exceed 15 feet above the height of the interstate roadway at the point thereof nearest the proposed sign. The gross area of the individual sign shall not exceed 200 square feet. When in conflict, the more restrictive size shall apply.
- (h) *Wall Signs*.
- (1) *Attached wall signs (including painted wall signs)*. Attached wall signs must be flat and parallel to the surface of the building and project no more than 12 inches. Attached wall signs may project into a public right-of-way or beyond a legal setback line up to 12 inches, provided such signs do not violate Minnesota Statutes § 160.27.
 - (2) *Projecting wall signs*. Projecting wall signs must be perpendicular to the surface of the building and no more than 12 inches in thickness and comply with the following standards:
 - a. Projecting signs may project no more than 4 feet from the front of the edge of the building and be more than 15 square feet in gross area per side.
 - b. Projecting signs may not extend over a public right-of-way or public property except with the written permission of the City Engineer. When a projecting sign extends over a right-of-way, there shall be at least 8 feet of clearance between the ground level and the lowest point of the projecting sign. In no case may a projecting sign come closer than 2 feet from the curb line.
 - c. Projecting signs may not extend over a designated parking space or loading area.
 - d. One projecting sign per entrance on a street frontage is permitted. Projecting signs shall be at least 20 feet from other projecting signs.
 - (3) *Wall signs on a multi-tenant building*. Each tenant in a multi-tenant building is allowed 1 wall sign, however, the total cumulative square footage for all signs may not exceed the maximum gross area of signage allowed for the property, unless additional signage is approved through a master sign plan.

Sec. 118-334. Dynamic Display Off-Premises Signage

- (a) *Findings, Purpose, and Intent.* The City desires to facilitate communication between area businesses and nonprofits and drivers utilizing the Interstate 494 corridor and also desires to promote the health, safety, and welfare of the community through public service messaging. Dynamic display off-premises signs are able to cycle through a number of different messages and can communicate all of these messages effectively without causing a proliferation of sign structures and sign surfaces along the highway corridor. With this type of signage, there are opportunities for the City and public safety agencies to communicate about local events and critical emergencies. The City does not allow static off-premises billboard signage because these signs are inefficient, result in visual clutter, and are unable to support emergency messaging or the efficient promotion of community events.

The City is committed to protecting the aesthetics of the Mississippi River Corridor Critical Area (MRCCA), a part of the community that is protected by State Statute and shares a border with the Mississippi National River and Recreation Area, a unit of the National Park Service. Consistent with State Statute, the City administers a local MRCCA ordinance which contains numerous provisions designed to protect the community's scenic vistas, especially views to and from the river and river bluffs. The Department of Natural Resources requires the City to adopt minimum MRCCA standards but actively encourages Cities to take additional steps to protect the aesthetics of the MRCCA. To protect this critical resource area from visual clutter, it is the City's intention that no new billboard signage shall be permitted in the MRCCA and no existing nonconforming billboard signage in the MRCCA shall be permitted to be expanded or intensified in a way that will increase its value and make its discontinuance more unlikely.

- (b) *Location and Eligibility*
- (1) Dynamic display off-premises signs shall only be allowed on properties that are zoned GB-General Business.
 - (2) A dynamic display off-premises sign may only be erected on a property abutting Interstate Highway 494. The dynamic display off-premises sign must be oriented towards and designed to be viewed from Interstate Highway 494.
 - (3) Dynamic display off-premises signs are prohibited on properties located within the Mississippi River Corridor Critical Area (MRCCA) overlay district.
 - (4) The minimum distance in any direction between any two off-premises dynamic display signs shall be two thousand (2,000) feet.
- (c) *Conditional Use Permit Required.* A conditional use permit shall be required for any dynamic display off-premises sign.
- (d) *Performance Standards.* Dynamic display off-premises signs are subject to the following requirements:

- (1) All dynamic display off-premises signs shall comply with federal and state rules and regulations for signs along interstates and highways and shall obtain any required federal and state permits.
- (2) The maximum allowable size shall be seven hundred (700) square feet per sign surface and no sign shall contain more than two (2) sign surfaces. Each sign surface must be designed to be read from an opposite direction.
- (3) The maximum allowable height is fifty (50) feet from the grade of the travel lane of Interstate 494.
- (4) The design of the sign and its support structure shall be approved by the City. The base or support structure shall incorporate EIFS, veneer, brick, stone, decorative block, or a similar cladding material that has been approved by the City.
- (5) Dynamic display off-premises signs shall have a minimum display duration of eight (8) seconds. Such displays shall contain static messages only. The change from one static message to another shall either be instantaneous without any special effects or shall employ a dissolve or fade transition or another subtle transition technique that does not have the appearance of moving text or images. No transition may take longer than one second.
- (6) The sign shall be rectangular in shape and all messages must be contained within the sign. The portion of any dynamic or illuminated sign that is used for the conveyance of any message will be included within the overall size of the sign.
- (7) The sign must be freestanding and shall not be affixed to any building.
- (8) The sign may not emit any sound.
- (9) The sign shall have ambient light monitors installed and shall be configured to allow such monitors to automatically adjust the brightness level of the electronic sign based on light conditions at all times.
- (10) The sign shall comply with the following brightness standards: the sign shall not exceed seven thousand five hundred (7,500) Nits (candelas per square meter) between the hours of civil sunrise and civil sunset measured from the face of the sign. During nighttime hours, the sign shall not exceed five hundred (500) Nits. The light level shall not exceed 0.3 footcandles above ambient light as measured from a pre-set distance depending on sign size. Measuring distance shall be determined using the following equation: the square root of the message center sign area multiplied by 100. Example: 12 square foot sign $\sqrt{(12 \times 100)} = 34.6$ feet measuring distance.
- (11) Dynamic display billboards shall be constructed with the use of light-blocking technology. As measured from a point on the sign face furthest from the right-of-way, the area on the ground more than 22.5 degrees from the roadway must be light protected by light-blocking technology. "Light protected" is defined as having a reduction of brightness/luminance (and visibility) of over 90 percent, or equivalently, a remaining brightness of less than ten percent as compared to the nominal forward brightness of the sign.

- (12) The sign shall have a fully-functional monitoring off switch system that shuts the dynamic display sign off when the display deteriorates, in any fashion, five (5) percent or greater until the dynamic display sign has been repaired to its fully-functional factory specification.
- (13) The lamp wattage and luminance level in Nits of the sign shall be provided at the time of permit application from the owner or operator of the sign. The sign must at all times be operated in accordance with City Code and the owner or operator shall provide proof of such conformance upon request of the City.
- (14) Public service messages, in addition to emergency messages such as Amber Alerts, shall be provided on the dynamic display billboard sign at no cost to the public. Any Applicant for a conditional use permit for an off-premises dynamic display sign shall enter into an agreement with the City to provide up to 30 hours of no-cost display time per month on each face of the sign, with each display lasting 8 seconds. The messages shall be reasonably distributed throughout a 24-hour period and shall not be relegated to the midnight to 6:00 AM time frame.
- (15) Portable dynamic display off-premises signs are not allowed in any district.
- (16) Nonconforming static off-premises signs may not be converted to dynamic display off-premises signs.

Sec. 118-335. Permitted Signs by District.

Any sign that is not listed as a permitted (P) or allowed by Conditional Use Permit (C) is prohibited. An asterisk (*) indicates special conditions within the zoning district.

Figure A-1. Permissible Signs By District

| | R-1 R-2 R-3 | R-4 | CGMU-1 | CGMU-2 | MMM | C-1 | GB | I I-1 |
|---|-------------------|-----|--------|--------|------|------|------|----------|
| Signage Area and Size | | | | | | | | |
| Maximum Gross Area of all Signage on the Property (Square Feet) | 6* | 24* | 150* | 150* | 150* | 150* | 200* | 200* |
| Individual Sign Maximum Gross Area (Square Feet) | 6* | 24 | 100 | 100 | 100 | 100 | 100* | 100* |
| Height (Feet) | 6 | 6 | 8 | 8 | 8 | 8 | 12* | 12* |
| Type of Signage | | | | | | | | |
| Area Identification Signs | P | P | P | P | P | P | P | P |
| Drive-Through Signs | — | — | C* | C | C | C | C | C |

| | | | | | | | | |
|--|------|----|----|----|----|---|----|---|
| Dynamic Display Signs | C* | C* | C* | C | C | C | C | — |
| Dynamic Display Off-Premises Signs | — | — | — | — | — | — | C* | — |
| Electronic Changeable Copy Signs | C* | C* | C* | C | C | C | C | C |
| Electronic Graphic Display Signs | C* | C* | C* | C | C | C | C | — |
| Freeway Signs | — | — | — | — | — | — | C* | C |
| Illuminated Canopy and Awning Signs | C | P | C | C | C | C | C | C |
| Monument Signs | P* | P | C* | P* | P* | P | P | P |
| Nonelectronic Changeable Copy Signs | P* | P | C* | P* | P* | P | P | P |
| Nonilluminated Awning and Canopy Signs | P | P | P | P | P | P | P | P |
| Projecting Signs | C | P | P | P | P | P | P | — |
| Static Off-Premises Signs | — | — | — | — | — | — | — | — |
| Wall Signs | P/C* | P | P* | P* | P* | P | P | P |

(a) Within residential zoning districts (R-1 through R-3) signs must comply with the following regulations:

(1) Aggregate property signage: The maximum gross signage for a property shall not exceed 6 square feet in gross area unless otherwise excepted below.

(2) Individual signs: The maximum gross area per sign shall not exceed six square feet in gross area and six feet in height, or as otherwise excepted below.

(3) The following types of signs are permissible:

a. Area identification signs.

1. Neighborhoods of single-family and two-family homes are allowed 1 area identification sign per subdivision or development which must be a monument sign and may not exceed 24 square feet in area.

2. Multifamily dwellings with at least four units are allowed one non-illuminated area identification sign which shall not exceed 6 square feet in area except as noted below. The sign must be an attached wall sign except as noted below.

3. In the R-3 district, multifamily dwellings on parcels larger than 25,000 square feet are allowed one non-illuminated area identification sign not

exceeding 24 square feet in area. The sign may be either an attached wall sign or a monument sign.

- b. Nonilluminated awning signs and nonilluminated canopy signs.
- c. Wall signs and monument signs for an institutional use.
 - 1. Institutional uses shall be permitted one monument sign per property. An institutional use located on a parcel that is 1 acre in size or larger may have one monument sign per street frontage. No such sign shall exceed a gross area of 32 square feet.
 - 2. Institutional uses may have up to 24 square feet of wall signage per street frontage. No more than 24 feet of wall signage may be directed towards each individual frontage. Illuminated wall signs shall require a conditional use permit.
 - 3. Group family day cares, as defined in Section 118-8, are not considered an institutional use for the purposes of this section.
- d. Nonelectronic changeable copy signs, which are allowed only for institutional uses.

(4) The following types of signs require a conditional use permit:

- a. Illuminated wall signs, which are allowed only for institutional uses.
- b. Illuminated canopy and awning signs on nonresidential buildings.
- c. Projecting signs.
- d. Wall signs if they are for a property that does not qualify for wall signage as a permitted use under the provisions listed in subdivision (3) above.
- e. Dynamic display signs, electronic changeable copy, and electronic graphic display signs are allowed only when located upon the monument sign of an institutional use and are subject to the following requirements:
 - 1. The signage shall adhere to all requirements of Section 118-333(c) unless otherwise stated below.
 - 2. The electronic sign shall be turned off between 10:00 p.m. and 7:00 a.m.
 - 3. No part of the display shall change more than once every 15 seconds.
 - 4. When an institutional use has more than one monument sign, only one of their monument signs may be a dynamic display sign, electronic changeable copy sign, or electronic graphic display sign.

(5) The following types of signs require an interim use permit:

- a. A home occupation may be allowed one nonilluminated business sign in an approved location, not to exceed six square feet in area. The sign must be

removed if the home occupation is discontinued. In the R-1 single family zoning district, no home occupation signage is allowed.

- (6) The following types of signs are prohibited:
 - a. Freeway signs.
 - b. Drive-through signs.
- (b) Within multifamily residential zoning districts (R-4) signs must comply with the following regulations:
 - (1) Aggregate property signage: The maximum gross signage for a property shall not exceed 24 square feet in gross area unless otherwise allowed below.
 - (2) Individual signs: The maximum gross area per sign shall not exceed 24 square feet in gross area and six feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Illuminated canopy and awning signs.
 - c. Monument signs.
 - d. Nonelectronic changeable copy signs.
 - e. Nonilluminated awning signs and nonilluminated canopy signs.
 - f. Projecting signs.
 - g. Wall signs.
 - h. Wall signs and monument signs for an institutional use.
 - 1. Institutional uses shall be permitted one monument sign per property. An institutional use located on a parcel that is 1 acre in size or larger may have one monument sign on each street frontage. No such sign shall exceed a gross area of 32 square feet.
 - 2. Institutional uses may have up to 24 square feet of wall signage per street frontage. No more than 24 feet of wall signage may be directed towards each individual frontage.
 - 3. Group family day cares, as defined in Section 118-8, are not considered an institutional use for the purposes of this section.
 - (4) The following types of signs require a conditional use permit:
 - a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs when located upon the monument sign of an institutional use. These signs are subject to the following requirements:

1. The signage shall adhere to all requirements of Section 118-333(c) unless otherwise stated below.
 2. The electronic sign shall be turned off between 10:00 p.m. and 7:00 a.m.
 3. No part of the display shall change more than once every 15 seconds.
 4. When an institutional use has more than one monument sign, only one of their monument signs may be a dynamic display sign, electronic changeable copy sign, or electronic graphic display sign.
- (5) The following types of signs are prohibited:
- a. Freeway signs.
 - b. Drive-through signs.
- (c) Within the CGMU-1: Concord Gateway Mixed Use Zoning Sub-district 1. Signs must comply with the following regulations:
- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater. If a property has a second street frontage, the property is eligible for additional signage equal to one-half (½) times the lineal feet of the building frontage facing the second public street.
 - (2) Individual signs: The maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Nonilluminated awning and canopy signs.
 - c. Projecting signs.
 - d. Wall signs.
 - (4) The following types of signs require a conditional use permit:
 - a. Illuminated canopy and awning signs.
 - b. Monument signs on an eligible property. Monument signs shall not be allowed on Concord Exchange or within 75 feet of the Concord Exchange right-of-way. As part of a monument sign the following types of signs may also be incorporated:
 1. Dynamic display, electronic changeable copy, and electronic graphic display signs.
 2. Non-electronic changeable copy signs.
 - c. Drive-through signs.
 - (5) The following types of signs are prohibited:

- a. Freeway signs.
- (d) Within the CGMU-2: Concord Gateway Mixed Use Zoning Sub-district 2. Signs must comply with the following regulations:
- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater.
 - (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - e. Projecting signs.
 - f. Wall signs.
 - (4) The following types of signs require a conditional use permit:
 - a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs.
 - (5) The following types of signs are prohibited:
 - a. Freeway signs.
- (e) Within the MMM- Mixed Markets and Makers District. Signs must comply with the following regulations:
- (1) Aggregate property signage: the maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the building frontage along Concord Street or 150 square feet in gross area, whichever is greater. Properties that do not have frontage on Concord Street shall not exceed 150 square feet of gross signage.
 - (2) Individual signs: the maximum gross area per sign shall not exceed on 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs
 - c. Nonelectronic changeable copy signs

- d. Nonilluminated awning and canopy signs.
 - e. Projecting signs
 - f. Wall signs
- (4) The following types of signs require a conditional use permit:
- a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs
- (5) The following types of signs are prohibited:
- a. Freeway signs.
- (f) Within the C-1: Retail business zoning districts signs must comply with the following regulations:
- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater.
- (2) Individual signs: The maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
- (3) The following types of signs are permissible:
- a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning signs and canopy signs.
 - e. Projecting signs.
 - f. Wall signs.
- (4) The following types of signs require a conditional use permit:
- a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs.
- (5) The following types of signs are prohibited:
- a. Freeway signs.
- (g) Within the GB: General business zoning district signs must comply with the following regulations:

- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 200 square feet in gross area, whichever is greater, unless otherwise excepted in Section 118-333(e).
 - (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and 12 feet in height, or as otherwise excepted in Section 118-333(e).
 - (3) Freeway signs are not permitted in that part of the GB district north of I-494, east of Trunk Highway 56 (Concord Street), south of Wentworth Avenue extended easterly and west of the Mississippi River.
 - (4) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - f. Projecting signs.
 - f. Wall signs.
 - (5) The following types of signs require a conditional use permit:
 - a. Drive-through signs subject to the requirements of Section 118-333(b).
 - b. Dynamic display signs that are part of a monument sign. These signs are subject to the requirements of Section 118-333(c).
 - c. Dynamic display off-premises signs on properties that are outside of the Mississippi River Critical Corridor Area (MRCCA), subject to the requirements of Section 118-334. A property or business that has a dynamic display off-premises sign shall be permitted to have up to 200 square feet of total site signage in addition to the dynamic display off-premises sign. A property or business that currently exceeds 200 square feet of site signage must reduce their total site signage to 200 square feet or less in order to qualify for a conditional use permit to have a dynamic display off-premises sign.
 - d. Electronic changeable copy or electronic graphic display signs that are part of a monument sign.
 - e. Freeway signs, subject to the requirements of subsection 118-333(e).
 - f. Illuminated awning and canopy signs
- (h) Within the industrial zoning districts (I and I-1) signs must comply with the following regulations:

- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) the lineal feet of the longest building frontage facing a public street or 200 square feet in gross area, whichever is greater, unless otherwise excepted in Section 118-333(e). Each principal building at the Fleming Field Municipal Airport shall be allowed to have at least 200 square feet of total signage, regardless of the length of the building frontage.
- (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and 12 feet in height, or as otherwise excepted in Section 118-333(e).
- (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - e. Wall signs.
- (4) The following types of signs require a conditional use permit:
 - a. Drive-through signs.
 - b. Electronic changeable copy signs.
 - c. Freeway signs, subject to the requirements of subsection 118-333(e).
 - d. Illuminated canopy and awning signs.
- (5) The following types of signs are prohibited:
 - a. Dynamic display signs.
 - b. Electronic graphic display signs.
 - c. Projecting signs.

Sec. 118-336. Master Sign Plans

- (a) *Purpose.* The purpose of a master sign plan is to establish a fair and equitable process for complex signage situations that accommodate the need for a well-maintained, safe, and attractive community, and the need for effective communications including business identification. Flexibility from the sign standards in the total amount, number, size, or location of signs may be approved at the reasonable discretion of the City Council through the master sign plan process.
- (b) *Effect.* Upon approval of a master sign plan, all future signs shall conform to the master sign plan. Modifications to the provisions of the master sign plan may be granted only with the approval of an amended master sign plan.
- (c) *Eligibility.* No property shall be required to submit a master sign plan and may alternatively pursue a planned unit development approval or variance. The following

standards shall dictate which properties are eligible to submit a master sign plan for review:

- (1) Only the following uses shall be eligible to submit an application for a master sign plan: multi-tenant commercial-retail structures such as shopping centers and strip malls, commercial and industrial developments that are over five acres in size, gasoline service stations, and properties that have multiple principal buildings.
 - (2) Only properties in commercial, industrial, and mixed-use zoning districts shall be eligible to submit master sign plans.
 - (3) Planned unit developments that require flexibility from the sign ordinance shall have their signage regulated via their conditional use permit for a planned unit development rather than a master sign plan.
- (d) *Process.* The applicant shall submit their master sign plan for review by the Planning Commission and City Council. A completed application shall be submitted to the zoning administrator along with an application fee and escrow deposit as established by the City Council for site plan reviews. The master sign plan shall be reviewed following the process outlined for site plan review in section 118-47 and approved by resolution. Amendment requests shall follow this same process.
- (e) *Review criteria.* To assist property owners and their tenants with signage needs, the City has established the following criteria that shall be used in developing, reviewing, and approving each master sign plan:
- (1) *Base guidelines:* The master sign plan shall use the signage standards of the underlying zoning district as its basis. Any sign that requires a conditional use permit or interim use permit shall continue to require said permit.
 - (2) *Total allowance:* The total signage allowance granted shall not exceed two times the maximum that would be allowed at the property without a master sign plan.
 - (3) *Height:* All signage must follow the height regulations of the underlying zoning district except that monument signs for multi-tenant commercial-retail structures may be allowed to be up to 12 feet in height.
 - (4) *Quality:* The master sign plan review may not be used to waive design standards that are mandatory in the underlying zoning district related to landscaping or building materials.
 - (5) *Type:* A master sign plan may not be used to approve a type of sign that is prohibited in the underlying zoning district.
 - (6) *Location:* All signage shall follow the location regulations of the underlying zoning district.
 - (7) *Number:* No more than one freestanding sign may be allowed for each street frontage through a master sign plan.
 - (8) The City Council may require an applicant to adhere to the signage standards found in sections 118-332 and 118-333 or the City Council may at their discretion, approve a master sign plan. In approving a deviation from the signage standards found in sections 118-332 and 118-333, the City Council will consider

the gross floor area of the principal building(s), the size of the site, the existing signage, and the visibility of the site from all street frontages.

- (f) *Required materials.* The following materials must be submitted as part of a master sign plan review application.
 - (1) Dimensional site plan and elevations of the building or buildings to be included in the master sign plan review.
 - (2) Locations of existing and proposed signage, including signage dimensions, lighting, exposed structures, colors, and functions of each sign.
 - (3) Computations of the total maximum sign area for each individual sign and all the signage at the site included the height of the signs and area of the signs.
- (g) *Findings.* The following findings must be made prior to the approval of any new master sign plan or revisions to previously approved master sign plans:
 - (1) The master sign plan is not in conflict with the comprehensive plan.
 - (2) The master sign plan is not in conflict with the purpose, standards or design principles found in section 118-332.
 - (3) The master sign plan will not be injurious or a nuisance to the surrounding neighborhood or otherwise harm the public health, safety, and welfare.
- (h) *Sign permits required.* No sign approved as part of a master sign plan may be installed without first receiving the proper sign permit.
- (i) *Administration and amendments.* Staff may issue a sign permit to allow a sign approved by the master sign plan to be replaced with a new sign of the same type that is in the same general location as the original sign and is the same size or smaller than the original sign. All attached wall signs shall be considered the same type for the purposes of administering this ordinance. Any more substantial changes including a change in the sign type, an increase in the size of the signage, or the addition of new signage will require an amendment to the master sign plan.
- (j) *Expiration.* Master sign plans expire one year after approval if no sign permits implementing the master sign plan have been issued within that time period. The applicant may apply to the zoning administrator for no more than one extension of up to one year.
- (k) *Termination.* A property owner may request the termination of their master sign plan which shall be processed as an amendment and approved by resolution. If the termination is approved, the property shall revert to the standards of the underlying zoning district.

Sec. 118-337. Message substitution.

The owner of any sign that is otherwise allowed by this article may substitute noncommercial copy or message in lieu of any other commercial or noncommercial sign copy or message without additional approval or permitting subject to the operational standards set forth in this article. The purpose of this provision is to prevent any inadvertent favoring of commercial speech or message over noncommercial speech or message.

Sec. 118-338. Election Season Exception

Notwithstanding any other provisions of this article, all signs of any size containing noncommercial speech may be posted from 46 days before the state primary in any general election year until ten days following the general election and 13 weeks prior to any special election until ten days following the special election.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The ordinance repeals and replaces the existing sign ordinance to improve its readability and to address several previously unaddressed types of signage.

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved:

Published:

Deanna Werner, City Clerk



AGENDA ITEM 4.C

South St. Paul Planning Commission

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| Prepared By: <i>Monika Miller, Associate Planner</i> | Meeting Date: <i>6/5/2024</i> |
| Item Description: Public Hearing for An Ordinance Amendment Overhauling the Sign Standards | Reviewed By: <i>Michael Healy, Planning Manager</i> |

ACTION REQUESTED

A motion recommending approval or denial of an ordinance amendment overhauling the regulations for signage. The ordinance would improve the sign code readability, legalize painted wall signs while differentiating them from murals, and create official standards for temporary signs.

BACKGROUND/ DISCUSSION

Background

In the last few years, the City has undertaken several sign code “clean-up” projects aimed at improving the code and reducing the number of sign variances the City must review each year. These ordinances have been successful, both in reducing the amount of staff time spent reviewing variances and creating a sign code that is consistent with the signage needs of businesses. Staff is proposing one final sign ordinance update to address the remaining issues:

- The City Code does not line up with the community’s longstanding approach to painted wall signs and murals.
 1. The City Code prohibits all painted wall signs but many of the businesses on Southview Boulevard and Marie Avenue have unlawfully painted signs on their buildings without permits. City Staff has never received any complaints about these signs and many other communities in the metro (i.e. Saint Paul and Edina) allow painted wall signs.
 2. In 2006, the Planning Commission and the City Council directed City Staff to allow a “mural” to be painted on the side of Black Sheep Coffee and instructed Staff not to treat murals like painted wall signs. However, the City Code was never updated to define what a “mural” is or distinguish between murals and painted signs. The businesses on Southview and Marie would likely try to claim that their unlawful painted wall signs are “murals” if challenged.

- There are inconsistencies in the rules for temporary signs. *The City has developed standards for temporary signs which have been enforced for many years but these standards have never actually been added to the City Code. This makes it difficult for staff to explain and enforce the regulations for temporary signs.*
- There are inefficiencies in the organization of certain sections. *Many of the sign regulations are arranged in a hodge-podge manner rather than alphabetically which can make it difficult for staff and the public to find the appropriate standards for the desired type of signage.*

Sign Code Refresher and Recent Code Changes

The City's sign code regulations live in Article VI of the City Code (starting in Section 118-326). This article contains subsections which cover a purpose statement, definitions, exceptions from the sign code requirements, general provisions applicable to all zoning districts, the types of signage permitted by district, message substitution, and noncommercial speech.

Over the last several years, the City has worked to update the sign code standards to help align the sign ordinance with the types of signage businesses are installing. These updates have included:

- Allowing institutional uses (i.e. churches and schools) to have an appropriate amount of signage even when they are in residential neighborhoods.
- Updating the standards for projecting signs and awnings to allow them in mixed-use areas.
- Creating a master sign plan review process to address unique signage needs at shopping centers or industrial properties over 5 acres in size.
- Increasing the allowable sign heights in the commercial and industrial districts to match what was routinely being approved via variances.
- Increasing the amount of allowable signage for large buildings in the commercial and industrial districts.
- Adding a provision to allow each building at the Fleming Field Municipal Airport to have up to 200 square feet of signage.

The changes listed above have substantially reduced the number of sign variances.

What Signage Standards Are Currently in Place?

Painted Signs/Murals

The only regulation South St. Paul has regarding painted signs is in Section 118-337 which lists the types of signs that are prohibited in South St. Paul. The code prohibits:

“Signs painted onto buildings or walls, or signs painted, attached, or in any other manner affixed to fences, trees, rocks or other similar natural surfaces or attached to public utility poles, bridges, towers, or similar public structures.”

The City Code does not define what a “mural” is or differentiate between a painted sign and a mural, so City Staff has been relying upon Planning Commission and City Council direction given in 2006 regarding murals. Some cities prohibit painted signs due to their greater need for maintenance and the uncertainty of how to handle the sign when the business is no longer at the site.

Temporary Signs

Temporary sign regulations can be found in Section 118-336. Temporary signs are allowed in all districts and are an exception to the general sign rules “when used in conjunction with a promotional item, special occasion, holiday or sale” and “discontinued within 30 days of installation and be not displayed more than a total of 120 day per calendar year.” The code also states all temporary signs require a permit, except for construction signs, real estate signs, sandwich board signs, and community event signs. The exempted signs have performance standards associated with them that regulate the size and location of these special temporary signs.

South St. Paul’s temporary sign permit application lists performance standards that have been enforced for many years including that temporary signs cannot exceed 100 square feet in size, a property can have up to 3 temporary signs as long as the total amount of signage does not exceed 100 square feet, and that temporary signs cannot be freestanding and must be attached to a building or an existing monument sign. These standards have never been officially added to the City Code.

General Sign Code Reorganization

This ordinance amendment is structured as a repeal and replace update because a large portion of the ordinance includes the rearrangement and restructuring of the existing sign regulations. The sign code was completely overhauled in 2009. Since then, staff have found the structure of the existing sign ordinance to be cumbersome. Additionally, the sign code is not alphabetized which reduces the readability of the code. Staff would like to restructure each of the code sections as well as move around relevant performance regulations to locations that are more intuitive and alphabetize each section of the code to improve readability.

Proposed Updates

Painted Signs and Murals

In the last several years, South St. Paul’s passionate artists have been painting the sides of South St. Paul buildings with art that often promotes the business in the same way that a sign would. The locations in South St. Paul with painted wall art include Farmers Insurance Building (620 Southview Boulevard), Maple Tree Day School (1002 Marie Avenue), the School District Office Building (104 5th Avenue South), Black Sheep Coffee (820 Southview Boulevard), the Coop (157 3rd Avenue South), Southview 66 (725 Southview Boulevard), Pounce and Fetch (512 Southview Boulevard), and Complete Events (525 Southview Boulevard). South St. Paul’s sign code currently prohibits painted signs. While these paintings may appear to be harmless, there could be issues if the City gets a complaint and attempts to enforce the sign ordinance against one business’s painted wall sign while ignoring some of the others and calling them “murals.” As previously stated, the City Code does not clearly distinguish between a painted wall sign and a mural.

Regulating creative painted expressions is tricky because regulations can unintentionally violate the first amendment. Cities can regulate the physical characteristics of a property’s signage such as size, height, shape, number and location, but a City cannot regulate the content of a sign except for prohibiting obscene content (i.e. graphic sexual content). Whether painted art is considered a sign usually comes down to whether the painted art constitutes commercial speech. This process is rarely straightforward and there have been numerous U.S. Supreme Court rulings that have restricted Cities’ ability to regulate signs and murals.

The draft ordinance would codify the approach to murals that the City of South St. Paul has taken since 2006 while also officially legalizing painted wall signs and subjecting them to the same regulations that govern other wall signs. The new language would clarify that painted wall signs are different than murals and would be defined as such. Murals would be defined and listed as an exempt type of sign that the city does not regulate as long as they are going on a building with commercial or industrial zoning or onto an institutional building like a church or school. Painted signs would be regulated the same way as other wall signs and would require a permit.

Temporary Sign Regulations

Staff drafted language to codify the standards for temporary signs found on the temporary sign permit application as well as to update and reorganize some of the existing types of temporary signs. The standards for commercial temporary signs that are listed on the back of the city's sign permit application would be codified as the official performance standards for temporary signs that require a permit. These standards include a maximum number of temporary signs that can be at one property (3 signs), a limit to the amount of temporary signage that can be at one property (100 square feet), language that clarifies that temporary signs need to be located on private property, and that temporary signs cannot be illuminated. Historically, the city has required temporary signs that need a permit to be either attached to a wall or an existing monument sign. Based on feedback received during the discussion at the Planning Commission meeting on May 1st, temporary signs that require a permit will also be allowed to be freestanding.

Temporary signs that do not require a permit, such as construction signs, community event signs, real estate signs and yard signs, would have their own section that lists individual performance standards for each type of sign. Certain types of signs that are not really signs and that the City has no interest in regulating, such as house numbers, directional signs within a parking lot, noncommercial flags, murals, and walk up window menu signs, would continue to live in the "exceptions" section of the City Code. By separating these types of temporary signs into two sections, the code becomes easier to read and clearly differentiates what types of temporary signage the City does regulate.

Proposed Updates

Staff is proposing the following amendments to the existing code:

- Create a definition for "mural".
- Add painted signs as an allowable type of wall sign.
- Update the list of exempted signs to include murals, internal wayfinding signs, and window signs.
- Update the rules for temporary signs to codify the rules that the City has been utilizing for the past decade.
- Allow temporary signs that require a permit to be freestanding.
- Allow small temporary yard signs (up to 6 sq. ft of signage) on residential and institutional properties.
- Clarify how sign area is calculated depending on whether a proposed sign is in a frame or not.
- Eliminate the definition for "cabinet and box signs" which are simply types of wall signs and do not need their own unique code requirements.
- Reorganize the sign code provisions for improved order and readability.
- Increase the number of monument signs allowed for institutional uses that are on a site that is greater than 1 acre in size to one monument sign per street frontage. Each monument sign would only be allowed to be 32 square feet. Only one monument sign would be allowed to have a dynamic, electronic changeable copy, or electronic graphic display.

- Increase the maximum amount of signage allowed in the CGMU-1 district for properties that have frontage on Concord Street and Concord Exchange by 0.5 per lineal feet of building frontage along the secondary public street.
- Simplify the regulations for drive-through signs to allow up to two drive-through signs that are the same size on a property with a drive-through facility.
- Add additional content to the “Purpose” section of the sign ordinance to further refine the purpose and intent of the regulations.

Discussion

General Discussion on Regulating Signage

There is no one “right answer” when it comes to regulating signage and different communities have different standards based on the aesthetic goals of each community. In drafting the proposed ordinance, Staff has tried to create design standards that are consistent with signage that has been approved in South St. Paul in the past, often via variances and Planned Unit Development approvals. Some of the proposed changes are the result of recent US Supreme Court rulings on free speech that have impacted the City’s ability to regulate signs. Some of the proposed changes reflect the South St. Paul business community desiring to use some types of signage that are currently prohibited, such as painted wall signs.

Discussion from May 1st Planning Commission Meeting

The Planning Commission reviewed and discussed a draft version of the proposed ordinance at their May 1, 2024 meeting. During the meeting, the Planning Commissioners voiced their support for the proposed standards for temporary painted signs and murals. Additionally, the Planning Commission shared that they would like to see small yard signs be exempted. Staff incorporated the feedback the Planning Commission provided into the current version of the ordinance.

Commissioner Hoffman provided feedback at the May 1st meeting that he would like to see temporary feather flag signs legalized for use in conjunction with a sale or event and asked if Staff could explore this possibility prior to the public hearing. Commercial flags have historically been prohibited in South St. Paul. Pictures of temporary feather flag signs can be found in Attachment B. Commissioner Hoffman cited several other communities, including Eden Prairie, Maple Grove, and Roseville, that allow this type of signage on a temporary basis. Staff confirmed that these communities do allow feather flag signs but there are also many communities that ban these signs, including Minneapolis, West St. Paul, and Saint Paul. Feather flag signs often have poor aesthetics and contribute to visual clutter along a commercial corridor. In Staff’s experience, many businesses like to use feather flags for “guerilla marketing” and these flags are usually installed without a permit and taken down quickly if the City gets a complaint and comes out to do code enforcement. It is unclear how many businesses would be willing to pay for a permit to have feather flag signs and it is unclear how many businesses would be willing to adhere to the 30-day time limit or ensure that their feather flags are tied to specific sale or event. Most feather flags are not tied to a specific event and instead just state things that are available at a business (i.e. “Tacos!,” or “Used Cars!,” or “Low Prices Everyday!”). Feather flag signs generally do not have a shape or size that supports their use for more complicated messages.

If temporary feather flag signs were to be an allowed type of temporary sign, these signs would need to follow the same performance standards as any temporary sign that requires a permit, including that the sign can be one of three temporary signs that can be displayed at one time, the sign cannot exceed 8 feet in height, the sign would count towards the 100 sq. ft. of temporary signage that is allowed at one time, and the sign must be discontinued 30 days after installation. The Planning Commission should discuss whether

to allow this type of sign and if the Planning Commission wishes to allow temporary freestanding feather flag signs, the Planning Commission should include in their motion a recommendation that staff include language to allow temporary feather flag signs.

Action Needed

The Planning Commission has the following actions available on the proposed application:

1. Approval. If the Planning Commission wishes to recommend approval of the Ordinance Amendment, the following action should be taken:
 - A. Motion to recommend approval of an ordinance amendment overhauling the regulations for signage.
2. Denial. If the Planning Commission wishes to recommend denial of the Ordinance Amendment, the following action should be taken:
 - B. Motion to recommend denial of an ordinance amendment overhauling the regulations for signage.

ATTACHMENTS

- A. Proposed Sign Ordinance
- B. Photographs of Temporary Feather Flag Signs

**ATTACHMENT A
PROPOSED SIGN ORDINANCE**

**CITY OF SOUTH ST. PAUL
DAKOTA COUNTY, MINNESOTA**

ORDINANCE NO. 14XX

**AN ORDINANCE REPEALING AND REPLACING CHAPTER 118, ARTICLE VI OF
THE SOUTH ST. PAUL CITY CODE RELATING TO SIGNS**

SECTION 1. REPEAL AND REPLACE. South St. Paul City Code Chapter 118, Article VI is hereby repealed and replaced as follows.

ARTICLE VI. SIGNS

Sec. 118-326. Findings, Purpose and Effect

(a) *Findings.* The City Council hereby finds as follows:

1. Exterior signs have a substantial impact on the character and quality of the environment.
2. Signs provide an important medium through which individuals may convey a variety of messages.
3. Signs can create traffic hazards, aesthetic concerns and detriments to property values, thereby threatening the public health, safety and welfare.
4. The City's zoning regulations have included the regulation of signs in an effort to provide adequate means of expression and to promote the economic viability of the business community, while protecting the City and its citizens from a proliferation of signs of a type, size, location and character that would adversely impact upon the aesthetics of the community and threaten the health, safety and welfare of the community. The regulations of the physical characteristics of signs within the City have had a positive impact on traffic safety and the appearance of the community.

(b) *Purpose And Intent.* It is not the purpose or intent of this Article to regulate the message displayed on any sign; nor is it the purpose or intent of this Article to regulate any building design or any display not defined as a sign, or any sign which cannot be viewed from outside a building. The purpose and intent of this Article is to:

1. Regulate the number, location, size, type, illumination and other physical characteristics of signs within the City in order to promote the public health, safety and welfare.
2. Maintain, enhance and improve the aesthetic environment of the City by preventing visual clutter that is harmful to the appearance of the community.

3. Improve the visual appearance of the City while providing for effective means of communication, consistent with constitutional guarantees and the City's goals of public safety and aesthetics.
 4. Provide for fair and consistent enforcement of the sign regulations set forth herein under the zoning authority of the City.
- (c) *Effect.* A sign may be erected, mounted, displayed or maintained in the City if it is in conformance with the provisions of these regulations. The effect of this Article, as more specifically set forth herein, is to:
1. Allow a wide variety of sign types in commercial zones, and a more limited variety of signs in other zones, subject to the standards set forth in this section.
 2. Allow certain small, unobtrusive signs incidental to the principal use of a site in all zones when in compliance with the requirements of this section or when required by federal, state or local law.
 3. Prohibit signs whose location, size, type, illumination or other physical characteristics negatively affect the environment and where the communication can be accomplished by means having a lesser impact on the environment and the public health, safety and welfare.
 4. Provide for the enforcement of the provisions of this Article.
- (d) *Severability.* If any subsection, sentence, clause, or phrase of this Article is for any reason held to be invalid, such decision shall not affect the validity of the remaining portions of this section. The City Council hereby declares that it would have adopted this section in each subsection, sentence, or phrase thereof, irrespective of the fact that any one or more subsections, sentences, clauses, or phrases be declared invalid.

Sec. 118-327. Definitions.

For the purposes of this Article, words and terms shall have the following meanings and follow the rules set forth in Code Section 118-7.

A-frame sign means a movable freestanding sign hinged at the top or attached in a way that forms a similar shape to the letter "A" when viewed from the side. A-frame signs are only allowed on a temporary basis and may not be used as permanent signage.

Abandoned sign means any sign and/or its supporting sign structure that remains without a message or whose display surface remains blank for more than one year or that pertains to a time, event, or purpose that no longer applies. Abandoned signs are not legally established nonconforming signs.

Address sign means a sign on a building used for proper identification of the location of the property.

Area identification sign means a sign on private property, which identifies the name of a neighborhood, a residential subdivision, a multiple residential complex, a shopping center or area, an industrial park, an office park, or any combination of the above, but does not specifically

identify the individual businesses therein. An area identification sign must be a freestanding sign unless a different type of sign is explicitly authorized by this ordinance for a specific use.

Awning means a roof-like cover, often of fabric, plastic, metal, or glass, designed and intended for protection from the weather or as a decorative embellishment, that projects from a wall or roof of a structure primarily over a window, walk, or the like. Any part of an awning that also projects over a door shall be considered an awning.

Awning sign means a sign or graphic printed on or in some fashion attached directly to the awning material. An awning sign is a form of a projecting sign.

Balloon sign means a sign consisting of a bag made of lightweight material supported by helium or hot or pressured air that is greater than 24 inches in diameter.

Banner means any sign of lightweight fabric or similar material mounted to a pole or a building at one or more edges. Flags, as defined herein, shall not be considered banners.

Building frontage means the exterior building wall of a principal building that face a public street. When no exterior building walls are parallel to a street, the building frontage shall be the exterior wall that is most oriented towards the street. If a building façade has multiple wall segments that all face the same public street, these walls shall all be considered part of the building frontage.

Building marker means memorial signs or tablets, names of buildings, and date of erection when cut into any masonry surface or inlaid so as to be part of the building or when constructed of bronze or other noncombustible material.

Canopy means a roof-like cover, often of fabric, plastic, metal, or glass on a support that provides shelter over a doorway.

Canopy sign means any sign that is part of or attached to a canopy made of fabric, plastic, or any other structural protective cover over a door or entrance. A canopy sign is a form of a projecting sign.

Commercial speech means speech that is advertising a business, profession, commodity, service, or entertainment.

Directional sign means a sign erected for the purpose of directing vehicular or pedestrian traffic within a commercial or multi-family property.

Drive-through sign means a sign located on the site of an allowed drive-through use. Directional signs are not considered drive-through signs.

Dynamic display sign means a sign with any characteristics that appear to have movement or that appear to change, caused by any method other than physically removing and replacing the sign or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the sign. This includes a display that incorporates a technology or method allowing the sign face to change the image without having to physically or mechanically replace the sign face or its components. This also includes any rotating, revolving, moving, flashing, blinking, or animated display and any display that incorporates rotating panels, LED lights manipulated through digital input, "digital ink" or any other method or technology that allows the sign face to present a series of images or displays.

Dynamic display off-premises sign means an off-premises sign or portion thereof that displays electronic static or dynamic text, images, graphics, or pictures where the message change sequence is accomplished by any method other than physically or mechanically removing and replacing the sign face or its components, whether the apparent movement or change is in the display, the sign structure itself, or any other component of the billboard. This includes a display that incorporates a technology or method allowing the sign face to change the image without physically or mechanically replacing the sign face or its components. This also includes, but is not limited to, any display that incorporates light bulbs, fiber optics, LED lights manipulated through digital input, “digital ink”, or any other method or technology that allows the sign face to present a series of text, images, or displays. An off-premises sign is a sign that bears a message promoting a use that is not located on the subject property or premises..

Electronic changeable copy sign means a sign or portion thereof that displays electronic, nonpictorial, text information in which each alphanumeric character, graphic, or symbol is defined by a small number of matrix elements using different combinations of light emitting diodes ("LEDs"), fiber optics, light bulbs, or other illumination devices within the display area. Electronic changeable copy signs include computer programmable, microprocessor controlled electronic displays.

Electronic graphic display sign means a sign or portion thereof that displays electronic, static images, static graphics, or static pictures, with or without text information, defined by a small number of matrix elements using different combinations of LEDs, fiber optics, light bulbs, or other illumination devices within the display area where the message change sequence is accomplished immediately or by means of fade, re-pixelization, or dissolve modes. Electronic graphic display signs include computer programmable, microprocessor controlled electronic or digital displays. Electronic graphic display signs include images or messages with these characteristics projected onto buildings or other objects.

Erect means the activity of constructing, building, raising, assembling, placing, affixing, attaching, creating, painting, drawing, or any other way of bringing into being or establishing.

Flag means any fabric or similar lightweight material attached at one end of the material, usually to a staff or pole, so as to allow movement of the material by atmospheric changes and that contains distinctive colors, patterns, symbols, emblems, insignia, or other symbolic devices.

Freestanding sign means a sign that is placed in the ground and not affixed to any part of a structure or building.

Freeway is a principal arterial highway, as defined in the comprehensive plan.

Freeway sign means an on-premises pylon sign that is located on the property of the business for which it is identifying and is immediately adjacent to a freeway.

Grade means the final ground elevation after construction. Earth mounding criteria for landscaping and screening is not part of the final grade for sign height computation.

Gross sign area means the method of calculating the allowable square footage of signs. The stipulated maximum gross area for a sign refers to a single facing. Freestanding signs which are V-shaped be considered as two signs. Gross area shall be calculated as follows:

- (a) *Signs with a frame:* The area within the frame, including all lettering, wording, and accompanying designs and symbols, together with all the background, whether open or

enclosed, on which they are displayed, including a message board. The area shall not include the main support structure but shall include any other ornamental attachments that are not a part of the main support of the sign.

- (b) *Signs without a frame*: The gross area shall be the smallest rectangle that encompasses all of the letters or symbols.

Height means the vertical distance measured from the base of the sign at grade to the top of the highest attached component of the sign.

Illegal sign means a sign that is erected without first complying with all City ordinances and regulations in effect at the time of its construction and erection or use. Abandoned signs, unsafe signs, and signs attached to vacant buildings are also illegal signs.

Illuminated sign means any sign that contains an element designed to emanate artificial light internally or externally.

Interior sign means a sign which is located within the interior of any building, or within an enclosed courtyard, that is not visible from the property line or public right-of-way.

Legally established nonconforming sign means any sign and its support structure lawfully erected prior to the effective date of this article that fails to conform to the requirements of this article. A sign that was erected in accordance with a variance granted prior to the adoption of this article and does not comply with this article shall be deemed to be a legally established nonconforming sign.

Master Sign Plan means a written document describing all proposed signage for a specific site, development or complex, submitted by the owner/manager. It shall, at a minimum, include sign type, location, and size information for all signage that will be installed.

Monument sign means any freestanding sign independent from any building or other structure that is mounted on the ground or mounted on a base at least as wide as the sign. A monument sign is typically solid from grade to the top of the structure; however, a monument sign may include open area below the face of the sign if the sign complies with the monument sign supporting sign structure design criteria.

Mural means a work of art intended as artistic expression and not as a commercial message and is hand-painted or hand-tiled directly on to the exterior wall of a commercial property used for a commercial, industrial or institutional use. A mural does not include displays with electrical or mechanical components or a changing image art display.

Noncommercial speech means the dissemination of messages not classified as commercial speech which include, but are not limited to, messages concerning political, religious, social, ideological, public service, and informational topics.

Nonelectronic changeable copy sign means a sign or portion thereof that has a readerboard for the display of text information in which each alphanumeric character, graphic, or symbol is defined by objects, not consisting of an illumination device, that may be changed or re-arranged manually or mechanically with characters, letters, or illustrations that can be changed or rearranged without altering the face or the surface of the sign.

Off-premises sign means a sign bearing a commercial message that is located on property that is not the premises, property, or site of the use identified or advertised on the sign.

On-premises sign means a sign bearing a commercial message that is located on the premises, property, or site of the use identified or advertised on the sign.

Pennant means a relatively long, tapering flag.

Projecting sign means a sign that projects from a wall or other surface. Examples may include, but are not limited to awning, canopy, and wall signs.

Pylon sign means any freestanding sign that has its supportive structure(s) anchored in the ground and a sign face elevated above ground by pole(s) or beam(s) with an open area below the face of the sign. A pylon sign shall have a minimum height of ten feet and a maximum height as established by the zoning district.

Roof sign means any sign erected wholly upon the roof or parapet of a building that is wholly or partially supported by the building upon which it is erected.

Rotating sign means a sign that revolves or rotates on an axis.

Sign means any structure, fixture, placard, announcement, declaration, device, demonstration, or insignia used for direction, information, identification, or to advertise or promote any business, product, goods, activity, services, ideas, or interests. A sign shall not be deemed to include any transparent window cling(s); architectural embellishment(s) of a building not intended to communicate information; any sign or structure that is not visible from an adjacent street, property line or building on an adjacent property.

Static off-premises sign means an off-premises sign or portion thereof that displays static text or images which can only be modified by physically or mechanically removing and replacing the sign face or its components. A static off-premises sign is an entirely different type of sign than a dynamic display off-premises sign and it is not permissible for the owner of a lawful nonconforming static off-premises sign to intensify their nonconformity by converting any part the static off-premises sign to a dynamic display off-premises sign. An off-premises sign is a sign that bears a message promoting a use that is not located on the subject property or premises.

Temporary sign means a sign that can be easily installed and removed and is intended to be displayed for a short period of time as further defined in this Article.

Unsafe sign means any sign that is out of order, in disrepair, rotten, hazardous, or in any other manner unsafe.

Video display sign means a sign that changes its message or background in a manner or method of display characterized by motion or pictorial imagery, which may or may not include text, and depicts action or a special effect to imitate movement, the presentation of pictorials or graphics displayed in a progression of frames which give the illusion of motion, including but not limited to the illusion of moving objects, moving patterns or bands of light, or expanding or contracting shapes. Video display signs do not include electronic changeable copy signs. Video display signs include images or messages with these characteristics projected onto buildings or other objects.

Walk-up Window Sign means a sign located next to a walk-up window which is oriented towards customers engaging in transactions at the window and features text that is not easily readable by passing vehicular traffic.

Wall means any structure that defines the exterior boundaries or courts of a building or structure and that has a slope of 60 degrees or greater with the horizontal plane.

Wall sign means a sign painted or fastened to the exterior front, rear, or side wall of a building or structure that does not extend vertically above the highest portion of the roof.

Window sign means a sign designed to communicate information about an activity, business, commodity, event, sale or service that is placed inside a window or upon the window glass so as to be primarily visible from the exterior of the building or structure.

Yard sign means a temporary, noncommercial freestanding sign that is placed in the yard of a private property.

Sec. 118-328. Permits Required.

- (a) It shall be unlawful for any person to erect, alter, replace, or relocate any sign without first obtaining a permit and paying the required fees, except as herein otherwise provided, including those approved through the Master Sign Plan process. All signs must be constructed in accordance with all applicable City Code provisions, including permits and fees.
- (b) If the sign requires electricity, it must be installed in accordance with the current electrical code and a separate permit from the building official may be necessary prior to placement.
- (c) Freestanding signs may require a building permit in addition to a sign permit at the discretion of the Building Official. If a building permit that is based on the project value is required, the fee for the sign permit shall be waived.

Sec. 118-329. Exceptions.

The following signs do not require a sign permit and do not count towards the total amount of signage allowed at a property, provided they meet the performance standards as described in this Article and conform to any other provisions of the City Code.

- (a) Address signs.
- (b) Building markers.
- (c) Directional signs, which shall not exceed 6 square feet in gross area and 5 feet in height.
- (d) Murals in the following situations:
 - (1) Murals on a property with commercial or industrial zoning that is being used for a commercial or industrial use.
 - (2) Murals on a property that is being used for public or institutional use.
 - (3) Murals on residential buildings containing at least 4 dwelling units that have CGMU or MMM zoning.
- (e) Noncommercial flags.

- (f) Signs of the City, county, state or federal government and subdivisions and agencies thereof.
- (g) Walk-up window signs that are oriented towards customers engaging in a transaction at a walk-up window and which feature text that is not readily readable by passing traffic. Electronic changeable copy walk-up window signs require a conditional use permit and are not considered an exempt sign.
- (h) Window signs when located in the C-1, CGMU, GB, and MMM districts may be placed within a building, however the window coverage shall not exceed 30 percent of each window. There shall be no more than a maximum area of 80 square feet per street frontage for window signs. Electronic changeable copy window signs require a conditional use permit and are not considered an exempt sign.

Sec. 118-330. Prohibited Signs.

- (a) Abandoned signs.
- (b) Balloon signs.
- (c) Commercial flags.
- (d) Graffiti.
- (e) Illegal signs.
- (f) Off-premises signs, except A-frame signs as permitted in Code Section 118-331 and dynamic display off-premises signs as allowed in Section 118-334.
- (g) Permanent banners or pennants, except those permitted by Minn. Stats. § 412.221, Subd. 34.
- (h) Permanent sale signs.
- (i) Portable (trailer) signs.
- (j) Pylon signs.
- (k) Roof signs.
- (l) Revolving or rotating signs.
- (m) Search lights or strobe lights.
- (n) Signs containing content classified as "obscene" as defined by Minnesota statutes, section 617.241.
- (o) Signs containing audio speakers or any form of pyrotechnics, except drive-through signs which may have audio speaker systems.
- (p) Signs that physically obstruct windows, doors, fire escapes or an opening intended to provide ingress or egress to any structure or building.
- (q) Signs painted, attached, or in any other manner affixed to fences, trees, rocks, or other similar natural surfaces, or attached to public utility poles, bridges, towers, or similar public structures.

- (r) Signs that appear in color or design to resemble a traffic sign or signal or that make use of words, symbols, or characters in such a manner as to interfere with, mislead, or confuse pedestrian or vehicular traffic.
- (s) Signs that are affixed to vehicles or trailers that are not in use or are parked in such a fashion as to serve as additional freestanding signs. Permanent signs on operable commercial vehicles or trailers (that are used as part of the everyday operation of the business) are not prohibited by this section and are allowed.
- (t) Unsafe signs.
- (u) Video display signs.

Sec. 118-331. Temporary Signs.

Temporary signs located in a commercial or industrial district or for an institutional use, except those listed in Code Section 118-329 or exempted below, are subject to the following requirements:

- (a) Temporary Sign Performance Standards
 - (1) Temporary signs require a permit unless otherwise listed below.
 - (2) Temporary signs shall be located on private property and outside of the public right-of-way.
 - (3) Temporary signs may be freestanding or mounted onto an existing structure (such as a wall or an existing monument sign).
 - (4) Temporary signs do not count towards the total amount of signage allowed at a property.
 - (5) No individual sign shall exceed 8 feet in height.
 - (6) A property may have up to 3 temporary signs on the premises at one time.
 - (7) The total amount of temporary signage allowed at one time shall not exceed 100 square feet in area.
 - (8) All temporary signs must be discontinued 30 days after installation.
 - (9) A property cannot have temporary signage displayed at the site for more than 120 days per calendar year.
 - (10) Temporary signs may not be illuminated.
 - (11) Temporary signs may not be installed in a manner that obstructs sight lines at a street intersection and their placement is subject to the provisions of Section 118-246(c).
- (b) Temporary Signs That Do Not Require a Permit
 - (1) A-frame signs when located in the C-1, CGMU-1, CGMU-2, and MMM districts and for institutional uses in residential zoning districts provided they comply with the following:
 - a. There shall be no more than one A-frame sign per property.

- b. The A-frame sign is made of durable, exterior-grade materials that are weather-resistant.
 - c. The A-frame sign is located on the street frontage directly in front of the building which the A-frame sign is for.
 - d. The A-frame sign must be located behind the curb and in such a manner as to prevent obstructing access to vehicles using on street parking.
 - e. The A-frame sign must not obstruct a driveway or public sidewalk, trail, road, or other public right-of-way.
 - f. The A-frame sign is no larger than 8 square feet and no greater than 4 feet in height.
 - g. The A-frame sign must be removed at the close of business and stored inside a building when the business is closed. The A-frame sign must not be permanently attached to the ground, building, or any other surface.
- (2) Community event signs provided are displayed for no more than 30 days prior to the event and are removed no more than 2 days after the event.
- (3) Signs on ballfield fences no larger than 32 square feet and occupying no more than 70 percent of the fence.
- (4) Signs for an active construction site. Signs at an active construction site may be up to 96 square feet in size and are allowed on any property with an active building permit provided that the sign is removed upon completion of the project. Only one (1) such construction sign is permitted per lot. In addition to this allowance, in the MMM, CGMU, C-1, I, and I-1 districts, unlit construction banner signs may be affixed to temporary security fencing surrounding the construction site provided that the banners are kept in good repair, do not extend beyond the top of the fence, and all temporary fencing and banners are removed at the completion of the project.
- (5) Signs on a residential property provided the sign is not affixed to any structure, the total number of signs does not exceed two (2), and the total size of the two signs does not exceed six (6) square feet. These provisions do not apply to election signs as regulated in Code Section 118-342.
- (6) Signs for the purpose of selling or leasing real property. Such signs must be removed within 7 days following the lease or sale of the property or premises and they comply with the following size restrictions:
- a. In the R-1 and R-2 districts, an individual sign shall not exceed 9 square feet in gross area.
 - b. In the R-3 and R-4 districts, an individual sign shall not exceed 18 square feet in gross area.
 - c. In the CGMU-1 and CGMU-2 districts, an individual sign shall not exceed 24 square feet in gross area.

- d. In the C-1, GB, MMM, and I districts, an individual sign shall not exceed 32 square feet in gross area.
- (7) Yard signs when the signs are located on a private property with residential zoning or that is being used for an institutional use. The total number of signs shall not exceed two and the total square footage of the yard signs shall not exceed 6 square feet.

Sec. 118-332. General Provisions

The following provisions shall apply in all zoning districts.

- (a) *Illumination.* In general, all lighted signs shall comply with the standards for exterior lighting found in Section 118-245, unless otherwise listed in this section. Illuminated signs may be internally or externally lit. External illumination for signs shall be constructed and maintained so that the source of light is not visible from an adjacent property or the right-of-way.
- (b) *Legally established nonconforming signs.* Legally established nonconforming signs are subject to the provisions found in Minnesota Statute § 462.357.
- (c) *Location and setback.* Except for projecting signs, attached wall signs, awning and canopy signs, dynamic display off-premises signs, and signs that are listed as exceptions in Code Section 118-329, signs in all zoning districts shall be located at least 5 feet from all property lines. No freestanding signs shall be located within the traffic visibility triangle.
- (d) *Repairs and removal.*
 - (1) Abandoned signs. Any abandoned sign shall be removed or otherwise properly brought into compliance by the property owner upon receipt of notice to do so given by the City. In the case of a painted sign, removal shall mean the complete repainting of the background on which the sign is painted.
 - (2) Illegal signs. Any fixed sign constructed, placed, or maintained in violation of this Article shall be removed by the property owner upon receipt of notice to do so given by the City.
 - (3) Unsafe signs. Any unsafe sign shall be removed or otherwise properly secured by the property owner upon receipt of notice to do so given by the City.
- (e) *Signs constituting a public nuisance.* Any abandoned, illegal, or unsafe sign is hereby declared to be a danger to the health, safety, and welfare of the citizens of South St. Paul and is declared to be a public nuisance subject to abatement and assessment, except that legally established nonconforming signs shall not be abated until they have been abandoned for more than one year.

Sec. 118-333. On-Premises Signs

- (a) *Awning and canopy signs.* Awning and canopy signs shall comply with the following requirements:

- (1) They shall be limited to single-story buildings or to the first level only of multi-story buildings.
 - (2) They shall have a minimum clearance of 8 feet above grade.
 - (3) The maximum height of an awning or canopy shall be 5 feet.
 - (4) No awning shall project over a public sidewalk or into a public right-of-way without the approval of the City Engineer.
 - (5) Illuminated canopy and awning signs shall comply with the following lighting requirements:
 - a. On nonresidential buildings in residential districts, the direct source of light shall not be visible from the public right-of-way or adjacent residential use or district.
 - b. For signs or illuminated areas less than 3 feet in height, the degree of illumination or candlepower of illuminated canopies and awnings shall be limited to a single lamp exterior fluorescent fixture, running the entire length of the illuminated area.
 - c. For signs or illuminated areas 3 to 5 feet in height, the degree of illumination or candlepower shall be limited to double lamp fixtures.
 - d. In no event shall the power of the fixture exceed 10 watts per foot for single lamp fixtures and 20 watts per foot for double lamp fixtures.
- (b) *Drive-through sign.* Drive-through signs are allowed in addition to other permitted signs on site and shall not be used to calculate the maximum signage for the property. Drive-through signs are subject to the following performance standards:
- (1) Number. Each business with a drive-through facility is allowed to have two drive-through signs.
 - (2) Area. The maximum size of a drive-through sign is 50 square feet.
 - (3) Height. The height of a drive-through sign shall not exceed 6 feet.
 - (4) Location. Drive-through signs must be located adjacent to the drive-through aisle and all portions of the signs must be located at least 10 feet from the property line. When a site directly abuts a residential use, a drive-through sign must be set back at least 75 feet from the residential property line.
 - (5) Illumination. Illumination is permitted.
 - (6) Electronic changeable copy drive-through signs. A drive-through sign may be an electronic changeable copy sign if expressly allowed through its conditional use permit. Such signs shall be oriented so that their content is not readily visible to individuals who are not using the drive-through facility and the City may require screening to avoid negative impacts to neighboring properties.

(c) *Dynamic display, electronic changeable copy, and electronic graphic display signs.* The following standards apply to dynamic display signs, electronic changeable copy, and electronic graphic display signs:

- (1) A Conditional Use Permit is required for all dynamic, electronic changeable copy, or electronic graphic display signs.
- (2) Maximum size of the sign. An electronic dynamic display or electronic graphic display sign shall not exceed 75 percent of the maximum size permitted for a freestanding sign in that district.
- (3) Number of signs and distance to other electronic signs. There shall be no more than 1 electronic sign per property and each sign must be located at least 60 feet from any other electronic sign on any other property as measured in a straight line from the base of the sign to the base of any other electronic sign.
- (4) Distance to residential uses: Each sign shall be located at least 60 feet from a residential use, as measured in a straight line from the base of the sign to the nearest lot line of the residential use. In the case of a mixed-use development that includes residential uses a sign may be located less than 60 feet from a residential use within that same development provided that the residential use(s) are located at a significantly higher elevation or similar means of reducing the impact of the brightness and impact of the sign to equate to the straight-line distance of 60 feet.
- (5) Display hold time. In all non-residential districts, no part of a display shall change more than once every 8 seconds.
- (6) Transitions: Display transitions shall be limited to 1 second. Transitions such as slideshow and fade/dissolve may be used.
- (7) Illumination limits. The difference between the off and solid-message measurements using the electronic sign measurement criteria shall not exceed 0.3 footcandles above ambient levels when measured using the chart below. Measurement should be taken according to the procedures outlined by the International Sign Association.

Sign Area Versus Measurement Distance

| Area of Sign (sq. ft.) | Measurement Distance (ft.) |
|-----------------------------------|---------------------------------------|
| 10 | 32 |
| 15 | 39 |
| 20 | 45 |
| 25 | 50 |
| 30 | 55 |

| | |
|-----|-----|
| 35 | 59 |
| 40 | 63 |
| 45 | 67 |
| 50 | 71 |
| 55 | 74 |
| 60 | 77 |
| 65 | 81 |
| 70 | 84 |
| 75 | 87 |
| 80 | 89 |
| 85 | 92 |
| 90 | 95 |
| 95 | 97 |
| 100 | 100 |

*For signs with an area in square feet other than those specifically listed in the table (i.e. 12 square feet, 112 square feet, etc.) the measurement distance may be calculated with the following formula: Measurement Distance = the square root of (Area of the sign square feet times 100).

- (8) Dimming capabilities. All permitted electronic signs shall be equipped with a sensor or other device that automatically determines the ambient illumination and shall be programmed to automatically dim adjusting to ambient light conditions, or that can be adjusted to comply with the 0.3 footcandle measurements. These signs must also be equipped with a means to immediately turn off the display or lighting if it malfunctions, and the sign owner or operator must immediately turn off the sign or sign lighting when notified by the City that the sign is not complying with the standards in this section.

- (d) *Freestanding signs.* Except for area identification signs, no more than 1 permanent freestanding sign shall be located on any single property unless otherwise is stated 118-335. Freestanding signs shall be at least 100 feet from any other freestanding sign on a different street frontage on the same property. The total gross area of all the signs on the property cannot exceed the maximum aggregate signage for the property.

(e) *Freeway Signs.* Freeway signs are only allowed by a conditional use permit in the general business (GB), light industrial (I-1) and industrial (I) zoning districts and are subject to following conditions:

- (1) One freeway sign is allowed per property.
- (2) The maximum gross area of a freeway sign shall not exceed 200 square feet in area and 15 feet above the height of the interstate roadway surface at the point thereof nearest the sign.
- (3) The sign must be located on the portion of the property closest to the freeway and may not be closer than 350 feet from any other freeway sign on the same side of the freeway, as measured in a straight line from the base of the sign to the base of any other freeway sign.
- (4) A property with a freeway sign shall be allowed to have a maximum aggregate property signage of at least 300 square feet in gross area.
- (5) The supporting structure of a freeway sign shall be comprised of brick, stone, stucco, synthetic stucco, concrete masonry units (CMU) that are textured, burnished or decorative or factory finished metal panels. Exterior construction materials must be maintenance-free and colored only by means of a pigment integral to the material, not applied to the surface and must be compatible with the building(s) on the lot. The maximum number of supports per sign shall be two. All supports shall be vertical. No cable shall be used to support the sign.

(f) *Monument Signs.*

- (1) *Monument Sign Base.* The supporting base of a monument sign shall be comprised of brick, stone, stucco, synthetic stucco, concrete masonry units (CMU) that are textured, burnished or decorative, or factory finished metal panels. Exterior construction materials must be maintenance-free and colored only by means of a pigment integral to the material, not applied to the surface and must be compatible with the building(s) on the lot. The term "compatible" shall include but is not limited to materials that are consistent with the principal architectural features and colors of the building identified by the sign.
- (2) *Landscaping Design.* A monument sign shall be incorporated into a landscaping scheme or planter box. Monument signs may incorporate additional berming into its landscape design on a slope of 3 to 1 where the berming is incorporated into an overall landscaping design plan. The maximum height of the berm shall be three feet above the adjacent street grade. Landscaping shall be provided on the slopes of the berm in an interesting and varied appearance. Where a planter box is

incorporated, the landscaping shall occur in and around the planter with a similar attractive design.

- (3) Number of sign supports. The maximum number of supports per sign shall be 2. All supports shall be vertical. No cable shall be used to support the sign.
 - (4) Height and Size. The total height of a monument sign, including the planter box, berm, and sign graphic, shall not exceed the maximum height for a sign permitted in the underlying zoning district. The gross area of a monument sign shall not exceed 100 square feet.
- (g) *Pylon Signs*. Pylon signs are prohibited in all zoning districts except for the following:
- (1) Freeway signs may be allowed by conditional use permit in the General Business (GB), Industrial (I), and Light Industrial (I-1) zoning districts. Unless a more restrictive size is stated in a particular zoning district, a freeway sign shall not exceed 15 feet above the height of the interstate roadway at the point thereof nearest the proposed sign. The gross area of the individual sign shall not exceed 200 square feet. When in conflict, the more restrictive size shall apply.
- (h) *Wall Signs*.
- (1) *Attached wall signs (including painted wall signs)*. Attached wall signs must be flat and parallel to the surface of the building and project no more than 12 inches. Attached wall signs may project into a public right-of-way or beyond a legal setback line up to 12 inches, provided such signs do not violate Minnesota Statutes § 160.27.
 - (2) *Projecting wall signs*. Projecting wall signs must be perpendicular to the surface of the building and no more than 12 inches in thickness and comply with the following standards:
 - a. Projecting signs may project no more than 4 feet from the front of the edge of the building and be more than 15 square feet in gross area per side.
 - b. Projecting signs may not extend over a public right-of-way or public property except with the written permission of the City Engineer. When a projecting sign extends over a right-of-way, there shall be at least 8 feet of clearance between the ground level and the lowest point of the projecting sign. In no case may a projecting sign come closer than 2 feet from the curb line.
 - c. Projecting signs may not extend over a designated parking space or loading area.
 - d. One projecting sign per entrance on a street frontage is permitted. Projecting signs shall be at least 20 feet from other projecting signs.
 - (3) *Wall signs on a multi-tenant building*. Each tenant in a multi-tenant building is allowed 1 wall sign, however, the total cumulative square footage for all signs may not exceed the maximum gross area of signage allowed for the property, unless additional signage is approved through a master sign plan.

Sec. 118-334. Dynamic Display Off-Premises Signage

- (a) *Findings, Purpose, and Intent.* The City desires to facilitate communication between area businesses and nonprofits and drivers utilizing the Interstate 494 corridor and also desires to promote the health, safety, and welfare of the community through public service messaging. Dynamic display off-premises signs are able to cycle through a number of different messages and can communicate all of these messages effectively without causing a proliferation of sign structures and sign surfaces along the highway corridor. With this type of signage, there are opportunities for the City and public safety agencies to communicate about local events and critical emergencies. The City does not allow static off-premises billboard signage because these signs are inefficient, result in visual clutter, and are unable to support emergency messaging or the efficient promotion of community events.

The City is committed to protecting the aesthetics of the Mississippi River Corridor Critical Area (MRCCA), a part of the community that is protected by State Statute and shares a border with the Mississippi National River and Recreation Area, a unit of the National Park Service. Consistent with State Statute, the City administers a local MRCCA ordinance which contains numerous provisions designed to protect the community's scenic vistas, especially views to and from the river and river bluffs. The Department of Natural Resources requires the City to adopt minimum MRCCA standards but actively encourages Cities to take additional steps to protect the aesthetics of the MRCCA. To protect this critical resource area from visual clutter, it is the City's intention that no new billboard signage shall be permitted in the MRCCA and no existing nonconforming billboard signage in the MRCCA shall be permitted to be expanded or intensified in a way that will increase its value and make its discontinuance more unlikely.

- (b) *Location and Eligibility*
- (1) Dynamic display off-premises signs shall only be allowed on properties that are zoned GB-General Business.
 - (2) A dynamic display off-premises sign may only be erected on a property abutting Interstate Highway 494. The dynamic display off-premises sign must be oriented towards and designed to be viewed from Interstate Highway 494.
 - (3) Dynamic display off-premises signs are prohibited on properties located within the Mississippi River Corridor Critical Area (MRCCA) overlay district.
 - (4) The minimum distance in any direction between any two off-premises dynamic display signs shall be two thousand (2,000) feet.
- (c) *Conditional Use Permit Required.* A conditional use permit shall be required for any dynamic display off-premises sign.
- (d) *Performance Standards.* Dynamic display off-premises signs are subject to the following requirements:

- (1) All dynamic display off-premises signs shall comply with federal and state rules and regulations for signs along interstates and highways and shall obtain any required federal and state permits.
- (2) The maximum allowable size shall be seven hundred (700) square feet per sign surface and no sign shall contain more than two (2) sign surfaces. Each sign surface must be designed to be read from an opposite direction.
- (3) The maximum allowable height is fifty (50) feet from the grade of the travel lane of Interstate 494.
- (4) The design of the sign and its support structure shall be approved by the City. The base or support structure shall incorporate EIFS, veneer, brick, stone, decorative block, or a similar cladding material that has been approved by the City.
- (5) Dynamic display off-premises signs shall have a minimum display duration of eight (8) seconds. Such displays shall contain static messages only. The change from one static message to another shall either be instantaneous without any special effects or shall employ a dissolve or fade transition or another subtle transition technique that does not have the appearance of moving text or images. No transition may take longer than one second.
- (6) The sign shall be rectangular in shape and all messages must be contained within the sign. The portion of any dynamic or illuminated sign that is used for the conveyance of any message will be included within the overall size of the sign.
- (7) The sign must be freestanding and shall not be affixed to any building.
- (8) The sign may not emit any sound.
- (9) The sign shall have ambient light monitors installed and shall be configured to allow such monitors to automatically adjust the brightness level of the electronic sign based on light conditions at all times.
- (10) The sign shall comply with the following brightness standards: the sign shall not exceed seven thousand five hundred (7,500) Nits (candelas per square meter) between the hours of civil sunrise and civil sunset measured from the face of the sign. During nighttime hours, the sign shall not exceed five hundred (500) Nits. The light level shall not exceed 0.3 footcandles above ambient light as measured from a pre-set distance depending on sign size. Measuring distance shall be determined using the following equation: the square root of the message center sign area multiplied by 100. Example: 12 square foot sign $\sqrt{(12 \times 100)} = 34.6$ feet measuring distance.
- (11) Dynamic display billboards shall be constructed with the use of light-blocking technology. As measured from a point on the sign face furthest from the right-of-way, the area on the ground more than 22.5 degrees from the roadway must be light protected by light-blocking technology. "Light protected" is defined as having a reduction of brightness/luminance (and visibility) of over 90 percent, or equivalently, a remaining brightness of less than ten percent as compared to the nominal forward brightness of the sign.

- (12) The sign shall have a fully-functional monitoring off switch system that shuts the dynamic display sign off when the display deteriorates, in any fashion, five (5) percent or greater until the dynamic display sign has been repaired to its fully-functional factory specification.
- (13) The lamp wattage and luminance level in Nits of the sign shall be provided at the time of permit application from the owner or operator of the sign. The sign must at all times be operated in accordance with City Code and the owner or operator shall provide proof of such conformance upon request of the City.
- (14) Public service messages, in addition to emergency messages such as Amber Alerts, shall be provided on the dynamic display billboard sign at no cost to the public. Any Applicant for a conditional use permit for an off-premises dynamic display sign shall enter into an agreement with the City to provide up to 30 hours of no-cost display time per month on each face of the sign, with each display lasting 8 seconds. The messages shall be reasonably distributed throughout a 24-hour period and shall not be relegated to the midnight to 6:00 AM time frame.
- (15) Portable dynamic display off-premises signs are not allowed in any district.
- (16) Nonconforming static off-premises signs may not be converted to dynamic display off-premises signs.

Sec. 118-335. Permitted Signs by District.

Any sign that is not listed as a permitted (P) or allowed by Conditional Use Permit (C) is prohibited. An asterisk (*) indicates special conditions within the zoning district.

Figure A-1. Permissible Signs By District

| | R-1 R-2 R-3 | R-4 | CGMU-1 | CGMU-2 | MMM | C-1 | GB | I I-1 |
|---|-------------------|-----|--------|--------|------|------|------|----------|
| Signage Area and Size | | | | | | | | |
| Maximum Gross Area of all Signage on the Property (Square Feet) | 6* | 24* | 150* | 150* | 150* | 150* | 200* | 200* |
| Individual Sign Maximum Gross Area (Square Feet) | 6* | 24 | 100 | 100 | 100 | 100 | 100* | 100* |
| Height (Feet) | 6 | 6 | 8 | 8 | 8 | 8 | 12* | 12* |
| Type of Signage | | | | | | | | |
| Area Identification Signs | P | P | P | P | P | P | P | P |
| Drive-Through Signs | — | — | C* | C | C | C | C | C |

| | | | | | | | | |
|--|------|----|----|----|----|---|----|---|
| Dynamic Display Signs | C* | C* | C* | C | C | C | C | — |
| Dynamic Display Off-Premises Signs | — | — | — | — | — | — | C* | — |
| Electronic Changeable Copy Signs | C* | C* | C* | C | C | C | C | C |
| Electronic Graphic Display Signs | C* | C* | C* | C | C | C | C | — |
| Freeway Signs | — | — | — | — | — | — | C* | C |
| Illuminated Canopy and Awning Signs | C | P | C | C | C | C | C | C |
| Monument Signs | P* | P | C* | P* | P* | P | P | P |
| Nonelectronic Changeable Copy Signs | P* | P | C* | P* | P* | P | P | P |
| Nonilluminated Awning and Canopy Signs | P | P | P | P | P | P | P | P |
| Projecting Signs | C | P | P | P | P | P | P | — |
| Static Off-Premises Signs | — | — | — | — | — | — | — | — |
| Wall Signs | P/C* | P | P* | P* | P* | P | P | P |

(a) Within residential zoning districts (R-1 through R-3) signs must comply with the following regulations:

(1) Aggregate property signage: The maximum gross signage for a property shall not exceed 6 square feet in gross area unless otherwise excepted below.

(2) Individual signs: The maximum gross area per sign shall not exceed six square feet in gross area and six feet in height, or as otherwise excepted below.

(3) The following types of signs are permissible:

a. Area identification signs.

1. Neighborhoods of single-family and two-family homes are allowed 1 area identification sign per subdivision or development which must be a monument sign and may not exceed 24 square feet in area.

2. Multifamily dwellings with at least four units are allowed one non-illuminated area identification sign which shall not exceed 6 square feet in area except as noted below. The sign must be an attached wall sign except as noted below.

3. In the R-3 district, multifamily dwellings on parcels larger than 25,000 square feet are allowed one non-illuminated area identification sign not

exceeding 24 square feet in area. The sign may be either an attached wall sign or a monument sign.

- b. Nonilluminated awning signs and nonilluminated canopy signs.
- c. Wall signs and monument signs for an institutional use.
 - 1. Institutional uses shall be permitted one monument sign per property. An institutional use located on a parcel that is 1 acre in size or larger may have one monument sign per street frontage. No such sign shall exceed a gross area of 32 square feet.
 - 2. Institutional uses may have up to 24 square feet of wall signage per street frontage. No more than 24 feet of wall signage may be directed towards each individual frontage. Illuminated wall signs shall require a conditional use permit.
 - 3. Group family day cares, as defined in Section 118-8, are not considered an institutional use for the purposes of this section.
- d. Nonelectronic changeable copy signs, which are allowed only for institutional uses.

(4) The following types of signs require a conditional use permit:

- a. Illuminated wall signs, which are allowed only for institutional uses.
- b. Illuminated canopy and awning signs on nonresidential buildings.
- c. Projecting signs.
- d. Wall signs if they are for a property that does not qualify for wall signage as a permitted use under the provisions listed in subdivision (3) above.
- e. Dynamic display signs, electronic changeable copy, and electronic graphic display signs are allowed only when located upon the monument sign of an institutional use and are subject to the following requirements:
 - 1. The signage shall adhere to all requirements of Section 118-333(c) unless otherwise stated below.
 - 2. The electronic sign shall be turned off between 10:00 p.m. and 7:00 a.m.
 - 3. No part of the display shall change more than once every 15 seconds.
 - 4. When an institutional use has more than one monument sign, only one of their monument signs may be a dynamic display sign, electronic changeable copy sign, or electronic graphic display sign.

(5) The following types of signs require an interim use permit:

- a. A home occupation may be allowed one nonilluminated business sign in an approved location, not to exceed six square feet in area. The sign must be

removed if the home occupation is discontinued. In the R-1 single family zoning district, no home occupation signage is allowed.

- (6) The following types of signs are prohibited:
 - a. Freeway signs.
 - b. Drive-through signs.
- (b) Within multifamily residential zoning districts (R-4) signs must comply with the following regulations:
 - (1) Aggregate property signage: The maximum gross signage for a property shall not exceed 24 square feet in gross area unless otherwise allowed below.
 - (2) Individual signs: The maximum gross area per sign shall not exceed 24 square feet in gross area and six feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Illuminated canopy and awning signs.
 - c. Monument signs.
 - d. Nonelectronic changeable copy signs.
 - e. Nonilluminated awning signs and nonilluminated canopy signs.
 - f. Projecting signs.
 - g. Wall signs.
 - h. Wall signs and monument signs for an institutional use.
 - 1. Institutional uses shall be permitted one monument sign per property. An institutional use located on a parcel that is 1 acre in size or larger may have one monument sign on each street frontage. No such sign shall exceed a gross area of 32 square feet.
 - 2. Institutional uses may have up to 24 square feet of wall signage per street frontage. No more than 24 feet of wall signage may be directed towards each individual frontage.
 - 3. Group family day cares, as defined in Section 118-8, are not considered an institutional use for the purposes of this section.
 - (4) The following types of signs require a conditional use permit:
 - a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs when located upon the monument sign of an institutional use. These signs are subject to the following requirements:

1. The signage shall adhere to all requirements of Section 118-333(c) unless otherwise stated below.
 2. The electronic sign shall be turned off between 10:00 p.m. and 7:00 a.m.
 3. No part of the display shall change more than once every 15 seconds.
 4. When an institutional use has more than one monument sign, only one of their monument signs may be a dynamic display sign, electronic changeable copy sign, or electronic graphic display sign.
- (5) The following types of signs are prohibited:
- a. Freeway signs.
 - b. Drive-through signs.
- (c) Within the CGMU-1: Concord Gateway Mixed Use Zoning Sub-district 1. Signs must comply with the following regulations:
- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater. If a property has a second street frontage, the property is eligible for additional signage equal to one-half (½) times the lineal feet of the building frontage facing the second public street.
 - (2) Individual signs: The maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Nonilluminated awning and canopy signs.
 - c. Projecting signs.
 - d. Wall signs.
 - (4) The following types of signs require a conditional use permit:
 - a. Illuminated canopy and awning signs.
 - b. Monument signs on an eligible property. Monument signs shall not be allowed on Concord Exchange or within 75 feet of the Concord Exchange right-of-way. As part of a monument sign the following types of signs may also be incorporated:
 1. Dynamic display, electronic changeable copy, and electronic graphic display signs.
 2. Non-electronic changeable copy signs.
 - c. Drive-through signs.
 - (5) The following types of signs are prohibited:

- a. Freeway signs.
- (d) Within the CGMU-2: Concord Gateway Mixed Use Zoning Sub-district 2. Signs must comply with the following regulations:
 - (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater.
 - (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - e. Projecting signs.
 - f. Wall signs.
 - (4) The following types of signs require a conditional use permit:
 - a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs.
 - (5) The following types of signs are prohibited:
 - a. Freeway signs.
- (e) Within the MMM- Mixed Markets and Makers District. Signs must comply with the following regulations:
 - (1) Aggregate property signage: the maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the building frontage along Concord Street or 150 square feet in gross area, whichever is greater. Properties that do not have frontage on Concord Street shall not exceed 150 square feet of gross signage.
 - (2) Individual signs: the maximum gross area per sign shall not exceed on 100 square feet in gross area and eight feet in height.
 - (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs
 - c. Nonelectronic changeable copy signs

- d. Nonilluminated awning and canopy signs.
 - e. Projecting signs
 - f. Wall signs
- (4) The following types of signs require a conditional use permit:
- a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs
- (5) The following types of signs are prohibited:
- a. Freeway signs.
- (f) Within the C-1: Retail business zoning districts signs must comply with the following regulations:
- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 150 square feet in gross area, whichever is greater.
- (2) Individual signs: The maximum gross area per sign shall not exceed 100 square feet in gross area and eight feet in height.
- (3) The following types of signs are permissible:
- a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning signs and canopy signs.
 - e. Projecting signs.
 - f. Wall signs.
- (4) The following types of signs require a conditional use permit:
- a. Dynamic display signs, electronic changeable copy, and electronic graphic display signs that are part of a monument sign.
 - b. Drive-through signs.
 - c. Illuminated awning and canopy signs.
- (5) The following types of signs are prohibited:
- a. Freeway signs.
- (g) Within the GB: General business zoning district signs must comply with the following regulations:

- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) times the lineal feet of the longest building frontage facing a public street or 200 square feet in gross area, whichever is greater, unless otherwise excepted in Section 118-333(e).
 - (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and 12 feet in height, or as otherwise excepted in Section 118-333(e).
 - (3) Freeway signs are not permitted in that part of the GB district north of I-494, east of Trunk Highway 56 (Concord Street), south of Wentworth Avenue extended easterly and west of the Mississippi River.
 - (4) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - f. Projecting signs.
 - f. Wall signs.
 - (5) The following types of signs require a conditional use permit:
 - a. Drive-through signs subject to the requirements of Section 118-333(b).
 - b. Dynamic display signs that are part of a monument sign. These signs are subject to the requirements of Section 118-333(c).
 - c. Dynamic display off-premises signs on properties that are outside of the Mississippi River Critical Corridor Area (MRCCA), subject to the requirements of Section 118-334. A property or business that has a dynamic display off-premises sign shall be permitted to have up to 200 square feet of total site signage in addition to the dynamic display off-premises sign. A property or business that currently exceeds 200 square feet of site signage must reduce their total site signage to 200 square feet or less in order to qualify for a conditional use permit to have a dynamic display off-premises sign.
 - d. Electronic changeable copy or electronic graphic display signs that are part of a monument sign.
 - e. Freeway signs, subject to the requirements of subsection 118-333(e).
 - f. Illuminated awning and canopy signs
- (h) Within the industrial zoning districts (I and I-1) signs must comply with the following regulations:

- (1) Aggregate property signage: The maximum gross signage for a property shall not exceed one and one-half (1 ½) the lineal feet of the longest building frontage facing a public street or 200 square feet in gross area, whichever is greater, unless otherwise excepted in Section 118-333(e). Each principal building at the Fleming Field Municipal Airport shall be allowed to have at least 200 square feet of total signage, regardless of the length of the building frontage.
- (2) Individual signs: the maximum gross area per sign shall not exceed 100 square feet in gross area and 12 feet in height, or as otherwise excepted in Section 118-333(e).
- (3) The following types of signs are permissible:
 - a. Area identification signs.
 - b. Monument signs.
 - c. Nonelectronic changeable copy signs.
 - d. Nonilluminated awning and canopy signs.
 - e. Wall signs.
- (4) The following types of signs require a conditional use permit:
 - a. Drive-through signs.
 - b. Electronic changeable copy signs.
 - c. Freeway signs, subject to the requirements of subsection 118-333(e).
 - d. Illuminated canopy and awning signs.
- (5) The following types of signs are prohibited:
 - a. Dynamic display signs.
 - b. Electronic graphic display signs.
 - c. Projecting signs.

Sec. 118-336. Master Sign Plans

- (a) *Purpose.* The purpose of a master sign plan is to establish a fair and equitable process for complex signage situations that accommodate the need for a well-maintained, safe, and attractive community, and the need for effective communications including business identification. Flexibility from the sign standards in the total amount, number, size, or location of signs may be approved at the reasonable discretion of the City Council through the master sign plan process.
- (b) *Effect.* Upon approval of a master sign plan, all future signs shall conform to the master sign plan. Modifications to the provisions of the master sign plan may be granted only with the approval of an amended master sign plan.
- (c) *Eligibility.* No property shall be required to submit a master sign plan and may alternatively pursue a planned unit development approval or variance. The following

standards shall dictate which properties are eligible to submit a master sign plan for review:

- (1) Only the following uses shall be eligible to submit an application for a master sign plan: multi-tenant commercial-retail structures such as shopping centers and strip malls, commercial and industrial developments that are over five acres in size, gasoline service stations, and properties that have multiple principal buildings.
 - (2) Only properties in commercial, industrial, and mixed-use zoning districts shall be eligible to submit master sign plans.
 - (3) Planned unit developments that require flexibility from the sign ordinance shall have their signage regulated via their conditional use permit for a planned unit development rather than a master sign plan.
- (d) *Process.* The applicant shall submit their master sign plan for review by the Planning Commission and City Council. A completed application shall be submitted to the zoning administrator along with an application fee and escrow deposit as established by the City Council for site plan reviews. The master sign plan shall be reviewed following the process outlined for site plan review in section 118-47 and approved by resolution. Amendment requests shall follow this same process.
- (e) *Review criteria.* To assist property owners and their tenants with signage needs, the City has established the following criteria that shall be used in developing, reviewing, and approving each master sign plan:
- (1) *Base guidelines:* The master sign plan shall use the signage standards of the underlying zoning district as its basis. Any sign that requires a conditional use permit or interim use permit shall continue to require said permit.
 - (2) *Total allowance:* The total signage allowance granted shall not exceed two times the maximum that would be allowed at the property without a master sign plan.
 - (3) *Height:* All signage must follow the height regulations of the underlying zoning district except that monument signs for multi-tenant commercial-retail structures may be allowed to be up to 12 feet in height.
 - (4) *Quality:* The master sign plan review may not be used to waive design standards that are mandatory in the underlying zoning district related to landscaping or building materials.
 - (5) *Type:* A master sign plan may not be used to approve a type of sign that is prohibited in the underlying zoning district.
 - (6) *Location:* All signage shall follow the location regulations of the underlying zoning district.
 - (7) *Number:* No more than one freestanding sign may be allowed for each street frontage through a master sign plan.
 - (8) The City Council may require an applicant to adhere to the signage standards found in sections 118-332 and 118-333 or the City Council may at their discretion, approve a master sign plan. In approving a deviation from the signage standards found in sections 118-332 and 118-333, the City Council will consider

the gross floor area of the principal building(s), the size of the site, the existing signage, and the visibility of the site from all street frontages.

- (f) *Required materials.* The following materials must be submitted as part of a master sign plan review application.
 - (1) Dimensional site plan and elevations of the building or buildings to be included in the master sign plan review.
 - (2) Locations of existing and proposed signage, including signage dimensions, lighting, exposed structures, colors, and functions of each sign.
 - (3) Computations of the total maximum sign area for each individual sign and all the signage at the site included the height of the signs and area of the signs.
- (g) *Findings.* The following findings must be made prior to the approval of any new master sign plan or revisions to previously approved master sign plans:
 - (1) The master sign plan is not in conflict with the comprehensive plan.
 - (2) The master sign plan is not in conflict with the purpose, standards or design principles found in section 118-332.
 - (3) The master sign plan will not be injurious or a nuisance to the surrounding neighborhood or otherwise harm the public health, safety, and welfare.
- (h) *Sign permits required.* No sign approved as part of a master sign plan may be installed without first receiving the proper sign permit.
- (i) *Administration and amendments.* Staff may issue a sign permit to allow a sign approved by the master sign plan to be replaced with a new sign of the same type that is in the same general location as the original sign and is the same size or smaller than the original sign. All attached wall signs shall be considered the same type for the purposes of administering this ordinance. Any more substantial changes including a change in the sign type, an increase in the size of the signage, or the addition of new signage will require an amendment to the master sign plan.
- (j) *Expiration.* Master sign plans expire one year after approval if no sign permits implementing the master sign plan have been issued within that time period. The applicant may apply to the zoning administrator for no more than one extension of up to one year.
- (k) *Termination.* A property owner may request the termination of their master sign plan which shall be processed as an amendment and approved by resolution. If the termination is approved, the property shall revert to the standards of the underlying zoning district.

Sec. 118-337. Message substitution.

The owner of any sign that is otherwise allowed by this article may substitute noncommercial copy or message in lieu of any other commercial or noncommercial sign copy or message without additional approval or permitting subject to the operational standards set forth in this article. The purpose of this provision is to prevent any inadvertent favoring of commercial speech or message over noncommercial speech or message.

Sec. 118-338. Election Season Exception

Notwithstanding any other provisions of this article, all signs of any size containing noncommercial speech may be posted from 46 days before the state primary in any general election year until ten days following the general election and 13 weeks prior to any special election until ten days following the special election.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The ordinance repeals and replaces the existing sign ordinance to improve its readability and to address several previously unaddressed types of signage.

SECTION 3. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved:

Published:

Deanna Werner, City Clerk

ATTACHMENT B
PHOTOGRAPHS OF TEMPORARY FEATHER FLAG SIGNS

