



CITY OF SOUTH ST. PAUL MEETING AGENDA

CITY COUNCIL

Council Chambers
125 3rd Avenue North
South St. Paul, MN 55075

Monday, July 7, 2025
7:00 PM

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PRESENTATIONS

6. CITIZEN'S COMMENTS

Comments are limited to 3 minutes in length.

7. APPROVAL OF AGENDA

8. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine and will be approved by one motion. There will be no separate discussion of these items unless requested by a member of the governing body or citizen, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

- A. City Council Meeting Minutes of the June 16, 2025, Council Meeting.
- B. Accounts Payable
- C. Business Licenses
- D. Acceptance of Gift Donations
- E. Final Payment for the Levander Pond Maintenance Project (City Project No. 2022-09)
- F. Final Payment for the Wakota Trailhead Project (City Project No. 2021-08)
- G. Approve Proposal with SEH for Design and Bidding Services for the Lead Service Line Replacement Project
- H. Approve Quote from DJ Commercial Door, Entryway Doug Woog Arena

- I. Motion to approve Agreement with East Hockey Training, LLC for use of Storage and Office Space at Doug Woog Arena
- J. Purchase of a 2025 John Deere 3046R Compact Utility Tractor

9. ITEMS REMOVED FROM CONSENT AGENDA

10. PUBLIC HEARINGS

11. GENERAL BUSINESS

- A. Approve Resolution 2025-066 Authorizing the Redemption of Taxable General Obligation Airport Bonds, Series 2017A
- B. Second Reading: An Ordinance Legalizing Beekeeping on Residential Properties and Updating the Chicken and Duck Ordinance
- C. Second Reading: An Ordinance Updating the Subdivision Ordinance's Design Standards for Easement Width and Block Length
- D. Disposition of the Armour Gatehouse Structures

12. MAYOR AND COUNCIL COMMUNICATIONS

13. ADJOURNMENT



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: City Clerk
PREPARED BY: Deanna Werner
AGENDA ITEM NUMBER: 8.A.

MEETING TYPE

Regular Meeting

AGENDA ITEM

City Council Meeting Minutes of the June 16, 2025, Council Meeting.

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Approval of meeting minutes for the Regular City Council Meeting held on Monday, June 16, 2025.

SOURCE OF FUNDS

ATTACHMENTS

1. 06-16-2025 Council Minutes



SOUTH ST. PAUL CITY COUNCIL MINUTES OF JUNE 16, 2025

1. CALL TO ORDER

Acting Mayor Tom Seaberg called the regular meeting of the City Council to order at 7:00 PM on Monday, June 16th, 2025.

2. ROLL CALL

Present: Tom Seaberg, Todd Podgorski, Matt Thompson, Joe Kaliszewski, Pam Bakken, Lori Hansen

Absent: Jimmy Francis

Staff Present:
Shelly Anderson, Assistant City Administrator
Kori Land, City Attorney
Deanna Werner, City Clerk
Michael Healy, City Planner

3. INVOCATION

4. PLEDGE OF ALLEGIANCE

5. PRESENTATIONS

- A. Check Presentation by Troop 9095 for the Fill the Backpack Campaign
- B. Luther Memorial Church Ice Cream Social Invitation
- C. South St. Paul Juneteenth Celebration

6. CITIZEN'S COMMENTS

Comments are limited to 3 minutes.

Marti Grow
Michael Gould

7. APPROVAL OF AGENDA

Moved by: Joe Kaliszewski / Pam Bakken
Moved: To approve agenda as presented.
Vote: 6 ayes / 0 nays, motion Passed

8. CONSENT AGENDA

All items listed on the Consent Agenda are items, which are considered routine and will be approved by one motion. There will be no separate discussion of these items unless requested

by a member of the governing body or citizen, in which case the item will be removed from the consent agenda and considered at the end of the Consent Agenda.

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

- A. City Council Meeting Minutes of:
 - June 2, 2025 Council Meeting
 - June 9, 2025 Council Work Session
- B. Accounts Payable
- C. Business Licenses
- D. 2025 CIP Project -Approval of Playground Replacement Projects at Summit Park and Grandview Park
- E. Approve Joint Powers Agreement Between South St. Paul and Inver Grove Heights for the South Street Reconstruction Project
- F. ~~Acceptance of Letter of Resignation – City Engineer Position~~ *Removed for further discussion*
- G. Approve Proposal with WSB to complete Pond Surveys and Preliminary Design Memos for Southview Pond, Anderson Pond, and Evans Avenue Pond
 - Moved by: Joe Kaliszewski / Matt Thompson
 - Moved: To approve Consent Agenda with the removal of Item F for further discussion.
 - Vote: 6 ayes / 0 nays, motion Passed

9. ITEMS REMOVED FROM CONSENT AGENDA

- F. Accept a Letter of Resignation - City Engineer position

Moved by: Lori Hansen / Pam Bakken
Moved: To Approve Item F, a letter of resignation - City Engineer position
Vote: 6 ayes / 0 nays, motion Passed

10. PUBLIC HEARINGS

None

11. GENERAL BUSINESS

- A. South Concord Corridor Small Area Plan
- B. First Reading- An Ordinance Legalizing Beekeeping on Residential Properties and Updating the Chicken & Duck Ordinance
 - Council Member Thompson introduced for a first reading an Ordinance Legalizing Beekeeping on Residential Properties and Updating the Chicken & Duck Ordinance.
- C. First Reading- An Ordinance Updating the Subdivision Ordinance's Design Standards for Easement Width and Block Length

Council Member Thompson introduced for a first reading an Ordinance Updating the Subdivision Ordinance's Design Standards for Easement Width and Block Length.

12. MAYOR AND COUNCIL COMMUNICATIONS

13. ADJOURNMENT

Deanna Werner

/s/: Deanna Werner
City Clerk



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Finance
PREPARED BY: Jeff Hines
AGENDA ITEM NUMBER: 8.B.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Accounts Payable

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to Adopt Resolution 2025-069 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

ATTACHMENTS

1. 07-07-25 Accounts Payable

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2025-069

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:

154202-154385	\$ 1,776,120.61
2025195-2025214	240,206.06
801224-801230	<u>68,547.05</u>

Total	\$ 2,084,873.32
--------------	------------------------

Adopted this 7th day of July, 2025.

Deanna Werner, City Clerk

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154202	6/23/2025		3899 ABSOLUTE TRAILER SALES INC							
		126.01	EQUILIZER/STRAP/BOLT/BUSH#T-6		123048	22352	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		126.01								
154203	6/23/2025		9253 ADVANCED ENG & ENVIRO SERVICES, LLC							
		9,753.50	PFAS FEASIBILITY STUDY		123136	103279	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		2,162.00	WELL HEAD PLAN UPDATE		123137	103296	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		11,915.50								
154204	6/23/2025		6645 ALL INC							
		875.50	NM REFRIG (1)		123050	S1608425.001	50677.6580	229900	OTHER EQUIPMENT	NAN MCKAY APT BLDG
		3,336.50	JC REFRIGERATORS (4)		123138	S1608620.001	50678.6580	229900	OTHER EQUIPMENT	JOHN CARROLL APT BLDG
		4,212.00								
154205	6/23/2025		14938 ANDERSON, GAIL							
		75.00	REFUND SP1		123144	6/16/2025	10520.4461		SUMMER PROGRAMS	PARKS ADMINISTRATION
		75.00	REFUND SP6		123144	6/16/2025	10520.4461		SUMMER PROGRAMS	PARKS ADMINISTRATION
		75.00	REFUND SP7		123144	6/16/2025	10520.4461		SUMMER PROGRAMS	PARKS ADMINISTRATION
		75.00	REFUND SP 8		123144	6/16/2025	10520.4461		SUMMER PROGRAMS	PARKS ADMINISTRATION
		5.00-	ADMIN FEE		123144	6/16/2025	10520.4461		SUMMER PROGRAMS	PARKS ADMINISTRATION
		295.00								
154206	6/23/2025		1050 ANOTHER LOCKSMITH							
		223.10	DOOR HANDLE REPLACEMENT		123157	3124	20245.6371		REPAIRS & MAINT CONTRACTUAL	AIRPORT
		223.10								
154207	6/23/2025		4059 ASCENT AVIATION GROUP, INC.							
		25,446.54	6000 GAL 100LL		123049	1117933	20245.6250		MERCHANDISE FOR RESALE	AIRPORT
		25,446.54								
154208	6/23/2025		4590 ATEC, LLC							
		3,767.47	ADMIN VEHICLE 2169 BUILD		123143	1600	60703.6550		MOTOR VEHICLES	CENTRAL GARAGE FUND
		3,767.47								
154209	6/23/2025		9021 ATLAS STAFFING, INC.							
		772.80	NM TEMP-MOUA 6/7/25		123139	1308736	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		772.80	JC TEMP-MOUA 6/7/25		123139	1308736	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		672.00	JC TEMP-SAOBERANIS 6/7/25		123140	1308735	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		2,217.60								
154210	6/23/2025		10548 BASE LINE IRRIGATION SOLUTIONS							

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154210	6/23/2025		10548 BASE LINE IRRIGATION SOLUTIONS						Continued...	
		219.00	MONITOR IRRIGATE@MCMORROW		123151	16492-2025	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		219.00								
154211	6/23/2025		6676 BDS LAUNDRY MANAGEMENT CO							
		789.29	NM LAUNDRY RENTAL		123155	LMV435545	50677.6381		OTHER RENTALS	NAN MCKAY APT BLDG
		1,032.15	JC LAUNDRY RENTAL		123156	LMV435541	50678.6381		OTHER RENTALS	JOHN CARROLL APT BLDG
		1,821.44								
154212	6/23/2025		7263 BRO-TEX CO., INC.							
		211.00	NM SCRIM 4 PLY WHITE		123051	577986	50677.6220		REPAIR & MAINTENANCE SUPPLIES	NAN MCKAY APT BLDG
		211.00	JC SCRIM 4 PLY WHITE		123051	577986	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		422.00								
154213	6/23/2025		14372 CINTAS CORPORATION							
		22.95	SUPPLIES - MED CABINET		123066	5273193708	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		22.95	SUPPLIES - MED CABINET		123066	5273193708	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		22.95	SUPPLIES - MED CABINET		123066	5273193708	50606.6220		REPAIR & MAINTENANCE SUPPLIES	SEWER UTILITY
		22.95	SUPPLIES - MED CABINET		123066	5273193708	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		91.80								
154214	6/23/2025		1184 CINTAS CORPORATION #754							
		75.30	SAFETY MATS		123067	4232666815	10210.6220		REPAIR & MAINTENANCE SUPPLIES	POLICE PROTECTION
		24.81	SAFETY MATS-LOBBY FD		123067	4232666815	10330.6210		OPERATING SUPPLIES	BUILDINGS
		90.55	UNIFORMS/SHOP TOWELS		123068	4232492925	60703.6245		CLOTHING ALLOWANCE	CENTRAL GARAGE FUND
		190.66								
154215	6/23/2025		13523 CINTAS CORPORATION NO. 2							
		129.72	NM-BRUSHMATS-MAY25		123060	20410768	50677.6371.150		MTNCE-CLEANING CONTRACTS	NAN MCKAY APT BLDG
		129.72	NM-BRUSHMATS-MAY25		123061	20405740	50677.6371.150		MTNCE-CLEANING CONTRACTS	NAN MCKAY APT BLDG
		129.72	NM-BRUSHMATS-MAY25		123062	20407463	50677.6371.150		MTNCE-CLEANING CONTRACTS	NAN MCKAY APT BLDG
		129.72	NM-BRUSHMATS-MAY25		123063	20409125	50677.6371.150		MTNCE-CLEANING CONTRACTS	NAN MCKAY APT BLDG
		83.84	JC-BRUSHMATS-MAY25		123064	20407462	50678.6371.150		MTNCE-CLEANING CONTRACTS	JOHN CARROLL APT BLDG
		83.84	JC-BRUSHMATS-MAY25		123065	20410767	50678.6371.150		MTNCE-CLEANING CONTRACTS	JOHN CARROLL APT BLDG
		686.56								
154216	6/23/2025		5701 CITY OF APPLE VALLEY							
		500.00	26-PRA UOF INSTRUCTOR		123053	8097	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		500.00								
154217	6/23/2025		2884 COMCAST							

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154217	6/23/2025		2884 COMCAST						Continued...	
		109.85	FOR WATER COMPUTER		123055	877210595017166	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
						6 6/2/25				
		109.85								
154218	6/23/2025		14936 CONWAY, COLLIN							
		2,040.50	TUITION REIMB-SPRING 2025		123054	6-12-2025	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		2,040.50								
154219	6/23/2025		1226 CULLIGAN WATER							
		1,060.15	SOFTNER SALT/WATER		123057	157-01458058-1	20243.6220		REPAIR & MAINTENANCE SUPPLIES	DOUG WOOG ARENA
						5/31/25				
		1,060.15								
154220	6/23/2025		10710 CURBSIDE LANDSCAPE & IRRIGATION							
		1,950.00	CONCORD ST/EXCH BED WEEDING		123058	310287	20280.6375	202506	OTHER CONTRACTED SERVICES	ECON DEV GENERAL
		223.00	CONCORD WATER TREES/PLANTERS		123059	310619	20280.6375	202506	OTHER CONTRACTED SERVICES	ECON DEV GENERAL
		5,710.00	SHRUB/LAWN MAINT CH&LIBRARY		123069	310865	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		7,883.00								
154221	6/23/2025		1251 DAKOTA COUNTY PROPERTY TAXATION & RECORD							
		5,268.24	1ST HALF-240 CONCORD		123070	06/10/2025	40490.6430		MISCELLANEOUS	CONCORD TIF
		5,268.24								
154222	6/23/2025		6407 DARTS							
		6,825.00	NM SVC COORDINATOR MAY25		123071	10515-115	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		6,825.00	JC SVC COORDINATOR MAY25		123071	10515-115	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		13,650.00								
154223	6/23/2025		6755 DAVEY TREE EXPERT COMPANY							
		108.00	MULCH		123129	919577566	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		108.00								
154224	6/23/2025		14802 DOMEIER PAINTING LLC							
		390.00	JC PAINTDOOR LAUND/MNT/STOR		123142	91144783	50678.6371.060		MTNCE-UNIT TURNAROUND	JOHN CARROLL APT BLDG
		390.00								
154225	6/23/2025		1303 DOODY CLEANING SERVICES							
		370.00	MAY25 CLEANING		123072	965	20245.6371		REPAIRS & MAINT CONTRACTUAL	AIRPORT
		370.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154226	6/23/2025		1326 EARL F. ANDERSEN, INC						Continued...	
		355.40	ST SIGNS/WARNING SIGNS		123073	0139629-IN	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		1,205.00	U CHANNEL POSTS		123074	0139667-IN	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		1,560.40								
154227	6/23/2025		14352 EUROFINS EASTON ANALYTICAL LLC							
		3,244.50	PFAS TESTING		123075	8100132752	10315.6302		PROFESSIONAL SERVICES	ENGINEERING
		3,244.50								
154228	6/23/2025		4725 FIRST SUPPLY LLC - TWIN CITIES							
		47.78	VALVE@ KAPOsia LANDING		123076	3752320-00	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		45.48	DRAIN CLEANER		123077	3755271-00	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		93.26								
154229	6/23/2025		7352 FUCHS, JESSICA							
		539.96	46-INV CLOTHING REIMB		123078	06/11/2025	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		645.81	46-INV CLOTHING REIMB		123078	06/11/2025	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		1,185.77								
154230	6/23/2025		3614 GLOBAL SPECIALTY CONTRACTORS, INC.							
		3,350.00	RPR GUARDRAIL-HAWLEY&900 BLK		123079	224999-16-123	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		3,350.00								
154231	6/23/2025		1497 GOPHER STATE ONE-CALL							
		205.88	LOCATES		123080	5050758	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		205.87	LOCATES		123080	5050758	50606.6302		PROFESSIONAL SERVICES	SEWER UTILITY
		411.75								
154232	6/23/2025		11834 GUARDIAN SUPPLY LLC							
		224.97	35-(3) SHIRTS & EMBROIDERY		123082	21419	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		509.93	C4-START UP UNIFORM&EQUIP		123083	21386	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		64.99	01-RADIO HOLSTER/NAME TAPE		123084	21387	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		799.89								
154233	6/23/2025		6678 HD SUPPLY FACILITIES MAINTENANCE , LTD							
		126.80	JC HAND SOAP		123085	9237693819	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		126.80								
154234	6/23/2025		11570 HILDI INC.							
		6,500.00	OPEB ACTUARIAL VALUATION 2025		123086	17071	10150.6302		PROFESSIONAL SERVICES	FINANCE
		6,500.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154234	6/23/2025		11570 HILDI INC.						Continued...	
154235	6/23/2025		13946 KLINKHAMMER, JOHN							
		172.46	BOOT ALLOWANCE		123145	6/13/25	10320.6245		CLOTHING ALLOWANCE	PUBLIC WORKS
		172.46								
154236	6/23/2025		6680 LANDRUM DOBBINS LLC							
		1,456.00	DRAFT/FILE (4) UD'S		123146	6871	20260.6302		PROFESSIONAL SERVICES	HOUSING GENERAL
		1,456.00								
154237	6/23/2025		1803 LANGUAGE LINE SERVICES							
		1,247.17	OTP TRANSLATION		123164	11622053	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		1,247.17								
154238	6/23/2025		6281 LIGHTNING DISPOSAL, INC.							
		1,082.48	TRASH SVC-PW		123081	0000774448	10320.6379		CONT SERV/REFUSE & SANITATION	PUBLIC WORKS
		1,082.48								
154239	6/23/2025		14684 M HEALTH FAIRVIEW EMS							
		97.46	EMS DRAW CN#25000997		123092	EMS111113	10210.6210		OPERATING SUPPLIES	POLICE PROTECTION
		97.46								
154240	6/23/2025		13330 MEDICA							
		129,575.93	HEALTH PREMIUM JULY 2025		123147	563202861930	10101.2176		HOSPITALIZATION/MED INSURANCE	GENERAL FUND
		991.85-	RETRO ADJ JUN25		123147	563202861930	10101.2176		HOSPITALIZATION/MED INSURANCE	GENERAL FUND
		372.00	MHR INVEST FEE JULY 2025		123147	563202861930	10125.6375		OTHER CONTRACTED SERVICES	HUMAN RESOURCES
		128,956.08								
154241	6/23/2025		1911 MENARDS, INC-WEST ST PAUL							
		64.98	PRESSURE BRASS NOZZLE/FAN		123088	11581	10528.6220		REPAIR & MAINTENANCE SUPPLIES	NORTHVIEW POOL
		20.22	SANP-IN DRAIN/VENT SCRIN/PIPE		123089	11528	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		44.78	HANDLE/ROLLR FRAME/BRUSH		123090	11490	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		129.98								
154242	6/23/2025		1923 METRO SALES INC.							
		10.00	COLOR COPIES		123091	INV2803373	10160.6378		COPIER MAINTENANCE AGREEMENT	INFORMATION TECHNOLOGY
		10.00								
154243	6/23/2025		1942 MIDWEST FENCE & MFG.							
		175.00	FENCE REPL PARTS		123093	197521	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		175.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154243	6/23/2025		1942 MIDWEST FENCE & MFG.						Continued...	
154246	6/23/2025		14693 NEW HISTORY, INC.							
		5.00	LIBRARY REUSE STUDY BALANCE		123100	4328-A	20214.6302	227688	PROFESSIONAL SERVICES	GRANTS/DONATIONS COMM DVLPM
		5.00								
154247	6/23/2025		14383 NFI, INC.							
		19.96	TIE SNAP ZINC 4#		123101	551584/693	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		15.98	HAND SOAP		123102	551571/693	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		35.94								
154248	6/23/2025		5682 NITTI SANITATION							
		280.67	TRASH SVC-CITY HALL		123103	776379	10330.6379		CONT SERV/REFUSE & SANITATION	BUILDINGS
		100.00	TRASH SVC-PW		123104	774862	10320.6379		CONT SERV/REFUSE & SANITATION	PUBLIC WORKS
		87.04	TRASH SVC-AIRPORT		123105	776380	20245.6379		CONT SERV/REFUSE & SANITATION	AIRPORT
		250.94	TRASH SVC-KAPOSIA PARK		123106	776382	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		340.82	TRASH SVC-LORRAINE		123107	776383	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		340.82	TRASH SVC-NORTHVIEW		123108	776384	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		232.32	TRASH SVC-MCMORROW		123109	776385	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		34.11	TRASH SVC-COMM GARDENS		123110	776386	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		232.32	TRASH SVC-KAPOSIA LANDING		123111	776387	10340.6379		CONT SERV/REFUSE & SANITATION	PARKS FACILITIES AND MTNCE
		1,899.04								
154249	6/23/2025		10824 OCCUPATIONAL HEALTH CENTERS OF MN, P.C.							
		750.00	CONWAY PHYSICAL		123056	104194189	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		750.00								
154250	6/23/2025		2166 O'REILLY AUTO PARTS							
		6.50	VAC CONNECT & FUEL HOSE		123112	1767-430279	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		6.50								
154251	6/23/2025		2176 OXYGEN SERVICES COMPANY							
		323.27	RECYCLED CYLINDERS		123113	0003619740	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		323.27								
154252	6/23/2025		2240 PLUNKETT'S PEST CONTROL, INC.							
		91.50	PEST CONTROL-PW		123114	9192884	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		57.87	NM MAY25 MULTI HSG PRGM		123115	9171359	50677.6371.090		MTNCE-EXTERMINATION	NAN MCKAY APT BLDG
		30.00	NM #806 NO BB		123116	9161633	50677.6371.090		MTNCE-EXTERMINATION	NAN MCKAY APT BLDG
		189.17	JC MAY25 MULTI HSG PRGM		123117	9177383	50678.6371.090		MTNCE-EXTERMINATION	JOHN CARROLL APT BLDG
		550.00	NM BB TRTMNT PGRM		123118	9150611	50677.6371.090		MTNCE-EXTERMINATION	NAN MCKAY APT BLDG

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154252	6/23/2025		2240 PLUNKETT'S PEST CONTROL, INC.						Continued...	
		70.00	NM #914 LIGHT BB		123119	9144285	50677.6371.090		MTNCE-EXTERMINATION	NAN MCKAY APT BLDG
		988.54								
154253	6/23/2025		6683 POPP COMMUNICATIONS							
		188.12	NM FIRE ALARM PH SYST		123120	992881753	50677.6390.1		TELEPHONE-SECURITY	NAN MCKAY APT BLDG
		188.12	JC FIRE ALARM PH SYST		123120	992881753	50678.6390.1		TELEPHONE-SECURITY	JOHN CARROLL APT BLDG
		376.24								
154254	6/23/2025		14315 RENTGROW, INC.							
		72.00	NM TENANT BKGRND CK MAY25		123121	1987997	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		24.00	JC TENANT BKGRND CK MAY25		123122	1987996	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		96.00								
154255	6/23/2025		1636 RICOH USA, INC.							
		41.00	PRINT CARTRIDGE INK BLACK		123148	1103615854	10160.6378		COPIER MAINTENANCE AGREEMENT	INFORMATION TECHNOLOGY
		41.00								
154256	6/23/2025		5620 RUFFRIDGE JOHNSON EQUIPMENT CO INC							
		2,500.00	RENTAL-ROLLER		123123	RA5671-001	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		2,500.00								
154257	6/23/2025		5537 SAFE-FAST INC							
		62.29	EAR PLUGS/GLOVES/LENS CLNR		123124	INV309170	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		62.29	EAR PLUGS/GLOVES/LENS CLNR		123124	INV309170	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		62.29	EAR PLUGS/GLOVES/LENS CLNR		123124	INV309170	50606.6220		REPAIR & MAINTENANCE SUPPLIES	SEWER UTILITY
		62.29	EAR PLUGS/GLOVES/LENS CLNR		123124	INV309170	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		249.16								
154258	6/23/2025		2505 SOUTH EAST TOWING INC							
		250.00	TOW CN#25001066 '15 AUDI		123165	25-5399838	10210.6371		REPAIRS & MAINT CONTRACTUAL	POLICE PROTECTION
		250.00								
154259	6/23/2025		2506 SOUTH METRO FIRE DEPARTMENT							
		690,472.00	SECOND QUARTER FUNDING		123125	SMF-2025-000001	10220.6302		PROFESSIONAL SERVICES	FIRE PROTECTION
					3					
		690,472.00								
154260	6/23/2025		2558 STATE INDUSTRIAL PRODUCTS							
		113.40	JC AIR CARE SPRAY		123126	903815464	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		113.40								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154260	6/23/2025		2558 STATE INDUSTRIAL PRODUCTS						Continued...	
154261	6/23/2025		12514 SYMBOLARTS, LLC							
		315.00	(3) COMMISSIONER BADGES		123128	432216	10210.6430		MISCELLANEOUS	POLICE PROTECTION
		3,990.00	(38) OFFICER BADGES		123128	432216	10210.6430		MISCELLANEOUS	POLICE PROTECTION
		205.50	SHIPPING		123128	432216	10210.6430		MISCELLANEOUS	POLICE PROTECTION
		4,510.50								
154262	6/23/2025		11763 TENVOORDE FORD INC.							
		44,223.94	2025FORD VIN91175 #2154		123149	INV258590	60703.6550		MOTOR VEHICLES	CENTRAL GARAGE FUND
		44,223.94	2025FORD VIN87197 #2160		123150	INV258589	60703.6550		MOTOR VEHICLES	CENTRAL GARAGE FUND
		88,447.88								
154263	6/23/2025		13599 THE APPAREL LAB							
		45.00	WORK SHIRT SCREEN PRINTING		123158	248993	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		45.00								
154264	6/23/2025		5754 TOTAL MECHANICAL SERVICES, INC							
		2,225.00	AMMONIA PREV 6/1-8/31/25		123130	PM5829	20243.6375		OTHER CONTRACTED SERVICES	DOUG WOOG ARENA
		1,823.77	RPL SIGHT GLASS		123131	S14754	20243.6371		REPAIRS & MAINT CONTRACTUAL	DOUG WOOG ARENA
		4,048.77								
154265	6/23/2025		2665 TRANS UNION LLC							
		100.11	BASIC SVC & REPORTS		123132	05528685	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		100.11								
154266	6/23/2025		5864 VERIZON WIRELESS							
		290.86	CONNECT PH#3/IPADS/SCADA		123152	6114866471	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		290.86								
154267	6/23/2025		2849 XCEL ENERGY							
		8,737.26	JC ELEC #302305125		123133	51-4563113-2 6/9/25	50678.6385.1		UTILITY SERVICE-ELECTRIC	JOHN CARROLL APT BLDG
		1,199.81	JC GAS #302335028		123133	51-4563113-2 6/9/25	50678.6385.2		UTILITY SERVICE-GAS	JOHN CARROLL APT BLDG
		5,464.47	NM ELEC #303358214		123134	51-4563113-2 6/6/25	50677.6385.1		UTILITY SERVICE-ELECTRIC	NAN MCKAY APT BLDG
		1,081.32	NM GAS #303358214		123134	51-4563113-2 6/6/25	50677.6385.2		UTILITY SERVICE-GAS	NAN MCKAY APT BLDG
		68.37	240 CONCORD ST		123153	51-0015183333-6 6/12/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154267	6/23/2025		2849 XCEL ENERGY						Continued...	
		1,297.20	SEWER		123154	51-5538274-4 6/9/25	50606.6385		UTILITY SERVICE	SEWER UTILITY
		<u>17,848.43</u>								
154268	6/23/2025		2860 ZAHL-PETROLEUM MAINTENANCE CO.							
		942.31	AIRPORT TRUCK FUELPMP PARTS		123135	0219426	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		<u>942.31</u>								
154269	6/27/2025		2008 NCPERS GROUP LIFE INS.							
		16.00			123264	0624251615409	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		<u>16.00</u>								
154270	6/30/2025		4059 ASCENT AVIATION GROUP, INC.							
		20,295.39	7500GAL JET A		123171	1118710	20245.6250		MERCHANDISE FOR RESALE	AIRPORT
		<u>20,295.39</u>								
154271	6/30/2025		14348 CENTER FOR ENERGY AND ENVIRONMENT							
		23,831.04	SR LOAN FRIEDMANN		123273	26690	20298.1158.58020		SD FRIEDMAN 702 8TH AVE S	HOUSING REINVESTMENT
		750.00	ORIG FEE SR LOAN		123273	26690	20298.6375		OTHER CONTRACTED SERVICES	HOUSING REINVESTMENT
		500.00	PI FRIEDMANN LEMAY		123273	26690	20298.6375		OTHER CONTRACTED SERVICES	HOUSING REINVESTMENT
		150.00	PII FRIEDMANN		123273	26690	20298.6375		OTHER CONTRACTED SERVICES	HOUSING REINVESTMENT
		<u>25,231.04</u>								
154272	6/30/2025		1184 CINTAS CORPORATION #754							
		75.30	SAFETY RUGS		123173	4234179476	10210.6220		REPAIR & MAINTENANCE SUPPLIES	POLICE PROTECTION
		24.81	SAFETY MATS-LOBBY, FD		123173	4234179476	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		90.55	UNIFORMS/SHOP TOWELS		123174	4233965081	60703.6245		CLOTHING ALLOWANCE	CENTRAL GARAGE FUND
		111.12	UNIFORMS/TOWELS		123183	4233291254	60703.6245		CLOTHING ALLOWANCE	CENTRAL GARAGE FUND
		<u>301.78</u>								
154273	6/30/2025		5188 COOPER MECHANICAL LLC							
		500.00	LIBRARY-TEMP HEAT CONNECT		123184	940	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		2,800.00	RPR 4" MAIN WTR SUPPLY LINE		123185	950	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		350.00	RPR (2) DRINK FOUNT WATER SUPP		123186	949	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		500.00	LIBRARY-2" VALVE TO MAIN WTR		123187	948	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		1,500.00	RPR TOILETS/MOP SINK-MCMORR		123188	947	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		<u>5,650.00</u>								
154274	6/30/2025		1219 CRAWFORD DOOR SALES COMPANY							
		22,770.00	NEW POLICE GARAGE DOOR		123172	57261	40402.6520		BUILDINGS AND STRUCTURE	CAPITAL PROGRAMS FUND

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154274	6/30/2025		1219 CRAWFORD DOOR SALES COMPANY						Continued...	
		22,770.00								
154275	6/30/2025		10710 CURBSIDE LANDSCAPE & IRRIGATION							
		2,600.00	LANDSCAPE CONC ST/EXCH/&TRIM		123189	310863	20280.6375		OTHER CONTRACTED SERVICES	ECON DEV GENERAL
		2,600.00								
154276	6/30/2025		1242 DAKOTA COUNTY CDA							
		5,400.00	2025 OPEN TO BUSINESS FEE		123190	03.15.2025	20280.6375		OTHER CONTRACTED SERVICES	ECON DEV GENERAL
		5,400.00								
154277	6/30/2025		10601 DANNER FAMILY LIMITED PARTNERSHIP							
		733.91	TBRA SITE/WAKOTA XING		123274	06.23.2025	20289.6302	227694	PROFESSIONAL SERVICES	SPECIAL-GRANTS
		733.91								
154278	6/30/2025		6755 DAVEY TREE EXPERT COMPANY							
		1,000.00	BRUSH/DEBRIS-JUN25		123192	919605735	10320.6221		SEAL COATING & TREE MAIN	PUBLIC WORKS
		1,000.00								
154279	6/30/2025		14023 DJ COMMERCIAL DOOR							
		1,185.00	DOOR CYCLNDRS@BOAT LAUNCH		123191	2830	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		1,185.00								
154280	6/30/2025		1326 EARL F. ANDERSEN, INC							
		55.00	ST SIGN-FaiRCHILD LN		123193	0139727-IN	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		55.00								
154281	6/30/2025		1400 FERGUSON WATERWORKS #2518							
		2,125.28	5/8" WATER METERS		123194	0546855	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		2,125.28								
154282	6/30/2025		4725 FIRST SUPPLY LLC - TWIN CITIES							
		91.92	FILTERS		123195	3754552-00	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		91.92								
154283	6/30/2025		13790 HORIZON RENOVATIONS, LLC							
		11,500.00	KAP PRK PAV-CLN WOOD & STAIN		123196	2400024	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		11,500.00								
154284	6/30/2025		11377 KATH FUEL OIL SERVICE CO.							
		843.39	DYED DIESEL		123197	827603	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154284	6/30/2025		11377 KATH FUEL OIL SERVICE CO.						Continued...	
		1,251.44	FUEL		123198	827604	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
		2,094.83								
154285	6/30/2025		1811 LAWSON PRODUCTS INC.							
		678.26	THREADLOCKER/FUEL TUBING		123199	9312560645	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		16.42	CAP SCREWS		123200	9312560644	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		13.32	TEFLON PIPE TAPE		123201	9312552934	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		127.42	THREADLOCKERS		123202	9312556854	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		331.17	LK NUT/WSHR/CAP SCRW/ETC		123203	9312552933	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		1,166.59								
154286	6/30/2025		6281 LIGHTNING DISPOSAL, INC.							
		874.17	TRASH SVC-PW		123204	0000787528	10320.6379		CONT SERV/REFUSE & SANITATION	PUBLIC WORKS
		634.08	TRASH SVC-PW		123205	0000773215	10320.6379		CONT SERV/REFUSE & SANITATION	PUBLIC WORKS
		1,508.25								
154287	6/30/2025		14951 LUHMANN, EMILY							
		5,000.00	PRIVATE II SAN SERV REPAIR		123206	7878	10315.6371	202406	REPAIRS & MAINT CONTRACTUAL	ENGINEERING
		5,000.00								
154288	6/30/2025		6681 MANN'S SOFTENER SALT DELIVERY							
		276.10	NM SOLAR SALT (27)		123211	INV461	50677.6220		REPAIR & MAINTENANCE SUPPLIES	NAN MCKAY APT BLDG
		331.90	JC SOLAR SALT (33)		123212	INV460	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		608.00								
154289	6/30/2025		13985 MARTIN MARIETTA MATERIALS							
		392.13	ASPHALT FOR STREETS		123207	46039299	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		261.68	ASPHALT FOR STREETS		123208	45945882	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		2,508.10	ASPHALT FOR WATER		123209	46085820	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		3,161.91								
154290	6/30/2025		1911 MENARDS, INC-WEST ST PAUL							
		97.86	WIRE/LINK/BOLTS/MULCH		123213	11820	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		41.78	PROPANE/ANCHORS/DRILL BITS		123214	11846	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		11.23	COPPER STRAP/LK NUTS/ZINCPOST		123215	11867	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		49.99	PROOF COIL		123216	11879	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		20.97	GALV WIRE/QUIK LINK SS		123217	11819	10330.6220		REPAIR & MAINTENANCE SUPPLIES	BUILDINGS
		24.56	WIRE/CLEANER		123218	11830	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		105.51	BKR RODS/SPOON/SEALANT		123219	11851	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		67.87	SPRAY FOAM/MURIATIC ACID		123220	11965	10527.6220		REPAIR & MAINTENANCE SUPPLIES	SPLASH POOL

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154290	6/30/2025		1911 MENARDS, INC-WEST ST PAUL						Continued...	
		419.77								
154291	6/30/2025		1926 METROPOLITAN COUNCIL ENVIRONMENT SVCS							
		304,761.97	JULY 2025 SEWER SERVICE		123210	0001188577	50606.6376		METRO WASTE CONTROL COMMISSION	SEWER UTILITY
		304,761.97								
154292	6/30/2025		1444 MIDWEST MACHINERY CO							
		295.98	LK NUTS/SCRW/AXLE/RLR #ZR1		123221	10502518	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		161.11	TEMP SENSOR #9046R		123278	10500277	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		297.54	FILTERS #3046R		123279	10492270	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		2.98	WASHER & CAP SCREW #ZR1		123280	10499368	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		757.61								
154293	6/30/2025		2014 MINNESOTA RURAL WATER ASS'N							
		425.00	ASSOC MMBR 8/2025-7/2026		123222	6/17/25	50605.6331		CONFERENCES, TRAINING, TRAVEL	WATER UTILITY
		425.00								
154294	6/30/2025		9298 NAPA NEWPORT							
		44.95	UV ENGIN		123281	156068	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		74.51	AIR FILTERS #355		123282	155971	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		27.95	HYDRAULIC FILTER #355		123283	155969	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		147.41								
154295	6/30/2025		14383 NFI, INC.							
		29.98	SEALANT		123223	551618/693	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		26.53	FASTENERS/COIL KEY RING		123224	551615/693	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		56.51								
154296	6/30/2025		9671 NIEBUR TRACTOR & EQUIPMENT, INC							
		689.37	TIRES/WHEELS #LP1		123225	01-209475	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		689.37								
154297	6/30/2025		13423 NORTH COUNTRY CHEVROLET							
		46,596.60	2025 GMC SIERRA TRUCK #301		123226	SSTPAUL25-102	60703.6550		MOTOR VEHICLES	CENTRAL GARAGE FUND
		46,596.60								
154298	6/30/2025		13517 ORION APPRAISALS, INC.							
		2,400.00	400 RICHMOND ST E		123276	25-166	40402.6302		PROFESSIONAL SERVICES	CAPITAL PROGRAMS FUND
		2,400.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154299	6/30/2025		2240 PLUNKETT'S PEST CONTROL, INC.						Continued...	
		108.16	PEST CONTROL-NORTHVIEW		123227	9201303	10528.6371		REPAIRS & MAINT CONTRACTUAL	NORTHVIEW POOL
		72.51	PEST CONTROL-KAPOSIA PRK		123228	9201795	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		139.63	PEST CONTROL-KAPOSIA LANDG		123229	9202658	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		32.41	PEST CONTROL-MCMORROW		123230	9209155	10340.6371		REPAIRS & MAINT CONTRACTUAL	PARKS FACILITIES AND MTNCE
		31.29	PEST CONTROL-WELL #4		123231	9208612	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		119.69	PEST CONTROL-CITY HALL		123232	9205877	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		89.88	PEST CONTROL-SPLASH POOL		123233	9209300	10527.6371		REPAIRS & MAINT CONTRACTUAL	SPLASH POOL
		<u>593.57</u>								
154300	6/30/2025		14952 PODGORSKI, TODD							
		398.97	AIRFARE-NLC CITY SUMMIT CONF		123234	NLC AIRFARE	10110.6331		CONFERENCES, TRAINING, TRAVEL	MAYOR AND COUNCIL
		<u>398.97</u>								
154301	6/30/2025		2286 QUILL LLC							
		74.66	POCKET HANGING FILES		123235	44426037	10320.6201		OFFICE SUPPLIES	PUBLIC WORKS
		50.68	PKG TAP/CORR TAPE/STENO PADS		123237	44321948	10320.6201		OFFICE SUPPLIES	PUBLIC WORKS
		69.45	FILE FOLDERS/HANGING FILES		123277	44419121	10320.6201		OFFICE SUPPLIES	PUBLIC WORKS
		<u>194.79</u>								
154302	6/30/2025		5537 SAFE-FAST INC							
		38.29	FACESHIELD/HEADGEAR		123238	INV309519	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		<u>38.29</u>								
154303	6/30/2025		12383 TARGET SOLUTIONS LEARNING, LLC							
		978.00	FTO TRACKER		123240	INV120400	10210.6375		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		<u>978.00</u>								
154304	6/30/2025		2628 TESSMAN COMPANY							
		1,206.58	ROUNDUP/ANTI FOAM		123241	S417043-IN	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		<u>1,206.58</u>								
154305	6/30/2025		4658 TOTAL TOOL SUPPLY, INC.							
		945.00	2025 ANN CRANE/RIGGING INSPECT		123242	77107394	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		<u>945.00</u>								
154306	6/30/2025		2668 TREE TRUST							
		5,549.00	BLVD TREES PLANTED (42)		123243	250503	10320.6221		SEAL COATING & TREE MAIN	PUBLIC WORKS
		<u>5,549.00</u>								
154307	6/30/2025		2677 TRI STATE BOBCAT INC							

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154307	6/30/2025		2677 TRI STATE BOBCAT INC						Continued...	
		141.14	FAN FILTER #355		123244	A49652	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		152.84	FILTER #355		123245	A49626	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		104.03	INSTL NEW HORIZON PANEL#M4		123246	V09364	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		398.01								
154308	6/30/2025		6710 USA SECURITY							
		309.00	NM QTR SVC JUL-SEPT25		123247	12404994	50677.6375.3		OTHER CONTR SVCS-SECURITY	NAN MCKAY APT BLDG
		375.00	JC QTR SVC JUL-SEPT25		123248	12404993	50678.6375.3		OTHER CONTR SVCS-SECURITY	JOHN CARROLL APT BLDG
		684.00								
154309	6/30/2025		2744 VAN PAPER COMPANY							
		403.50	PPR TWL/TP/LINERS/SOAP		123249	109280	10330.6210		OPERATING SUPPLIES	BUILDINGS
		403.50								
154310	6/30/2025		2788 WATSON COMPANY							
		199.60	CONCESSIONS-NORTHVIEW		123265	150355	10528.6250		MERCHANDISE FOR RESALE	NORTHVIEW POOL
		199.60								
154311	6/30/2025		2844 WSB & ASSOC INC							
		528.00	LEVANDER POND MAINT MAY25		123266	R-020871-000-21	50610.6302	202209	PROFESSIONAL SERVICES	STORM WATER UTILITY
		2,104.96	SEIDLS TR/SHORELINE MAY25		123267	R-022116-000-29	50610.6302	202115	PROFESSIONAL SERVICES	STORM WATER UTILITY
		1,501.00	2025 MS4 SVCS MAY25		123268	R-022386-000-18	50610.6302		PROFESSIONAL SERVICES	STORM WATER UTILITY
		1,805.00	CONCORD EXCH IMP PRJ MAY25		123269	R-023128-000-24	40440.6302	202401	PROFESSIONAL SERVICES	2024 LOCAL IMPROVEMENTS
		677.00	DATAFI UPDATES MAY25		123270	R-022347-000-17	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		6,615.96								
154312	6/30/2025		7333 YALE MECHANICAL, LLC							
		1,982.26	RPR PD RTU		123271	271132	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		1,677.00	HVAC MAINTENANCE		123272	268942	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		3,659.26								
154313	7/7/2025		9021 ATLAS STAFFING, INC.							
		772.80	NM TEMP-MOUA 6/14/25		123558	1308772	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		772.80	JC TEMP-MOUA 6/14/25		123558	1308772	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		1,120.00	JC TEMP SOBERANIS 6/14/25		123559	1308771	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		695.52	NM TEMP-MOUA 6/21/25		123560	1308807	50677.6302		PROFESSIONAL SERVICES	NAN MCKAY APT BLDG
		695.52	JC TEMP-MOUA 6/21/25		123560	1308807	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		896.00	JC TEMP SOBERANIS 6/21/25		123561	1308806	50678.6302		PROFESSIONAL SERVICES	JOHN CARROLL APT BLDG
		4,952.64								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154314	7/7/2025		8391 BLAIR, MELISSA						Continued...	
		254.10	MILEAGE JAN-JUN25		123617	7/2/25	10320.6331		CONFERENCES, TRAINING, TRAVEL	PUBLIC WORKS
		254.10								
154315	7/7/2025		1181 CHEMSEARCHFE							
		1,255.17	WATER TRTMNT MO CONTRACT		123562	9205341	20243.6375		OTHER CONTRACTED SERVICES	DOUG WOOG ARENA
		1,255.17								
154316	7/7/2025		10675 CITY OF BLOOMINGTON							
		280.00	WATER TESTING		123289	25098	50605.6302		PROFESSIONAL SERVICES	WATER UTILITY
		280.00								
154317	7/7/2025		1187 CITY OF BURNSVILLE							
		684.71	POLICE WEEK FLIGHT-01		123563	2025-00000021	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		684.71								
154318	7/7/2025		4182 CONTINENTAL RESEARCH CORPORATION							
		881.00	NM CLEANING SUPPLY		123564	0064228	50677.6211		CLEANING SUPPLIES	NAN MCKAY APT BLDG
		572.00	JC CLEANING SUPPLIES		123565	0064233	50678.6211		CLEANING SUPPLIES	JOHN CARROLL APT BLDG
		1,453.00								
154319	7/7/2025		10710 CURBSIDE LANDSCAPE & IRRIGATION							
		1,540.00	WEED PULLING CH & LIBRARY		123288	311192	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		1,540.00								
154320	7/7/2025		1247 DAKOTA COUNTY FINANCIAL SERVICES							
		1,656.43	MAY 2025 SUBSCRIBER FEES		123567	5503864 6/12/25	10210.6375		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		1,656.43								
154321	7/7/2025		14961 ESTATE OF SHERYL LOMAX							
		306.51	JC#509 MOVE OUT		123568	06092025	50677.1101		ACCOUNTS RECEIVABLE	NAN MCKAY APT BLDG
		306.51								
154322	7/7/2025		14461 FAUL PSYCHOLOGICAL PLLC							
		665.00	CONWAY PRE-EMPLOY		123625	2401	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		665.00								
154323	7/7/2025		5840 FLAGSHIP RECREATION							
		532.00	FULL BUCKET SWING VETS		123291	F23604	10340.6240		MINOR EQUIPMENT AND FURNITURE	PARKS FACILITIES AND MTNCE
		532.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154324	7/7/2025		5592 FRATTALONE'S DAWNWAY LLLP						Continued...	
		599.40	CLEAN/PULVERIZE BLKTOP		123292	2506041	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		54.00	CLEAN MIXED CONCRETE		123292	2506041	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		653.40								
154325	7/7/2025		1473 GERTEN GREENHOUSES INC. - 446133							
		27.95	BOW RAKE		123293	927738/1	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		303.60	GREEN LOON LAWN SEED SOIL		123294	802191/6	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		265.65	GREEN LOON LAWN SEED SOIL		123295	802084/6	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		151.80	PLAYGROUND MULCH		123296	802421/6	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		151.80	PLAYGROUND MULCH		123297	802409/6	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		113.85	PLAYGROUND MULCH		123298	802413/6	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		151.80	PLAYGROUND MULCH		123299	802414/6	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		303.60	PLAYGROUND MULCH		123300	802418/6	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		1,470.05								
154326	7/7/2025		5590 GOODYEAR TIRE & RUBBER CO.							
		790.00	TIRES		123301	124-1114419	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		790.00								
154327	7/7/2025		5857 GREATAMERICA FINANCIAL SERVICES							
		187.85	POSTAGE MACH RENT		123569	39539041	10150.6371		REPAIRS & MAINT CONTRACTUAL	FINANCE
		187.85								
154328	7/7/2025		14962 HAWLEY, KIPP							
		374.72	JC#910 REFUND MOVE OUT		123570	04152025	50678.1101		ACCOUNTS RECEIVABLE	JOHN CARROLL APT BLDG
		374.72								
154329	7/7/2025		1586 HILLYARD / MINNEAPOLIS							
		503.58	LINERS/PPR TWL/SWABBY		123571	605857332	20243.6210		OPERATING SUPPLIES	DOUG WOOG ARENA
		503.58								
154330	7/7/2025		12847 HIRSHFIELDS							
		411.00	FIELD STRIPING PAINT		123302	0029526-IN	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		411.00								
154331	7/7/2025		1611 HOTSYS MINNESOTA							
		664.52	UNLOADER VRT3&PARTS #AM50		123303	25683	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		664.52								
154332	7/7/2025		1667 INVER GROVE FORD							

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154332	7/7/2025		1667 INVER GROVE FORD						Continued...	
		1,293.06	BRAKE ROTORS&LINING #2153		123304	5358105	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		1,293.06								
154333	7/7/2025		6709 ISAKSON, BRET							
		1,000.00	EDUCATIONAL REIMBURSE		123572	063025	50606.6331		CONFERENCES, TRAINING, TRAVEL	SEWER UTILITY
		1,000.00								
154334	7/7/2025		14086 JOHNSON, DONNETTA							
		200.00	NM AFTER HR ON CALL JUN25		123573	JUNE2025	50677.6375.1		OTHER CONTR SVCS-KEYPERSON	NAN MCKAY APT BLDG
		200.00								
154335	7/7/2025		11377 KATH FUEL OIL SERVICE CO.							
		651.30	FUEL FOR SHOP		123305	828755	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
		640.70	DYED DIESEL FOR SHOP		123306	828756	60703.6210		OPERATING SUPPLIES	CENTRAL GARAGE FUND
		1,292.00								
154336	7/7/2025		1721 KAT-KEYS							
		504.00	SCHLAGE CYL&KEYS-TRTMT PLANT		123307	25060791	50677.6220		REPAIR & MAINTENANCE SUPPLIES	NAN MCKAY APT BLDG
		504.00								
154337	7/7/2025		14963 KIRKENG, MARY							
		87.94	JC#313 REFUND MOVE OUT		123574	06092025	50677.1101		ACCOUNTS RECEIVABLE	NAN MCKAY APT BLDG
		87.94								
154338	7/7/2025		7262 KODIAK POWER SYSTEMS, INC.							
		1,113.40	RPR GENERATOR WELL #4		123308	KPS1811	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		1,668.29	RPR GENERATOR-CH		123309	KPS1808	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		502.76	RPR GENERATOR-PUMPHS #1		123310	KPS1810	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		617.07	RPR GENERATOR-NO END LIFT		123311	KPS1809	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
		275.28	RPR GENERATOR-WELL #5		123312	KPS1812	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		1,475.00	INSP CH GENERATOR		123313	KPS1807	10330.6371		REPAIRS & MAINT CONTRACTUAL	BUILDINGS
		2,540.00	INSP WELL#1,4,5 GENERATORS		123313	KPS1807	50605.6371		REPAIRS & MAINT CONTRACTUAL	WATER UTILITY
		1,380.00	INSP WATEROUS/NO LIFT GNRTRS		123313	KPS1807	50606.6371		REPAIRS & MAINT CONTRACTUAL	SEWER UTILITY
		723.00	INSP GATE L GENERATOR		123313	KPS1807	50610.6371		REPAIRS & MAINT CONTRACTUAL	STORM WATER UTILITY
		10,294.80								
154339	7/7/2025		5506 LB CARLSON, LLP							
		1,268.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	10150.6302		PROFESSIONAL SERVICES	FINANCE
		279.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	20243.6302		PROFESSIONAL SERVICES	DOUG WOOG ARENA
		761.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	20245.6302		PROFESSIONAL SERVICES	AIRPORT

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154339	7/7/2025		5506 LB CARLSON, LLP						Continued...	
		191.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	20260.6302		PROFESSIONAL SERVICES	HOUSING GENERAL
		191.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	20280.6302		PROFESSIONAL SERVICES	ECON DEV GENERAL
		825.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	40402.6302		PROFESSIONAL SERVICES	CAPITAL PROGRAMS FUND
		1,269.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	50600.6302		PROFESSIONAL SERVICES	UTILITY ADMINISTRATION
		3,500.00	2024 SINGLE AUDIT & HRA FS		123496	249625	50677.6375.4		OTHER CONTR SVCS-AUDIT FEES	NAN MCKAY APT BLDG
		3,500.00	2024 SINGLE AUDIT & HRA FS		123496	249625	50678.6375.4		OTHER CONTR SVCS-AUDIT FEES	JOHN CARROLL APT BLDG
		761.00	2024 FINANCIAL AUDIT-PYMT 3		123496	249625	60703.6302		PROFESSIONAL SERVICES	CENTRAL GARAGE FUND
		<u>12,545.00</u>								
154340	7/7/2025		1813 LEAGUE OF MN CITIES INSURANCE TRUST							
		500.00	DEDUCTIBLE CA 415430		123609	9639	10210.6365		INS CLAIMS WITHIN DEDUCTIBLE	POLICE PROTECTION
		500.00	DEDUCTIBLE CA 434555		123610	9748	10210.6365		INS CLAIMS WITHIN DEDUCTIBLE	POLICE PROTECTION
		<u>1,000.00</u>								
154341	7/7/2025		14964 LOPEZ, KATHLEEN							
		3,250.00	PRIVATE II SAN SERV REPAIR		123611	1599	10315.6371	202406	REPAIRS & MAINT CONTRACTUAL	ENGINEERING
		<u>3,250.00</u>								
154342	7/7/2025		1864 MACQUEEN EQUIPMENT, LLC							
		2,980.65	BOOM FLAIL/KIT-TRACKLESS		123497	P65602	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		<u>2,980.65</u>								
154343	7/7/2025		13985 MARTIN MARIETTA MATERIALS							
		93.96	ASPHALT FOR WATER		123498	46112600	50605.6220		REPAIR & MAINTENANCE SUPPLIES	WATER UTILITY
		<u>93.96</u>								
154344	7/7/2025		9705 MASTER DOOR TECHNOLOGIES LLC							
		3,915.00	JC RPR GEARBOX-DOOR SPRING		123575	11991	50678.6375.3		OTHER CONTR SVCS-SECURITY	JOHN CARROLL APT BLDG
		<u>3,915.00</u>								
154345	7/7/2025		1911 MENARDS, INC-WEST ST PAUL							
		163.77	STACK BINS/ADJ WRNCHS/PLIERS		123499	12249	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		29.98	FERTILIZER		123500	12165	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		49.97	COUNTERTOP/CTOP		123501	12137	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		49.95	MULCH		123502	12248	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		16.59	CLEAR ACRYLIC LGT PANEL		123503	12087	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		70.80	EAR PROTECT HEADSETS		123504	12099	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		119.28	VULKEM SEALANT		123505	12150	20243.6210		OPERATING SUPPLIES	DOUG WOOG ARENA
		<u>500.34</u>								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154346	7/7/2025		9252 MERIT CHEVROLET						Continued...	
		611.99	FLOOR MATS/2025 GMC SIERRA		123506	727322	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		611.99								
154347	7/7/2025		10827 METRO ELEVATOR							
		266.64	JULY ELEVATOR SVC QTR		123507	100035	20243.6375		OTHER CONTRACTED SERVICES	DOUG WOOG ARENA
		266.64								
154348	7/7/2025		5582 METRO PRODUCTS INC							
		223.47	SLVNT/AEROKROIL/CARB/CHOKE		123508	186760	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		223.47								
154349	7/7/2025		1444 MIDWEST MACHINERY CO							
		200.21	TRIMMER LINE & BLADES		123509	10512437	20245.6220		REPAIR & MAINTENANCE SUPPLIES	AIRPORT
		455.67	SEAL KIT #1580		123511	10512432	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		154.24	BATTERY #1580		123512	10505958	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		95.45	RETD PART		123576	10530503	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		714.67								
154350	7/7/2025		1989 MINNESOTA DEPARTMENT OF LABOR & INDUSTRY							
		290.87	SURCHARGE JUN25		123612	JUNE0371552025	10101.2083		SURCHARGES	GENERAL FUND
		290.87								
154351	7/7/2025		13017 MINNESOTA HOIST INSPECTION, INC.							
		426.52	ANNUAL HOIST INSPECTION		123513	2974	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		426.52								
154352	7/7/2025		2014 MINNESOTA RURAL WATER ASS'N							
		150.00	KIRCHNER-WASTEWTR CLASS		123514	6/26/25	50605.6331		CONFERENCES, TRAINING, TRAVEL	WATER UTILITY
		150.00								
154353	7/7/2025		9041 MN FALL EXPO							
		360.00	MN FALL MAINTENANCE EXPO		123613	7/1/25	10320.6331		CONFERENCES, TRAINING, TRAVEL	PUBLIC WORKS
		270.00	MN FALL MAINTENANCE EXPO		123613	7/1/25	10340.6331		CONFERENCES, TRAINING, TRAVEL	PARKS FACILITIES AND MTNCE
		90.00	MN FALL MAINTENANCE EXPO		123613	7/1/25	60703.6331		CONFERENCES, TRAINING, TRAVEL	CENTRAL GARAGE FUND
		720.00								
154354	7/7/2025		9298 NAPA NEWPORT							
		10.90	OIL FILTERS		123515	158329	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		71.76	WIPER BLADES/FLUID FILTERS		123516	157921	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		133.20	OIL FILTERS		123517	157501	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154354	7/7/2025		9298 NAPA NEWPORT						Continued...	
		10.20	FUEL FILTER #346		123518	158162	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		30.75	SEA FOAM BUGS/WASH		123519	157322	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		440.60	BRAKE PADS/ROTORS		123520	157673	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		4.18	OIL FILTER #201		123521	158083	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		154.00-	RETD CORES		123522	158082	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		169.52	BLWR MOTOR ASY #201		123523	158010	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		380.99	CALIPERS/BRAKE PADS		123524	157931	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		1,098.10								
154355	7/7/2025		14547 NELSON, SYDNEE							
		35.77	MILEAGE FORM 6/3-6/25/25		123525	6/26/2025	10529.6331		CONFERENCES, TRAINING, TRAVEL	RECREATIONAL PROGRAMS
		35.77								
154356	7/7/2025		10685 NYSTROM PUBLISHING CO.							
		5,109.79	Q3 CITY NEWSLETTER		123577	49129	10120.6344		NEWSLETTER/BROCHURE	CITY ADMINISTRATION
		1,909.10	POSTAGE		123577	49129	10120.6344		NEWSLETTER/BROCHURE	CITY ADMINISTRATION
		7,018.89								
154357	7/7/2025		2191 PEARSON BROS., INC.							
		66,212.96	SEALCOATING		123526	6237	10320.6221		SEAL COATING & TREE MAIN	PUBLIC WORKS
		66,212.96								
154358	7/7/2025		2217 PETTY CASH-CITY HALL							
		14.20	SALMEY-COMPLIANCE CKS		123545	03312025	10210.6210		OPERATING SUPPLIES	POLICE PROTECTION
		16.21	HEIMKES-NDCBO APR MTG		123546	04022025	10420.6331		CONFERENCES, TRAINING, TRAVEL	CODE ENFORCEMENT
		12.45	ORTIZ-PERSONAL CC SOAP		123547	06022025	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		20.48	HEIMKES-NDCBO JUN MTG		123548	06052025	10420.6331		CONFERENCES, TRAINING, TRAVEL	CODE ENFORCEMENT
		4.00	SALMEY-PARKING REIMB		123549	06092025	10210.6430		MISCELLANEOUS	POLICE PROTECTION
		19.00	WOLF-LICENSE RENEWAL		123624	06232025	60703.6331		CONFERENCES, TRAINING, TRAVEL	CENTRAL GARAGE FUND
		86.34								
154359	7/7/2025		2240 PLUNKETT'S PEST CONTROL, INC.							
		95.16	PEST CONTROL-PW		123527	9218372	10320.6371		REPAIRS & MAINT CONTRACTUAL	PUBLIC WORKS
		95.16								
154360	7/7/2025		14960 PREMIER PLANNING PARTNERS, INC.							
		395.00	CUSTOM TRADING CARDS-K9		123528	25-049	10210.6430		MISCELLANEOUS	POLICE PROTECTION
		395.00								
154361	7/7/2025		6702 REFERRAL-CLEAN CBS							

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154361	7/7/2025		6702 REFERRAL-CLEAN CBS						Continued...	
		165.83	JC#910 CARPET CLN-MOVE IN		123566	100607	50677.6371.150		MTNCE-CLEANING CONTRACTS	NAN MCKAY APT BLDG
		165.83								
154362	7/7/2025		2365 ROTO-ROOTER SERVICES COMPANY							
		1,806.75	JC SEWER PIPE SVC 6/9/25		123578	48-26901727	50678.6371.080		MTNCE-PLUMBING	JOHN CARROLL APT BLDG
		1,806.75								
154363	7/7/2025		2389 SAINT PAUL PUBLISHING COMPANY							
		58.81	NM SR PH NEWSPPR JUL25		123539	34081	50677.6341		ADVERTISING	NAN MCKAY APT BLDG
		58.82	JC SR PH NEWSPPRY JUL25		123539	34081	50678.6341		ADVERTISING	JOHN CARROLL APT BLDG
		117.63								
154364	7/7/2025		14258 SCHMIDT, AARON							
		87.08	26-DUTY BAG & GLOVES		123614	07/01/2025	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		87.08								
154365	7/7/2025		13791 SELECT PHYSICAL THERAPY HOLDINGS, INC.							
		185.00	CONWAY PRE-EMPLOY TESTING		123532	848775854	10210.6302		PROFESSIONAL SERVICES	POLICE PROTECTION
		185.00								
154366	7/7/2025		14965 SIEBEN & COTTER, PLLC							
		2,500.00	CITATION HEARING-548 6TH A		123615	00001	10130.6375		OTHER CONTRACTED SERVICES	CITY ATTORNEY
		2,500.00								
154367	7/7/2025		2505 SOUTH EAST TOWING INC							
		127.60	VAN #346 TO IGH FORD		123533	250814	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		127.60								
154368	7/7/2025		13871 ST. CROIX COLLISION & RESTORATION LLC							
		2,884.41	SQD#2159 RPR VIN 53690		123534	6711	60703.6371		REPAIRS & MAINT CONTRACTUAL	CENTRAL GARAGE FUND
		2,884.41								
154369	7/7/2025		2558 STATE INDUSTRIAL PRODUCTS							
		210.99	JC DRAIN MAINT PGRM		123540	903835535	50678.6220		REPAIR & MAINTENANCE SUPPLIES	JOHN CARROLL APT BLDG
		210.99								
154370	7/7/2025		12383 TARGET SOLUTIONS LEARNING, LLC							
		978.00	FRONTLINE FTO TRACK SOFTWARE		123535	#INV120400	10210.6375		OTHER CONTRACTED SERVICES	POLICE PROTECTION
		978.00								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154371	7/7/2025		11763 TENVOORDE FORD INC.						Continued...	
		44,223.94	2025 FORD PD VIN 07662 #2151		123616	INV258605	60703.6550		MOTOR VEHICLES	CENTRAL GARAGE FUND
		44,223.94								
154372	7/7/2025		14773 THE LINCOLN NATIONAL LIFE INSURANCE CO							
		1,800.53	LONG-TERM DIS JUL25		123316	06/25/2025	10101.2177		LONG-TERM DISABILITY	GENERAL FUND
		2,712.60	GROUP/AD&D/VOL JUL25		123316	06/25/2025	10101.2178		LIFE INSURANCE	GENERAL FUND
		1,628.11	SHORT-TERM		123316	06/25/2025	10101.2185		SHORT TERM DISABILITY	GENERAL FUND
		6,141.24								
154373	7/7/2025		14854 THE LINCOLN NATIONAL LIFE INSURANCE CO							
		326.26	CRITICAL ILLNESS JUL25		123315	5149682	10101.2183		HARTFORD CRITICAL ILLNESS	GENERAL FUND
		403.80	ACCIDENT INSUR JUL25		123315	5149682	10101.2184		HARTFORD ACCIDENT POLICY	GENERAL FUND
		285.13	HOSPITAL IDEM JUL25		123315	5149682	10101.2186		HEALTH INDEMNITY	GENERAL FUND
		1,015.19								
154374	7/7/2025		2883 TOWMASTER							
		861.87	3" RINGS/MT BRKT/LATCH#T3		123536	90000103	60703.6220		REPAIR & MAINTENANCE SUPPLIES	CENTRAL GARAGE FUND
		861.87								
154375	7/7/2025		11670 TRENCHERS PLUS, INC							
		4,131.53	ASPHALT SAW BLADE/TEETH/NUTS		123537	IT12155	10320.6220		REPAIR & MAINTENANCE SUPPLIES	PUBLIC WORKS
		4,131.53								
154376	7/7/2025		14287 TRUDGEON, COLIN							
		217.21	MILEAGE REIMBURSE 6/3-5/27/25		123538	6/26/2025	10529.6331		CONFERENCES, TRAINING, TRAVEL	RECREATIONAL PROGRAMS
		217.21								
154377	7/7/2025		2693 TWIN CITY JANITOR SUPPLY, INC.							
		1,775.35	ROLLTWL/TP/TWL/LINER/SCREEN		123541	184755	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		448.00	TWL ROLL DISPENSERS		123542	184760	10340.6220		REPAIR & MAINTENANCE SUPPLIES	PARKS FACILITIES AND MTNCE
		2,223.35								
154378	7/7/2025		3646 U.S. BANK EQUIPMENT FINANCE							
		112.00	COPIER LEASE		123544	558182986	10160.6210		OPERATING SUPPLIES	INFORMATION TECHNOLOGY
		112.00								
154379	7/7/2025		4872 UNITED RENTALS (NORTH AMERICA), INC							
		405.60	ANNUAL INSPECTION		123543	249044928-001	20243.6220		REPAIR & MAINTENANCE SUPPLIES	DOUG WOOG ARENA
		405.60								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154380	7/7/2025		2751 VERIZON WIRELESS						Continued...	
		100.03	PW IPAD		123551	6116693810	10320.6390		POSTAGE AND TELEPHONE	PUBLIC WORKS
		60.01	PW PARKS IPAD		123551	6116693810	10340.6390		POSTAGE AND TELEPHONE	PARKS FACILITIES AND MTNCE
		243.32	ENG		123551	6116693810	10315.6390		POSTAGE AND TELEPHONE	ENGINEERING
		95.80	INSP & HOTSPOT		123551	6116693810	10410.6390		POSTAGE AND TELEPHONE	DEVELOPMENT SERVICES
		40.01	CODE ENF		123551	6116693810	10420.6390		POSTAGE AND TELEPHONE	CODE ENFORCEMENT
		40.01	P&R SPLASH POOL		123551	6116693810	10527.6210		OPERATING SUPPLIES	SPLASH POOL
		40.01	P&R NV POOL		123551	6116693810	10528.6210		OPERATING SUPPLIES	NORTHVIEW POOL
		40.01	POLICE 4G MOBILE 4703		123551	6116693810	10210.6390		POSTAGE AND TELEPHONE	POLICE PROTECTION
		124.92	HOUSING		123551	6116693810	20260.6201		OFFICE SUPPLIES	HOUSING GENERAL
		240.06	PW-H2O		123551	6116693810	50605.6390		POSTAGE AND TELEPHONE	WATER UTILITY
		40.01	PW-SAN SEW NE LIFT 2971		123551	6116693810	50606.6390		POSTAGE AND TELEPHONE	SEWER UTILITY
		120.03	PW STORM LIFT 7714/7983/2875		123551	6116693810	50610.6302		PROFESSIONAL SERVICES	STORM WATER UTILITY
		1,184.22								
154381	7/7/2025		2788 WATSON COMPANY							
		886.21	CONCESSIONS-SPLASH		123552	150564	10527.6250		MERCHANDISE FOR RESALE	SPLASH POOL
		1,233.52	CONCESSIONS-NORTHVIEW		123553	150562	10528.6250		MERCHANDISE FOR RESALE	NORTHVIEW POOL
		2,119.73								
154382	7/7/2025		14369 WELLNESS THAT FITS LLC							
		125.00	WELLNESS CHECK-IN		123554	SSPPD-06172025	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		150.00	DPT COVERED SESSION		123554	SSPPD-06172025	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		27.50	10% ADMIN FEE		123554	SSPPD-06172025	10210.6331		CONFERENCES, TRAINING, TRAVEL	POLICE PROTECTION
		302.50								
154383	7/7/2025		13833 WEST, GREGORY							
		200.00	JC AFTER HR ON CALL JUN25		123555	JUNE2025	50678.6375.1		OTHER CONTR SVCS-KEYPERSON	JOHN CARROLL APT BLDG
		200.00								
154384	7/7/2025		2785 WM CORPORATE SERVICES, INC.							
		932.50	JC DUMPSTER 5/16-5/31/25		123556	9283987-2282-9	50678.6371.010		MTNCE-GARBAGE/TRASH/RECYCLING JOHN CARROLL APT BLDG	
		466.25	JC DUMPSTER 6/1-6/15/25		123557	9299483-2282-1	50678.6371.010		MTNCE-GARBAGE/TRASH/RECYCLING JOHN CARROLL APT BLDG	
		1,398.75								
154385	7/7/2025		2849 XCEL ENERGY							
		57.05	LGTS @ LORRAINE		123579	51-6579081-8 6/24/25	10340.6385		UTILITY SERVICE	PARKS FACILITIES AND MTNCE
		32.48	252 CONCORD EXCH S		123580	51-0015062554-7 6/24/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		9.12	203 14TH A S		123581	51-0012349058-1	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154385	7/7/2025		2849 XCEL ENERGY						Continued...	
						6/26/25				
		174.53	LIBRARY		123582	51-4172907-3	10330.6385		UTILITY SERVICE	BUILDINGS
						6/26/25				
		45.97	940 7TH AVE SO		123583	51-9434183-8	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		129.33	535 5TH A S		123584	51-0012916288-2	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		9.12	701 HARDMAN		123585	51-0010192409-1	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
						6/26/25				
		23.72	140 8TH A N		123586	51-0014675568-1	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/26				
		67.55	400 WENTWORTH AVE E		123587	51-9401746-0	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		10.98	1115 SOUTHVIEW BLVD		123588	51-0012493326-1	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		183.54	675 VERDEROSA A		123589	51-0014533853-7	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		55.72	1020 7TH AVE S		123590	51-9434218-0	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		80.13	922 CONCORD ST N		123591	51-0013651320-2	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				
		66.70	336 CONCORD EXCH S		123592	51-0014881334-6	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/23/25				
		1,355.72	1417 4TH ST S-SEIDL S		123593	51-0013543618-2	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
						6/27/25				
		208.23	555 HARDMAN/251 BRIDGEPOINT		123594	51-9441931-9	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/27/25				
		13,004.65	WATER		123595	51-5844319-7	50605.6385		UTILITY SERVICE	WATER UTILITY
						6/27/25				
		28.19	681 VERDEROSA-GAS CHGS		123596	51-0010407065-2	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
						6/27/25				
		206.57	681 VERDEROSA-ELEC CHGS		123597	51-0010194337-8	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
						6/27/25				
		87.81	545 HARDMAN A S-WAKOTA BRIDGE		123598	51-7976470-2	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/27/25				
		32.94	228 HARDMAN A N		123599	51-0346935-2	50606.6385		UTILITY SERVICE	SEWER UTILITY
						6/26/25				
		60.52	108 CONCORD EXCH S		123600	51-0014881319-7	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
						6/26/25				

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154385	7/7/2025		2849 XCEL ENERGY						Continued...	
		10.98	159 3RD A S		123601	51-0012493330-7 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		9.27	2200 BROMLEY AVE		123602	51-6322985-8 6/26/25	10340.6385		UTILITY SERVICE	PARKS FACILITIES AND MTNCE
		90.74	497 CONCORD ST		123603	51-0013650792-0 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		104.64	437 CONCORD ST		123604	51-0013650737-3 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		37.08	POLICE STORAGE GARAGE		123605	51-0012468412-3 6/26/25	10210.6385		UTILITY SERVICE	POLICE PROTECTION
		42.90	1301 CONCORD ST N		123606	51-0013651382-6 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		83.13	1129 19TH AVE N		123607	51-9235217-7 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		442.13	WOOG OFFICE 5/28-6/26/25		123608	51-0013450928-0 6/27/25	20243.6385		UTILITY SERVICE	DOUG WOOG ARENA
		72.27	1203 7TH AVE SO		123618	51-0014976969-4 6/26/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		118.93	LIBRARY-ELEC CHGS		123619	51-4172907-3 6/30/25	10330.6385		UTILITY SERVICE	BUILDINGS
		1,371.45	PUBLIC WORKS		123620	51-4242183-6 6/30/25	10320.6385		UTILITY SERVICE	PUBLIC WORKS
		977.33	STORM WTR UTILITY FUND		123620	51-4242183-6 6/30/25	50610.6385		UTILITY SERVICE	STORM WATER UTILITY
		243.16	ST LGT UTILITY FUND		123620	51-4242183-6 6/30/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		1,396.67	AIRPORT		123621	51-6236355-3 6/30/25	20245.6385		UTILITY SERVICE	AIRPORT
		133.74	PED WALKWAY LGTS		123622	51-4332057-4 6/30/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		2,144.72	SPLASH POOL		123623	51-5316080-0 6/30/25	10527.6385		UTILITY SERVICE	SPLASH POOL
		3,623.20	NORTHVIEW		123623	51-5316080-0 6/30/25	10528.6385		UTILITY SERVICE	NORTHVIEW POOL
		887.70	PARKS		123623	51-5316080-0 6/30/25	10340.6385		UTILITY SERVICE	PARKS FACILITIES AND MTNCE
		294.73	ST LGT UTILITY FUND		123623	51-5316080-0 6/30/25	50615.6385		UTILITY SERVICE	STREET LIGHT UTILITY
		28,015.34								

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
154385	7/7/2025		2849 XCEL ENERGY						Continued...	
801224	6/23/2025		3615 CAMPBELL KNUTSON, P.A.							
		21,682.82	MAY25 PROSECUTION FEES		123052	3168-0999G 5/31/25	10130.6304		PROFESSIONAL SVCS-CRIMINAL	CITY ATTORNEY
		<u>21,682.82</u>								
801225	6/23/2025		1825 LEVANDER, GILLEN & MILLER PA							
		1,750.00	MAY 25 LEGAL		123087	05-31-25-41000E 5/31/25	10130.6306		PROFESSIONAL SVCS - RETAINER	CITY ATTORNEY
		7,403.50	MAY 25 LEGAL		123087	05-31-25-41000E 5/31/25	10130.6302		PROFESSIONAL SERVICES	CITY ATTORNEY
		38.00	MAY 25 LEGAL-SANIMAX LIT		123087	05-31-25-41000E 5/31/25	10130.6375		OTHER CONTRACTED SERVICES	CITY ATTORNEY
		500.00	MAY 25 LEGAL-AVR 843 HARDMAN		123087	05-31-25-41000E 5/31/25	10101.2205	100276	DEPOSITS	GENERAL FUND
		95.00	MAY 25 LEGAL		123087	05-31-25-41000E 5/31/25	20245.6302		PROFESSIONAL SERVICES	AIRPORT
		110.00	MAY 25 LEGAL		123087	05-31-25-41000E 5/31/25	20280.6302		PROFESSIONAL SERVICES	ECON DEV GENERAL
		148.00	MAY 25 LEGAL-TAXIWAY LAND		123087	05-31-25-41000E 5/31/25	40404.6302		PROFESSIONAL SERVICES	AIRPORT CAPITAL FUND
		<u>10,044.50</u>								
801226	6/23/2025		2585 STREICHER'S - MINNEAPOLIS							
		292.98	37-BAG FOR SWAT		123127	11764729	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		<u>292.98</u>								
801227	6/27/2025		1969 MINNESOTA AFSCME, COUNCIL NO. 5							
		29.00			123258	0624251615403	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		<u>29.00</u>								
801228	6/30/2025		3632 BOLTON & MENK, INC.							
		6,051.71	2024 LOC IMP PROF SVC		123175	0358558	40440.6302	202405	PROFESSIONAL SERVICES	2024 LOCAL IMPROVEMENTS
		12,049.00	2024 LOC IMP PROF SVC		123176	0358560	40440.6302	202405	PROFESSIONAL SERVICES	2024 LOCAL IMPROVEMENTS
		2,728.00	2023 LOC IMP PROF SVC		123177	0358557	40439.6302	202312	PROFESSIONAL SERVICES	2023 LOCAL IMPROVEMENTS
		577.50	TRAFFIC COUNTS 2024-2027		123178	0358559	10315.6302		PROFESSIONAL SERVICES	ENGINEERING
		5,737.00	2024 LOC IMP PROF SVC		123179	0365000	40440.6302	202405	PROFESSIONAL SERVICES	2024 LOCAL IMPROVEMENTS
		2,962.00	2024 LOC IMP PROF SVC		123180	0365001	40440.6302	202405	PROFESSIONAL SERVICES	2024 LOCAL IMPROVEMENTS
		4,387.00	2025 LOC IMP PROF SVC		123181	0365002	40441.6302	202501	PROFESSIONAL SERVICES	2025 LOCAL IMPROVEMENTS
		1,098.50	2025 LOC IMP PROF SVC		123182	0364999	40441.6302	202503	PROFESSIONAL SERVICES	2025 LOCAL IMPROVEMENTS

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
801228	6/30/2025		3632 BOLTON & MENK, INC.						Continued...	
		35,590.71								
801229	6/30/2025		2585 STREICHER'S - MINNEAPOLIS							
		39.99	36-GLOVES		123239	I1766532	10210.6245		CLOTHING ALLOWANCE	POLICE PROTECTION
		39.99								
801230	7/7/2025		2289 R&R SPECIALTIES OF WISCONSIN, INC.							
		40.00	BLADE SHARPEN		123529	0085607-IN	20243.6220		REPAIR & MAINTENANCE SUPPLIES	DOUG WOOG ARENA
		737.05	BOARD BRUSH RPR ZAM 1		123530	0090020-IN	20243.6220		REPAIR & MAINTENANCE SUPPLIES	DOUG WOOG ARENA
		90.00	ZAM BLADE SHARPENS		123531	0090071-IN	20243.6220		REPAIR & MAINTENANCE SUPPLIES	DOUG WOOG ARENA
		867.05								
2025195	7/1/2025		2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT)							
		1,071.95			123162	061825827084	10101.2175		OTHER RETIREMENT	GENERAL FUND
		1,071.95								
2025196	7/1/2025		2200 PERA							
		566.51			123163	061825827085	10101.2174		PERA	GENERAL FUND
		566.51								
2025197	7/1/2025		1338 EFTPS							
		207.03			123159	061825827081	10101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		822.34			123160	061825827082	10101.2173		FICA TAX WITHHOLDING	GENERAL FUND
		1,029.37								
2025198	7/1/2025		2013 MINNESOTA REVENUE (C)							
		155.37			123161	061825827083	10101.2172		STATE WITHHOLDING	GENERAL FUND
		155.37								
2025199	6/16/2025		6037 HEALTHPARTNERS-DENTAL							
		3,220.30	DENTAL CLAIMS PAID		123166	06/05/25-06/11/25	60709.6132		DENTAL CLAIMS PAID	SELF-INSURED DENTAL
		3,220.30								
2025200	6/18/2025		14645 MEDSURETY, LLC							
		35.00	FSA-REIMB-HEALTH 2025		123168	06-17-2025	10101.2179		FLEXIBLE BENEFIT PLAN	GENERAL FUND
		35.00								
2025201	6/20/2025		2013 MINNESOTA REVENUE (C)							
		398.50	SALES TAX FOR MAY 2025		123170	MAY 2025	10101.2081		DUE TO OTHER GOVT-SALES	GENERAL FUND

Council Check Register by GL
Council Check Register and Summary

--

Check #	Date	Amount	Supplier / Explanation	PO #	Doc No	Inv No	Account No	Subledger	Account Description	Business Unit
2025201	6/20/2025		2013 MINNESOTA REVENUE (C)						Continued...	
		1.02	SALES TAX FOR MAY 2025		123170	MAY 2025	10101.4673		CASH OVER/SHORT	GENERAL FUND
		5,969.10	SALES TAX FOR MAY 2025		123170	MAY 2025	20243.2081		DUE TO OTHER GOVT-SALES	DOUG WOOG ARENA
		95.55	SALES TAX FOR MAY 2025		123170	MAY 2025	20245.2081		DUE TO OTHER GOVT-SALES	AIRPORT
		1,328.83	SALES TAX FOR MAY 2025		123170	MAY 2025	50605.2081		DUE TO OTHER GOVT-SALES	WATER UTILITY
		<u>7,793.00</u>								
2025202	6/27/2025		1978 MINNESOTA CHILD SUPPORT PAYMENT CENTER							
		749.42			123259	0624251615404	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		49.37			123260	0624251615405	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		216.88			123261	0624251615406	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		107.98			123262	0624251615407	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		23.07			123263	0624251615408	10101.2170		ACCRUED PAY DED PAYABLE	GENERAL FUND
		<u>1,146.72</u>								
2025203	6/27/2025		2018 MINNESOTA STATE RETIREMENT SYSTEM (EFT)							
		3,637.50			123252	06242516154011	10101.2175		OTHER RETIREMENT	GENERAL FUND
		<u>3,637.50</u>								
2025204	6/27/2025		2096 NATIONWIDE RETIREMENT SOLUTIONS							
		14,342.24			123253	06242516154012	10101.2175		OTHER RETIREMENT	GENERAL FUND
		<u>14,342.24</u>								
2025205	6/27/2025		2200 PERA							
		78,770.46			123254	06242516154013	10101.2174		PERA	GENERAL FUND
		<u>78,770.46</u>								
2025206	6/27/2025		2748 MISSION SQUARE TRANSFER (EFT)							
		2,110.00			123255	06242516154014	10101.2175		OTHER RETIREMENT	GENERAL FUND
		<u>2,110.00</u>								
2025207	6/27/2025		14645 MEDSURETY, LLC							
		3,622.71			123256	06242516154015	10101.2176		HOSPITALIZATION/MED INSURANCE	GENERAL FUND
		<u>3,622.71</u>								
2025208	6/27/2025		1338 EFTPS							
		47,400.44			123250	0624251615401	10101.2171		FEDERAL WITHHOLDING	GENERAL FUND
		49,726.80			123257	0624251615402	10101.2173		FICA TAX WITHHOLDING	GENERAL FUND
		<u>97,127.24</u>								
2025209	6/27/2025		2013 MINNESOTA REVENUE (C)							



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: City Clerk
PREPARED BY: Deanna Werner
AGENDA ITEM NUMBER: 8.C.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Business Licenses

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

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

ATTACHMENTS

1. City Council Report (Licenses)

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>
15108	Destiny Nichole Stennis	00015779	Rental Housing	A	06/11/2025	05/31/2026	778 10th Ave N 2		07/07/2025
14884	Robert Dahl	00015593	Rental Housing	A	03/17/2025	05/31/2026	507-509 10th Ave S		07/07/2025
14068	Daniel John Dobmeyer	00015397	Rental Housing	A	05/01/2025	05/31/2026	131-133 15th Ave S		07/07/2025
14594	John Hafner	00015544	Rental Housing	A	04/15/2025	05/31/2026	1000 16th Ave N		07/07/2025
15072	Carlos G. Pereira	00015682	Rental Housing	A	06/12/2025	05/31/2026	509 18th Ave N		07/07/2025
14889	Jesus & Carmen Sanchez	00015596	Rental Housing	A	06/10/2025	05/31/2026	155-157 18th Ave S		07/07/2025
12934	Curtis Lawrence	00015427	Rental Housing	A	03/07/2025	05/31/2026	427 20th Ave S		07/07/2025
15003	Clifton Properties, LLC	00015773	Rental Housing	A	06/18/2025	05/31/2026	113 3rd Ave S	Clifton Properties LLC	07/07/2025
14556	Bohlen Properties	00015532	Rental Housing	A	04/15/2025	05/31/2026	835 6th Ave S		07/07/2025
11917	Streets of Gold, LLC	00015464	Rental Housing	A	03/20/2025	05/31/2026	252 7th Ave S		07/07/2025
15163	Todd & Mary Kelm	00016280	Rental Housing	A	07/01/2025	05/31/2026	830 9th Ave S		07/07/2025
15492	James Cha Thao	00015901	Rental Housing	A	06/17/2025	05/31/2026	215 Bircher Ave		07/07/2025
14744	Scott Benson & Alexandra Sanden	00015569	Rental Housing	A	04/21/2025	05/31/2026	316 Chestnut St		07/07/2025
13776	Everyday Living Holdings, LLC	00016007	Rental Housing Multi Family Dwelling (4+)	A	03/11/2025	05/31/2026	214 4th Ave N	Housing with Services - Grandfathered to 6	07/07/2025
15027	Alejandro Tapia	00016066	Rental Housing Multi Family Dwelling (4+)	A	06/25/2025	05/31/2026	409-409.5 5th Ave S		07/07/2025



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: City Clerk
PREPARED BY: Deanna Werner
AGENDA ITEM NUMBER: 8.D.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Acceptance of Gift Donations

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve as presented by consent.

OVERVIEW

Donations will be approved by Resolution as they are received. The amount of the donation and the donors are listed separately on the Resolution.

SOURCE OF FUNDS

N/A

ATTACHMENTS

1. 8-D. Donations

City of South St. Paul
Dakota County,
Minnesota

RESOLUTION NO. 2025-067

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):

<u>Doner</u>	<u>Amount</u>	<u>Department</u>	<u>Designation</u>
Boy Scout Troop 9095	\$100.00	Comm. Affairs	Fill the Backpack

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

Adopted this 7th day of July, 2025.

City Clerk



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Engineering
PREPARED BY: Kelsey Gelhar
AGENDA ITEM NUMBER: 8.E.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Final Payment for the Levander Pond Maintenance Project (City Project No. 2022-09)

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve Final Payment to Peterson Companies, Inc. for the Levander Pond Maintenance Project (City Project No. 2022-09).

OVERVIEW

Enclosed is the final payment for the Levander Pond Maintenance Project (City Project No. 2022-09). The contractor for the project was Peterson Companies, Inc. The amount of this final payment is \$6,303.86, bringing the total project cost to \$126,077.28. This project was initially set to be completed over the 2023-2024 winter but was pushed back due to warm weather conditions. The project was successfully constructed during the 2024-2025 winter, punch list items are complete, and vegetation is established.

Staff recommends the City Council consider approving the final payment to Peterson Companies, Inc. in the amount of \$6,303.86.

SOURCE OF FUNDS

Stormwater Utility Fund

ATTACHMENTS

1. Pay Voucher 3 Final - Levander Pond

Client: City of South St Paul 125 3rd Avenue North South St Paul, MN 55075-2097	Contractor: Peterson Companies Inc. 8326 Wyoming Trail Chisago City, MN 55013
--	--

WSB Project No.: 020871-000
Client Project No.: 2022-009
State Project No.:
Federal Project No.:

Contract Amount		Funds Encumbered	
Original Contract	\$105,038.21	Original	\$105,038.21
Contract Changes	\$0.00	Additional	N/A
Revised Contract	\$105,038.21	Total	\$105,038.21

Work Certified To Date	
Base Bid Items	\$126,077.28
Contract Changes	\$0.00
Material On Hand	\$0.00
Total	\$126,077.28

Work Certified This Voucher	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
\$0.00	\$126,077.28	\$0.00	\$119,773.42	\$6,303.86	\$126,077.28
Percent Retained: 0%			Percent Complete: 120.03%		

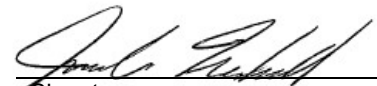
FINAL PAY VOUCHER

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By Peterson Companies Inc.

Approved By WSB

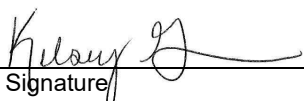

Signature


Signature

6/19/25
Date

June 19, 2025
Date

Approved By City of South St Paul


Signature

June 23, 2025
Date

Payment Summary				
No.	Up Through Date	Work Certified Per Voucher	Amount Retained Per Voucher	Amount Paid Per Voucher
1	02/23/2024	\$6,300.00	\$315.00	\$5,985.00
2	02/14/2025	\$119,777.28	\$5,988.86	\$113,788.42
3	06/18/2025	\$0.00	(\$6,303.86)	\$6,303.86

Funding Category Name	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Voucher	Total Amount Paid To Date
local	\$126,077.28	\$0.00	\$119,773.42	\$6,303.86	\$126,077.28

Accounting Number	Funding Source	Amount Paid This Voucher	Revised Contract Amount	Funds Encumbered To Date	Paid Contractor To Date
1	Local	\$6,303.86	\$105,038.21	\$105,038.21	\$126,077.28

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
1	2021.501	MOBILIZATION	LUMP SUM	\$18,770.00	1	0	\$0.00	1.1	\$20,647.00
2	2101.501/LA02	CLEARING AND GRUBBING	LS	\$4,491.00	1	0	\$0.00	1	\$4,491.00
3	2104.503	REMOVE SEWER PIPE (STORM)	LF	\$125.10	8	0	\$0.00	16	\$2,001.60
4	2106.601	DEWATERING	LS	\$4,423.00	1	0	\$0.00	2	\$8,846.00
5	2106.607	EXCAVATION - CHANNEL AND POND (LV)	CY	\$33.80	1140	0	\$0.00	1440	\$48,672.00
6	2106.607	EXCAVATION - CHANNEL AND POND (LV) (SPECIAL 1)	C Y	\$41.51	500	0	\$0.00	555	\$23,038.05
7	2501.502	21" RC PIPE APRON	EACH	\$1,423.86	1	0	\$0.00	1	\$1,423.86
8	2501.602	TRASH GUARD FOR 21" PIPE APRON	EA	\$1,065.44	1	0	\$0.00	1	\$1,065.44
9	2503.602	CONNECT TO EXISTING STORM SEWER	EA	\$562.65	1	0	\$0.00	2	\$1,125.30
10	2511.507/WR01	RANDOM RIPRAP CLASS III (FIELDSTONE)	CY	\$205.42	13	0	\$0.00	15.32	\$3,147.03
11	2563.301	Traffic Control	L S	\$3,520.00	1	0	\$0.00	1	\$3,520.00
12	2573.501	STABILIZED CONSTRUCTION EXIT	EACH	\$2,750.00	1	0	\$0.00	1	\$2,750.00
13	2575.504	ROLLED EROSION PREVENTION PRODUCT CATEGORY 20	SQ YD	\$1.00	950	0	\$0.00	1226	\$1,226.00
14	2575.505	SEEDING	ACRE	\$14,736.00	0.25	0	\$0.00	0.25	\$3,684.00
15	2575.508	SEED MIXTURE 21-111	LB	\$1.00	20	0	\$0.00	20	\$20.00
16	2575.508	SEED MIXTURE 25-151	POUND	\$4.00	5	0	\$0.00	5	\$20.00
17	2575.508	SEED MIXTURE 33-261	LB	\$40.00	10	0	\$0.00	10	\$400.00

Contract Item Status									
Line No.	Item	Description	Unit	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Bid Totals:							\$0.00		\$126,077.28

Project Category Totals		
Category	Amount This Voucher	Amount To Date
Base Bid	\$0.00	\$126,077.28

Contract Change Item Status											
CC	CC No.	Line No.	Item	Description	Units	Unit Price	Contract Quantity	Quantity This Voucher	Amount This Voucher	Quantity To Date	Amount To Date
Contract Change Totals:									\$0.00		\$0.00

Contract Change Totals				
No.	Contract Change	Description	Amount This Voucher	Amount To Date
1	CO	Extension of the Contract Period - The new substantial completion date will be January 31, 2025 and the new final completion date will be June 30, 2025.	\$0.00	\$0.00

Material On Hand Additions					
Line No.	Item	Description	Date	Added	Comments

Material On Hand Balance						
Line No.	Item	Description	Date	Added	Used	Remaining



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Engineering
PREPARED BY: Kelsey Gelhar
AGENDA ITEM NUMBER: 8.F.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Final Payment for the Wakota Trailhead Project (City Project No. 2021-08)

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve Final Payment to Ebert Construction for the Wakota Trailhead Project (City Project No. 2021-08).

OVERVIEW

Enclosed is the final payment for the Wakota Trailhead Project (City Project No. 2021-08, SP 168-090-004). The contractor for the project was Ebert Construction. The amount of this final payment is \$89,859.72, bringing the total project cost to \$1,659,537.43. The project was successfully constructed in 2024 and all close-out documents have been received.

Staff recommends the City Council consider approving the final payment to Ebert Construction in the amount of \$89,859.72.

SOURCE OF FUNDS

DNR Local Trail Grant funds, National Park Service Grant funds, Federal Land Access Program, Capital Program Funds, and Dakota County Matching Funds

ATTACHMENTS

1. Pay Voucher 9 Final - SP 168-090-004 Wakota Trailhead

City of South St Paul
125 3rd Avenue N, South St Paul, MN 55075

FINAL CONTRACT VOUCHER

Contractor:
Ebert Construction
23350 County Road 10, Loretto, MN 55357

Contract No.:
Date Certified:
Payment Number: 9

Original Contract Amount: \$1,580,152.47
Contract Changes: \$79,384.96
Revised Contract Amount: \$1,659,537.43

Project #	Work Certified This Pay Request	Work Certified To Date	Less Amount Retained	Less Previous Payments	Amount Paid This Pay Request	Total Amount Paid to Date
SP 168-090-004	7,245.00	\$1,659,537.43	\$0.00	\$1,569,677.71	\$89,859.72	\$1,659,537.43
Total Contract						
Percent Retained: 0.00%				Percent Complete: 100%		
Amount Paid This Contract Final Pay Request					\$89,859.72	

I hereby certify that a Final Examination has been made of the noted Contract, that the Contract has been completed, that the entire amount of Work Shown in this Final Voucher has been performed and the Total Value of the Work Performed in accordance with, and pursuant to, the terms of the Contract is as shown in this Final Voucher.

Approved By:

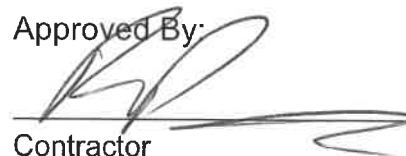


County/City/Project Engineer

4/29/25

Date

Approved By:



Contractor

4/30/25

Date

AIA Document G702™ – 1992

Application and Certificate for Payment

TO OWNER:

City of South St. Paul
125 Third Avenue North
South St. Paul, MN 55075

PROJECT:

Wakota Scenic Trailhead
675 Verderosa Ave
South St. Paul, MN 55075

APPLICATION NO:

PERIOD TO: 9
INVOICE # 21635543
CONTRACT FOR: 6/30/2024

Distribution to:

OWNER ☐
ARCHITECT ☐
CONTRACTOR ☐
FIELD ☐
OTHER ☐

FROM CONTRACTOR:

Ebert Companies
23350 County Road 10
Corcoran, MN 55357

VIA ARCHITECT:

SRF Consulting Group

CONTRACT DATE: 66022
PROJECT NOS: / /

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM	\$	1,580,152.47
2. NET CHANGE BY CHANGE ORDERS	\$	101,671.21
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	1,681,823.68
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	1,659,537.43
5. RETAINAGE:		
a. % of Completed Work (Columns D + E on G703)	\$	
b. % of Stored Material (Column F on G703)	\$	
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$	0.00
6. TOTAL EARNED LESS RETAINAGE	\$	1,659,537.43
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	1,569,677.71
(Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	89,859.72
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 minus Line 6)	\$	22,286.25

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$ 99,428.83	\$ -22,647.30
Total approved this month	\$ 24,889.68	
TOTAL	\$ 124,318.51	\$ -22,647.30
NET CHANGES by Change Order	\$ 101,671.21	

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

CONTRACTOR: Ebert Companies

By:

State of: Minnesota

County of: Hennepin

Subscribed and sworn to before me this

Notary Public:

My commission expires:

Date: 6/25/24



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 89,859.72

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By:

Date: 1/22/2025

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

CAUTION: You should sign an original AIA Contract Document which this text appears in RED. An original assures that changes will not be obscured.



Document G703™ – 1992

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9
APPLICATION DATE: 6/25/2024
PERIOD TO: 6/30/2024
ARCHITECT'S PROJECT NO: 66022

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C – G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
01	Construction Staking	10,237.50	10,237.50	7,245.00		10,237.50	100.00	22,286.25	
02	Mobilization	11,025.00	11,025.00			11,025.00	100.00		
03	Trainees	29,531.25				7,245.00	24.53		
04	Restroom Building	987,358.86	987,358.86			987,358.86	100.00		
05	Remove Lighting Unit	945.00	945.00			945.00	100.00		
06	Remove Chain Link Fence	2,600.00	2,600.00			2,600.00	100.00		
07	Sawing Bituminous Pavement	1,599.36	1,599.36			1,599.36	100.00		
08	Remove Curb & Gutter	2,072.70	2,072.70			2,072.70	100.00		
09	Remove Bituminous Pavement	1,341.90	1,341.90			1,341.90	100.00		
10	Common Excavation	8,400.00	8,400.00			8,400.00	100.00		
11	Common Embankment	6,930.00	6,930.00			6,930.00	100.00		
12	Subgrade Preparation	2,165.52	2,165.52			2,165.52	100.00		
13	Street Sweeper	1,470.00	1,470.00			1,470.00	100.00		
14	Aggregate Base	21,476.70	21,476.70			21,476.70	100.00		
15	Type SP 9.5 Wearing Course	31,998.75	31,998.75			31,998.75	100.00		
16	Type SP12.5 Non Wearing Cou	15,627.15	15,627.15			15,627.15	100.00		
17	12" PVC Pipe Sewer	3,742.20	3,742.20			3,742.20	100.00		
18	6" Perf TP Pipe Drain	3,018.75	3,018.75			3,018.75	100.00		
19	6" PVC Pipe Drain Cleanout	803.25	803.25			803.25	100.00		
20	Connect Existing Structure	808.50	808.50			808.50	100.00		
21	Connect to Existing Manhole	808.50	808.50			808.50	100.00		
22	Manholes (SAN)	682.50	682.50			682.50	100.00		
23	8" PVC Pipe Sewer	12,915.00	12,915.00			12,915.00	100.00		
24	4" PVC Sanitary Service Pipe	907.20	907.20			907.20	100.00		
25	Adjust Gate Valve	399.00	399.00			399.00	100.00		
	GRAND TOTAL								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G703™ – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING:** This AIA® Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA® Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

Continuation Sheet

AIA Document G702™–1992, Application and Certificate for Payment, or G732™–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9
APPLICATION DATE: 6/25/2024
PERIOD TO: 6/30/2024
ARCHITECT'S PROJECT NO: 66022

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
26	Blowoff Valve	5,775.00	5,775.00			5,775.00	100.00		
27	1.5" Curb Stop & Box	1,155.00	1,155.00			1,155.00	100.00		
28	1.5" Corporation Stop	1,029.00	1,029.00			1,029.00	100.00		
29	1.5" Type K Copper	3,355.80	3,355.80			3,355.80	100.00		
30	4" Polystyrene Insulation	15,288.00	15,288.00			15,288.00	100.00		
31	2" Polystyrene Insulation	1,176.00	1,176.00			1,176.00	100.00		
32	Casting Assembly	1,638.00	1,638.00			1,638.00	100.00		
33	Const. Drainage Structure 1	4,305.00	4,305.00			4,305.00	100.00		
34	Const. Drainage Structure 2	2,843.40	2,843.40			2,843.40	100.00		
35	Const. Drainage Structure 3	5,565.00	5,565.00			5,565.00	100.00		
36	Construct 8" Outside Drop	27,951.00	27,951.00			27,951.00	100.00		
37	Geotextile Filter Type 4	132.30	132.30			132.30	100.00		
38	Random Riprap Class III	976.50	976.50			976.50	100.00		
39	Concrete Curb & Gutter B612	13,447.80	13,447.80			13,447.80	100.00		
40	Concrete Curb & Gutter B618	5,686.85	5,686.85			5,686.85	100.00		
41	Concrete Pavement 6"	29,159.79	29,159.79			29,159.79	100.00		
42	Concrete Pavement 8"	46,562.16	46,562.16			46,562.16	100.00		
43	Truncated Domes	2,142.00	2,142.00			2,142.00	100.00		
44	KIOSK	12,437.25	12,437.25			12,437.25	100.00		
45	Bicycle Rack	2,346.75	2,346.75			2,346.75	100.00		
46	Bicycle Repair Station	2,383.50	2,383.50			2,383.50	100.00		
47	Bench	1,895.25	1,895.25			1,895.25	100.00		
48	Waste Receptacle	3,942.75	3,942.75			3,942.75	100.00		
49	Recycling Unit	3,942.75	3,942.75			3,942.75	100.00		
50	Drinking Fountain	6,825.00	6,825.00			6,825.00	100.00		
	GRAND TOTAL								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



AIA[®] Document G703[™] – 1992

Continuation Sheet

AIA Document G702[™]–1992, Application and Certificate for Payment, or G732[™]–2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9
APPLICATION DATE: 6/25/2024
PERIOD TO: 6/30/2024
ARCHITECT'S PROJECT NO: 66022

A ITEM NO.	B DESCRIPTION OF WORK	C SCHEDULED VALUE	D WORK COMPLETED		F MATERIALS PRESENTLY STORED (Not in D or E)	G		H BALANCE TO FINISH (C – G)	I RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD		TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)		
51	Picnic Table	10,017.00	10,017.00			10,017.00	100.00		
52	Entrance Monumant	18,732.00	18,732.00			18,732.00	100.00		
53	Interpretive Panel	11,382.00	11,382.00			11,382.00	100.00		
54	Lighting Unit Type 1	37,070.28	37,070.28			37,070.28	100.00		
55	Lighting Unit Type 2	8,130.16	8,130.16			8,130.16	100.00		
56	Light Foundation Design E	8,416.80	8,416.80			8,416.80	100.00		
57	Lighting Foundation Special	2,805.60	2,805.60			2,805.60	100.00		
58	Service Cabinet Type L1								
59	Equipment Pad B								
60	1" Non-Metallic Conduit	11,114.73	11,114.73			11,114.73	100.00		
61	Underground Wire 1/C 10 AWG	3,129.54	3,129.54			3,129.54	100.00		
62	CCTV System	37,587.90	37,587.90			37,587.90	100.00		
63	Install Chain Link Fence	16,758.00	16,758.00			16,758.00	100.00		
64	Traffic Control	1,995.00	1,995.00			1,995.00	100.00		
65	Sign Panels Type C	1,323.00	1,323.00			1,323.00	100.00		
66	Deciduous Tree 2" Cal. B&B	7,875.00	7,875.00			7,875.00	100.00		
67	Deciduous Shrub No 2 Cont	1,181.25	1,181.25			1,181.25	100.00		
68	Temporary Fence Security	4,728.00	4,728.00			4,728.00	100.00		
69	Erosion Control Supervisor	5,250.00	5,250.00			5,250.00	100.00		
70	Stabilized Construction Exit	3,360.00	3,360.00			3,360.00	100.00		
71	Storm Drain Inlet Protection	1,449.00	1,449.00			1,449.00	100.00		
72	Sediment Control Silt Fence	3,124.80	3,124.80			3,124.80	100.00		
73	Common Topsoil Borrow	3,990.00	3,990.00			3,990.00	100.00		
74	Filter Topsoil Borrow	6,882.75	6,882.75			6,882.75	100.00		
75	Fertilizer Type 2	310.80	310.80			310.80	100.00		
	GRAND TOTAL								

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

AIA Document G703[™] – 1992. Copyright © 1963, 1965, 1966, 1967, 1970, 1978, 1983 and 1992 by The American Institute of Architects. All rights reserved. **WARNING:** This AIA[®] Document is protected by U.S. Copyright Law and International Treaties. Unauthorized reproduction or distribution of this AIA[®] Document, or any portion of it, may result in severe civil and criminal penalties, and will be prosecuted to the maximum extent possible under the law. Purchasers are permitted to reproduce ten (10) copies of this document when completed. To report copyright violations of AIA Contract Documents, e-mail The American Institute of Architects' legal counsel, copyright@aia.org.

Continuation Sheet

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.
In tabulations below, amounts are in US dollars.
Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 9
APPLICATION DATE: 6/25/2024
PERIOD TO: 6/30/2024
ARCHITECT'S PROJECT NO: 66022

ARCHITECT'S PROJECT NO. 66022									
A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	% (G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
76	Rolled Erosion Category 20	6,377.77	6,377.77			6,377.77	100.00		
77	Seeding	932.40	932.40			932.40	100.00		
78	Seed Mixture 25-131	2,224.95	2,224.95			2,224.95	100.00		
79	Seed Mixture 33-261	147.00	147.00			147.00	100.00		
80	4" Solid Line Paint	2,305.80	2,305.80			2,305.80	100.00		
81	Pavement Message Paint	724.50	724.50			724.50	100.00		
82	Change Order #01	3,150.04	3,150.04			3,150.04	100.00		
83	Change Order #02	43,060.90	43,060.90			43,060.90	100.00		
84	Change Order #03	-1,222.00	-1,222.00			-1,222.00	100.00		
85	Change Order #04	8,131.20	8,131.20			8,131.20	100.00		
86	Change Order #05	-6,840.60	-6,840.60			-6,840.60	100.00		
87	Change Order #06	8,817.17	8,817.17			8,817.17	100.00		
89	Change Order #08	11,941.89	11,941.89			11,941.89	100.00		
90	Change Order #09	7,782.93	7,782.93			7,782.93	100.00		
91	Change Order #10	1,960.00	1,960.00			1,960.00	100.00		
92	Change Order #11	24,889.68	24,889.68			24,889.68	100.00		
	GRAND TOTAL	1,681,823.68	1,652,292.43	7,245.00		1,659,537.43	98.67	22,286.25	

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Engineering
PREPARED BY: Kelsey Gelhar
AGENDA ITEM NUMBER: 8.G.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Approve Proposal with SEH for Design and Bidding Services for the Lead Service Line Replacement Project

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to Approve Proposal with SEH for Design and Bidding Services for the Lead Service Replacement Project

OVERVIEW

The State of Minnesota is funding the replacement of lead service lines connected to public water systems through the Minnesota Drinking Water Revolving Fund (DWRf). This initiative is supported by funding from the 2023 Minnesota Legislature and the federal Infrastructure Investment and Jobs Act. The goal is to remove and replace all lead service lines at no cost to private property owners. The City of South St. Paul has received approval from the State to move forward with the design and construction of this project.

City staff issued a request for proposals for design and bidding services to three qualified firms. SEH submitted the highest-ranked proposal, as determined by a panel of engineering team members. SEH has prior experience, having completed a similar lead service line replacement project for the City of Duluth. The total for the SEH proposal for design and bidding services is \$723,281.00. This cost includes the field work, homeowner outreach and coordination, design and plan preparation, cost estimating, specification preparation, and bidding services. There are approximately 1,000 services that need to be replaced with this project, resulting in significant costs for property owner coordination and plan preparation. All design costs will be fully reimbursed through the DWRf, resulting in no expense for the City.

Staff recommends that Council approves the Proposal with SEH for Design and Bidding Services for the Lead Service Line Replacement Project.

SOURCE OF FUNDS

Water Utility with reimbursement from the DWRf.

ATTACHMENTS

1. SEH Proposal - Design and Bidding Services

April 22, 2025

RE: Proposal for Design and Bidding Services
LSLR Project
SEH No. SSTPA P-177306 14.00

Mr. Nick Guilliams
City Engineer
City of South St. Paul
125 Third Avenue N
South St. Paul, MN 55075

Dear Mr. Guilliams:

The City of South St. Paul is dedicated to providing safe drinking water to all residents and plans to replace around 920 known lead or galvanized water services as part of this project with an additional 87 that have unknown materials.

To assist the City with this endeavor, Short Elliott Hendrickson Inc. (SEH®) is pleased to provide this proposal to provide engineering and construction services for this LSLR project. This project will result in critical improvements to the existing water infrastructure by removing known lead and galvanized water services. Our team has identified the following aspects of the project that will be key to its success:

- Consultant with capacity and depth of resources to complete the work.
- Utilizing a project controller for communication with homeowners.
- Experienced construction staff, working as an extension of City staff, who can identify the basement modification needed while being personable with residents.

Short Elliott Hendrickson Inc. (SEH®) has intentionally formed our team to provide the right experience and technical knowledge to address these critical success factors and make this lead service line replacement project a success. This proposal is based on conversations with City staff and our knowledge of similar projects. We are confident the team and approach outlined here will lead to smooth project delivery.

PROJECT UNDERSTANDING

Lead was a common material used for water services in the City of South St. Paul. Since that time, many studies have traced potential negative health impacts back to this material. Although the City has replaced lead services in the past, most utility reconstruction projects include replacing services from the main to the curb stop at the right-of-way line. The City continues to inventory the remaining lead and galvanized services requirement and has found 920 lead or galvanized lines requiring replacement with an additional 87 unknown lines still in service throughout the City. Most lead pipe is located between the water curb stop and individual homes, which is considered the private portion of the water services. Because of this, there has not been funding previously available to replace lead services on private property.

The City of South St. Paul is dedicated to removing lead services lines and is prioritizing areas with properties used disproportionately by children and disadvantaged communities. The City will use funding through the Minnesota Department of Health Public Facilities Authority (PFA) to complete further lead service line replacements.

The City is planning to replace the existing lead service with a new 1 in. HDPE SDR 9 service pipe. Using a combination of utility data, project records, and inspection findings will help determine the type of service

replacement that is required. A majority of property will only need a new service replacement on the private site, but others may need public/private or just public replacement. If an atypical service connection is identified, **SEH will work with the City to develop the best solution**; this may include a different alignment or water main extension.

OBJECTIVES

The outcome of this lead service replacement will be **improved and safer drinking water** for residents while utilizing available funding and **limiting the financial burden** on residents. To address this project's critical success factors, we offer the following qualifications and overall approach:

- Provide a resource plan to offer the staff and resources to complete the work
 - A primary concern for the City is adequate staffing with qualified personnel to complete the work. Our SEH team has the availability and the relevant skills to complete this work for the City. We also have local staff immediately available for the work along with staff from other local SEH offices.
- Provide consistency for home inspections, design, and record keeping.
 - With around 1,035 site visits and designs to complete, it will be imperative to have a planned process that results in a consistent bid product and record keeping. We will have multiple staff completing the site visits, plans, and specifications in order to meet your schedule. Specific measures we plan to standardize our process include:
 - **Sending letters to impacted homeowners** discussing the benefits of the program and explaining expectations of all parties. This will allow the home inspections to start as soon as possible.
 - If we do not receive a response from the initial outreach, a second letter will be mailed three weeks after the initial letter
 - If there is still no response, our staff will compete door hangers and door knocking while conducting adjacent schedule inspections.
 - **Utilizing a property data base** that includes the following:
 - Property, property owner, and rental information
 - Standard forms for collecting more information during the inspection
 - Consistent documentation to be used for summary reports as well as aiding in design
 - **Utilizing our scheduling software**, Microsoft Bookings, to allow homeowners to schedule a desired inspection window through an online platform.
 - This will be available to all team members for transparency and work coordination
 - This will be linked to the GIS database for tracking and reduction of manual entry
 - **Unknown Service Materials**, although not called out in the RFP, unknown service material will need to be identified prior to plan production and bidding. Through a contract amendment, and if requested, SEH can assemble an RFQ bid package for hydro-vacuuming services to pothole on either side of a curb box to confirm unknown service line materials.
- Offer a flexible approach to home inspections.
 - We recognize that some site visits will be completed in the evenings and on the weekends. This will require clear communication with homeowners along with multiple staff completing site visits to meet the project schedule. Our staff is accustomed to working outside of "standard" working hours and is prepared to do so for this project. We are also proposing the role of project controller on this project. The primary benefits of a controller include:
 - Consistent messaging to homeowners
 - Documentation of call history and appointment times
 - Improved communication between all parties

As your partner, and extension of City staff, we understand that scheduling the site visits will be the most critical path task on this project. Our approach will establish an efficient process to set up meeting times, which will be imperative for project success.

The screenshot shows the Microsoft Bookings interface for a service titled "Booking for Water Service Line Inspection". At the top, it identifies the "STAFF GROUP" as "Ryan Rogers" and the date as "June 05". Below this, there are two main sections: "DATE" and "TIME". The "DATE" section shows a calendar for June 2024, with the 5th of June highlighted. The "TIME" section displays a grid of available time slots, ranging from 8:00 AM to 12:15 PM in 15-minute increments. At the bottom, there is a note: "All times are in (UTC-06:00) Central Time (US & Canada)". Below the time slots, there is a button labeled "ADD YOUR DETAILS".

Screenshot of typical Microsoft Bookings Software

WORK PLAN AND PROJECT APPROACH

Task 1: Project Management and Meetings

Brian Hare will serve as the overall project manager and primary point of contact for the City. **Brian, in collaboration with Dan Hinzmann, will lead the project management team**, ensuring seamless coordination with City staff and stakeholders.

Meeting Structure and Documentation

- Bi-weekly Meetings: We will conduct bi-weekly design progress meetings with the City to discuss ongoing work and address any emerging issues
- Documentation: Our team will prepare and distribute meeting agendas, minutes, and an issues tracking log for each session. We are proposing to use a shared One Note project and/or Shared Drive with the City project manager to house all documentation.
- Attendance: Brian Hare, along with property owner coordination lead Michele Hayes and building inspector lead, will attend coordination meetings

Project Schedule and Milestones

- Regular Reviews: Brian will regularly review the project schedule with the team and the City to align on deadlines and task progression.
- Kick-off Meeting: A comprehensive project kick-off meeting will be organized to set the stage for the project's success. The kick-off will achieve the following:

- Introduce project team members
- View existing conditions and discuss City's previous projects for lessons learned
- Discuss budget limitations and constraints for design
- Brainstorm ideas to reduce the overall cost per home with design and specifications
- Confirm key milestones and our methodology in measuring progress
- Determine measures to regain progress if we have delays beyond our control

Monthly Project Summaries

Alongside every invoice, we will provide a detailed monthly summary report covering:

- Work completed in the previous month
- Status of project deliverables
- Requests for information from the City
- Notifications of any potential scope changes
- Budget and schedule updates

Our work plan assumes three plan review meetings to review construction methods, bidding alternatives, and draft specifications. Our team will be available for both virtual and in-person meetings.

Task 2: Property Visits and Data Collection

Our team is prepared to implement a systematic process for property visits and data collection that will ensure the project's success for the City and homeowners. We recognize the City's efforts in identifying lead services and will build upon this foundation.

Data Review and Resident Outreach

- Data Synthesis – we will analyze existing data to gain insights into the water main and service network within the identified areas.
- Communication – Customized letters will be sent to homeowners, drafted in collaboration with the City to ensure clarity and effectiveness.
 - Letters will incorporate a web address and QR code to allow for online scheduling for homeowners.
 - Michele Hayes will also field phone calls and emails from property owner for scheduling or general inquiries
 - If we have not received a homeowner response within 21 days, a second letter will be mailed
 - If further non-response persists, our staff will complete door hangers and door knocking.
 - The City's work agreement template will be utilized, and all signed agreements will be organized property location
- Data Setup – A dedicated resident contact database will be established to streamline communication and schedule inspections efficiently
- Standardized Data Collection – Utilizing ArcGIS Collector, we will employ project-specific forms and geolocated photos to maintain consistency in data gathering.
- Progress Tracking – Our map-based tracking system, via ArcGIS, will visually represent each property's status, from initial contact to the completion of service installation.

Inspection Coordination and Execution

- Homeowner Engagement – We will coordinate inspection times directly with homeowners to accommodate their schedules
- Thorough Inspection – During inspections, our team will document essential details, including contact information, visual evidence of the meter location, water service material, and proximity to sanitary services. We will also identify any unique challenges that may influence the project's scope.

Task 3: Plans, Specifications, Estimates, and Bidding

SEH will prepare final design plans and specifications in accordance with the City's Lead Water Service Replacement Design Guidelines. Our plans will generally include

- A project site map showing the location of each service replacement with the corresponding plan sheet number
- One 11 x 17 in. sheet for each home identifying new service location and methods
- Pictures showing inside/outside home conditions to document restoration requirements
- Detail sheets for street and site restoration, insulation, service replacement, and indoor plumbing connection.
- Estimated quantities for bidding and tabulation by property, including address and plan sheet number
- Special provisions will be combined into the City's Standard Construction Specification to complete the entire bid proposal.

We will follow MnDOT utility coordination process including a design locate One Call, two utility coordination meetings, and documenting owner supplied mapping in our final plans.

We have planned for a 30%, 60%, and 90% design review meeting with the City to review the documents and make any necessary changes before the final submittal.

We are committed to delivering a technically complete and constructible design that minimizes errors and conflicts. To achieve this, we will tailor our companywide QA/QC review program to the specific needs of this project.

Task 4: Quality Management Plan Development

Lead – Brian Hare, as the Project Manager, will be responsible for developing the QMP.

Scope – The QMP will encompass all project stages, from resident communications, home inspections, and preliminary design to final construction documents.

- Detailed design checks – Independently check and verify key project components such as quantities, construction limits, and replacement in kind considerations.
- Biddability Review – Miles Jensen will review the bidding documents and special provisions to ensure alignment with funding requirements and the Lead Water Service Replacement Design Guidelines.
- Constructability Review – Cory Ascherman will review for constructability and conflict minimization

Objective – The primary objective is to mitigate risk and reduce miscommunication, errors in plans, and project schedule deviations.

Our preliminary and final design process will include construction cost estimates for each method and overall project costs. Unit prices will be established using SEH bid tabulations and the SEH in-house average bid price library.

Bidding assistance will include answering contractor questions, coordinating with City staff, and updating drawings through addenda if necessary. After the bid opening, all construction documents will be delivered in paper and electronic formats to the City.

PROJECT TEAM

We have selected our team members to successfully deliver this critical project with you. This includes a project manager who has experience guiding projects through the required tasks and deadlines. Our team also includes technical personnel for specific issues such as site visits, design, and construction. We have provided information about our key team members and their experience below.



Brian Hare, PE – Project Manager

Brian will be the overall project manager and primary contact for the City and all project related communications. He will also lead the utility design tasks for the project.

Brian will review the project schedule regularly with the team and City to ensure deadlines are understood and the progression of tasks is fully met in terms of achieving critical milestones and project expectations. He has extensive experience as a project manager in the municipal engineering field and working with City utility staff. Brian's expertise includes municipal design, groundwater treatment, roadways, flood control and drainage management, gas pipeline services and management, sanitary sewers and force mains, cast-in-place pipe (CIPP) lining, water main replacement, and water main horizontal directional drilling (HDD) projects.



Miles Jensen, PE – Principal in Charge

Miles will serve as principal in charge and provide expertise for funding and agency coordination.

Miles has years of experience working on a multitude of municipal engineering projects ranging from planning and feasibility to final construction and project closeout. He has extensive experience navigating projects with Federal Aid, Municipal State Aid, cooperative agreements and local funding sources, including assessments.



Dan Hinzmann, PE – QA/QC Manager and Assistant Project Manager

Dan will serve as QA/QC Manager and oversee our quality control for the project.

Dan has extensive experience in lead service line projects along with project management, preliminary and final design, cost estimating, detailed plan preparation, permitting, agency coordination, public involvement, and construction engineering.



Cory Ascheman, PE – Constructability Review

Cory will conduct constructability review for the project.

Cory has 22 years of experience working on a wide variety of projects ranging from small developments to large MnDOT projects. Cory has worked on multiple lead water service replacement projects including project management, resident communication, in-home inspection, and design. He will work closely with the team and our design staff to ensure plans and specifications are constructible and align with prior lead replacement successes.



Michele Hayes – Project Controller

Michele will be responsible for homeowner outreach and tracking the status of each individual property.

Michele has been integral in delivering a consistent product to the residents for in-home inspections for lead service projects. This includes our recent work with the City of Duluth, as well as several other communities within the state.



Tylor Schwarz, GISP – Project GIS Analyst

Tylor will provide support for data collection and filtering data for construction drawings.

He is a project GIS analyst with experience creating maps and visualizations, analyzing and interpreting spatial data, and creating applications to enhance the presentation of data using ArcGIS Online products including Dashboards, Collector for ArcGIS, and Field Maps.

PROJECT SCHEDULE

The following is a short summary of the project schedule, please refer to the attached project schedule for more detail.

Proposal Letter Request April 7, 2025
Proposal Letter Due April 25, 2025
Council Approval to Award Contract May 5, 2025
Send Out Resident Notifications June 2025 – September 2025
Start Site Visits July 2025
30% Plans November 2025
60% Plans and Specifications Complete December 2025
100% Plans and Specifications Complete February 2026
Plans Submitted to MDH / Plan Certification March 2026
Advertise for Bids March/April 2026

COMPENSATION

The team has carefully assessed the tasks and activities associated with the City of South St. Paul's proposed LSLR project. In response, we have provided our understanding and approach and assumptions that lead us to our fee as outlined in the summary and detailed task hour worksheet that follow. We have developed our fee to capture the true cost for efforts that could be needed to successfully deliver this complex project. As we are proposing this work to be billed as a not-to-exceed format, if we can design the project and perform our proposed construction phase services within the restraints - avoiding conflicts, mitigation and with minimal right-of-way impacts - the estimated budget will not be fully utilized.

GENERAL SERVICES AGREEMENT

This letter, Exhibit A-1, Exhibit B, the City of South St. Paul Letter of Engagement (LOE), and the existing Professional Services Agreement between the City of South St. Paul, MN and SEH shall form the full agreement for this proposed project. This agreement may only be modified in writing and if signed by both parties.

SUMMARY

Thank you for considering our proposal. My team and I are excited and ready to get to work. If you have any questions or concerns regarding this proposal, please do not hesitate to contact me at 218.220.8160 or bhare@sehinc.com.

Sincerely,
SHORT ELLIOTT HENDRICKSON INC.



Brian Hare, PE
Project Manager
(Lic. MN)



Miles B. Jensen, PE
Principal-In-Charge
(Lic. AZ, CO, IA, IL, IN, MD, MI, MN, ND, NE, NM, OH, SD, VA, WI)

Attachment: Project Fee Spreadsheet

x:\pt\slstpa\common\client maintenance\p177306 lsir project\stpa 177306_exhibit a_letter proposal for design services-bjh.docx



Summary - Project Level of Effort Estimate

ENGINEERING AND BIDDING
PROFESSIONAL SERVICES
LEAD SERVICE LINE REPLACEMENT PROJECT
City of South St. Paul
South St. Paul, MN
SEH Project # P-177306

LEAD SERVICE LINE REPLACEMENT PROJECT	SEH Staff Hours	Labor Costs	Expenses	Subconsultant Costs	Total
DESIGN PHASE					
Task #1 - Project Management, Meetings, & Coordination					
General	54	\$11,422	\$0	\$0	\$11,422
Meetings & Agency Coordination	280	\$47,095	\$0	\$0	\$47,095
Subtotal Task #1	334	\$58,517	\$0	\$0	\$58,517
Task #2 - Field Work & Homeowner Coordination					
Homeowner Outreach and Management	327	\$45,311	\$3,000	\$0	\$48,311
In-Home Observation and Documentation, Field Work	1,447	\$217,977	\$11,053	\$0	\$229,030
Subtotal Task #2	1,774	\$263,288	\$14,053	\$0	\$277,341
Task #3 - Design					
Create Base Information	690	\$104,518	\$0	\$0	\$104,518
Plan Production & Bidding Documents	1,674	\$230,541	\$0	\$0	\$230,541
Quantities and Cost Estimating	301	\$46,017	\$0	\$0	\$46,017
Subtotal Task #3	2,665	\$381,076	\$0	\$0	\$381,076
Task #4 - Bidding					
Bidding	40	\$6,347	\$0	\$0	\$6,347
Subtotal Task #4	40	\$6,347	\$0	\$0	\$6,347
ESTIMATED PROJECT TOTALS	4813	\$709,228	\$14,053	\$0	\$723,281

Assumes 1hr visit per site					
Assumes 3hrs plan production from through 100%					
Includes time for PFA funding support services					
Engagement time does not include Open Houses, Websites, etc. Scoped engagement includes notices, hangers, resident communications					
Refer to the attached full Labor Hours & Expenses sheet for complete details					

Agreement for Professional Services

This Agreement is effective as of April 22, 2025, between City of South St. Paul (Client) and Short Elliott Hendrickson Inc. (Consultant).

This Agreement authorizes and describes the scope, schedule, and payment conditions for Consultant's work on the Project described as: **Lead Service Line Replacement Project**.

Client's Authorized Representative: Nick Guilliams
Address: 125 3rd Avenue North
Telephone: 651-554-3214 **email:** NGuilliams@southstpaul.org

Project Manager: Brian Hare
Address: 10901 Red Circle Dr – Suite 500
Telephone: 218-220-8160 **email:** bhare@sehinc.com

Scope: The Basic Services to be provided by Consultant as set forth herein are provided subject to the attached General Conditions of the Agreement for Professional Services (General Conditions Rev. 05.15.22), which is incorporated by reference herein and subject to Exhibits attached to this Agreement.

Scope of Services: See Exhibit A-1.

Schedule: See Exhibit A-1.

Payment: See Exhibit A-1.

The payment method, basis, frequency and other special conditions are set forth in attached Exhibit A-1.

This Agreement for Professional Services, attached General Conditions, Exhibits and any Attachments (collectively referred to as the "Agreement") supersedes all prior contemporaneous oral or written agreements and represents the entire understanding between Client and Consultant with respect to the services to be provided by Consultant hereunder. In the event of a conflict between the documents, this document and the attached General Conditions shall take precedence over all other Exhibits unless noted below under "Other Terms and Conditions". The Agreement for Professional Services and the General Conditions (including scope, schedule, fee and signatures) shall take precedence over attached Exhibits. This Agreement may not be amended except by written agreement signed by the authorized representatives of each party.

Other Terms and Conditions: Other or additional terms contrary to the General Conditions that apply solely to this project as specifically agreed to by signature of the Parties and set forth herein:
None.

Short Elliott Hendrickson Inc.

City of South St. Paul

By: _____
Full Name: _____
Title: Client Service Manager

By: _____
Full Name: _____
Title: _____

General Conditions of the Agreement for Professional Services

SECTION I – SERVICES OF CONSULTANT

A. General

1. Consultant agrees to perform professional services as set forth in the Agreement for Professional Services or Supplemental Letter Agreement ("Services"). Nothing contained in this Agreement shall create a contractual relationship with or a cause of action in favor of a third party against either the Client or the Consultant. The Consultant's services under this Agreement are being performed solely for the Client's benefit, and no other party or entity shall have any claim against the Consultant because of this Agreement or the performance or nonperformance of services hereunder.

B. Schedule

1. Unless specific periods of time or dates for providing services are specified, Consultant's obligation to render Services hereunder will be for a period which may reasonably be required for the completion of said Services.
2. If Client has requested changes in the scope, extent, or character of the Project or the Services to be provided by Consultant, the time of performance and compensation for the Services shall be adjusted equitably. The Client agrees that Consultant is not responsible for damages arising directly or indirectly from delays beyond Consultant's control. If the delays resulting from such causes increase the cost or the time required by Consultant to perform the Services in accordance with professional skill and care, then Consultant shall be entitled to a equitable adjustment in schedule and compensation.

C. Additional Services

1. If Consultant determines that any services it has been directed or requested to perform are beyond the scope as set forth in the Agreement or that, due to changed conditions or changes in the method or manner of administration of the Project, Consultant's effort required to perform its services under this Agreement exceeds the stated fee for the Services, then Consultant shall promptly notify the Client regarding the need for additional Services. Upon notification and in the absence of a written objection, Consultant shall be entitled to additional compensation for the additional Services and to an extension of time for completion of additional Services absent written objection by Client.
2. Additional Services, including delivery of documents, CAD files, or information not expressly included as deliverables, shall be billed in accord with agreed upon rates, or if not addressed, then at Consultant's standard rates.

D. Suspension and Termination

1. If Consultant's services are delayed or suspended in whole or in part by Client, or if Consultant's services are delayed by actions or inactions of others for more than 60 days through no fault of Consultant, then Consultant shall be entitled to either terminate its agreement upon seven days written notice or, at its option, accept an equitable adjustment of compensation provided for elsewhere in this Agreement to reflect costs incurred by Consultant.
2. This Agreement may be terminated by either party upon seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination.
3. This Agreement may be terminated by either party upon thirty days' written notice without cause. All provisions of this Agreement allocating responsibility or liability between the Client and Consultant shall survive the completion of the Services hereunder and/or the termination of this Agreement.
4. In the event of termination, Consultant shall be compensated for Services performed prior to termination date, including charges for expenses and equipment costs then due and all termination expenses.

SECTION II – CLIENT RESPONSIBILITIES

A. General

1. The Client shall, in proper time and sequence and where appropriate to the Project, at no expense to Consultant, provide full information as to Client's requirements for the Services provided by Consultant and access to all public and private lands required for Consultant to perform its Services.

2. The Consultant is not a municipal advisor and therefore Client shall provide its own legal, accounting, financial and insurance counseling, and other special services as may be required for the Project. Client shall provide to Consultant all data (and professional interpretations thereof) prepared by or services performed by others pertinent to Consultant's Services, such as previous reports; sub-surface explorations; laboratory tests and inspection of samples; environmental assessment and impact statements, surveys, property descriptions; zoning; deed; and other land use restrictions; as-built drawings; and electronic data base and maps. The costs associated with correcting, creating or recreating any data that is provided by the Client that contains inaccurate or unusable information shall be the responsibility of the Client.
3. Client shall provide prompt written notice to Consultant whenever the Client observes or otherwise becomes aware of any changes in the Project or any defect in Consultant's Services. Client shall promptly examine all studies, reports, sketches, opinions of construction costs, specifications, drawings, proposals, change orders, supplemental agreements, and other documents presented by Consultant and render the necessary decisions and instructions so that Consultant may provide Services in a timely manner.
4. Client shall require all utilities with facilities within the Project site to locate and mark said utilities upon request, relocate and/or protect said utilities to accommodate work of the Project, submit a schedule of the necessary relocation/protection activities to the Client for review, and comply with agreed upon schedule. Consultant shall not be liable for damages which arise out of Consultant's reasonable reliance on the information or services furnished by utilities to Client or others hired by Client.
5. Consultant shall be entitled to rely on the accuracy and completeness of information or services furnished by the Client or others employed by the Client and shall not be liable for damages arising from reasonable reliance on such materials. Consultant shall promptly notify the Client if Consultant discovers that any information or services furnished by the Client is in error or is inadequate for its purpose.
6. Client agrees to reasonably cooperate, when requested, to assist Consultant with the investigation and addressing of any complaints made by Consultant's employees related to inappropriate or unwelcomed actions by Client or Client's employees or agents. This shall include, but not be limited to, providing access to Client's employees for Consultant's investigation, attendance at hearings, responding to inquiries and providing full access to Client files and information related to Consultant's employees, if any. Client agrees that Consultant retains the absolute right to remove any of its employees from Client's facilities if Consultant, in its sole discretion, determines such removal is advisable. Consultant, likewise, agrees to reasonably cooperate with Client with respect to the foregoing in connection with any complaints made by Client's employees.
7. Client acknowledges that Consultant has expended significant effort and expense in training and developing Consultant's employees. Therefore, during the term of this Agreement and for a period of two years after the termination of this Agreement or the completion of the Services under this Agreement, whichever is longer, Client shall not directly or indirectly: (1) hire, solicit or encourage any employee of Consultant to leave the employ of Consultant; (2) hire, solicit or encourage any consultant or independent contractor to cease work with Consultant; or (3) circumvent Consultant by conducting business directly with its employees. The two-year period set forth in this section shall be extended commensurately with any amount of time during which Client has violated its terms.

SECTION III – PAYMENTS

A. Invoices

1. Undisputed portions of invoices are due and payable within 30 days. Client must notify Consultant in writing of any disputed items within 15 days from receipt of invoice. Amounts due Consultant will be increased at the rate of 1.0% per month (or the maximum rate of interest permitted by law, if less) for invoices 30 days past due. Consultant reserves the right to retain Services or deliverables until all invoices are paid in full. Consultant will not be liable for any claims of loss, delay, or damage by Client for reason of withholding Services, deliverables, or Instruments of Service until all invoices are paid in full. Consultant shall be entitled to recover all reasonable

- costs and disbursements, including reasonable attorney's fees, incurred in connection with collecting amounts owed by Client.
- Should taxes, fees or costs be imposed, they shall be in addition to Consultant's agreed upon compensation.
 - Notwithstanding anything to the contrary herein, Consultant may pursue collection of past due invoices without the necessity of any mediation proceedings.

SECTION IV – GENERAL CONSIDERATIONS

A. Standards of Performance

- The standard of care for all professional engineering and related services performed or furnished by Consultant under this Agreement will be the care and skill ordinarily exercised by members of Consultant's profession practicing under similar circumstances at the same time and in the same locality. Consultant makes no warranties, express or implied, under this Agreement or otherwise, in connection with its Services.
- Consultant neither guarantees the performance of any Contractor nor assumes responsibility for any Contractor's failure to furnish and perform the work in accordance with its construction contract or the construction documents prepared by Consultant. Client acknowledges Consultant will not direct, supervise or control the work of construction contractors or their subcontractors at the site or otherwise. Consultant shall have no authority over or responsibility for the contractor's acts or omissions, nor for its means, methods, or procedures of construction. Consultant's Services do not include review or evaluation of the Client's, contractor's or subcontractor's safety measures, or job site safety or furnishing or performing any of the Contractor's work.
- Consultant's Opinions of Probable Construction Cost are provided if agreed upon in writing and made on the basis of Consultant's experience and qualifications. Consultant has no control over the cost of labor, materials, equipment or service furnished by others, or over the Contractor's methods of determining prices, or over competitive bidding or market conditions. Consultant cannot and does not guarantee that proposals, bids or actual construction cost will not vary from Opinions of Probable Construction Cost prepared by Consultant. If Client wishes greater assurance as to construction costs, Client shall employ an independent cost estimator.

B. Indemnity for Environmental Issues

- Consultant is not a user, generator, handler, operator, arranger, storer, transporter, or disposer of hazardous or toxic substances. Therefore the Client agrees to hold harmless, indemnify, and defend Consultant and Consultant's officers, directors, subconsultant(s), employees and agents from and against any and all claims; losses; damages; liability; and costs, including but not limited to costs of defense, arising out of or in any way connected with, the presence, discharge, release, or escape of hazardous or toxic substances, pollutants or contaminants of any kind at the site.

C. Limitations on Liability

- The Client hereby agrees that to the fullest extent permitted by law, Consultant's total liability to the Client for all injuries, claims, losses, expenses, or damages whatsoever arising out of or in any way related to the Project or this Agreement from any cause or causes including, but not limited to, Consultant's negligence, errors, omissions, strict liability, breach of contract or breach of warranty shall not exceed five hundred thousand dollars (\$500,000). In the event Client desires limits of liability in excess of those provided in this paragraph, Client shall advise Consultant in writing and agree that Consultant's fee shall increase by 1% for each additional five hundred thousand dollars of liability limits, up to a maximum limit of liability of five million dollars (\$5,000,000).
- Neither Party shall be liable to the other for consequential damages, including without limitation lost rentals; increased rental expenses; loss of use; loss of income; lost profit, financing, business, or reputation; and loss of management or employee productivity, incurred by one another or their subsidiaries or successors, regardless of whether such damages are foreseeable and are caused by breach of contract, willful misconduct, negligent act or omission, or other wrongful act of either of them. Consultant expressly disclaims any duty to defend Client for any alleged actions or damages.
- It is intended by the parties to this Agreement that Consultant's Services shall not subject Consultant's employees, officers or directors to any personal legal exposure for the risks associated with this Agreement. The Client agrees that as the Client's sole and exclusive remedy, any claim, demand or suit shall be directed and/or

asserted only against Consultant, and not against any of Consultant's individual employees, officers or directors, and Client knowingly waives all such claims against Consultant individual employees, officers or directors.

- Causes of action between the parties to this Agreement pertaining to acts or failures to act shall be deemed to have accrued, and the applicable statutes of limitations shall commence to run, not later than either the date of Substantial Completion for acts or failures to act occurring prior to substantial completion or the date of issuance of the final invoice for acts or failures to act occurring after Substantial Completion. In no event shall such statutes of limitations commence to run any later than the date when the Services are substantially completed.

D. Assignment

- Neither party to this Agreement shall transfer, sublet or assign any rights under, or interests in, this Agreement or claims based on this Agreement without the prior written consent of the other party. Any assignment in violation of this subsection shall be null and void.

E. Dispute Resolution

- Any dispute between Client and Consultant arising out of or relating to this Agreement or the Services (except for unpaid invoices which are governed by Section III) shall be submitted to mediation as a precondition to litigation unless the parties mutually agree otherwise. Mediation shall occur within 60 days of a written demand for mediation unless Consultant and Client mutually agree otherwise.
- Any dispute not settled through mediation shall be settled through litigation in the state and county where the Project at issue is located.

SECTION V – INTELLECTUAL PROPERTY

A. Proprietary Information

- All documents, including reports, drawings, calculations, specifications, CAD materials, computers software or hardware or other work product prepared by Consultant pursuant to this Agreement are Consultant's Instruments of Service ("Instruments of Service"). Consultant retains all ownership interests in Instruments of Service, including all available copyrights.
- Notwithstanding anything to the contrary, Consultant shall retain all of its rights in its proprietary information including without limitation its methodologies and methods of analysis, ideas, concepts, expressions, inventions, know how, methods, techniques, skills, knowledge, and experience possessed by Consultant prior to, or acquired by Consultant during, the performance of this Agreement and the same shall not be deemed to be work product or work for hire and Consultant shall not be restricted in any way with respect thereto. Consultant shall retain full rights to electronic data and the drawings, specifications, including those in electronic form, prepared by Consultant and its subconsultants and the right to reuse component information contained in them in the normal course of Consultant's professional activities.

B. Client Use of Instruments of Service

- Provided that Consultant has been paid in full for its Services, Client shall have the right in the form of a nonexclusive license to use Instruments of Service delivered to Client exclusively for purposes of constructing, using, maintaining, altering and adding to the Project. Consultant shall be deemed to be the author of such Instruments of Service, electronic data or documents, and shall be given appropriate credit in any public display of such Instruments of Service.
- Records requests or requests for additional copies of Instruments of Services outside of the scope of Services, including subpoenas directed from or on behalf of Client are available to Client subject to Consultant's current rate schedule. Consultant shall not be required to provide CAD files or documents unless specifically agreed to in writing as part of this Agreement.

C. Reuse of Documents

- All Instruments of Service prepared by Consultant pursuant to this Agreement are not intended or represented to be suitable for reuse by the Client or others on extensions of the Project or on any other Project. Any reuse of the Instruments of Service without written consent or adaptation by Consultant for the specific purpose intended will be at the Client's sole risk and without liability or legal exposure to Consultant; and the Client shall release Consultant from all claims arising from such use. Client shall also defend, indemnify, and hold harmless Consultant from all claims, damages, losses, and expenses including attorneys' fees arising out of or resulting from reuse of Consultant documents without written consent.

Exhibit A-1
to Supplemental Letter Agreement
Between South St. Paul (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated April 22, 2025

Payments to Consultant for Services and Expenses
Using the Hourly Basis Option

The Agreement for Professional Services is amended and supplemented to include the following agreement of the parties:

A. Hourly Basis Option

The Client and Consultant select the hourly basis for payment for services provided by Consultant. Consultant shall be compensated monthly. Monthly charges for services shall be based on Consultant's current billing rates for applicable employees plus charges for expenses and equipment.

Consultant will provide an estimate of the costs for services in this Agreement. It is agreed that after 90% of the estimated compensation has been earned and if it appears that completion of the services cannot be accomplished within the remaining 10% of the estimated compensation, Consultant will notify the Client and confer with representatives of the Client to determine the basis for completing the work.

Compensation to Consultant based on the rates is conditioned on completion of the work within the effective period of the rates. Should the time required to complete the work be extended beyond this period, the rates shall be appropriately adjusted.

B. Expenses

The following items involve expenditures made by Consultant employees or professional consultants on behalf of the Client. Their costs are not included in the hourly charges made for services and shall be paid for as described in this Agreement but instead are reimbursable expenses required in addition to hourly charges for services:

1. Transportation and travel expenses.
2. Long distance services, dedicated data and communication services, teleconferences, Project Web sites, and extranets.
3. Lodging and meal expense connected with the Project.
4. Fees paid, in the name of the Client, for securing approval of authorities having jurisdiction over the Project.
5. Plots, Reports, plan and specification reproduction expenses.
6. Postage, handling and delivery.
7. Expense of overtime work requiring higher than regular rates, if authorized in advance by the Client.
8. Renderings, models, mock-ups, professional photography, and presentation materials requested by the Client.
9. All taxes levied on professional services and on reimbursable expenses.
10. Other special expenses required in connection with the Project.
11. The cost of special consultants or technical services as required. The cost of subconsultant services shall include actual expenditure plus 10% markup for the cost of administration and insurance.

The Client shall pay Consultant monthly for expenses.

C. Equipment Utilization

The utilization of specialized equipment, including automation equipment, is recognized as benefiting the Client. The Client, therefore, agrees to pay the cost for the use of such specialized equipment on the project. Consultant invoices to the Client will contain detailed information regarding the use of specialized equipment on the project and charges will be based on the standard rates for the equipment published by Consultant.

The Client shall pay Consultant monthly for equipment utilization.

x:\pt\sls\stpa\common\client maintenance\p177306 lsir project\4_exhibit a1_bjh_120324.docx

Exhibit B
to Supplemental Letter Agreement
Between South St. Paul (Client)
and
Short Elliott Hendrickson Inc. (Consultant)
Dated April 22, 2025

**A Listing of the Duties, Responsibilities and
Limitations of Authority of the Resident Project Representative**

Through more extensive on site observations of the construction work in progress and field checks of materials and equipment by the Resident Project Representative (RPR), Consultant shall endeavor to provide further protection for Client against defects and deficiencies in the work of contractor (Work); but, the furnishing of such services will not make Consultant responsible for or give Consultant control over construction means, methods, techniques, sequences or procedures or for safety precautions or programs, or responsibility for contractor's failure to perform the Work in accordance with the Contract Documents. Contract Documents are the documents that govern or are pertinent to contractor's Work including but not limited to the agreement between Client and contractor, the contractor's bid, the bonds, specs, drawings, field orders, addenda, clarifications, interpretations, approved shop drawings and reports collectively called the Contract Documents. The duties and responsibilities of the RPR are further defined as follows:

A. General

RPR is an agent of Consultant at the site, will act as directed by and under the supervision of Consultant, and will confer with Consultant regarding RPR's actions. RPR's dealings in matters pertaining to the on-site work shall in general be with Consultant and contractor keeping the Client advised as necessary. RPR's dealings with subcontractors shall only be through or with the full knowledge and approval of contractor. RPR shall generally communicate with Client with the knowledge of and under the direction of Consultant.

B. Duties and Responsibilities of RPR

1. Schedules: Review the progress schedule, schedule of shop drawing submittals and schedule of values prepared by Contractor and consult with Consultant concerning acceptability.
2. Conferences and Meetings: Attend meetings with contractor, such as preconstruction conferences, progress meetings, job conferences and other project-related meetings, and prepare and circulate copies of minutes thereof.
3. Liaison:
 - (a) Serve as Consultant's liaison with contractor, working principally through contractor's superintendent and assist in understanding the intent of the Contract Documents; and assist Consultant in serving as Client's liaison with contractor when contractor's operations affect Client's on-site operations.
 - (b) Assist in obtaining from Client additional information, when required for proper execution of the Work.
4. Shop Drawings and Samples*:
 - (a) Record date of receipt of shop drawings and samples.
 - (b) Receive samples furnished at the site by contractor and notify Consultant of availability of samples.
 - (c) Advise Consultant and contractor of the commencement of any Work requiring a shop drawing or sample if the submittal has not been approved by Consultant.
5. Review of Work, Observations and Tests:
 - (a) Conduct on-site observations of the Work in progress to assist Consultant in determining if the Work is in general proceeding in accordance with the Contract Documents.
 - (b) Report to Consultant whenever RPR believes that any Work is unsatisfactory, faulty or defective or does not conform to the Contract Documents, or has been damaged, or does not meet the requirements of any inspection, test or approval required to be made; and advise Consultant of

- Work that RPR believes should be corrected or rejected or should be uncovered for observation, or requires special testing, inspection or approval.
- (c) Determine if tests, equipment and systems start-ups and operating and maintenance training are conducted in the presence of appropriate personnel, and that Contractor maintains adequate records thereof; and observe, record and report to Consultant appropriate details relative to the test procedures and start-ups.
 - (d) Accompany visiting inspectors representing public or other agencies having jurisdiction over the Project, record the results of these inspections and report to Consultant.
- 6. Interpretation of Contract Documents: Report to Consultant when clarification and interpretations of the Contract Documents are requested by contractor and transmit to contractor clarifications and interpretations as issued by Consultant.
 - 7. Modifications: Consider and evaluate contractor's suggestions for modifications in drawings or specifications and report with RPR's recommendations to Consultant. Transmit to contractor decisions as issued by Consultant.
 - 8. Records:
 - (a) Maintain at the job site orderly files for correspondence, reports of job conferences, shop drawings and samples, reproductions of original Contract Documents including all addenda, change orders, field orders, additional drawings issued subsequent to the execution of the construction contract, Consultant's clarifications and interpretations of the Contract Documents, progress reports, and other related documents.
 - (b) Keep a diary or log book, recording contractor hours on the job site, weather conditions, data relative to questions of change orders, or changed conditions, list of job site visitors, daily activities, decisions, observations in general, and specific observations in more detail as in the case of observing test procedures; and send copies to Consultant.
 - (c) Record names, addresses and telephone numbers of all contractors, subcontractors and major suppliers of materials and equipment.
 - 9. Reports:
 - (a) Furnish Consultant periodic reports as required of progress of the Work and of contractor's compliance with the progress schedule and schedule of shop drawing and sample submittals.
 - (b) Consult with Consultant in advance of scheduled major tests, inspections or start of important phases of the Work.
 - (c) Draft proposed change orders and Work, obtaining backup material from contractor and recommend to Consultant change orders, and field orders.
 - (d) Report immediately to Consultant and Client upon the occurrence of any accident.
 - 10. Payment Requests: Review applications for payment with contractor for compliance with the established procedure for their submission and forward with recommendations to Consultant, noting particularly the relationship of the payment requested to the schedule of values, Work completed and materials and equipment delivered at the site but not incorporated in the Work.
 - 11. Certificates, Maintenance and Operation Manuals: During the course of the Work, verify that certificates, maintenance and operation manuals and other data required to be assembled and furnished by contractor are applicable to the items actually installed and in accordance with the Contract Documents, and have this material delivered to Consultant for review and forwarding to Client prior to final payment for the Work.
 - 12. Completion:
 - (a) Before Consultant issues a certificate of substantial completion, submit to contractor a list of observed items requiring completion or correction.
 - (b) Conduct final inspection in the company of Consultant, Client, and contractor and prepare a final list of items to be completed or corrected.
 - (c) Observe that all items on final list have been completed or corrected and make recommendations to Consultant concerning acceptance.

C. Limitations of Authority

Resident Project Representative:

1. Shall not authorize any deviation from the Contract Documents or substitution of materials or equipment, unless authorized by Client.
2. Shall not exceed limitations of Consultant's authority as set forth in the Agreement for Professional Services.
3. Shall not undertake any of the responsibilities of contractor, subcontractors or contractor's superintendent.
4. Shall not advise on, issue directions regarding or assume control over safety precautions and programs in connection with the Work.
5. Shall not accept shop drawing or sample submittals from anyone other than contractor.
6. Shall not authorize Client to occupy the Project in whole or in part.
7. Shall not participate in specialized field or laboratory tests or inspections conducted by others except as specifically authorized by Consultant.

document1

Engineering and Bidding Services for Lead Water Service Replacements



City of South St. Paul
SEH Project # P-177306
April 22, 2025

Project Role	APM	PM	Principal	Contoller	GIS Analyst	RPR	RPR	RPR	Sr. RPR	Const	Sr. Tech	Finance	Admin	Subs & Expenses	
Employee Name (s)	Hinzmann	Hare	Jensen	Hayes	Schwarz	Larson, Krummel	Conrade, Cooper	Hermes	Steely	Ascheman	Orleskie, Glendenning	Knutson	Anderson		
Task #1 - Project Management, Meetings, & Coordination															
1.1 General															
PM / accounting / monthly progress reports		16										8			24
Develop quality management plan	1	4	1							4			4		14
QAQC	8	4								4					16
Subtotal Hours	9	24	1							8		8	4	N/A	54
Subtotal Fees	#####	#####	\$319.94							#####		\$1,096.16	\$546.72		\$11,421.96
1.2 Meetings & Agency Coordination															
Kickoff meeting with City Staff	1	4		1		1									7
Internal team kickoff	1	2		2		2					2				9
One Call Process - Non-Topo Areas (Maps Only)											8				8
One Call Process - Topo Areas (Field Markings)											16				16
Coordination meetings with private utilities (2)		4							40		12				56
Biweekly client meetings (assume 52) - includes design reviews	32	52		52		32					16				184
Subtotal Hours	34	62		55		35			40		54			N/A	280
Task Hours Summary	43	86	1	55		35			40	8	54	8	4	N/A	334
Task #2 - Field Work & Homeowner Coordination															
2.1 Homeowner Outreach and Management															
Prepare and send intial letters (assume 1000)	1	4		60										\$ 2,000.00	65
Follow up letters (assume 125)	1	2		4										\$ 500.00	7
Follow up phone calls and door knocking (assume 150) (20 min ea)	1	2		32		25	25							\$ 500.00	85
Status updates and tracking	2	8		160											170
Subtotal Hours	5	16		256		25	25							N/A	327
2.2 In-Home Observation and Documentation, Field Work															
In-Home Observation and Documentation (1004 homes)		25				400	400	204	300					\$ 10,552.50	1329
Revisit for homeowner issues (assume 50)		4				25	25		20					\$ 500.00	74
Data management		4			40										44
Subtotal Hours		33			40	425	425	204	320					N/A	1447
Task Hours Summary	5	49		256	40	450	450	204	320					N/A	1,774
Task #3 - Design															
3.1 Create Base Information															
Collect data from City	2	4									8				14
Create base map from GIS & One Call Maps	8	16									240				264
Update base map with collected field data	4	8			240						160				412
Subtotal Hours	14	28			240						408			N/A	690
3.2 Plan Production & Bidding Documents															
Title Sheet											2				2
Location Maps	1	2									16				19
Individual Service Plansheets (1004 sheets at 1.5hr/sheet)	20	40									1506				1566
Detail Sheets	1	2									4				7
SWPPP	4	8									16				28
Special Provisions	4	8											8		20
Contract Manual	2	4	2	4											12
Constructability review										20					20
Subtotal Hours	32	64	2	4						20	1544		8	N/A	1674
3.3 Quantitites and Cost Estimating															
Quantity takeoff, set bid items	8	8	2			40				2	40				100
Tabulations	20	20								1	160				201
Subtotal Hours	28	28	2			40				3	200			N/A	301
Task Hours Summary	74	120	4	4	240	40				23	2,152		8	N/A	2,665
Task #4 - Bidding															
4.1 Bidding															
Respond to bid questions		4		1		2					8				15
Prepare addenda (assume 2)		4		2		2					12				20
Attend pre-bid conference		2		2											4
Attend bid opening		1													1
Subtotal Hours		11		5		4					20			N/A	40
Task Hours Summary		11		5		4					20			N/A	40

Engineering and Bidding Services for Lead Water Service Replacements

City of South St. Paul
SEH Project # P-177306
April 22, 2025



Project Role	APM	PM	Principal	Contoller	GIS Analyst	RPR	RPR	RPR	Sr. RPR	Const	Sr. Tech	Finance	Admin	Subs & Expenses	
Employee Name (s)	Hinzmann	Hare	Jensen	Hayes	Schwarz	Larson, Krummel	Conrade, Cooper	Hermes	Steely	Ascheman	Orleskie, Glendenning	Knutson	Anderson		
Project Summary															
Project Hours Summary	122	266	5	320	280	529	450	204	360	31	2,226	8	12	N/A	4,813



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Parks & Recreation
PREPARED BY: Shannon Young
AGENDA ITEM NUMBER: 8.H.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Approve Quote from DJ Commercial Door, Entryway Doug Woog Arena

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve the quote from DJ Commercial Door for the replacement of the Doug Woog Arena Front entrance doors.

OVERVIEW

Overview:

The main front entry doors need a full replacement due to wear and tear and long-term usage and exposure to weather conditions. These doors no longer provide reliable functionality, insulation, or appearance appropriate for a high-traffic public facility. Two quotes were obtained from reputable companies to replace the doors.

- | | |
|------------------------------|-------------|
| 1. DJ Commercial Door | \$83,465.55 |
| 2. Bredemus Hardware Co. Inc | \$92,380.00 |

During the assessment for replacing the front entry doors at Doug Woog Arena, it was observed that the underlying concrete flooring had significant cracking. Given the condition of the floor, replacement is necessary to ensure structural integrity and user safety in conjunction with the door upgrade. Staff is working with Bauer Services to provide the concrete replacement and finish. The updated concrete and epoxy-coated surface will improve safety, durability, and appearance while eliminating the need for the abandoned drain infrastructure. The cost of the flooring/epoxy is \$18,780.

Staff is recommending the work to be awarded to the low quote, DJ Commercial Door, in the amount of 83,465.55 for entry doors at Doug Woog Arena and authorize Bauer Services to complete the concrete work in the amount of \$18,780.

SOURCE OF FUNDS

Doug Woog Arena Levy

ATTACHMENTS

1. DJ Doors Quote 25
2. Bredemus Quote 25

DJ Commercial Door
 1544 Cliff Rd E
 Burnsville, MN 55337 US
 +16519645816
 jamesn@djcommercialdoor.com

Estimate



ADDRESS

Seth Anderson
 City of South Saint Paul
 141 6th Street South
 South Saint Paul, MN 55075

SHIP TO

Seth Anderson
 City of South Saint Paul
 141 6th Street South
 South Saint Paul, MN 55075

ESTIMATE #	DATE	
2833	06/10/2025	

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	Aluminum Door and Frame	Remove existing handicap operator and keep to reinstall on new entry. **Electrical disconnect by others.** Remove existing 2 exterior openings on the main entry of the ice arena. Each opening currently 1 sliding door and 3 - 3070 swing doors. Clean up rough opening. ** If any repairs to the opening are required, this work is not included in this estimate. All repairs will be discussed prior to completing.** Install new dark bronze aluminum frame. Each frame will include 3 - 4070 mortise continuous hinge doors, sidelights, and transom. (From the outside, the left set of doors will be right hand reverse. Right set of doors will be left hand reverse.) Glaze doors, sidelights, and transoms with 1" insulated, tempered, clear glass. Install 6 - Von Duprin 99 panic bars with dogging kit installed. **These are the best panics available on the market. If other brands are chosen, the overall project cost would decrease accordingly.**	1	83,465.55	83,465.55

Failure to make your payment within the terms specified in the estimate, will result in DJ Commercial Door filing a mechanics lien on your property.

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
		Install 1 - Hes 9500 electric strike on right door of the right opening. **Wire will be run from strike to the top of the frame. A loop will be left for access control to connect. Connection to access control by others.** Install 5 - Heavy Duty door closers. Reinstall handicap operator. **Electrical reconnect by others.** Install 6 - Thresholds and brush door sweeps. Price includes all materials listed and labor. **This was quoted as tax exempt. Form ST3 is required at the time of order. If not received, sales tax will be charged and customer will need to file a return with the state.**			

A 50% down payment is required to get materials into production. Once payment is received the lead time will be confirmed. Note this lead time may be different from original quote depending on business volume.

SUBTOTAL	83,465.55
TAX	0.00
TOTAL	\$83,465.55

Accepted By

Accepted Date



BREDEMUS HARDWARE CO., INC.
1285 SYLVAN ST., ST. PAUL, MN 55117-4620

(651) 489-6250
(651) 489-5502 Fax

May 9, 2025

City of South St Paul
141 6th Street South
So St Paul MN 55075

Attention: Seth Anderson

Gentlemen:

We wish to quote the following:

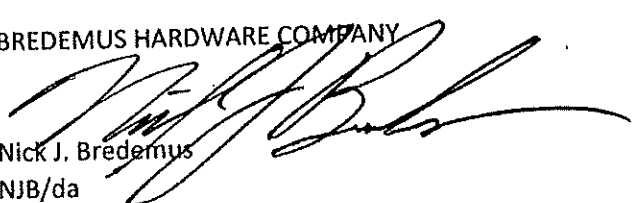
2 Aluminum Transom/Sidelight with Insulate Glass Frames
6 Full Glass Aluminum Doors with Insulated Glass
6 Full Mortise Continuous Hinges
6 Von Duprin 99 Series Exit Devices
1 Hess Electric Strike
6 Brush Door Sweeps
1 Reinstall Existing Auto Door Operator
Labor Includes:
Remove Existing Frames & Doors
Install New Material

MATERIAL AND LABOR \$92,380.00 NO TAX

Thank you for the opportunity to quote our price. We would appreciate receiving your purchase order.

Sincerely,

BREDEMUS HARDWARE COMPANY


Nick J. Bredemus
NJB/da



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Parks & Recreation
PREPARED BY: Shannon Young
AGENDA ITEM NUMBER: 8.I.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Motion to approve Agreement with East Hockey Training, LLC for use of Storage and Office Space at Doug Woog Arena

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve the Storage and Office Space Rental Agreement between the City of South St. Paul and East Hockey Training, LLC, authorizing use of designated areas within Doug Woog Arena.

OVERVIEW

Doug Woog Arena is a City-owned facility that includes two ice rinks and a hockey training center. East Hockey Training, LLC provides specialized hockey training programs currently in the off-ice dryland space in Rink one and seeks to expand its presence at the arena to better support its operations.

City staff and East Hockey Training, LLC have negotiated an agreement that allows East Hockey Training, Inc. exclusive use of specific storage in Rink one and office space in Rink 2 within the Arena under the terms outlined below. East Hockey Training, LLC will pay the City of South St. Paul a monthly rental fee of \$195 for the use of the designated storage and office space at Doug Woog Arena.

Staff recommends approval of the agreement to support the operational needs of East Hockey Training, LLC while maximizing appropriate use of Doug Woog Arena facilities.

SOURCE OF FUNDS

Lease payments are revenues in the Woog Arena Fund

ATTACHMENTS

1. East Room Agreement 25

**AGREEMENT BETWEEN THE CITY OF SOUTH ST. PAUL
AND EAST HOCKEY TRAINING, LLC FOR USE OF STORAGE AND OFFICE SPACE
AT DOUG WOOG ARENA**

THIS STORAGE AND OFFICE SPACE RENTAL AGREEMENT (“Agreement”) is made and entered into as of the ____ day of _____, 2025, by and between the City of South St. Paul (“City”), a Minnesota municipal corporation, and East Hockey Training LLC (“East Hockey”), a Minnesota limited liability company. Both City and East Hockey may hereinafter be referred to individually as a “Party” and collectively as the “Parties”.

WHEREAS, the City owns and operates an ice arena known as Doug Woog Arena (“Arena”), which has two (2) sheets of ice, identified as Rink #1 and Rink #2, and a Hockey Training Facility; and

WHEREAS, the City and East Hockey desire to enter into an agreement whereby East Hockey would secure storage and office space at the Arena for use in its programs.

NOW, THEREFORE, in consideration of above recitals, and the mutual promises and covenants of each to the other contained in this Agreement, and other good and valuable consideration, receipt of which is hereby acknowledged, the Parties hereto do covenant and agree as follows:

**ARTICLE 1
PURPOSE**

- A. **Purpose.** The purpose of this Agreement is to define the rights and obligations of the City and East Hockey regarding the use of storage and office space at the Arena. This Agreement grants East Hockey the right to secure storage space and use of designated office space within the Arena to support its operations.
- B. **Cooperation.** City and East Hockey shall cooperate and use their best efforts to ensure the most expeditious implementation of the various provisions of this Agreement. The Parties agree in good faith to undertake resolution of disputes, if any, in an equitable and timely manner.

**ARTICLE 2
TERM & TERMINATION**

- A. **Term.** The term of this Agreement shall commence on the date listed in the initial paragraph of this Agreement and shall terminate on June 1, 2026. This Agreement may be extended upon the written mutual consent of the Parties for such additional periods as they deem appropriate and upon the same terms and conditions as stated herein.
- B. **Termination.** Either Party may terminate this Agreement upon ninety (90) days’ written notice delivered to the other Party to the address listed in Article 7(A) of this Agreement.

This Agreement may be terminated by either Party upon written notice in the event of substantial failure by the other Party to perform in accordance with the terms of this Agreement. The non-performing Party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other Party.

ARTICLE 3 RENTAL RATES & PAYMENT

- A. **Rental Rate.** The rental rate for use of the designated storage and office space described in Article 4(A) during the term of this Agreement is as follows: \$195/Month.
- B. **Payment.** City shall invoice East Hockey the rent amount due on a monthly basis. Each invoice shall be paid within thirty (30) days after the date of the invoice. Failure to pay the rent amount due within the applicable time period is deemed a breach of this Agreement, allowing the City to assert any right or remedy allowed by law, equity, or by statute for such a breach.

ARTICLE 4 DESIGNATED RENTAL SPACE

- A. **Rental Space.** City hereby grants East Hockey exclusive use of the second (2nd) floor North Storage Room space, located in Rink 1, and the office space located on the east side of Rink 2 (“Rented Space”). Use of the Rented Space is subject to the City retaining full access rights to the Rented Space for building maintenance or other reasonable access needs. During the term of this Agreement, East Hockey is responsible for the maintenance and upkeep of the Rented Space. East Hockey shall maintain the Rented Space in a manner that allows it to be returned to the City in the same condition as existed upon execution of this Agreement. Any modifications to be undertaken to the Rented Space must be in compliance with Building and Fire Codes and requires the prior written approval of City. The City will not pay for any modifications made by East Hockey to the Rented Space that does not have prior written authorization.
- B. **Permitted Use.** East Hockey agrees that it shall not use or permit any person to persons to use the Rented Space or any part thereof for any use or purpose in violation of the laws of the State of Minnesota or the ordinances, regulations or requirements of the City. East Hockey shall not do or permit anything to be done in the Rented Space which will in any way obstruct or interfere with the rights of other occupants of the Arena, or injure or annoy an occupant’s use or allow the Rented Space to be used for any improper, unlawful or objectionable purpose, nor shall East Hockey cause, maintain or permit any nuisance in, on or about the Rented Space.

ARTICLE 5 REMEDIES

Notwithstanding the provisions under Article 2(B) above, East Hockey shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this

Agreement by East Hockey. The City may, in such event:

1. Initiate a legal action against East Hockey seeking damages, equitable relief or such other remedy the Court may deem appropriate.
2. Terminate this Agreement immediately upon written notice.

The rights or remedies provided for herein shall not limit the City, in case of any default by East Hockey, from asserting any other right or remedy allowed by law, equity, or by statute.

ARTICLE 6 INDEMNIFICATION

- A. City and East Hockey each agree to defend, indemnify, and hold harmless each other, its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of City and East Hockey, they shall be borne by each Party in proportion to its own negligence.
- B. East Hockey shall indemnify City against legal liability for damages arising out of claims by East Hockey's employees or subcontractors. City shall indemnify East Hockey against legal liability for damages arising out of claims by City's employees or subcontractors.

ARTICLE 7 GENERAL PROVISIONS

- A. **Notices.** All notices or communications required pursuant to this Agreement shall be either hand delivered or mailed to City and East Hockey by certified mail, return-receipt requested, to the following addresses:

City: City of South St. Paul
125 3rd Avenue North
South St. Paul, MN 55075
Attention: City Administrator

East Hockey: East Hockey Training LLC
6736 Upper 28th Street North
Oakdale, MN 55128
Attention: Jake Horton

Either Party may change its address by written notice delivered to the other Party pursuant to this subdivision.

- B. **Non-Assignability.** Neither Party shall assign an interest in this Agreement nor shall transfer any interest in the same, whether by subcontract, assignment, or novation, without

the prior written consent of the other Party.

- C. **Amendment.** Any alteration, amendment, variation, modification or waiver of the provisions of this Agreement shall be valid only after it has been reduced to writing and signed by both Parties.
- D. **Waiver.** The waiver of any of the rights and/or remedies arising under the terms of this Agreement on any one occasion by any Party hereto shall not constitute a waiver or any rights and/or remedies with respect to any subsequent breach or default of the terms of this Agreement. The rights and remedies provided or referred to under the terms of this Agreement are cumulative and not mutually exclusive.
- E. **Severability.** The provisions of this Agreement are severable. If any paragraph, section, subdivision, sentence, clause or phrase of this Agreement is for any reason held to be contrary to law, or contrary to any rule or regulation having the force and effect of law, such decision shall not affect the remaining portions of this Agreement.
- F. **Interpretation According to Minnesota Law.** This Agreement shall be interpreted and construed according to the laws of the State of Minnesota. Any action arising under this Agreement must be venued in Dakota County District Court.
- G. **Entire Agreement.** This Agreement shall constitute the entire agreement between the Parties and shall supersede all prior oral or written negotiations or agreements regarding the subject matter described herein.
- H. **Parties in Interest.** This Agreement shall be binding upon and inure solely to the benefit of the Parties hereto and their permitted assigns, and nothing in this Agreement, express or implied, is intended to confer upon any other person any rights or remedies of any nature under or by reason of this Agreement.
- I. **Counterparts.** This Agreement may be executed in counterparts, each of which shall be deemed to be an original document and together shall constitute one instrument.
- J. **Captions and Headings.** Captions and headings used in the Agreement are inserted only as a matter of convenience and for reference and in no way define, limit, or describe the scope of the intent of this Agreement.
- K. **Electronic Signatures.** The Parties agree that the electronic signature of a Party to this Agreement shall be as valid as an original signature of such Party and shall be effective to bind such party to this Agreement. For purposes hereof, "electronic signature" means a manually signed original signature that is then transmitted by electronic means. "Transmitted by electronic means" means that it is sent in the form of a facsimile or sent via the internet as a portable document format ("pdf") or other replicating image attached to an electronic mail or internet message.

- L. **Data Practices Compliance.** All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

[The remainder of this page is intentionally left blank]

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed by their duly authorized representatives.

CITY OF SOUTH ST. PAUL

By: _____
James P. Francis, Mayor

By: _____
Deanna Werner, City Clerk

Date: _____

EAST HOCKEY TRAINING LLC

By: _____

Jake Horton, Owner

Date: _____



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Public Works
PREPARED BY: Howie Steenberg
AGENDA ITEM NUMBER: 8.J.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Purchase of a 2025 John Deere 3046R Compact Utility Tractor

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Motion to approve the purchase of a 2025 John Deere 3046R Compact Utility Tractor from Midwest Machinery Co. in the amount of \$50,254.49.

OVERVIEW

The current 2018 Tractor had engine failure that has exceeded the value of the machine to repair. 2018 tractor will be traded in to wash out repair bills that were part of the diagnostic expenses leading to the discovery of the damaged engine. After discussions with the finance team, we confirmed that we have funds in the central garage to replace the machine early.

Staff recommends consideration of the purchase of a 2025 John Deere 3046R Compact Utility Tractor from the Sourcewell Grounds Maintenance contract in the amount of \$50,254.49.

SOURCE OF FUNDS

Central Garage Fund

ATTACHMENTS

1. 20250702141557653



JOHN DEERE

Customer:

Quotes are valid for 30 days from the creation date or upon contract expiration, whichever occurs first.

A Purchase Order (PO) or Letter of Intent (LOI) including the below information is required to proceed with this sale. The PO or LOI will be returned if information is missing.

- ☐ Vendor: Deere & Company 2000 John Deere Run Cary, NC 27513
- ☐ Signature on all LOIs and POs with a signature line
- ☐ Contract name or number; or JD Quote ID
- ☐ Sold to street address
- ☐ Ship to street address (no PO box)
- ☐ Bill to contact name and phone number
- ☐ Bill to address
- ☐ Bill to email address (required to send the invoice and/or to obtain the tax exemption certificate)
- ☐ Membership number if required by the contract

For any questions, please contact:

Speirs Bruce

Midwest Machinery Co. 12040 Point
Douglas Dr South
Hastings, MN 55033

Tel: 651-437-7747

Mobile Phone: 651-319-2547

Fax: 651-437-3483

Email: bspeirs@mmcj.com

Quotes of equipment offered through contracts between Deere & Company, its divisions and subsidiaries (collectively "Deere") and government agencies are subject to audit and access by Deere's Strategic Accounts Business Division to ensure compliance with the terms and conditions of the contracts.

Quote Id: 33046879

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**

Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
651-437-7747
sales@mmcjd.com

Prepared For:

CITY OF SOUTH ST PAUL

Proposal For:

Delivering Dealer:

Speirs Bruce

Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033

651-437-7747
sales@mmcjd.com

Quote Prepared By:

Speirs Bruce
651-319-2547
bspeirs@mmcjd.com



ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):
Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:
Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
651-437-7747
sales@mmcjd.com

Quote Summary

Prepared For:

CITY OF SOUTH ST PAUL
400 RICHMOND ST E
SOUTH SAINT PAUL, MN 55075
Business: 651-554-3208
Mobile: 651-554-3225
HSTEENBERG@SOUTHSTPAUL.ORG

Delivering Dealer:

Midwest Machinery Co.
Speirs Bruce
12040 Point Douglas Dr South
Hastings, MN 55033
Phone: 651-437-7747
Mobile: 651-319-2547
bspeirs@mmcjd.com

Quote Id: 33046879
Created On: 19 June 2025
Last Modified On: 02 July 2025
Expiration Date: 30 July 2025

Equipment Summary	Suggested List	Selling Price	Qty	Extended
JOHN DEERE 3046R Compact Utility Tractor (34 PTO hp)	\$ 61,285.96	\$ 50,254.49 X	1 =	\$ 50,254.49
Contract: Sourcwell Grounds Maint 112624-DAC (PG NB CG 70)				
Price Effective Date: June 18, 2025				

Equipment Total **\$ 50,254.49**

Trade In Summary	Qty	Each	Extended
2018 JOHN DEERE 3046R - 1LV3046RCJJ402490	1	\$ 1,000.00	\$ 1,000.00
PayOff			\$ 0.00
Total Trade Allowance			\$ 1,000.00

Trade In Total **\$ 1,000.00**

* Includes Fees and Non-contract items

Quote Summary

Equipment Total	\$ 50,254.49
Trade In	\$ (1,000.00)
SubTotal	\$ 49,254.49
Total	\$ 49,254.49
Down Payment	(0.00)
Rental Applied	(0.00)
Balance Due	\$ 49,254.49

Salesperson: X _____

Accepted By: X _____

Confidential

Selling Equipment

Quote Id: 33046879

Customer Name: CITY OF SOUTH ST PAUL

ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):
Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:
Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
651-437-7747
sales@mmcjd.com

JOHN DEERE 3046R Compact Utility Tractor (34 PTO hp)

Contract: Sourcewell Grounds Maint
112624-DAC (PG NB CG
70)
Price Effective Date: June 18, 2025

Suggested List *
\$ 61,285.96
Selling Price *
\$ 50,254.49

* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
029ALV	3046R Compact Utility Tractor (34 PTO hp)	1	\$ 39,600.00	18.00	\$ 7,128.00	\$ 32,472.00	\$ 32,472.00
Standard Options - Per Unit							
0202	United States	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
0409	English Operator's Manual and Decal Kit	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
1520	eHydro™	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
1795	Less Loader	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
2060	Deluxe Cab with Air Ride Seat	1	\$ 11,978.00	18.00	\$ 2,156.04	\$ 9,821.96	\$ 9,821.96
2660	Factory Installed Stereo	1	\$ 712.00	18.00	\$ 128.16	\$ 583.84	\$ 583.84
3330	Dual Mid & Single Electrohydraulic Rear SCV	1	\$ 1,275.00	18.00	\$ 229.50	\$ 1,045.50	\$ 1,045.50
3420	Mid PTO	1	\$ 933.00	18.00	\$ 167.94	\$ 765.06	\$ 765.06
4061	Less iMatch™ Quick Hitch Category 1	1	\$ 0.00	18.00	\$ 0.00	\$ 0.00	\$ 0.00
5220	15-19.5 (6PR, R4 Industrial, 2 Position)	1	\$ -122.00	18.00	\$ -21.96	\$ -100.04	\$ -100.04
6220	25x8.50-14 (6PR, R4 Industrial, 2 Position)	1	\$ 74.00	18.00	\$ 13.32	\$ 60.68	\$ 60.68
Standard Options Total			\$ 14,850.00		\$ 2,673.00	\$ 12,177.00	\$ 12,177.00
Dealer Attachments/Non-Contract/Open Market							
BXX11006	Radio Kit	1	\$ 721.29	18.00	\$ 129.83	\$ 591.46	\$ 591.46
LVB24844	External Mirror Kit (Cab Only)	1	\$ 266.26	18.00	\$ 47.93	\$ 218.33	\$ 218.33
BLV10475	2000 RPM Front PTO (model year 2013-2016 2032R, 2520, 2720, 3120-3720, 3033R-3046R)	1	\$ 516.23	18.00	\$ 92.92	\$ 423.31	\$ 423.31

Selling Equipment

Quote Id: 33046879
Customer Name: CITY OF SOUTH ST PAUL

**ALL PURCHASE ORDERS MUST BE MADE OUT
TO (VENDOR):**
Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

**ALL PURCHASE ORDERS MUST BE SENT
TO DELIVERING DEALER:**
Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
651-437-7747
sales@mmcjd.com

BLV1043 Front 3-point hitch 9 (3033R-3046R)	1	\$ 1,891.08	18.00	\$ 340.39	\$ 1,550.69	\$ 1,550.69
BLV1099 Shock Absorber 2	1	\$ 219.90	18.00	\$ 39.58	\$ 180.32	\$ 180.32
BLV1063 A-frame quick-attach system 7 Category 1N	1	\$ 388.62	18.00	\$ 69.95	\$ 318.67	\$ 318.67
BLV1083 4th & 5th Selective Control 9 Valve Kit (OOS only)	1	\$ 1,117.60	18.00	\$ 201.17	\$ 916.43	\$ 916.43
BLV1089 Rear Fender Extension Kit 2 (Cab Only)	1	\$ 435.07	18.00	\$ 78.31	\$ 356.76	\$ 356.76
BLV1089 Turnable Front Fender Kit 5 (Cab Only)	1	\$ 783.16	18.00	\$ 140.97	\$ 642.19	\$ 642.19
AR87167 Engine Coolant Heater (110 V)	1	\$ 109.64	18.00	\$ 19.74	\$ 89.90	\$ 89.90
BLV1064 Engine Coolant Heater Kit 0	1	\$ 69.30	18.00	\$ 12.47	\$ 56.83	\$ 56.83
LVA1986 Oil Line 6	1	\$ 89.20	18.00	\$ 16.06	\$ 73.14	\$ 73.14
LVA1986 Oil Line 7	1	\$ 101.75	18.00	\$ 18.31	\$ 83.44	\$ 83.44
LVA1983 Tee Fitting 3	1	\$ 58.49	18.00	\$ 10.53	\$ 47.96	\$ 47.96
LVA1992 Oil ILine 3	1	\$ 68.37	18.00	\$ 12.31	\$ 56.06	\$ 56.06
Dealer Attachments Total		\$ 6,835.96		\$ 1,230.47	\$ 5,605.49	\$ 5,605.49
Value Added Services Total		\$ 0.00		\$ 0.00	\$ 0.00	\$ 0.00
Total Selling Price		\$ 61,285.96		\$ 11,031.47	\$ 50,254.49	\$ 50,254.49

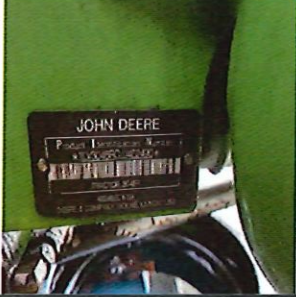
Trade-in

Quoteld: 33046879

Customer: CITY OF SOUTH ST PAUL

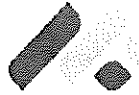
ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):

Deere & Company
2000 John Deere Run
Cary, NC 27513
FED ID: 36-2382580
UEID: FNSWEDARMK53

2018 JOHN DEERE 3046R SN# 1LV3046RCJJ402490	
Machine Details	
Description 2018 JOHN DEERE 3046R SN# 1LV3046RCJJ402490 Your Trade In Description	Net Trade Value \$ 1,000.00
Machine Photography	
 	
Additional Options	
Hour Meter Reading	2300
Total	\$ 1,000.00

3046R-18

Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
Phone: (651) 437-7747
Fax: (651) 437-3483



MIDWEST
MACHINERY CO

www.mmcjd.com



JOHN DEERE

*** PROFORMA INVOICE ***

Invoice To Account No: 90244561

SERVICE INVOICE

CITY OF SOUTH ST PAUL
125 3RD AVE N
SOUTH ST PAUL MN 55075-5940

Phone Number: 651-554-3225

Invoice Number:

Invoice Date 07/01/2025

Location: 25

Work Order Number: 1007280

Payment Type: Account

Page: 1 of 3

Make/Model:	Meter	Serial Number:	EQ Id:	Fleet No:
2018 JOHN DEERE 3046R	2184	1LV3046RCJJ402490	279343-FA	

/3046R-01 Retail

COMPLAINT:

HYDRO LOCKED?
ISSUES STARTING
DROPPED 6/4
BRIAN WOLF IS CONTACT

mk pulled dpf sensors out and was able to get unit to fire up and move.

CAUSE:

CORRECTION:

start with dpf burnout
removed DPF filters and sent them out to be burned off, once they arrived back at the shop they were reinstalled. Once everything was put back together a regen was completed on the tractor that away the computer knew that the filters were clean. Once that was completed the tractor was started up and it seemed to be running rough. Added in fuel system cleaner and let it run for the next few hours. After it burned up most of the fuel that was in the tank the tank was then refilled and left running for a bit longer. While the tractor was running the lower radiator hose was hard as a rock and was luke warm to the touch. Thought was that the thermostat was stuck shut so a new thermostat and thermostat housing gasket were installed. Once the new parts were installed the tractor was refilled and ran again to try and purge out any more air that was in there. After 45 mins of the tractor running the radiator cap was placed back on the machine and almost instantly the lower radiator hose became super hard again, shut the machine down and loosened up the radiator cap. The machine was ran without coolant for an unknown amount of time so the injectors were pulled to complete a compression test on it. Here are the readings.

compression spec is 355 low end to 426psi
back cylinder compression- 390 psi
middle cylinder compression- 300 psi
front cylinder compression- 395 psi

continue to dig into engine to find root failure. r/r cylinder head and middle cylinder toast.

Labor: \$2,272.00	Parts: \$0.00	OL&M: \$0.00	Misc: \$0.00	Sub-Total: \$2,272.00
-------------------	---------------	--------------	--------------	-----------------------

/3046R-02 Retail

COMPLAINT:

coolant line blown on right side of unit.

CORRECTION:

removed blown coolant line that goes to the oil cooler. Installed new line and refilled the cooling system.

PartNumber	Description	Quantity	List Price	Extended Price	Taxed Ind
RG61119	HOSE	1.00	53.49	\$53.49	N
TY26575	1G PRE-MIX CG2	3.00	32.17	\$96.51	N

CONTINUED ON NEXT PAGE->

Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
Phone: (651) 437-7747
Fax: (651) 437-3483



**MIDWEST
MACHINERY CO**

www.mmcjd.com



JOHN DEERE

*** PROFORMA INVOICE ***

Invoice To Account No: 90244561

SERVICE INVOICE

CITY OF SOUTH ST PAUL
125 3RD AVE N
SOUTH ST PAUL MN 55075-5940

Phone Number: 651-554-3225

Invoice Number:
Invoice Date: 07/01/2025
Location: 25
Work Order Number: 1007280
Payment Type: Account
Page: 2 of 3

Make/Model:	Meter	Serial Number:	EQ Id:	Fleet No:
2018 JOHN DEERE 3046R	2184	1LV3046RCJJ402490	279343-FA	

Labor: \$142.00 Parts: \$150.00 OL&M: \$0.00 Misc: \$0.00 Sub-Total: \$292.00

/3046R-04 Retail

COMPLAINT:

dpf repair

CORRECTION:

R/R DPF, SEND OUT TO GET BURNED OUT. RUN SERVICE REGEN ONCE NEW UNIT INSTALLED ON TRACTOR AND BROKEN HARDWARE REMOVED AND REPLACED. UNIT WILL NOW STAR AND RUN BUT NOT IN CORRECT WORKING ORDER. NEED TO CONTINUE DIAGNOSTICS

PartNumber	Description	Quantity	List Price	Extended Price	Taxed Ind
14M7298	FLANGE NUT	4.00	1.19	\$4.28	N
M805834	GASKET	1.00	3.19	\$3.19	N
M808645	STUD	2.00	3.60	\$7.20	N
M811034	THERMOSTAT	1.00	31.67	\$31.67	N
M812137	Gasket	1.00	12.45	\$12.45	N
TY26827	32OZ KEEP CLEAN	1.00	46.21	\$46.21	N

OL&M Charges:

Description	Value
DPF Burnout	\$665.00

Labor: \$781.00 Parts: \$105.00 OL&M: \$665.00 Misc: \$0.00 Sub-Total: \$1,551.00

/3046R-05 Retail

COMPLAINT:

tear down on cylidner head:
if head gasket:
500p, 15l, +machine shop = 2600 +/-
if complete engine
10k p, 30l = 14260 +/-

CORRECTION:

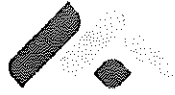
Miscellaneous Charges:

Shop Supplies	\$75.00
Environmental Fee	\$25.00

Labor: \$4,260.00 Parts: \$10,000.00 OL&M: \$0.00 Misc: \$100.00 Sub-Total: \$14,360.00

CONTINUED ON NEXT PAGE->

Midwest Machinery Co.
12040 Point Douglas Dr South
Hastings, MN 55033
Phone: (651) 437-7747
Fax: (651) 437-3483



**MIDWEST
MACHINERY CO**

www.mmcjd.com



JOHN DEERE

*** PROFORMA INVOICE ***

Invoice To Account No: 90244561

SERVICE INVOICE

CITY OF SOUTH ST PAUL
125 3RD AVE N
SOUTH ST PAUL MN 55075-5940

Phone Number: 651-554-3225

Invoice Number:

Invoice Date 07/01/2025

Location: 25

Work Order Number: 1007280

Payment Type: Account

Page: 3 of 3

Make/Model:

Meter

Serial Number:

EQ Id:

Fleet No:

2018 JOHN DEERE 3046R

2184

1LV3046RCJJ402490

279343-FA

Customer PO No:

Tax Exempt No: 22ST3-LOCN

Advisor: S25005

Labor: \$7,455.00

Parts: \$10,255.00

OL&M: \$665.00

Misc: \$100.00

Sales Tax: \$0.00

Total: \$18,475.00

TERMS AND CONDITIONS

Received by:

Date:



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: Finance
PREPARED BY: Clara Hilger
AGENDA ITEM NUMBER: 11.A.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Approve Resolution 2025-066 Authorizing the Redemption of Taxable General Obligation Airport Bonds, Series 2017A

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Adopt Resolution 2025-006 Authorizing the Redemption of the Taxable General Obligation Airport Bonds, Series 2017A

OVERVIEW

The City periodically monitors its existing debt obligations to determine whether the City can achieve interest cost savings and/or potentially modify its debt service requirements.

Based on this review, City staff and Ehlers and Associates have determined that sufficient cash reserves exist to redeem and prepay the remaining debt maturities of the Taxable General Obligation Airport Bonds Series 2017A, dated March 2, 2017.

The prepayment would result in interest expense savings as the interest payments due in 2026, 2027 and 2028 totaling \$21,182.50 will be avoided. The total amount of principal that will be redeemed is \$340,000.00.

The proceeds from the sale of the building at 380 Airport Road will be used to redeem the bonds early; the remaining balance will be transferred to the Airport Capital Projects fund.

SOURCE OF FUNDS

380 Airport Road Capital Project Fund

ATTACHMENTS

1. 07-07-25 Redemption of 2017A GO Airport Bonds Resolution
2. 07-07-25 Redemption of 2017A GO Airport Bonds Redemption Notice

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2025-066

**RESOLUTION AUTHORIZING THE REDEMPTION OF TAXABLE GENERAL
OBLIGATION AIRPORT BONDS, SERIES 2017A**

BE IT RESOLVED by the City Council for the City of South St. Paul, Minnesota (the “City”), as follows:

Section 1. The City has issued its \$1,180,000 Taxable General Obligation Airport Bonds, Series 2017A, dated, as originally issued, as of March 2, 2017 (the “Bonds”).

Section 2. The Bonds are subject to redemption and prepayment on any date on or after September 1, 2025, upon notice of call for redemption thereof mailed not less than 30 days before the date specified for redemption to the registered holder of each Bond to be redeemed,

Section 3. The City has determined that there exist sufficient reserves to redeem on September 1, 2025 all of the outstanding Bonds, and has requested that the City Council approve such redemption of the Bonds. The redemption of the Bonds described above is hereby approved, and the Mayor and City Clerk are hereby authorized and directed to cause all the Bonds to be redeemed on September 1, 2025.

Section 4. Bond Trust Services Corporation, as Paying Agent for the Bonds, is hereby authorized and directed to cause the notice of redemption to be provided to the registered holders of the Bonds to be redeemed.

Adopted this 7th day of July, 2025.

City Clerk

NOTICE OF REDEMPTION

\$1,180,000 Taxable General Obligation Airport Bonds, Series 2017A

Dated March 2, 2017

City of South St. Paul, Minnesota

NOTICE IS HEREBY GIVEN THAT there have been called for redemption and prepayment on September 1, 2025, all outstanding Bonds of the above-referenced issue as set forth below:

Year	Principal	Interest Rate	CUSIP®
2026	\$ 110,000	3.00%	839788 3N4*
2027	115,000	3.05	839788 3P9*
2028	115,000	3.15	839788 3Q7*

*Indicates full call.

The Bonds will be redeemed at a price of 100% of their principal amount plus accrued interest to the date of redemption. Holders of the bonds hereby called for redemption are requested to present their bonds for payment to Bond Trust Services Corporation, Attention: Bond Trust Services, 3060 Centre Point Drive, Roseville, Minnesota 55113.

Important Notice: In compliance with the Economic Growth and Tax Relief Reconciliation Act of 2001, federal backup withholding tax will be withheld at the applicable backup withholding rate in effect at the time the payment by the redeeming institutions if they are not provided with your social security number or federal employer identification number, properly certified. This requirement is fulfilled by submitting a W-9 Form, which may be obtained at a bank or other financial institution.

The Paying Agent shall not be responsible for the selection of or use of the CUSIP number, nor is any representation made as to its correctness indicated in this Notice of Redemption. It is included solely for the convenience of the Holders.

Additional information may be obtained from the undersigned or from Ehlers & Associates, Inc., 3060 Centre Pointe Drive, Roseville, Minnesota 55113-1122 (651-697-8500), municipal advisor to the City.

Dated: July 7, 2025.

BY ORDER OF THE CITY COUNCIL OF THE
CITY OF SOUTH ST. PAUL, MINNESOTA

By /s/ _____
Deanna Werner, City Clerk

® Registered Trademark 2015, American Bankers Association. The Registrar shall not be responsible for the selection or use of the CUSIP numbers, nor is any representation made as to their correctness indicated in this Notice of Redemption or on any Bond. They are included solely for convenience of the Holders.



CITY COUNCIL AGENDA REPORT

DATE:

July 7, 2025

DEPARTMENT:

Planning & Zoning

PREPARED BY:

Michael Healy

AGENDA ITEM NUMBER:

11.B.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Second Reading: An Ordinance Legalizing Beekeeping on Residential Properties and Updating the Chicken and Duck Ordinance

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

1. Approve Ordinance 1434 legalizing beekeeping on residential properties and updating the chicken and duck ordinance.
2. Approve Resolution 2025-68 updating the 2025 fee schedule to establish a fee for beekeeping permits.

OVERVIEW

Background

City Code Section 15-3 of the City Code states that it is illegal for any person to own, possess, harbor, or offer for sale any farm animals within city limits. The only exceptions to this rule are farm animals that are brought to town to be slaughtered at a lawfully operated slaughtering facility, farm animals that are part of an operating zoo, vet clinic, or research laboratory, and chickens and ducks that are kept in residential backyards with a license.

The City Code defines a farm animal as "those animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, such animals shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (chicken, turkeys), fowl (ducks, geese), swine (including Vietnamese pot-bellied pigs), goats, bees, and other animals associated with a farm, ranch, or stable.

City Council Worksession Discussion in April

The City Council discussed the farm animal ordinance at their April 28, 2025 Worksession meeting. The catalyst for this discussion was that City Staff and the City Council have repeatedly been contacted by residents asking the City to review the rules for having honeybees, chickens, and ducks on residential properties. There have been three main requests:

1. Some residents are seeking to have beekeeping legalized on residential properties. Beekeeping is illegal within city limits today. **The Sustainability Task Force reviewed this issue and is recommending that the City Council legalize beekeeping.**

2. Some residents do not have backyards, or they have hilly backyards with no flat ground. These residents would like permission to keep ducks or chickens in their side yard instead of their backyard if they have a large enough side yard to meet setback requirements from property lines and neighboring houses. The City Code currently only allows chickens and ducks in backyards and there is no process for granting exceptions. **The Sustainability Task Force reviewed this issue and is recommending that the City Council create an administrative process for granting exceptions.**

3. Some residents are struggling with the chicken and duck ordinance's neighbor consent requirement and would like this requirement either eliminated or modified. Currently, a resident can only qualify to get a chicken license or a duck license if they can obtain written consent from 75% of the owners of abutting properties. Some residents live next to rental properties, commercial properties, or multifamily buildings. Frequently, these residents are not able to get a signature from the neighboring property owner because that property owner is a corporate entity or an out-of-state landlord. The City Code also does not define what it means to be an "abutting property" for the purposes of neighbor consent, and it is unclear what definition City Staff should use when enforcing the ordinance. State Statute defines the word "abutting" in a way that would include properties that are across the street, even though these properties would not be affected by the chickens or ducks. **The Sustainability Task Force reviewed this issue and is recommending that the City Council eliminate the neighbor consent requirement.**

After a discussion at their April Worksession, the City Council directed Staff to prepare an ordinance that would do at least the following:

- Legalize beekeeping but require a permit and require some type of fencing or other flyway barrier between the beehive(s) and neighboring properties.
- Eliminate the neighbor consent requirements for chickens and ducks. *It has become very common to keep ducks and chickens on residential properties in Minnesota, and they generally do not cause a nuisance unless somebody is keeping a very large flock (odor issues) or illegally keeping a rooster (noise issues). In SSP, standard lots are only allowed to have 4 birds total and large lots which are at least 1/2 acre are only allowed to have up to 8 birds total. Many communities have eliminated the neighbor consent requirement entirely for properties that have such a small number of birds.*
- Authorize the Zoning Administrator to administratively allow chickens and ducks in

side yards in unique situations where there is not a usable backyard, provided that all setback requirements can still be met.

Overview of Proposed Changes to the Chicken and Duck Ordinance

The proposed ordinance would make the following adjustments to the City Code's chicken & duck regulations:

- The proposed ordinance will clarify that a tenant who wants to keep chickens or ducks must obtain the written consent of the property owner before they can get a license. Chickens and ducks will only be allowed on properties that host a single-family home or a two-family dwelling. At a two-family dwelling, the owners of both units must consent to the chicken/duck license if the units are under separate ownership.
- Eliminates the neighbor consent requirement.
- Authorizes the Zoning Administrator to allow chickens or ducks in a side yard on a property that does not have a usable backyard, provided all setback requirements can be met.
- Allows chicken coops with lawful metal roofs to have exposed fasteners. *Garden sheds and garages are allowed to have metal roofs, but those roofs are not allowed to have exposed fasteners. City Staff has learned that many prefabricated chicken coops with metal roofs do have exposed fasteners and many residents have expressed frustration that the Code does not allow them to use this common type of chicken coop. It seems reasonable to allow this type of coop. It should have a minimal impact on neighborhood aesthetics since chicken coops are small and the Code will continue to restrict which types of metal can be used for the roofing itself. Only finished metal products will be allowed, no shiny corrugated metal.*
- Makes minor housekeeping adjustments to code language to reflect the way the City is actually administering the chicken & duck regulations.
- Clarifies that the fencing/netting around a chicken run does not need to be six feet high as long as it is enclosed on top to prevent chickens from escaping and prevent

predators from entering the chicken run.

Overview of Proposed Beekeeping Ordinance

The proposed ordinance would establish the following rules for beekeeping, which are derived from existing "best practices" that are in place in many other metro-area communities:

- Beekeeping is allowed on residential properties that host a detached single-family home or a two-family dwelling, but all beekeeping requires a permit. To get a permit, an Applicant must submit the following:
 1. A site plan that demonstrates compliance with all code requirements.
 2. A signed agreement that the premises may be inspected by the City at any reasonable time to ensure compliance with code requirements.
 3. A notarized statement that the Applicant has informed all adjoining neighbors that they are going to keep honeybees. *An adjoining neighbor shall be defined as a property that touches the Applicant's property where there is not an improved street or alley dividing the two properties.*
 4. The consent of the property owner if the Applicant is not the property owner. If the property is a two-family dwelling and the units are under separate ownership, both owners must provide consent.
- The size of the property will dictate how many bee colonies the Applicant can keep. Standard SSP lots will only be allowed to have two (2) colonies and only properties that are at least 1/2 acre in size will be given an increased colony allowance. Large properties that are more than 1 acre in size will max out at eight (8) colonies of bees.
- The owner of the honeybees must physically live in a dwelling unit on the property where the beekeeping is taking place.
- All beehives must meet location and setback requirements:
 1. Must not be located in a front yard.
 2. Must be at least 25 feet from any residential dwelling unit on a neighboring lot.
 3. Must be at least 10 feet from any property line.
 4. If the property is a two-family dwelling, the beehives must be at least 25 feet from

the dwelling unit where the beekeeper is not residing.

5. Hives must be near the ground and cannot be placed on roofs or on top of decks.
- A six-foot-tall flyway barrier (fencing or bushes) must be installed to separate the beehive from the neighboring property any time a beehive is being placed closer than 25 feet to a property line. *The flyway barrier is intended to prevent bees from flying straight across the property line at a height where they are likely to encounter people.*
 - A source of food and water must be readily available on the premises at all times. All materials used to feed the bees must be stored in sealed containers inside a building unless it is inside the hive.
 - The beekeeper is required to take steps to address swarming.
 - Any home-based commercial food production (i.e. honey sales and cottage bakeries) must comply with all home occupation code requirements.
 - The City will use administrative citations to address violations of the beekeeping ordinance.
 - The beekeeping permit is nontransferable and does not run with the land.

Establishing a Permit Fee

The City Council will need to amend the fee schedule to establish a beekeeping permit fee concurrent with the second reading of the ordinance. A beekeeping permit will require roughly the same amount of staff time to process as a chicken/duck license since it will involve a site plan review and a yard setup inspection before the bees can be brought to the property. Staff would recommend that the beekeeping permit cost \$75 for a lifetime permit, which would match the existing \$75 fee for a lifetime chicken/duck license.

Discussion

Animal keeping regulations vary widely between municipalities and generally reflect community sentiments and an evolving understanding of best practices. Staff has some observations to frame the discussion:

- Most residents will follow the City Code's animal keeping rules if they feel that the rules are fair, but it is very common for residents to violate animal regulations if they feel the rules are unfair and they think there is little chance they will be caught. There are some residents who today are ineligible to obtain a chicken license because they do not have a clear pathway to get consent from 75% of abutting property owners or they do not have a usable backyard. It is very likely that some of these residents are instead keeping chickens illegally without a license. Eliminating the neighbor consent requirement and providing exceptions so that chickens can be in side yards on unique properties would provide these residents with a pathway to legalization, which would mean that each of these properties would get an inspection as part of the licensing process. Staff could address code violations during the inspection (setback issues, chicken coop building material issues, # of chicken issues, illegal roosters, etc.).
- Backyard beekeeping is a fun hobby, and it can help teach children about pollinators and foster a connection with nature. That being said, backyard beekeeping is not necessarily a "green" activity as it does not bring any direct environmental benefits. Honeybees are not native to Minnesota, and they actually compete against native bees for food. Per the University of Minnesota Bee Lab, a high density of bee colonies can lead to competition for few floral resources and the spread of pests and diseases, particularly if beekeepers do not monitor and treat these problems.
- Discussions about beekeeping can be an emotional issue for some residents who either have a bee sting allergy or have a loved one with a bee sting allergy. The proposed ordinance tries to address this sensitive issue with setback requirements, a requirement that neighbors be notified before beekeeping begins, and a requirement that fencing or another flyway barrier be put up near the beehive to encourage the bees to fly up and over the neighboring property at an altitude where they are less likely to encounter people. The barrier requirement will have the added benefit of preventing a neighbor from accidentally walking into the beehive if there is not already fencing up between the two yards.

Recommended Actions

A first reading of the ordinance was held at the June 16, 2025 meeting. Staff is recommending that the City Council take the following two actions:

1. Approve Ordinance 1434 legalizing beekeeping on residential properties and updating the chicken and duck ordinance.

2. Approve Resolution #2025-68 Updating the Fee Schedule to establish a fee for beekeeping permits.

LINKS

Link to the University of Minnesota Bee Lab's Beekeeping Website:

<https://beelab.umn.edu/beekeeping>

Webpage that tracks beekeeping ordinances throughout the metro:

<https://beelab.umn.edu/ordinances>

SOURCE OF FUNDS

NA

ATTACHMENTS

1. Ordinance 1434
2. Resolution 2025-68

**City of South St. Paul
Dakota County, Minnesota**

Ordinance No. 1434

**AN ORDINANCE LEGALIZING BEEKEEPING ON RESIDENTIAL PROPERTIES
AND UPDATING THE CHICKEN AND DUCK ORDINANCE**

The City Council of the City of South St. Paul does ordain:

SECTION 1. AMENDMENT. South St. Paul City Code Section 15-1 is hereby amended as follows:

Sec. 15-1. Definitions.

For the purposes of this chapter, the terms defined in this section shall have the meanings given them:

Animal means any mammal, reptile, amphibian, fish, bird (including all fowl and poultry) or other member commonly accepted as a part of the animal kingdom. Animals shall be classified as follows:

- (1) *Domestic animals* means those animals commonly accepted as domesticated household pets. Unless otherwise defined, such animals shall include dogs, cats, caged birds, dove, pigeons, gerbils, hamsters, guinea pigs, miniature pigs, domesticated rabbits, fish, nonpoisonous, nonvenomous and nonconstricting reptiles or amphibians, and other animals deemed similar by the animal control officer. Domestic animals does not include farm animals.
- (2) *Nondomestic animals* means those animals commonly considered to be naturally wild and not naturally trained or domesticated, or which are commonly considered to be inherently dangerous to the health, safety, and welfare of people. Unless otherwise defined, such animals shall include:
 - a. Any member of the large cat family (family felidae) including lions, tigers, cougars, bobcats, leopards and jaguars, but excluding commonly accepted domesticated house cats.
 - b. Any naturally wild member of the canine family (family canidae) including wolves, foxes, coyotes, dingoes, and jackals, but excluding commonly accepted domesticated dogs.
 - c. Any crossbreeds such as the crossbreed between a wolf and a dog, unless the crossbreed is commonly accepted as a domesticated house pet.
 - d. Any member or relative of the rodent family including any skunk (whether or not descended), raccoon, squirrel, but excluding those members otherwise defined or commonly accepted as domesticated pets.

- e. Any poisonous, venomous, constricting, or inherently dangerous member of the reptile or amphibian families including rattlesnakes, boa constrictors, pit vipers, crocodiles and alligators.
 - f. Any other animal which is not explicitly listed above but which can be reasonably defined by the terms of this subpart, including but not limited to bears, deer, monkeys and game fish.
- (3) *Farm animals* means those animals commonly associated with a farm or performing work in an agricultural setting. Unless otherwise defined, such animals shall include members of the equestrian family (horses, mules), bovine family (cows, bulls), sheep, poultry (chicken, turkeys), fowl (ducks, geese), swine (including Vietnamese pot-bellied pigs), goats, bees, and other animals associated with a farm, ranch, or stable.

At large means off the premises of the owner and not under custody and control of the owner or other person, either by leash, cord, chain, or otherwise restrained or confined.

Apiary means the assembly of one or more colonies of bees at a single location.

Beekeeper means a person who owns or has charge of one or more colonies of bees.

Bodily harm, pursuant to Minn. Stats. § 609.02 subd. 7, means physical pain or injury, illness, or any impairment of physical condition.

Cat means both the male and female of the felidae species commonly accepted as domesticated household pets, including ferrets.

Colony means an aggregate of bees consisting principally of workers, but having, when perfect, one queen and at times drones, brood, combs, and honey.

Dangerous dog means a dog that:

- (1) Has when unprovoked, inflicted substantial bodily harm on a human being on public or private property;
- (2) Has killed a domestic animal without provocation while off the owner's property;
- (3) Has attacked one or more persons on two or more occasions; or
- (4) Has been found to be potentially dangerous and after the owner has personal knowledge of the same, the dog aggressively bites, attacks, or endangers the safety of humans or domestic animals.

Dog means both the male and female of the canine species, commonly accepted as domesticated household pets.

Hive means the receptacle inhabited by a colony that is manufactured for that purpose.

*Honeybee means all life stages of the common domestic honeybee, *apis mellifera* species.*

Owner means any person or persons, firm, organization, department, association or corporation owning, possessing, keeping, having an interest in, harboring or having care, custody or control of an animal.

Maintenance costs means any costs incurred as a result of seizing an animal for impoundment, including but not limited to the capturing, impounding, keeping, treating,

examining, securing, confining, feeding, boarding or maintaining seized animals, whether these services are provided by the city or the pound.

Miniature pig, also known as a mini pig, micro pig or tea cup pig, means a domesticated pig that at maturity is less than 20 inches in height and weighs less than 150 pounds.

Potentially dangerous dog means a dog that:

- (1) Has when unprovoked, inflicted a bite on a human or domestic animal on public or private property;
- (2) Has when unprovoked, chased or approached a person, including a person on a bicycle, upon the streets, sidewalks or any public or private property, other than the owner's property, in an apparent attitude of attack; or
- (3) Has a known propensity, tendency or disposition to attack unprovoked, causing injury or otherwise threatening the safety of humans or domestic animals.

Proper enclosure means securely confined indoors or in a securely locked pen or structure suitable to prevent the animal from escaping and to provide protection for the animal from the elements. A proper enclosure does not include a porch, patio, or any part of a house, garage, or other structure that would allow the animal to exit of its own volition, or any house or structure in which windows are open or in which door or window screens are the only barriers which prevent the animal from exiting. The enclosure shall not allow the egress of the animal in any manner without human assistance. A pen or kennel for a dangerous dog shall meet the following minimum specifications:

- (1) A minimum overall floor size of 32 square feet.
- (2) Sidewalls shall have a minimum height of five feet and be constructed of 11-gauge or heavier wire. Openings in the wire shall not exceed two inches, support posts shall be one and one-fourth inch or larger steel pipe. The entire perimeter must have concrete footings one foot in depth and the support posts must be placed within the footings.
- (3) A cover over the entire pen or kennel shall be provided. The cover shall be constructed of the same gauge wire or heavier as the sidewalls and shall also have no openings in the wire greater than two inches.
- (4) An entrance/exit gate shall be provided and be constructed of the same material as the sidewalls and shall also have no openings in the wire greater than two inches. The gate shall be equipped with a device capable of being locked and shall be locked at all times when the dog is in the pen or kennel.

Provocation means an act that an adult could reasonable expect may cause an animal to attack or bite.

Substantial bodily harm, pursuant to Minn. Stats. § 609.02 subd. 7a, means bodily injury that involves a temporary but substantial disfigurement, or that causes a temporary but substantial loss or impairment of the function of any bodily member or organ or that causes a fracture of any bodily member.

Swarm means a group of bees, usually calm, with a queen that have left the hive to find a new home.

Unprovoked means the condition in which an animal is not purposely excited, stimulated, agitated or disturbed.

SECTION 2. AMENDMENT. South St. Paul City Code Section 15-3 is hereby amended as follows:

Sec. 15-3. Farm animals.

It shall be illegal for any person to own, possess, harbor, or offer for sale, any farm animals within the city limits, except temporarily in the general business district east of Trunk Highway No. 56 (Concord Street), north of Grand Avenue, and south and west of Hardman Avenue in a stockyard or farm produce establishment awaiting slaughter or transportation, or except as brought into the city as part of an operating zoo, veterinary clinic, scientific research laboratory, or a licensed show or exhibition, or as may be allowed under the urban fowl regulations found in section 15-9 and the beekeeping regulations found in section 15-12.

SECTION 3. AMENDMENT. South St. Paul City Code Section 15-9 is hereby amended as follows:

Sec. 15-9. Keeping of certain animals permitted.

(a) *Keeping of certain fowl on urban residential lots.*

- (1) *Definition.* For the purposes of section 15-9, the only eligible fowl for a license are chicken and ducks.
- (2) *License required.* No person shall keep eligible fowl on any residentially zoned property within the city without first obtaining a license from the city. The keeping of eligible fowl on a residential property shall be limited to detached single-family homes and two-family homes. ~~single-family lots.~~
- (3) *Application.* An application for a license to keep eligible fowl shall be made to the city clerk on the form prescribed by the city. The ~~a~~Applicant must provide all the information required on the form, including, but not limited to:
 - a. The name and address of the owner(s) where the eligible fowl will be kept;
 - ~~b.~~ The consent of the property owner where the eligible fowl will be kept if the Applicant is not the property owner. If the property is a two-family dwelling and the units are under separate ownership, the owner of each dwelling unit must provide consent.
 - ~~b~~c. The number of eligible fowl to be kept on the property;
 - ~~e~~d. A scaled site plan or property survey showing the proposed location of the building and enclosed outdoor area to house the eligible fowl on the subject property along with the dimensions of the building and enclosure;
 - ~~d~~e. A drawing or picture of the proposed building to house the eligible fowl along with a list of the exterior materials for the building;

~~ef.~~ The applicant must pay the fee for the license to keep eligible fowl as set forth in the city fee schedule.

~~(b) Consent from surrounding property owners. The applicant shall be required to obtain consent from 75 percent of the abutting property owners on a form provided by the city clerk. The city will notify abutting property owners of the pending application.~~

~~(e)~~ b) *Granting issuance of license.* The city clerk may administratively grant a new or renewal license under this subsection provided all of the following have been met:

- (1) All required submittal information is submitted and complete.
- (2) Appropriate fee is paid.
- (3) The application filed demonstrates compliance with the requirements of this subsection and any other applicable regulations of this Code.

~~(4) At least 75 percent of the abutting property owners have consented in writing.~~

~~(5)~~ 4) The applicant has had no more than two property maintenance violations within the preceding 12-month period.

~~(d) Reserved.~~

~~(e)~~ c) *Standards.* Any person keeping eligible fowl in residential areas of the city as noted in this section, shall comply with the following:

- (1) No person shall keep more than four total eligible fowl on the property that is one-half acre or less. No person shall keep more than eight total eligible fowl on a property that is larger than one-half acre.
- (2) No person shall keep roosters, crowing hens, or adult male chickens on the property.
- (3) The slaughter of eligible fowl on residentially used or zoned properties is prohibited.
- (4) The owner of the eligible fowl shall live in the dwelling on the property.
- (5) The raising of eligible fowl for breeding purposes is prohibited.
- (6) Eligible fowl more than four months old shall not be kept inside the dwelling.
- (7) Raising of eligible fowl shall not be for commercial purposes and there shall be no selling of eggs on the premises.

~~(f)~~ d) *Shelter and enclosure requirements.* Every person who owns, controls, keeps, maintains or harbors eligible fowl must keep them confined on the premises at all times and provide them a building to shelter the eligible fowl and an enclosed outdoor area. Buildings to house the eligible fowl and enclosed outdoor areas for the eligible fowl shall comply with the following standards:

- (1) Only one building to house the eligible fowl and one enclosed outdoor area shall be allowed per lot.
- (2) No building to house the eligible fowl or enclosed outdoor area to contain the eligible fowl shall be constructed on a lot prior to the time of occupancy of the principal structure.

- (3) Buildings to house the eligible fowl and enclosed outdoor areas for the eligible fowl ~~shall not be located in the front or side yards~~ must be located in the rear yard and shall not be placed within any drainage and utility easements. The zoning administrator may allow placement in a side yard if a property does not have a useable rear yard due to lot size, lot orientation, or topography. If placement is allowed in a side yard, all setback requirements must still be met.
- (4) Any building to house eligible fowl and enclosed outdoor area for the eligible fowl shall be set back at least 25 feet from any principal structure on an adjacent lot and ten feet from all property lines.
- (5) Any buildings to house the eligible fowl and enclosed outdoor areas must be consistent with applicable zoning codes.
- Exterior materials for the building to house the eligible fowl shall be consistent with the requirements for accessory buildings that are found in Section 118-208; in particular they must have finished exterior surfaces (painted, stained, sealed, etc.). In addition to the materials listed in Section 118-208, finished metal roofing with exposed fasteners may be used on the coop.
 - The maximum height for a building to house the eligible fowl is 12 feet from ground to the peak of the roof.
 - The maximum size footprint for the building to house the eligible fowl is 120 square feet.
 - A floor is not required for a building housing the eligible fowl.
 - Fencing for the enclosed outdoor area for the eligible fowl may utilize poultry netting fence. Fencing may be galvanized or earth tone but shall not be bright colors and in no case can the fence be electrified. Fencing for the enclosed outdoor area should be six feet high or enclosed on top to better protect the eligible fowl from predators.
- (6) Eligible fowl shall be provided a secure well ventilated roofed structure in compliance with applicable zoning codes.
- (7) The floors and walls of the roofed structure shall be kept clean, sanitary and in a healthy condition.
- (8) Eligible fowl shall be contained within the building to house the eligible fowl or the enclosed outdoor area for the eligible fowl at all times.
- (9) The enclosed outdoor area shall be well drained so there is no accumulation of moisture.
- (10) If ~~the license to have eligible fowl is not renewed~~ the Applicant stops keeping eligible fowl for a period of 12 months, the building to house the eligible fowl shall be removed. However, the building does not need to be removed if provided the building meets the accessory building requirements (including the maximum number of accessory buildings).
- (ge) *License modification.* The license may be reasonably modified by animal control authority if necessary to respond to changed circumstances. Any modification shall be effective ten days after the mailing of a written notice by certified mail to the license holder. The license

holder may challenge the modification by contacting the city clerk and requesting a hearing within ten days after receipt of written notice. A hearing regarding the proposed modification shall be held before the city council.

- (~~hf~~) *Duration of license.* A license to keep eligible fowl shall be issued for the lifetime of the owner of the property, so long as the owner continues to own the property and continues to own eligible fowl. If property ownership is transferred or changes, the new owner must apply for a new license. If the property owner does not own eligible fowl for a period of ~~six~~ twelve months, the license automatically terminates. ~~The city will request ownership verification of the eligible fowl every two years.~~
- (~~ig~~) *Conditions/maintenance and inspections.* No person who owns, controls, keeps, maintains or harbors eligible fowl shall permit the premises where the eligible fowl are kept to be or remain in an unhealthy, unsanitary or noxious condition or to permit the premises to be in such condition that noxious odors to be carried to adjacent public or private property. Any building to house eligible fowl or enclosed outdoor area for the eligible fowl authorized under this section may be inspected at any reasonable time by authorized city staff to inspect for compliance with this chapter and other relevant laws and regulations.
- (~~jh~~) *Revocation of license.* A license may be revoked by the city council for a violation of any condition of this section following notice and a hearing as provided for in this Code.
- (~~ki~~) *Penalty.* Violation of this section shall be addressed through the administrative citation process.

(Ord. No. 1297, § 1, 4-20-2015; Ord. No. 1301, § 1, 2-16-2016; Ord. No. 1342, § 4, 5-20-2019; Ord. No. 1366, § 1, 11-2-2020; Ord. No. 1384, § 3, 10-4-2021)

SECTION 4. ENACTMENT. South St. Paul City Code Section 15-12 is hereby enacted as follows:

Sec. 15-12. Beekeeping

(a) *Permit required.* No person shall allow, keep, or maintain any hive or other facility for the housing of honeybees in the City of South St. Paul without a permit. The Applicant shall pay a fee for the permit as set forth in the City's fee schedule. Any Applicant shall complete an application form provided by the City and the application shall include, but not be limited to the following information:

- (1) Site plan showing the location and size of the premises and the location, size and type of all structures, hives, flyway barriers, fences, and any other item related to the beekeeping operation.
- (2) An agreement by the Applicant that the premises may be inspected by the City at any reasonable time to ensure compliance with all applicable conditions.
- (3) A notarized statement to the City stating that the Applicant has informed all adjoining neighbors that they intend to keep honeybees. An adjoining neighbor shall be defined as a property that touches the Applicant's property where there is not an improved street or alley dividing the two properties.

- (4) The consent of the property owner if the Applicant is not the property owner. If the property is a two-family dwelling and the dwelling units are under separate ownership, the owner of each dwelling unit must provide consent.
- (b) *Qualifying Properties.* A person may establish an apiary only on a residentially zoned or used property that hosts a detached single-family home or a two-family home.
- (c) *Number of colonies.*
 - (1) Less than one-half acre: 2 colonies
 - (2) One-half acre to three fourths acre: 4 colonies
 - (3) More than three fourths acre to one acre: 6 colonies
 - (4) More than one acre: 8 colonies
- (d) *Residency required.* The owner of the honeybees must live in a dwelling unit on the property.
- (e) *Location standards.* Hives must be located on the lot as follows:
 - (1) Cannot be in a front yard.
 - (2) Set back at least ten feet from any property line.
 - (3) At least 25 feet from any dwelling unit on any adjacent lot. If the bees are located on a property with a two-family dwelling, the colonies must also be at least 25 feet away from the dwelling unit in which the beekeeper does not reside.
 - (4) On or near grade. Hives may not be located on a deck or rooftop.
- (f) *Flyway barrier.* A six-foot-tall flyway barrier is required in each instance where a hive body is kept less than 25 feet from a property line, as measured from the nearest point on the hive to the property line. The flyway barrier may consist of a wall, fence, dense vegetation or a combination thereof, such that honeybees will fly over rather than through the material to reach the colony. If a flyway barrier of dense vegetation is used, the initial planting may be four feet in height, so long as the vegetation normally reaches six feet in height or higher. The flyway barrier must continue parallel to the lot line for ten feet in either direction from the hive. All other sides of the area encompassing the colonies shall consist of fencing, a wall, dense vegetation or combination thereof at least four-feet tall. The area encompassing the colonies need not entail the entire property.
- (g) *Standards of Care and Practice.*
 - (1) Honeybee colonies shall be kept in hives with removable frames, which shall be kept in sound and usable condition.
 - (2) A convenient source of water must be readily available on the premises at all times. All materials used to feed bees must be stored in sealed containers or placed within a building unless it is inside the hive.
 - (3) Each beekeeper shall maintain beekeeping equipment in good condition, including keeping the hives painted, and securing unused equipment from weather, potential theft or vandalism, and occupancy by swarms. It shall be a violation of this section for any

beekeeper's unused equipment to attract a swarm even if the beekeeper is not intentionally keeping honeybees.

(h) *Sale of products.* Food products and packaging for all bee products must comply with State and Federal laws. The Applicant must comply with the home occupation requirements pursuant to City Code Section 118-249.

(i) *City Inspections.* The City, upon the receipt of a complaint, shall be allowed to inspect any structure or premises and issue any order as may be necessary to carry out the provisions of this article.

(j) *Penalty.* Violation of this section shall be addressed through the administrative citations process.

(k) *Duration of Permit.* The permit is nontransferable and does not run with the land.

SECTION 5. 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 legalizes beekeeping on some residential properties and establishes a permitting process. It also updates the urban fowl regulations.

SECTION 6. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved: _____

Published: _____

Deanna Werner, City Clerk

City of South St. Paul
Dakota County, Minnesota

RESOLUTION NO. 2025-68

**RESOLUTION AMENDING THE 2025 FEE SCHEDULE TO ESTABLISH A NEW FEE
FOR BEEKEEPING PERMITS**

WHEREAS, the City Council adopted the 2025 fee schedule on December 2, 2024 and approved amendments on December 16, 2024 and January 21, 2025; and

WHEREAS, at their July 7, 2025 meeting, the City Council approved Ordinance 1434 Legalizing Beekeeping on Residential Properties and Updating the Chicken and Duck Ordinance. The new ordinance states a permit is required for beekeeping and a fee will be established in the fee schedule; and

WHEREAS, the City Council wishes to amend the 2025 fee schedule to establish a new fee for beekeeping permits.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of South St. Paul hereby approves the attached amendment to the 2025 Fee Schedule, effective immediately.

Adopted this 7th day of July, 2025.

City Clerk

City Clerk Licenses, Permits and Fees		
Alcohol Licenses and Permits		
Beer		
Beer 3.2 On Sale	\$150.00	
Beer 3.2 Off Sale	\$50.00 per day	
Beer 3.2 On Sale Temporary	\$50.00 per day	
Liquor	<u>Standard Liquor</u>	<u>Sunday Liquor</u>
Liquor License Applicant Investigative Fee (Single)	\$100.00	N/A
Liquor License Applicant Investigative Fee (Partnership)	\$200.00	N/A
Liquor License Applicant Investigative Fee (Corporation)	\$300.00	N/A
Off Sale Intoxicating	\$380.00	N/A
On Sale Intoxicating	\$3,100.00	\$200.00
On Sale Wine	\$500.00	\$200.00
Club On Sale Intoxicating (Based on Membership)		
Under 200 Members	\$300.00	\$200.00
Between 201 and 500 Members	\$500.00	\$200.00
Between 501 and 1,000 Members	\$650.00	\$200.00
Between 1,001 and 2,000 Members	\$800.00	\$200.00
Between 2,001 and 4,000 Members	\$1,000.00	\$200.00
Between 4,001 and 6,000 Members	\$2,000.00	\$200.00
Over 6,000 Members	\$3,000.00	\$200.00
Temporary On Sale Liquor	\$50.00 per day	N/A
Woog Arena Liquor Permit	\$75.00 per day	N/A
Woog Arena 3.2 Malt Liquor Permit	\$75.00 per day	N/A
Consumption and Display Permit (Annual)	\$300.00	N/A
Consumption and Display Permit (One Day)	\$25.00	N/A
Other Alcohol Licenses		
On Sale Brewer Taproom	\$500.00	
On Sale Brew Pub	\$300.00	
Off Sale Brew Pub	\$200.00	
Cocktail Room	\$300.00	
Cannabis		
Retail Cannabis – 1 License City Wide	\$500.00 first year, \$1,000.00 renewal	
License Applicant Investigative Fee (Single)	\$100.00	
License Applicant Investigative Fee (Partnership)	\$200.00	
License Applicant Investigative Fee (Corporation)	\$300.00	
Animal Licenses and Permits		
Animal License – Lifetime	\$25.00	
<u>Beekeeping Permit- Lifetime</u>	<u>\$75.00</u>	
<u>Chicken/Duck License – Lifetime</u>	<u>\$75.00</u>	
Business Licenses		
Benches (Limit 25)	\$30.00 per bench	
Bowling Alley	\$50.00 First Lane \$10.00 Each Additional Lane	
Car Wash	\$75.00	
<u>Chicken/Duck License – Lifetime</u>	<u>\$75.00</u>	
Cigarette & Tobacco Sales	\$175.00	
Entertainment	\$100.00	
Fireworks	\$25.00	
Housing Evaluator		
Rental & TOS	\$200.00	
TOS Only	\$100.00	
Massage Therapy	\$100.00 per Applicant \$25.00 Investigative fee per Applicant	



CITY COUNCIL AGENDA REPORT

DATE:

July 7, 2025

DEPARTMENT:

Planning & Zoning

PREPARED BY:

Michael Healy

AGENDA ITEM NUMBER:

11.C.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Second Reading: An Ordinance Updating the Subdivision Ordinance's Design Standards for Easement Width and Block Length

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Approve Ordinance 1435 updating the Subdivision Ordinance's design standards for easement width and block length.

OVERVIEW

Background

Chapter 114 of the City Code is the Subdivision Ordinance which regulates the process of subdividing land (lot splits, boundary line adjustments, plats, etc.). One component of the Subdivision Ordinance is a set of design standards that are applicable whenever a property owner is subdividing land. These design standards are in place to ensure that development in the City will be orderly and also ensure that all new buildable parcels can be adequately served by public roads, public water, public sewer, public storm sewer, etc.

There are two design standards in the subdivision ordinance that have been flagged by City Staff and the City Attorney as being potential obstacles to orderly development. The way that these two design standards are currently written does not provide the right level of flexibility for some types of desirable development:

1. There is language in City Code Section 114-65 stating that public utility easements shall be provided where necessary and shall be at least 10 feet wide.

The City has numerous commercial and mixed-use districts where buildings are allowed to be placed close to the front property line. Buildings are not allowed to be placed in utility easements, so the Developer needs to coordinate building placement with the City Engineer when designing the utility easement layout. In many cases, the City Engineer only wants a 5-foot easement along the front property line instead of a 10-foot easement. The existing ordinance suggests that the City Engineer has a level of discretion about requiring easements where

necessary, but City Staff would like the Code to explicitly call out that easements do not need to be 10 feet wide in situations where the City Engineer wants a smaller easement.

2. There is language in City Code Section 114-66 stating that whenever a new block is being created, that block cannot be more than 1,200 feet in length.

This is a good rule in residential and commercial areas and supports efficient vehicular access and walkability. This rule does not work in industrial areas, because industrial developments frequently need much larger blocks in order for industrial businesses to function correctly. Currently, it requires a block length variance to complete an industrial subdivision. The need for a variance will complicate the development of the Danner property and the MCES site. Other cities have resolved this issue by writing it into their subdivision ordinance that the City Council can allow longer blocks in industrial areas at their own discretion.

Overview of Proposed Ordinance

The proposed ordinance would explicitly grant the City Engineer the authority to accept an easement that is narrower than 10 feet in situations where it is appropriate. The proposed ordinance would also grant the City Council the authority to allow block lengths to exceed 1,200 feet in industrial areas when it is necessary due to the type of industrial development being proposed. Notably, several existing blocks within the Bridgepoint Business Park (much of Armour Avenue, Hardman Avenue, Farwell Avenue, Bridgepoint Drive) exceed 1,200 feet in length, so this ordinance would not represent a major change from the way that the City has historically handled industrial subdivisions.

Staff Recommendation

Approve Ordinance 1435 updating the Subdivision Ordinance's design standards for easement width and block length.

SOURCE OF FUNDS

NA

ATTACHMENTS

1. Ordinance 1435

**City of South St. Paul
Dakota County, Minnesota**

Ordinance No. 1435

**AN ORDINANCE UPDATING THE SUBDIVISION ORDINANCE'S DESIGN
STANDARDS FOR EASEMENT WIDTH AND BLOCK LENGTH**

The City Council of the City of South St. Paul does ordain:

SECTION 1. AMENDMENT. South St. Paul City Code Section 114-65 is hereby amended as follows:

Sec. 114-65. Easements.

- (a) Easements across lots or centered on rear or side lot lines shall be provided for utilities where necessary and shall be at least ten feet wide unless otherwise approved by the City Engineer.

SECTION 2. AMENDMENT. South St. Paul City Code Section 114-66 is hereby amended as follows:

Sec. 114-66. Blocks.

- (a) The length, widths and shapes of blocks shall be determined with due regard to:
 - (1) Provisions of adequate building sites suitable to the needs of the type of use contemplated.
 - (2) Zoning requirements as to lot size and dimensions.
 - (3) Needs for convenient access, circulation control and safety of street traffic.
 - (4) Limitations and opportunities of topography.
- (b) Block lengths shall not exceed 1,200 feet nor be less than 400 feet; except that blocks in industrial areas may be sized as needed to accommodate planned industrial activity, subject to the discretion of the City Council.

SECTION 3. 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 updates the subdivision ordinance's rules for easement width and block length.

SECTION 4. EFFECTIVE DATE. This ordinance shall become effective upon publication.

Approved: _____

Published: _____

Deanna Werner, City Clerk



CITY COUNCIL AGENDA REPORT

DATE: July 7, 2025
DEPARTMENT: City Administrator
PREPARED BY: Ryan Garcia
AGENDA ITEM NUMBER: 11.D.

MEETING TYPE

Regular Meeting

AGENDA ITEM

Disposition of the Armour Gatehouse Structures

ACTION TO BE CONSIDERED OR DESIRED OUTCOME

Council is asked to:

- Discuss disposition options for the Armour & Company Gatehouse Structures located on EDA-owned property in the Industrial Park.
- Generate consensus for Council's preferred option and proceed with approval of a motion directing staff to take those actions necessary to carry out that option.

Merely presented as prompts/cues, Staff offers the following alternatives as potential Motions:

- Motion to direct City Staff to proceed with the planning, budgeting and bidding for the relocation of (the South, the North or both) Armour Gatehouse Structure(s) to (location).

OR

- Motion to direct City Staff to proceed with the planning, budgeting and bidding for the restoration of (the South, the North or both) Armour Gatehouse Structure(s) at their current location along Armour Avenue, and the improvement of the public space located on Parcel Identification Number 36-48841-03-011.

OVERVIEW

Two brick and limestone structures, located on the south side of Armour Avenue about a hundred yards west of its intersection with Hardman Avenue, mark what once served as the entry point to the Armour & Co. Meat Packing Campus. These structures, constructed in 1918 and understandably viewed as important relics of the City's history and industrial legacy, are

over 100 years old and continue to deteriorate under the ownership of the South St. Paul Economic Development Authority. At several worksessions between 2018 - 2025, Council, Staff, Community Members and Developers have contemplated different approaches to meeting the City's goals of recognizing and celebrating our community's history and facilitating new private economic development opportunities that would increase the City's employment and property tax base. The varying approaches that have come up for discussion include:

- Demolish the structures and provide opportunities for community members and other interested parties to obtain bricks or other elements of the structure. This is similar to the approach that was taken upon the demolition of the Stockyards.
- Sensitively deconstruct the structures to be retained and ultimately repurposed for use in some form of memorial art installation, such as scaled down replica(s) of the structure(s) or public plaza (off-site).
- Retain and rehabilitate the structures in place, and create a public park on the surrounding, currently vacant land (approximately 4 acres).
- Retain and rehabilitate one or both of the structures in place as a small public memorial park, and sell the surrounding parcel for private development. Based upon feedback received from multiple private development companies that have analyzed this proposed approach throughout the years, it is highly likely that any private development at the property pursuing this option would require a Variance from the City's Floor Area Ratio (FAR) ordinance, which requires a minimum FAR of 0.2 (in other words, the building square footage would need to be equal to or greater than 20% of the square footage of the development site to meet the FAR Ordinance).
- Relocate the structures, intact, to public property with the intention of integrating the structures into existing or planned public amenities. Several options have been kicked around (Kaposia Landing, Wakota Trailhead, *somewhere* along Concord Street as a "gateway" element, near the "Spiral Bridge", the Hardman Triangle) and the June Worksession Discussion indicated that there was generally a preference by those in favor of relocation for a relocation to planned public space at the Hardman Triangle redevelopment site.

Staff has recently sought and received updated budget-level estimates for the various options that have been discussed with respect to the Armour Gate Structures, presented below for reference:

- Relocation and placement upon new footings: \$135,000 - \$150,000 PER STRUCTURE
 1. Does not include any repair, replacement, or restoration of gate structures themselves
 2. Assumes relocation within SSP, and no rail crossings, overhead utility or traffic signal impacts, or significant grade changes. East of Concord, south of Hardman/north of Armour is perceived to work.
 3. Although it should go without saying, relocation introduces at least some element

of risk of further damage or deterioration

- Restoration: \$95,000 PER STRUCTURE

1. Includes 100% tuckpoint of all brick on inside and outside where possible
2. Assumes replacement of approximately 350 deteriorated/cracked brick with new, closely matching brick
3. Includes rebuilding of exterior wythe on south elevation of north structure
4. Includes caulking of cap, joints
5. Includes masonry wash after cure
6. Does not include roofing

- Selective Deconstruction / Reconstruction: \$1,445,600

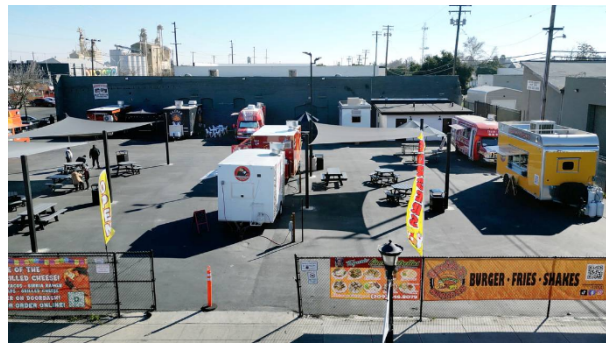
1. Deconstruct all intact brick and stone from structures
2. Clean all salvaged brick and stone
3. Label/Palletize/Store/Transport all salvaged materials
4. Includes new footings/foundations
5. Includes new roof
6. Rebuild structures/reinstall salvaged material
7. Includes masonry wash after cure

- Demolition: \$10,000 - \$15,000 PER STRUCTURE

Based upon our most recent discussions, Staff's impression is that relocation to the planned open space within the Hardman Triangle is the preferred approach for a simple majority of Council Members. This concept certainly has some appeal in that it presents a wide-open, blank canvas opportunity to establish a thematic identity for the conceptualized public space within the Hardman Triangle, without a doubt. However, it must be pointed out that the City has done only very high-level concept planning for this public space. As such, unless we accelerate design and construction efforts for this public space well before the private development in the Hardman Triangle moves forward, we will likely be faced with the need to move the structure(s) somewhat blindly, and without having the ability to place them into an otherwise inviting context (a fully realized public open space within a bustling mixed-use neighborhood). We do run the risk - however small - of moving it/them out of the way at Armour/Hardman only to put it/them "in the way" of future, still materializing development at the Hardman Triangle. While we continue to work on refinement of the Hardman Triangle vision and public space design, if the direction is to move one or both structures we must be very thoughtful (and committed) as to how we envision future development taking shape in that area.

With this in mind, Staff has continued to superficially "test" potential locations should relocation of the structures be the Council's direction. As an alternative to the Hardman Triangle, Staff suggests that the vacant EDA-owned property at 136 Grand Avenue East (immediately east of Burger King) might be worth consideration as a "pocket park". This

property, at less than an acre and slightly encumbered by access/parking constraints, has proven difficult to market for commercial development. While it is certainly still very much possible (even likely) that the property could eventually find a suitor for a small private commercial development that would contribute to the neighborhood, Staff has no shortage of ideas about how this property could serve an inviting and exciting public purpose. Integrating the gatehouse structures as a feature along Grand Avenue, Staff easily envisions the property being modestly improved to provide opportunities to program community events such as a "food truck court", farmers'/makers' markets, outdoor education, lawn games, etc. While we stress that this is by no means a "fully-baked" concept, a few precedent images are embedded below to give a visual of what Staff is contemplating with this concept.



Staff acknowledges that there are practical and political considerations - beyond the financial element - with any of the alternatives introduced in this memo. We recognize that over the years the topic unfortunately is cast as a purely binary "preservation of history" versus "neglect of history" proposition. This unfortunately paints the EDA and the private development prospects that have come (and gone) for the Hardman / Armour property as thumbing their noses at the City's heritage. There are community voices advocating for all sides of this topic; admittedly the most pronounced appear to be supportive exclusively of preservation in place with little appetite for compromise. Staff perceives that Council, generally speaking, is seeking a compromise solution that allows for recognition of the City's industrial legacy with the Armour Gatehouse Structures serving as a physical symbol (even "monument") while advancing the EDA's mission to facilitate the redevelopment of the former Stockyards and meatpacking campuses in such a way as to grow the City's economic base for the 21st Century and beyond.

SOURCE OF FUNDS

Currently, none of the EDA, HRA, or City budgets have dedicated funds towards restoration or relocation of the structures, or for any of the concepts presented in this memo. In early 2024, the EDA designated its Development Fund (20284) as a resource to broadly support the redevelopment of the City's key industrial and mixed-use redevelopment areas such as the Hardman Triangle, Bridgepoint, and Concord Exchange Corridors. As such, this could serve as a funding source for any work related to the gatehouse structures, although doing so would obviously reduce the funding available to support things like property acquisition, site cleanup and preparation, and redevelopment assistance.

As discussed at the March 31, 2025 Worksession, the fund balance for fund 20260 (HRA) is \$399,822 and the fund balance for fund 20280 (EDA) is \$511,989. While the City has a fund balance policy for the General Fund stating that the General Fund must maintain an unassigned fund balance of 35% - 50% of the new year's budgeted expenditures, that policy does not extend to either Fund 20260 or 20280. Thus, the EDA has full discretion around the expenditure of the 20260 and 20280 fund balance, and may identify a benefit in allocating some portion of this fund balance towards the preferred disposition alternative.

While it is true that in 2022 the City was awarded a \$50,000 appropriation through special legislation to support relocation (our request/proposal to the legislature was \$300,000 at the time), Staff would warn that it is highly unlikely that any request for State Assistance for this project will be successful. All of the discussed options generally do not align with existing funding priorities, so we would need to seek special legislation for a preferred alternative in the next legislative session (beginning in early 2026).

Staff is obviously not in a position to speak for Dakota County, but it has been suggested by members of the community in previous discussions that Dakota County could be a partner in funding a reinvestment into the structures. While it is encouraging that Dakota County Parks has expressed general interest in seeing the City repurpose the structures to complement their trail network, there has been no strong indication that Dakota County would be a meaningful funding partner in such an effort. Candidly, I have the strong impression that the County (rightfully) expects the City to take a lead on identifying specifically *what we plan to do* with the structures, then engage the County in earnest to determine if there is a County role of support. Generally speaking, our strongest potential advocate at Dakota County (Commissioner Atkins) has been consistently forthcoming that he prefers a preservation in place approach to the structures. It might be best to temper expectations that there would be meaningful funding support from the County for a relocation approach. Certainly, our next steps will seek to generate a concept that is broadly appealing and inspires excitement from potential partners and champions for the project. To this end, Staff anticipates engaging with potential corporate, philanthropic, and community partners in efforts to build awareness, buy-in, and support for the project.

ATTACHMENTS

None