PLEASE TURN OFF ALL CELL PHONES & PAGERS IN COUNCIL CHAMBERS.

CITY OF MOUND MISSION STATEMENT: The City of Mound, through teamwork and cooperation, provides at a reasonable cost, quality services that respond to the needs of all citizens, fostering a safe, attractive and flourishing community.

A G E N D A

MOUND CITY COUNCIL **TUESDAY, APRIL 23, 2024 - 7:00 PM**
REGULAR MEETING **MOUND CITY COUNCIL CHAMBERS**

1. Opening meeting

2. Pledge of Allegiance

3. Approve agenda, with any amendments

**Consent Agenda:* Items listed under the Consent Agenda are considered routine in nature, have been evaluated by staff, recommended by staff for approval by the Council, and will be enacted by a single roll call vote. There will be no separate discussion of these items unless a Council Member or Citizen so requests. At this time, anyone present who wishes to offer *dissenting* comment to any items on the Consent Agenda is invited to identify themselves and the item of concern so that the it may be removed from the Consent Agenda and considered after discussion in normal sequence. Separate introduction or further *support* from petitioners or requestors is not required at this time and removal of an item from the Consent Agenda for this purpose is not required or appropriate.

4. *Consent Agenda — Page

*A.	Approve payment of claims	890-928
*B.	Approve minutes: April 9, 2024 Regular Meeting	929-934
*C.	Approve Resolution approving a lakeshore setback variance for property at 4360 Wilshire Boulevard	935-960 **937**
*D.	Approve Resolution approving permits for 71st Annual Mound Fire Department Relief Association Fish Fry and Dance on June 1, 2024 and Waiving Fees due to public purpose of gathering A. Public Gathering Permit B. Musical Concert Permit (including extended timeframe past 10:00 p.m.) C. Seasonal, Banner and Portable Sign Permit D. 1-4 Day Temporary On-Sale Liquor License	961-970 **964**
*E.	Approve Resolution approving Public Gathering Permit to Midwest Hmong Outdoors for use of Surfside Park and Beach as weigh in station for bass Fishing tournament being held on Friday, June 28, 2024 on Lake Minnetonka	971-974 **973**
*F.	Approve Resolution approving permit to Harrisons Bay Association for 2024 rain barrel pick up special event at Mound parking deck on Saturday, May 4, 2024 and waiving fees due to public purpose of gathering	975-978 **977**

PLEASE TURN OFF ALL CELL PHONES & PAGERS IN COUNCIL CHAMBERS.

*G.	Approve Resolution approving permits for 2024 Music in the Park summer concert series at Surfside Park and Beach and waiving fees due to public purpose of gathering	979-984 **981**
*H.	Approve resolution approving of Liquor License for Mi Pueblo Express Restaurant at 2281 Commerce Blvd.	**985**
*I.	Approve Resolution approving Mound Fire Department Membership in the Hennepin County Fire Chiefs Association	986-987 **986**

5. Comments and suggestions from citizens present on any item not on the agenda. (Limit to 3 minutes per speaker.)

6. Hennepin County Commissioner Kevin Anderson 988-997

7. Belmont Park Native Plant Proposal – Tyler Pieper 998-1016

8. Revize – Website Update 1017-1056

9. Svetlana Sapegina Resident Presentation

10. <u>Planning Commission Recommendation</u>

Public Hearing – Proposed Amendments to City Code Section 129 related to City Code Sec. 129-2 (Definitions) and City Code Sec. 129-137 (Mixed use districts) for consistency with 2023 amendments to the 2040 Mound Comprehensive Plan 1057-1062

Requested Actions:

A.	Approve Ordinance No. ____Amending the Mixed Use Zoning District Regulations of Chapter 129 (ZONING ORDINANCE) Pertaining to the Definitions and the Mixed Use Downtown District and Mixed Use Corridor District Regulations	**1059**
B.	Approve Resolution authoring publication of Ordinance No. ____ by title and summary	**1062**

11. Comments/Reports from Council members
Council Member Pugh
Council Member Larson
Council Member Castellano
Council Member McEnaney
Mayor Holt

12. <u>Information/Miscellaneous</u>

A. Comments/Reports from City Manager

B.	Reports:	Fire – March 2024	1069-1070
		Finance – March 2024	1071-1073

PLEASE TURN OFF ALL CELL PHONES & PAGERS IN COUNCIL CHAMBERS.

C. Minutes: March 19, 2024 – Planning Commission 1074-1084
April 11, 2024 – Parks and Open Space Commission 1085-1086

D. Correspondence:

13. Adjourn

COUNCIL BRIEFING
Tuesday, April 23, 2024

Council meetings are held in the City Council Chambers in the Centennial Building on the second and fourth Tuesday each month at 7:00 PM with agendas and meeting details/locations posted to the City website the Thursday prior under the "Mayor and Council" section of the "Government" tab of the Home Page. **Government | Mound, MN (cityofmound.com)**

***** All Meetings at City Council Chambers, Centennial Building *****

Upcoming Meetings Schedule:

April 23 – City Council Workshop Meeting, 6:00 PM

April 23 – City Council Regular Meeting, 7:00 PM

May 15 – City Council Regular Meeting, ***RESCHEDULED,*** 7:00 PM

May 28 – City Council Regular Meeting, 6:00 PM

June 11 – City Council Regular Meeting 6:00 PM

June 25 – City Council Regular Meeting, 6:00 PM

July 9 – City Council Regular Meeting, 6:00 PM

July 23 – City Council Regular Meeting, 6:00 PM

Events and Activities:

Subscribe to RAVE messaging tool for emergency notifications and updates
RAVE Emergency Notifications | Mound, MN (cityofmound.com)
Like and follow City of Mound Facebook [link goes here]

Hennepin County Special Election

Polls Open for the Hennepin County District 6 Primary Election, April 30, 7:00a.m. – 8:00p.m.
(Mound Precincts 1 & 2)
Polls Open for the Hennepin County District 6 Special Election, May 14, 7:00a.m. – 8:00p.m.
(Mound Precincts 1 & 2)

WINTER PARKING RULES AND ROAD RESTRICTIONS HAVE ENDED

City Offices:

Closed Monday, May 27, 2024 for Memorial Day
Closed Wednesday, June 19, 2024 for Juneteenth Holiday

City Official's Absences

Please notify the City Manager in advance of an absence.

Inquire in advance, please……

Council members are asked to call or email their questions in advance of a public meeting so that more research may be done or additional information may be provided that will assist decision- making.

2024 City of Mound Claims 4-23-24

YEAR	BATCH NAME		DOLLAR AMOUNT
2024	BOLT#2-2024	$	94,906.30
2024	TVFEB24	$	1,408.03
2024	HOFFBARRYMAR24	$	14,421.00
2024	ELANCC0324	$	8,312.68
2024	HOISINGTON0324	$	4,330.92
2024	TVSMARCH24	$	2,586.27
2024	040924CITYMAN	$	34,759.00
2024	041724CITYMAN	$	11,021.01
2024	042324CITY	$	113,896.79
2024	042324HWS	$	57,314.26
	TOTAL CLAIMS	**$**	**342,956.26**

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch BOLT#2-2024 $94,906.30

Refer	6310 *BOLTON AND MENK, INCORPORA*					
Cash Payment	E 101-43100-300 Professional Srvs	GIS UPDATES ENG SVCS FEB 3 THRU MARCH 1, 2024				$1,249.84
Invoice 0332855	3/27/2024					
Cash Payment	E 601-49400-300 Professional Srvs	GIS UPDATES ENG SVCS FEB 3 THRU MARCH 1, 2024				$1,249.83
Invoice 0332855	3/27/2024					
Cash Payment	E 602-49450-300 Professional Srvs	GIS UPDATES ENG SVCS FEB 3 THRU MARCH 1, 2024				$1,249.83
Invoice 0332855	3/27/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$3,749.50
Refer	6311 *BOLTON AND MENK, INCORPORA*					
Cash Payment	E 101-43100-300 Professional Srvs	GENERAL ENGINEERING SVCS FEB 3 THRU MARCH 1, 2024				$2,348.86
Invoice 0332854	3/27/2024					
Cash Payment	E 602-49450-300 Professional Srvs	GENERAL ENGINEERING SVCS FEB 3 THRU MARCH 1, 2024				$2,348.86
Invoice 0332854	3/27/2024					
Cash Payment	E 601-49400-300 Professional Srvs	GENERAL ENGINEERING SVCS FEB 3 THRU MARCH 1, 2024				$2,348.86
Invoice 0332854	3/27/2024					
Cash Payment	E 401-43100-300 Professional Srvs	MSA SYSTEM COORDINATION UPDATES ENG SVCS FEB 3 THRU MARCH 1, 2024				$170.32
Invoice 0332868	3/27/2024					
Cash Payment	E 601-49400-500 Capital Outlay FA	2021 WATER TREATMENT STUDY PW 21-12 ENG SVCS FEB 3 THRU MARCH 1, 2024				$681.28
Invoice 0332854	3/27/2024			Project PW2112		
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$7,898.18
Refer	6312 *BOLTON AND MENK, INCORPORA*					
Cash Payment	E 427-43121-440 Other Contractual Servic	2024 MISC STREET REPAIRS IMPROV PROJ- PW 24-01 - ENG SVCS FEB 3 THRU MARCH 1, 2024				$52.50
Invoice 0332861	3/27/2024			Project PW2401		
Cash Payment	E 602-49450-500 Capital Outlay FA	2024 MANHOLE REHAB PROJ- PW 24-05 ENG SVCS FEB 3 THRU MARCH 1, 2024				$1,331.02
Invoice 0332865	3/27/2024			Project PW2405		
Cash Payment	E 427-43121-440 Other Contractual Servic	2024 SEAL COAT PROJ PW24-07 ENG SVCS FEB 3 THRU MARCH 1, 2024				$413.85
Invoice 0332853	3/27/2024			Project PW2407		
Cash Payment	E 401-43201-303 Engineering Fees	2024 TRANSIT CENTER PAVEMENT REPLACEMENT PROJ PW 24-11 ENG SVCS FEB 3 THRU MARCH 1, 2024				$517.62
Invoice 0332872	3/27/2024			Project PW2411		
Cash Payment	E 601-49400-300 Professional Srvs	2024 LEAD SVC & CAST IRON PIPELINE ASSESSMENT PROJ PW 24-09 ENG SVCS FEB 3 THRU MARCH 1, 2024				$1,344.00
Invoice 0332865	3/27/2024			Project PW2409		
Cash Payment	E 602-49450-500 Capital Outlay FA	2024 SEWER TELEVISING PROJ- PW 24-04 ENG SVCS FEB 3 THRU MARCH 1, 2024				$773.00
Invoice 0332860	3/27/2024			Project PW2404		

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 427-43121-440 Other Contractual Servic	2024 CRACK SEAL PROJ PW24-06 ENG SVCS FEB 3 THRU MARCH 1, 2024			$413.85
Invoice 0332853	3/27/2024			Project PW2406	
Cash Payment	E 401-43201-303 Engineering Fees	2024 TRANSIT CENTER PAVEMENT REPLACEMENT PROJ PW 24-11 ENG SVCS FEB 3 THRU MARCH 1, 2024			$3,932.04
Invoice 0332863	3/27/2024			Project PW2411	
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$8,777.88
Refer	6313 *BOLTON AND MENK, INCORPORA*				
Cash Payment	E 401-43124-303 Engineering Fees	2024 PAVER SIDEWALK REPLACEMENT- DOWNTOWN SIDEWALKS GROUP 2 PHASE 3 - PW 24-08 - ENG SVCS FEB 3 THRU MARCH 1, 2024			$8,516.80
Invoice 0332869	3/27/2024			Project PW2408	
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$8,516.80
Refer	6314 *BOLTON AND MENK, INCORPORA*				
Cash Payment	G 101-23451 VILLAGES OF ISLAND PAR	VILLAGES OF ISLAND PARK DEVELOPMENT- MISC ENG SVCS FEB 3 THRU MARCH 1, 2024			$1,479.00
Invoice 0332873	3/27/2024				
Cash Payment	G 101-23446 LIFESTYLE HOMES MOUN	LIFESTYLE HOMES/ ARTESSA DEVELOPMENT- - MISC ENG SVCS FEB 3 THRU MARCH 1, 2024			$85.16
Invoice 0332862	3/27/2024				
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$1,564.16
Refer	6315 *BOLTON AND MENK, INCORPORA*				
Cash Payment	E 601-49400-500 Capital Outlay FA	2022 LYNWOOD WATERMAIN IMPROV PROJ - BIRCH TO SOUTHVIEW PW 22-01 ENG SVCS FEB 3 THRU MARCH 1, 2024			$77.52
Invoice 0332866	3/27/2024			Project PW2201	
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$77.52
Refer	6316 *BOLTON AND MENK, INCORPORA*				
Cash Payment	E 601-49400-500 Capital Outlay FA	2023 LYNWOOD WATERMAIN IMPROV PROJ PHASE 3- SOUTHVIEW - LYNWOOD PW 23-01 ENG SVCS FEB 3 THRU MARCH 1, 2024			$77.52
Invoice 0332867	3/27/2024			Project PW2301	
Cash Payment	E 602-49450-500 Capital Outlay FA	2023 LIFT STATION- LAKEWINDS F-1 LS IMPROV PROJ PW 23-03 ENG SVCS FEB 3 THRU MARCH 1, 2024			$247.84
Invoice 0332852	3/27/2024			Project PW2303	
Cash Payment	E 404-45200-500 Capital Outlay FA	2023 HARBOR DISTRICT PARK IMPROV PROJ PW 23-09 ENG SVCS FEB 3 THRU MARCH 1, 2024			$3,932.04
Invoice 0332863	3/27/2024			Project PW2309	
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$4,257.40
Refer	6318 *BOLTON AND MENK, INCORPORA*				
Cash Payment	E 401-43124-303 Engineering Fees	2023 PAVER SIDEWALK REPLACEMENT PHASE 2 - PW 23-08 - ENG SVCS FEB 3 THRU MARCH 1, 2024			$2,161.10
Invoice 0332870	3/27/2024			Project PW2308	

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 404-45200-303	Engineering Fees	2023 SURFSIDE PARK PLAYGROUND ADDITION- PROJ PW 23-13 - ENG SVCS FEB 3 THRU MARCH 1, 2024			$17,707.12
Invoice 0332871	3/27/2024			Project PW2313		
Transaction Date	4/18/2024		U.S. Bank 10100	10100	**Total**	$19,868.22
Refer	6319 *BOLTON AND MENK, INCORPORA*					
Cash Payment	E 602-49450-300	Professional Srvs	INTERIM PUBLIC WORKS DIRECTOR ENG SVCS FEB 3 THRU MARCH 1, 2024			$3,011.00
Invoice 0332864	3/27/2024					
Cash Payment	E 601-49400-300	Professional Srvs	INTERIM PUBLIC WORKS DIRECTOR ENG SVCS FEB 3 THRU MARCH 1, 2024			$3,011.00
Invoice 0332864	3/27/2024					
Cash Payment	E 101-43100-300	Professional Srvs	INTERIM PUBLIC WORKS DIRECTOR ENG SVCS FEB 3 THRU MARCH 1, 2024			$3,011.00
Invoice 0332864	3/27/2024					
Cash Payment	E 602-49450-500	Capital Outlay FA	2024 LIFT STATION A-3 SUNSET LS IMPROV PROJ PW 24-03 ENG SVCS FEB 3 THRU MARCH 1, 2024			$31,163.64
Invoice 0332864	3/27/2024			Project PW2403		
Transaction Date	4/18/2024		U.S. Bank 10100	10100	**Total**	$40,196.64

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$8,173.86
401 GENERAL CAPITAL PROJECTS	$15,297.88
404 COMMUNITY INVESTMENT RESERVE	$21,639.16
427 STREET MAINTENANCE	$880.20
601 WATER FUND	$8,790.01
602 SEWER FUND	$40,125.19
	$94,906.30

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$94,906.30
Total	$94,906.30

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch TVFEB24 $1,408.03

Refer 6239 *TRUE VALUE, MOUND (PW PKS)*

Cash Payment	E 101-43100-220	Repair Supplies & Equip	3 PK 9 X 3 3/8 WHITE COVER, INTERIOR EGSHELL PAINT	$42.37
Invoice 190907	2/12/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	2" GALVANIZED CAP	$8.99
Invoice 190877	2/9/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	3/4" 22 GAUGE HANGER STRAP	$5.39
Invoice 190863	2/7/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	HOMEPRO BOTTLE BRUSH, STRIPPING BRUSH	$14.83
Invoice 190847	2/6/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	LATEX GLOSS PAINT, 1 GAL, 2" FOAM BRUSHES, TRAY LINER	$37.65
Invoice 190876	2/8/2024			
Cash Payment	E 101-45200-210	Operating Supplies	GE 12 W T8 LED BULBS- 3 QTY	$48.57
Invoice 191091	2/27/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	5 GAL MESH PAINT STRAINERS & DISPOSABLE SHOE COVERS,	$13.28
Invoice 191091	2/27/2024			
Cash Payment	E 101-45200-210	Operating Supplies	2 PK PAINTPEST CARTRIDGES	$64.78
Invoice 191080	2/27/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	5 GAL WHITE PLASTIC PAIL, 5 GAL PAINT MIXER, GAL LACQUER THINNER	$36.42
Invoice 191064	2/26/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	GAL LACQUER THINNER	$22.49
Invoice 191040	2/23/2024			
Cash Payment	E 101-45200-210	Operating Supplies	110 0Z 50:1 FUEL/OIL	$29.23
Invoice 190929	2/14/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	GAL ODORLESS THINNER, 5 GAL MESH STRAINER, 48" X 7' ALUMINUM SCREEN	$50.54
Invoice 191029	2/22/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	BIFOLD TOP PIVOT SET, SCREWS, NUTS, BOLTS	$11.02
Invoice 190985	2/20/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	PORT AIR MOVER 550 CFM- DEPOT BUILDING	$89.99
Invoice 190923	2/13/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	BELL & HOWELL TRIBURST, & 5-PANEL FOLD LIGHTBULB- DEPOT BUILDING	$48.58
Invoice 190922	2/13/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	FARM IMPLEMENT JD GREEN PAINT- 1 GAL, 16 OZ RUBBER MALLET, 9" PLASTIC TRAY	$51.99
Invoice 190787	2/1/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	3 DUPLICATE KEYS, SCREWS, NUT, BOLTS	$10.21
Invoice 190997	2/21/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	FAST MELT 20 LB MELTER- WELLS	$33.44
Invoice 190986	2/20/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	FLIP UP TOOL HOLDER, SHEET PROTECTORS- 2- CT	$19.77
Invoice 190918	2/13/2024			

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 601-49400-220	Repair Supplies & Equip	2 SHELF 12" WHITE DRYING RACK, KICK DOWN DOOR STOP	$36.66
Invoice 190878	2/9/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	RETURN CREDIT- 4 PK 8" BLK TIPS, PURCHASE 4 PK 1" BLK RUBBER TIPS	-$0.45
Invoice 190880	2/8/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	4 PK 8" BLK TIPS, WHITE GLOSS MARKER, SILVER METALLIC MARKER	$21.21
Invoice 190877	2/8/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	SCREWS, NUT, BOLTS	$17.28
Invoice 190810	2/2/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	ORGAN VAPOR CARTRIDGE, MP RESPIRATOR CARTRIDGE	$48.58
Invoice 191110	2/29/2024			
Cash Payment	E 601-49400-210	Operating Supplies	GALVANIZED NIPPLES & COUPLING- UTILITIES DEPT	$36.43
Invoice 191066	2/26/2024			
Cash Payment	E 602-49450-210	Operating Supplies	GALVANIZED NIPPLES & COUPLING- UTILITIES DEPT	$36.42
Invoice 191066	2/26/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	15 OZ BLACK SPRAY PAINT, 15 OZ GRAY SPRAY PRIMER, GAIN AIR FRESHENER	$104.30
Invoice 190798	2/1/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	15 OZ BLACK SPRAY PAINT, 15A HIVIS PLUG	$31.46
Invoice 190837	2/5/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	5/8 X 50 RUBBER MAX HOSE, 10 PATTERN MTL NOZZLE	$68.38
Invoice 190880	2/9/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	2" NYLON/POLY PAINT BRUSHES, 2" & 2.5" ANGLE SASH BRUSHES- PUBLIC WORKS SHOP	$6.74
Invoice 190903	2/12/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	2" NYLON/POLY PAINT BRUSHES, 2" & 2.5" ANGLE SASH BRUSHES- PUBLIC WORKS SHOP	$6.74
Invoice 190903	2/12/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	2" NYLON/POLY PAINT BRUSHES, 2" & 2.5" ANGLE SASH BRUSHES- PUBLIC WORKS SHOP	$6.74
Invoice 190903	2/12/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	2" NYLON/POLY PAINT BRUSHES, 2" & 2.5" ANGLE SASH BRUSHES- PUBLIC WORKS SHOP	$6.74
Invoice 190903	2/12/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	120 VOLT VS ROTARY TOOL KIT- PUBLIC WORKS SHOP	$25.42
Invoice 190831	2/5/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	120 VOLT VS ROTARY TOOL KIT- PUBLIC WORKS SHOP	$25.42
Invoice 190831	2/5/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	120 VOLT VS ROTARY TOOL KIT- PUBLIC WORKS SHOP	$25.42
Invoice 190831	2/5/2024			

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 101-43100-220	Repair Supplies & Equip	120 VOLT VS ROTARY TOOL KIT- PUBLIC WORKS SHOP		$25.43
Invoice 190831	2/5/2024				
Cash Payment	E 601-49400-322	Postage	UPS FED EX SHIPPING CHARGE- MN DEPT OF HEALTH		$30.16
Invoice 190831	2/5/2024				
Cash Payment	E 602-49450-220	Repair Supplies & Equip	2 GALS MURIATIC ACID, 16" TONGUE & GROOVE PLIERS		$51.27
Invoice 190993	2/20/2024				
Cash Payment	E 101-41930-220	Repair Supplies & Equip	NON-CONTACT VOLT TESTER, WHITE LIGHT SWITCH- CITY HALL		$38.78
Invoice 190995	2/20/2024				
Cash Payment	E 281-45210-220	Repair Supplies & Equip	SILICA UTILITY SAND, 50/20 50 LBS, 2 GAL WHITE PLASTIC PAILS, 2 GAL PLASTIC PAILS W/ LIDS- DOCKS PROGRAM SUPPLIES		$23.64
Invoice 191011	2/22/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	PAINTING SUPPLIES- PW SHOP- 6" FLEX TAPE KNIFE, 3 PK X 60 YD PAINT TAPE, 48 X 90 PRE TAPE PLASTIC, 3.5 QT PLUS 3 COMPOUND, FINE ANGLE DRY SANDING SPONGES		$23.93
Invoice 190853	2/6/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	PAINTING SUPPLIES- PW SHOP- 6" FLEX TAPE KNIFE, 3 PK X 60 YD PAINT TAPE, 48 X 90 PRE TAPE PLASTIC, 3.5 QT PLUS 3 COMPOUND, FINE ANGLE DRY SANDING SPONGES		$23.93
Invoice 190853	2/6/2024				
Cash Payment	E 601-49400-220	Repair Supplies & Equip	PAINTING SUPPLIES- PW SHOP- 6" FLEX TAPE KNIFE, 3 PK X 60 YD PAINT TAPE, 48 X 90 PRE TAPE PLASTIC, 3.5 QT PLUS 3 COMPOUND, FINE ANGLE DRY SANDING SPONGES		$23.93
Invoice 190853	2/6/2024				
Cash Payment	E 602-49450-220	Repair Supplies & Equip	PAINTING SUPPLIES- PW SHOP- 6" FLEX TAPE KNIFE, 3 PK X 60 YD PAINT TAPE, 48 X 90 PRE TAPE PLASTIC, 3.5 QT PLUS 3 COMPOUND, FINE ANGLE DRY SANDING SPONGES		$23.93
Invoice 190853	2/6/2024				
Transaction Date	4/8/2024		U.S. Bank 10100	10100 **Total**	$1,408.03

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$775.67
281 COMMONS DOCKS FUND	$23.64
601 WATER FUND	$260.80
602 SEWER FUND	$347.92
	$1,408.03

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$1,408.03
Total	$1,408.03

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch HOFFBARRYMAR24 $14,421.00

Refer 6284 *HOFF BARRY P.A.*

Cash Payment	E 101-41600-300 Professional Srvs	GENERAL ADMINISTRATIVE LEGAL SVCS MARCH 2024		$2,442.00
Invoice 18163	4/1/2024			
Cash Payment	E 101-41600-300 Professional Srvs	2396 COMMERCE BLVD HAZARDOUS BLDG MATTER-LEGAL SVCS MARCH 2024		$247.00
Invoice 18163	4/1/2024		Project 2396CB	
Cash Payment	E 101-41600-316 Legal P & I	GENERAL PLANNING LEGAL SVCS MARCH 2024		$80.00
Invoice 18165	4/1/2024			
Cash Payment	E 101-41600-312 Legal Council	COUNCIL COMMUNICATIONS, COUNCIL INITIATED MATTERS, COUNCIL MEEETING RELATED ATTENDANCE - LEGAL SVCS MARCH 2024		$9,208.00
Invoice 18164	4/1/2024			
Cash Payment	G 101-23513 5116 WATERBURY RD-MIK	5116 WATERBURY ROAD- LEGAL SVCS MARCH 2024		$84.00
Invoice 18170	4/1/2024			
Cash Payment	G 101-23506 2970 OAKLAWN LN - VACA	2970 OAKLAWN LN VACATION APP - LEGAL SVCS MARCH 2024		$784.00
Invoice 18168	4/1/2024			
Cash Payment	G 101-23512 4360 WILSHIRE BLVD-PAU	REVIEW VARIANCE FOR 4260 WILSHIRE BLVD - LEGAL SVCS MARCH 2024		$84.00
Invoice 18171	4/1/2024			
Cash Payment	E 101-41600-316 Legal P & I	REVIEW AND REVISE VIOLATION LETTER - LEGAL SVCS MARCH 2024		$76.00
Invoice 18166	4/1/2024			
Cash Payment	G 101-23446 LIFESTYLE HOMES MOUN	AUDITORS ROAD RENAME TO HARBOR PLACE LEGAL REVIEW MARCH 2024		$18.00
Invoice 18165	4/1/2024			
Cash Payment	G 101-23512 4360 WILSHIRE BLVD-PAU	REIVEW VARIANCE APPLICATION FOR 4360 WILSHIRE BLVD - LEGAL SVCS MARCH 2024		$24.00
Invoice 18165	4/1/2024			
Cash Payment	E 101-41600-300 Professional Srvs	2396 COMMERCE BLVD HAZARDOUS BLDG MATTER- LEGAL SVCS MARCH 2024		$650.00
Invoice 18167	4/1/2024		Project 2396CB	
Cash Payment	E 101-41600-300 Professional Srvs	4649 ISLAND VIEW DRIVE- LEGAL SVCS MARCH 2024		$724.00
Invoice 18169	4/1/2024			
Transaction Date	4/17/2024	U.S. Bank 10100	10100 **Total**	$14,421.00

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$14,421.00
	$14,421.00

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$14,421.00
Total	$14,421.00

CITY OF MOUND

Payments

Current Period: March 2024

Payments Batch ELANCC0324 $8,312.68

Refer	6248 *ELAN CREDIT CARD*		Ck# 081914E 3/25/2024		
Cash Payment	E 222-42260-210	Operating Supplies	AMAZON.COM - DURACIL AAA BATTERIES- 24 CT PACK - FIRE DEPT		$17.29
Invoice 032324-2	2/8/2024				
Cash Payment	E 222-42260-200	Office Supplies	AMAZON.COM - #10 ENVELOPES- 500 CT- FIRE DEPT		$18.99
Invoice 032324-2	2/22/2024				
Cash Payment	E 101-42115-210	Operating Supplies	AMAZON.COM - UNDER ARMOUR MEN'S ZIP MILITARY STYLE TACTICAL BLACK BOOT- 2024 UNIFORM ALLOWANCE A. DRILLING - EMERGENCY MGMT		$81.13
Invoice 032324-2	2/22/2024				
Cash Payment	E 222-42260-216	Cleaning Supplies	AMAZON.COM - PAPER WIPER PLUS 2 X 300 SHEETS- FIRE DEPT		$54.62
Invoice 032324-2	5/26/2022				
Cash Payment	E 222-42260-210	Operating Supplies	CARDIO PARATNERS - SIMULAIDS- RESCUE RANDY MANIKIN- FOR AED TRAINING- FIRE DEPT		$1,862.39
Invoice 032324-2	2/19/2024				
Cash Payment	E 222-42260-210	Operating Supplies	AMAZON.COM - 8 BLACK UNIFORM UTILITY WORK BELTS FIREFIGHTERS- FIRE DEPT		$231.60
Invoice 032324-2	2/12/2024				
Cash Payment	E 222-42260-205	Computer Hardware/Sof	BEST BUY - ASUS VIVOBOOK 16" LAPTOP AMD RYZEN 7 5800HS 12 GB MEMORY- FIRE DEPT		$379.99
Invoice 032324-2	3/1/2024				
Cash Payment	E 222-42260-210	Operating Supplies	AMAZON.COM - 24K GOLD SAFETY CONNECTOR BANANA PLUGS- 6 PAIRS, 10 PCS RIGHT ANGLE SPEAKER CONNECTOR PLUGS FOR FIREFIGHTER WORK-OUT ROOM		$23.88
Invoice 032324-2	2/10/2024				
Cash Payment	E 101-42115-430	Miscellaneous	APPLE.COM- ICLOUD- 200 GB OF STORAGE- EMERGENCY MGMT		$1.50
Invoice 032324-2	3/31/2024				
Cash Payment	E 101-42400-205	Computer Hardware/Sof	APPLE.COM- ICLOUD- 200 GB OF STORAGE- CODE ENFORCEMENT-PLANNING		$1.49
Invoice 032324-2	3/31/2024				
Cash Payment	E 222-42260-210	Operating Supplies	AMAZON.COM - I PHONE13 CASE SHOCKPROOF HEAVY DUTY PROTECTION- A. DRILLING - FIRE DEPT		$6.80
Invoice 032324-2	2/21/2024				
Cash Payment	E 101-42115-210	Operating Supplies	AMAZON.COM - I PHONE13 CASE SHOCKPROOF HEAVY DUTY PROTECTION- A. DRILLING - EMERGENCY MGMT		$6.79
Invoice 032324-2	2/21/2024				
Transaction Date	4/11/2024		U.S. Bank 10100	10100 **Total**	$2,686.47

Refer	6247 *ELAN CREDIT CARD*		Ck# 081913E 3/25/2024		
Cash Payment	E 609-49750-218	Clothing and Uniforms	ALL SEASONS SPORTS- 6 BLACK & 4 NAVY FULL ZIP UNIFORM SHIRTS EMBROIDERED WITH HWS LOGO		$401.75
Invoice 032324	2/17/2024				

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Cash Payment	E 101-45200-434	Conference & Training	MN SHADE TREE SHORT COURSE-MUNICIPAL FORRESTRY TRAINING-- D. KOSKELA- 3- 12 THRU 3-13-24	$230.00
Invoice 032324	2/7/2024			
Cash Payment	E 101-41410-431	Meeting Expense	CUB FOODS- ELECTION JUDGES LUNCH ITEMS -COOKIES, MUFFINS, HUMMUS, CROISSANTS, NAAN DIPPERS, BEEF & BEAN BURRITOS, PEPPERONI SANDWICHES, SALTY SNACKS, DORITOS, TORTILLA CHIPS	$195.92
Invoice 032324	3/4/2024			
Cash Payment	E 601-49400-210	Operating Supplies	AMAZON.COM- TOOL BAG- UTILITY DEPT-RECVD CREDIT FOR RETURN 2-15-24	$12.90
Invoice 032324	2/7/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	MENARDS - 6" SEWER CAP	$9.16
Invoice 032324	2/7/2024			
Cash Payment	E 101-41500-433	Dues and Subscriptions	MGFOA - MN GOVT FINANCE OFFICERS ASSOC MEMBERSHIP- M. REISDORF	$70.00
Invoice 032324	2/20/2024			
Cash Payment	E 609-49750-340	Advertising	FACEBOOK PROMOTION - HWS	$54.00
Invoice 032324	2/10/2024			
Cash Payment	E 609-49750-340	Advertising	FACEBOOK PROMOTION - HWS	$51.00
Invoice 032324	2/28/2024			
Cash Payment	E 601-49400-438	Licenses and Taxes	HENNEPIN COUNTY PUBLIC WORKS-WATER MAIN BREAK PERMIT- 2-28-24 @ 2625 COMMERCE BLVD	$350.00
Invoice 032324	2/28/2024			
Cash Payment	E 101-41920-205	Computer Hardware/Sof	MICROSOFT- 12 MICROSOFT LICENSES-CITY HALL STAFF -2/8/24 THRU 3/7/24	$48.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-45200-205	Computer Hardware/Sof	MICROSOFT- 3 MICROSOFT LICENSES-PARKS STAFF -2/8/24 THRU 3/7/24	$12.00
Invoice 032324	3/3/2024			
Cash Payment	E 222-42260-205	Computer Hardware/Sof	MICROSOFT- 13 MICROSOFT LICENSES-FIRE DEPT STAFF -2/8/24 THRU 3/7/24	$52.00
Invoice 032324	3/3/2024			
Cash Payment	E 609-49750-205	Computer Hardware/Sof	MICROSOFT- 3 MICROSOFT LICENSES-HARBOR WINE & SPIRITS STAFF -2/8/24 THRU 3/7/24	$12.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41110-433	Dues and Subscriptions	MICROSOFT- 5 MICROSOFT LICENSES-MAYOR & CITY COUNCIL MEMBERS -2/8/24 THRU 3/7/24	$20.00
Invoice 032324	3/3/2024			
Cash Payment	E 601-49400-205	Computer Hardware/Sof	MICROSOFT- 2 MICROSOFT LICENSES-WATER DEPT STAFF -2/8/24 THRU 3/7/24	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 602-49450-205	Computer Hardware/Sof	MICROSOFT- 2 MICROSOFT LICENSES-SEWER DEPT STAFF -2/8/24 THRU 3/7/24	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-43100-205	Computer Hardware/Sof	MICROSOFT- 4 MICROSOFT LICENSES-STREETS STAFF -2/8/24 THRU 3/7/24	$16.00
Invoice 032324	3/3/2024			

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Current Period: March 2024

Cash Payment	E 222-42260-205	Computer Hardware/Sof	MICROSOFT TEAMS- 2/3/24 THRU 3/2/24 - FIRE DEPT	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41600-300	Professional Srvs	MICROSOFT- LEGAL - MINING DATA- 2396 COMMERCE BLVD -2/22/24 THRU 3/21/24	$61.69
Invoice 032324	3/3/2024		Project 2396CB	
Cash Payment	E 101-41600-300	Professional Srvs	MICROSOFT- LEGAL - MINING DATA- 2396 COMMERCE BLVD- REVERSE TO CORRECT- SPLIT TO DEPTS MICROSOFT - 46 MONTHLY LICENSES 1/8/24 THRU 2/7/24	-$186.19
Invoice 032324	3/3/2024		Project 2396CB	
Cash Payment	E 601-49400-438	Licenses and Taxes	MN DEPT OF NATURAL RESOURCES - WATER PERMIT MUNICIPAL PUBLIC WATER SUPPLY HENNEPIN COUNTY- PERMIT #1973-1021	$2,971.79
Invoice 1973-1021	2/5/2024			
Cash Payment	E 101-45200-434	Conference & Training	MN SHADE TREE SHORT COURSE- MUNICIPAL FORRESTRY TRAINING-- E. STRICKLAND- 3- 12 THRU 3-13-24	$230.00
Invoice 032324	2/7/2024			
Cash Payment	E 101-45200-434	Conference & Training	MN SHADE TREE SHORT COURSE- MUNICIPAL FORRESTRY TRAINING-- D.VORPAHL- 3- 12 THRU 3-13-24	$230.00
Invoice 032324	2/7/2024			
Cash Payment	E 101-43100-434	Conference & Training	MN RURAL WATER ASSOC TECH CONFERENCE REGISTRATION-- B. KRESS- 3- 05-24 - ST. CLOUD	$275.00
Invoice 032324	2/7/2024			
Cash Payment	E 101-43100-434	Conference & Training	MN RURAL WATER ASSOC TECH CONFERENCE REGISTRATION-- S. PEDERSON- 3- 05-24 - ST. CLOUD	$275.00
Invoice 032324	2/7/2024			
Cash Payment	E 101-41920-205	Computer Hardware/Sof	MICROSOFT- 2 CITY HALL MICROSOFT LICENSES- J. DICKSON & M. REISDORF	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41920-205	Computer Hardware/Sof	MICROSOFT- 2 NEW MICROSOFT LICENSES- CITY HALL STAFF - KEVIN KELLY & INVOICE EMAIL	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41920-205	Computer Hardware/Sof	MICROSOFT- 2 NEW MICROSOFT LICENSES- PREVIOUS MONTH- BILLED LATE - CITY HALL STAFF - KEVIN KELLY & INVOICE EMAIL	$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41920-205	Computer Hardware/Sof	MICROSOFT- 12 MICROSOFT LICENSES- CITY HALL STAFF - 1/8/24 THRU 2/7/24	$48.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-45200-205	Computer Hardware/Sof	MICROSOFT- 3 MICROSOFT LICENSES- PARKS STAFF - 1/8/24 THRU 2/7/24	$12.00
Invoice 032324	3/3/2024			
Cash Payment	E 222-42260-205	Computer Hardware/Sof	MICROSOFT- 13 MICROSOFT LICENSES- FIRE DEPT STAFF - 1/8/24 THRU 2/7/24	$52.00
Invoice 032324	3/3/2024			

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Current Period: March 2024

Cash Payment	E 609-49750-205 Computer Hardware/Sof	MICROSOFT- 3 MICROSOFT LICENSES- HARBOR WINE & SPIRITS STAFF - 1/8/24 THRU 2/7/24		$12.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41110-433 Dues and Subscriptions	MICROSOFT- 5 MICROSOFT LICENSES- MAYOR & CITY COUNCIL MEMBERS - 1/8/24 THRU 2/7/24		$20.00
Invoice 032324	3/3/2024			
Cash Payment	E 601-49400-205 Computer Hardware/Sof	MICROSOFT- 2 MICROSOFT LICENSES- WATER DEPT STAFF - 1/8/24 THRU 2/7/24		$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 602-49450-205 Computer Hardware/Sof	MICROSOFT- 2 MICROSOFT LICENSES- SEWER DEPT STAFF - 1/8/24 THRU 2/7/24		$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-43100-205 Computer Hardware/Sof	MICROSOFT- 4 MICROSOFT LICENSES- STREETS STAFF - 1/8/24 THRU 2/7/24		$16.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41920-205 Computer Hardware/Sof	MICROSOFT- 2 CITY HALL NEW MICROSOFT LICENSES- J. DICKSON & M. REISDORF - 1/8/24 THRU 2/7/24		$8.00
Invoice 032324	3/3/2024			
Cash Payment	E 101-41920-205 Computer Hardware/Sof	MICROSOFT- MISC CHARGES ORIGINALLY CODED TO 2396 COMMERCE BLVD PROJECT - 1/8/24 THRU 2/7/24		$2.19
Invoice 032324	3/3/2024			
Transaction Date	4/11/2024	U.S. Bank 10100	10100 **Total**	$5,626.21

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$1,698.52
222 AREA FIRE SERVICES	$2,707.56
601 WATER FUND	$3,350.69
602 SEWER FUND	$25.16
609 MUNICIPAL LIQUOR FUND	$530.75
	$8,312.68

Pre-Written Checks	$8,312.68
Checks to be Generated by the Computer	$0.00
Total	$8,312.68

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch HOISINGTON0324 $4,330.92

Refer	6254 *HOISINGTON KOEGLER GROUP, I*				
Cash Payment	E 101-42400-300 Professional Srvs		GENERAL MISC PLANNING SVCS MARCH 2024		$412.50
Invoice	020-002-50	4/11/2024			
Cash Payment	E 101-42400-300 Professional Srvs		MOUND COMPREHENSIVE PLAN -2023 ASSESSMENT- PLANNING SVCS MARCH 2024		$491.25
Invoice	020-002-50	4/11/2024			
Cash Payment	G 101-23511 5123 WATERBURY SUBDI		5123 WATERBURY SUBDIVISION MISC PLANNING SVCS MARCH 2024		$41.25
Invoice	020-002-50	4/11/2024			
Cash Payment	E 101-42400-300 Professional Srvs		MISC CODE UPDATES PLANNING SVCS MARCH 2024		$2,463.42
Invoice	020-002-50	4/11/2024			
Cash Payment	E 101-42400-300 Professional Srvs		MEETING ATTENDANCE- PLANNING SVCS MARCH 2024		$41.25
Invoice	020-002-50	4/11/2024			
Cash Payment	E 101-42400-300 Professional Srvs		2420 COMMERCE BLVD SUBDIVISION MISC PLANNING SVCS MARCH 2024		$85.00
Invoice	020-002-50	4/11/2024			
Cash Payment	G 101-23509 2079 COMMERCE WESTO		2079 COMMERCE BLVD- WESTONKA LIBRARY MISC PLANNING SVCS MARCH 2024		$41.25
Invoice	020-002-50	4/11/2024			
Cash Payment	G 101-23512 4360 WILSHIRE BLVD-PAU		4360 WILSHIRE BLVD VARIANCE MISC PLANNING SVCS MARCH 2024		$755.00
Invoice	020-002-50	4/11/2024			
Transaction Date	4/16/2024		U.S. Bank 10100	10100	**Total** $4,330.92

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$4,330.92
	$4,330.92

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$4,330.92
Total	$4,330.92

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch TVSMARCH24 $2,586.27

Refer	6244 *CARQUEST OF NAVARRE (P/W)*					
Cash Payment	E 101-43100-220	Repair Supplies & Equip	CABIN AIR & OIL FILTERS- STREETS TRUCK #318			$44.86
Invoice	6974-468726	3/11/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	HEADLIGHT- SILVER STAR ULTRA- STREETS TRUCK #314, 9003 ZXE GOLD TWINS- STREETS TRUCKS #412 & 313			$151.87
Invoice	6974-469178	3/22/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	OIL PAN GASKET- STREETS TRUCK #318			$25.79
Invoice	6974-468909	3/15/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	SCRAPER- STREETS DEPT			$11.03
Invoice	6974-468914	3/15/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	20", 22", & 24" FOCUS WIPER BLADES, DUAL WHEEL SEPARATOR, 2 TON BOTTLE JACK - PUBLIC WORKS MTCE SHOP SUPPLIES			$210.08
Invoice	6974-469305	3/27/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	20", 22", & 24" FOCUS WIPER BLADES, DUAL WHEEL SEPARATOR, 2 TON BOTTLE JACK - PUBLIC WORKS MTCE SHOP SUPPLIES			$210.08
Invoice	6974-469305	3/27/2024				
Cash Payment	E 601-49400-220	Repair Supplies & Equip	20", 22", & 24" FOCUS WIPER BLADES, DUAL WHEEL SEPARATOR, 2 TON BOTTLE JACK - PUBLIC WORKS MTCE SHOP SUPPLIES			$210.07
Invoice	6974-469326	3/27/2024				
Cash Payment	E 602-49450-220	Repair Supplies & Equip	20", 22", & 24" FOCUS WIPER BLADES, DUAL WHEEL SEPARATOR, 2 TON BOTTLE JACK - PUBLIC WORKS MTCE SHOP SUPPLIES			$210.07
Invoice	6974-469319	3/27/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	WASHER NOZZLE- PARKS TRUCK #415			$23.48
Invoice	6974-469148	3/21/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	POWER CLUTCH, HI-VIZ FASTFIT XL, FOAM CANNON, MAX WASH 100 OZ - PARKS			$101.60
Invoice	6974-469408	3/29/2024				
Transaction Date	4/9/2024		U.S. Bank 10100	10100	**Total**	$1,198.93
Refer	6242 *NAPA AUTO PARTS - SPRING PAR*					
Cash Payment	E 101-45200-220	Repair Supplies & Equip	LED U 80" REPLACEMENT LIGHT- PARKS WATER WAGON			$36.35
Invoice	0577-198301	3/19/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	TRUCK-LITE STOP/TURN/TAIL LIGHTS- 4 QTY PUBLIC WORKS MTCE SHOP			$27.51
Invoice	0577-198229	3/18/2024				
Cash Payment	E 101-43100-220	Repair Supplies & Equip	TRUCK-LITE STOP/TURN/TAIL LIGHTS- 4 QTY PUBLIC WORKS MTCE SHOP			$27.51
Invoice	0577-198229	3/18/2024				
Cash Payment	E 601-49400-220	Repair Supplies & Equip	TRUCK-LITE STOP/TURN/TAIL LIGHTS- 4 QTY PUBLIC WORKS MTCE SHOP			$27.51
Invoice	0577-198229	3/18/2024				
Cash Payment	E 602-49450-220	Repair Supplies & Equip	TRUCK-LITE STOP/TURN/TAIL LIGHTS- 4 QTY PUBLIC WORKS MTCE SHOP			$27.51
Invoice	0577-198229	3/18/2024				

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 101-43100-220	Repair Supplies & Equip	TRUCK-LITE STOP/TURN/TAIL LIGHTS- STREETS PRUCK #218			$36.68
Invoice 0577-198229	3/18/2024					
Cash Payment	E 101-43100-220	Repair Supplies & Equip	12 TON AIR BOTTLE JACK & SNAP RING PLIERS SET- PUBLIC WORKS MTCE SHOP			$74.78
Invoice 0577-197963	3/12/2024					
Cash Payment	E 101-45200-220	Repair Supplies & Equip	12 TON AIR BOTTLE JACK & SNAP RING PLIERS SET- PUBLIC WORKS MTCE SHOP			$74.77
Invoice 0577-197963	3/12/2024					
Cash Payment	E 601-49400-220	Repair Supplies & Equip	12 TON AIR BOTTLE JACK & SNAP RING PLIERS SET- PUBLIC WORKS MTCE SHOP			$74.77
Invoice 0577-197963	3/12/2024					
Cash Payment	E 602-49450-220	Repair Supplies & Equip	12 TON AIR BOTTLE JACK & SNAP RING PLIERS SET- PUBLIC WORKS MTCE SHOP			$74.77
Invoice 0577-197961	3/12/2024					
Transaction Date	4/8/2024		U.S. Bank 10100	10100	**Total**	$482.16
Refer	6241 *TRUE VALUE MOUND (FIRE)*					
Cash Payment	E 222-42260-210	Operating Supplies	PLAT PATCH 16 OZ FILLER- FIRE DEPT			$10.79
Invoice 191190	3/6/2024					
Cash Payment	E 222-42260-210	Operating Supplies	2 QTY 1/2 X 75 MOUNTING TAPE- FIRE DEPT			$11.68
Invoice 191298	3/14/2024					
Transaction Date	4/8/2024		U.S. Bank 10100	10100	**Total**	$22.47
Refer	6240 *TRUE VALUE, MOUND (PW PKS)*					
Cash Payment	E 601-49400-210	Operating Supplies	3.7 OZ BLACK SHOE GOO, 2 PAIRS LARGE YELLOW HI-VIZ GLOVES- UTILITIES DEPT- T. HENTGES			$9.66
Invoice 191466	3/29/2024					
Cash Payment	E 602-49450-210	Operating Supplies	3.7 OZ BLACK SHOE GOO, 2 PAIRS LARGE YELLOW HI-VIZ GLOVES- UTILITIES DEPT- T. HENTGES			$9.66
Invoice 191466	3/29/2024					
Cash Payment	E 601-49400-322	Postage	UPS SHIPPING CHARGE- MN DEPT OF HEALTH- WATER SAMPLES			$143.83
Invoice 191187	3/6/2024					
Cash Payment	E 601-49400-220	Repair Supplies & Equip	GOO GONE, 24 CT WIPES, 12 OZ VOC GOOF OFF REMOVER, 14 OZ CAULK REMOVER			$25.17
Invoice 191304	3/15/2024					
Cash Payment	E 601-49400-210	Operating Supplies	12 PK #4 STEEL WOOL PADS, 12 OZ MOUSE FOAM SEALANT- WELL HOUSES			$17.53
Invoice 191451	3/28/2024					
Cash Payment	E 601-49400-210	Operating Supplies	6 PK LIQUID ANT BAIT, 6 CT COMBAT ANT SYSTEM, 2 PK C ENERGIZER ALKALINE BATTERIES, 8 PK C EVERREADY ALKALINE BATTERIES, SCREWS, NUTS, BOLTS- PUBLIC WORKS SHOP			$29.00
Invoice 191467	3/29/2024					
Cash Payment	E 602-49450-210	Operating Supplies	6 PK LIQUID ANT BAIT, 6 CT COMBAT ANT SYSTEM, 2 PK C ENERGIZER ALKALINE BATTERIES, 8 PK C EVERREADY ALKALINE BATTERIES, SCREWS, NUTS, BOLTS- PUBLIC WORKS SHOP			$29.00
Invoice 191467	3/29/2024					

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Payments

Current Period: April 2024

Cash Payment	E 101-45200-210	Operating Supplies	6 PK LIQUID ANT BAIT, 6 CT COMBAT ANT SYSTEM, 2 PK C ENERGIZER ALKALINE BATTERIES, 8 PK C EVERREADY ALKALINE BATTERIES, SCREWS, NUTS, BOLTS- PUBLIC WORKS SHOP	$29.00
Invoice 191467	3/29/2024			
Cash Payment	E 101-43100-210	Operating Supplies	6 PK LIQUID ANT BAIT, 6 CT COMBAT ANT SYSTEM, 2 PK C ENERGIZER ALKALINE BATTERIES, 8 PK C EVERREADY ALKALINE BATTERIES, SCREWS, NUTS, BOLTS- PUBLIC WORKS SHOP	$29.00
Invoice 191467	3/29/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	LET HANDED SHOVEL, 32" BYPASS LOPPERS- PUBLIC WORKS SHOP	$26.23
Invoice 191333	3/19/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	LET HANDED SHOVEL, 32" BYPASS LOPPERS- PUBLIC WORKS SHOP	$26.23
Invoice 191333	3/19/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	LET HANDED SHOVEL, 32" BYPASS LOPPERS- PUBLIC WORKS SHOP	$26.22
Invoice 191333	3/19/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	LET HANDED SHOVEL, 32" BYPASS LOPPERS- PUBLIC WORKS SHOP	$26.22
Invoice 191333	3/19/2024			
Cash Payment	E 602-49450-210	Operating Supplies	KROIL PENETRATING OIL	$79.17
Invoice 191441	3/27/2024			
Cash Payment	E 602-49450-220	Repair Supplies & Equip	DURACEL 2 PK 3V 2032 BATTERIES	$15.28
Invoice 191308	3/15/2024			
Cash Payment	E 101-43100-210	Operating Supplies	DUPLICATE KEY	$1.79
Invoice 191408	3/25/2024			
Cash Payment	E 101-43100-220	Repair Supplies & Equip	SCREWS, NUTS, BOLTS	$4.68
Invoice 191248	3/12/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	2 FOLDING STEEL SAWHORSES, SCREWS, NUTS, BOLTS	$83.22
Invoice 191334	3/19/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	SCREWS, NUTS, BOLTS	$3.33
Invoice 191251	3/12/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	11 OZ PINK FLUORESCENT PAINT	$8.09
Invoice 191285	3/14/2024			
Cash Payment	E 101-45200-220	Repair Supplies & Equip	COMMAND 2 CT WIRE HOOKS, 5 OZ CLEAR CAULK TUBE	$16.18
Invoice 191323	3/18/2024			
Cash Payment	E 281-45210-220	Repair Supplies & Equip	SCREWS, NUTS, BOLTS, WASHERS- DOCK PROGRAM HARDWARE	$46.79
Invoice 191352	3/20/2024			
Cash Payment	E 285-46388-210	Operating Supplies	12.5 OZ HAND SOAP- PARKING DECK BATHROOM	$17.52
Invoice 191390	3/22/2024			
Cash Payment	E 285-46388-210	Operating Supplies	100 COUNT XL HD NITRILE GLOVES, LIME AWAY CLEANER, HD SCOURING PADS- PARKING DECK CLEANING SUPPLIES	$37.77
Invoice 191353	3/20/2024			
Cash Payment	E 601-49400-220	Repair Supplies & Equip	2" COPPER TUBE BRUSH, 3 PC PIPE BRUSH CLEANING KITS- 2 QTY	$11.67
Invoice 191156	3/4/2024			

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 101-45200-220	Repair Supplies & Equip	HD TIRE REPAIR KITS, 1/4" CHROME COUPLER PIN, CD- FERRULES STOPS, 1/4" COUPLER PIN, WIRE ROPE		$81.41
Invoice 191154	3/4/2024				
Cash Payment	E 101-45200-220	Repair Supplies & Equip	10-120 PSI HEAD GAUGES- 2 QTY, CLOROX 121 OZ GERM BLEACH, GAL SIMPLE GREEN CLEANER		$49.06
Invoice 191184	3/6/2024				
Transaction Date	4/8/2024	U.S. Bank 10100	10100	**Total**	$882.71

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$1,414.61
222 AREA FIRE SERVICES	$22.47
281 COMMONS DOCKS FUND	$46.79
285 HRA/HARBOR DISTRICT	$55.29
601 WATER FUND	$575.43
602 SEWER FUND	$471.68
	$2,586.27

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$2,586.27
Total	$2,586.27

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch 040924CITYMAN $34,759.00

Refer 6246 *LEAGUE MN CITIES INSURANCE T*

Cash Payment	E 101-41110-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$2,938.08
Invoice 040124	4/4/2024			
Cash Payment	E 101-41310-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$206.58
Invoice 040124	4/4/2024			
Cash Payment	E 101-41500-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$642.71
Invoice 040124	4/4/2024			
Cash Payment	E 101-41600-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$91.82
Invoice 040124	4/4/2024			
Cash Payment	E 101-41910-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$1,285.41
Invoice 040124	4/4/2024			
Cash Payment	E 101-42110-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$201.35
Invoice 040124	4/4/2024			
Cash Payment	E 101-42115-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$183.63
Invoice 040124	4/4/2024			
Cash Payment	E 101-42400-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$504.98
Invoice 040124	4/4/2024			
Cash Payment	E 101-43100-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$2,983.99
Invoice 040124	4/4/2024			
Cash Payment	E 101-45200-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$1,193.60
Invoice 040124	4/4/2024			
Cash Payment	E 222-42260-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$3,341.59
Invoice 040124	4/4/2024			
Cash Payment	E 281-45210-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$229.54
Invoice 040124	4/4/2024			
Cash Payment	E 285-46388-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25		$1,377.23
Invoice 040124	4/4/2024			

CITY OF MOUND

Payments

Current Period: April 2024

Cash Payment	E 601-49400-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25				$3,443.07
Invoice 040124	4/4/2024					
Cash Payment	E 602-49450-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25				$5,738.44
Invoice 040124	4/4/2024					
Cash Payment	E 609-49750-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25				$4,361.22
Invoice 040124	4/4/2024					
Cash Payment	E 101-41930-361 General Liability Ins	PROPERTY CASUALTY COVERAGE PREMIUM -2ND INSTALLMENT 2024 GEN LIAB INS 2-1-24 THRU 2-1-25				$1,606.76
Invoice 040124	4/4/2024					
Cash Payment	E 609-49750-361 General Liability Ins	LIQUOR LIABILITY INSURANCE COVERAGE-HARBOR WINE & SPIRITS- 2-1-24 THRU 2-1-25				$4,179.00
Invoice 040124	4/4/2024					
Transaction Date	4/9/2024	U.S. Bank 10100	10100	**Total**		$34,509.00
Refer	6245 *SCHARPE, COREY*					
Cash Payment	E 101-43100-101 F T Empl Regular	PAYROLL 04-04-24 PARTIAL DEPOSIT RETURNED- OLD NATIONAL BANK SAID NO SAVINGS ACCOUNT- DESIGNATE AS MONEY MARKET - C. SCHARPE				$250.00
Invoice 040424	4/9/2024					
Transaction Date	4/9/2024	U.S. Bank 10100	10100	**Total**		$250.00

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$12,088.91
222 AREA FIRE SERVICES	$3,341.59
281 COMMONS DOCKS FUND	$229.54
285 HRA/HARBOR DISTRICT	$1,377.23
601 WATER FUND	$3,443.07
602 SEWER FUND	$5,738.44
609 MUNICIPAL LIQUOR FUND	$8,540.22
	$34,759.00

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$34,759.00
Total	$34,759.00

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch 041724CITYMAN $11,021.01

Refer	6258 *FIRSTNET*					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	CELLPHONE SVC XXX-0150- CHIEF G. PEDERSON - 2-26-24 THRU 3-25-24			$53.74
Invoice 042324	3/25/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	RIG #1 CELLPHONE SVC XXX-1663 - 2-26-24 THRU 3-25-24			$38.23
Invoice 042324	3/25/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	RIG #2 CELLPHONE SVC XXX-1934 - 2-26-24 THRU 3-25-24			$38.23
Invoice 042324	3/25/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	RIG #3 CELLPHONE SVC XXX-1852 - 2-26-24 THRU 3-25-24			$38.23
Invoice 042324	3/25/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	RIG #4 CELLPHONE SVC XXX-6881 - 2-26-24 THRU 3-25-24			$38.23
Invoice 042324	3/25/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	RIG #5 CELLPHONE SVC XXX-9760 - 2-26-24 THRU 3-25-24			$38.23
Invoice 042324	3/25/2024					
Cash Payment	E 101-42115-321	Telephone, Cells, & Rad	CELL PHONE SVC XXX-6410 - EMERGENCY MGMT - A. DRILLING - 2-26-24 THRU 3-25-24			$21.77
Invoice 042324	3/25/2024					
Cash Payment	E 101-42400-321	Telephone, Cells, & Rad	CELL PHONE SVC XXX-6410 - PLANNING & CODE ENFORCEMENT - A. DRILLING - 2-26-24 THRU 3-25-24			$21.78
Invoice 042324	3/25/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$288.44
Refer	6259 *FRONTIER/CITIZENS COMMUNICA*					
Cash Payment	E 602-49450-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$74.80
Invoice 042324	3/30/2024					
Cash Payment	E 609-49750-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$294.42
Invoice 042324	3/30/2024					
Cash Payment	E 602-49450-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$228.14
Invoice 042324	3/30/2024					
Cash Payment	E 601-49400-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$221.43
Invoice 042324	3/30/2024					
Cash Payment	E 101-43100-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$221.43
Invoice 042324	3/30/2024					
Cash Payment	E 101-41930-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$560.35
Invoice 042324	3/30/2024					
Cash Payment	E 222-42260-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$186.78
Invoice 042324	3/30/2024					
Cash Payment	E 101-41910-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$93.39
Invoice 042324	3/30/2024					
Cash Payment	E 101-42110-321	Telephone, Cells, & Rad	PHONE SVC 3-30-24 TO 4-29-24			$93.39
Invoice 042324	3/30/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$1,974.13
Refer	6249 *HENTGES, TREVOR*					

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Payments

Current Period: April 2024

Cash Payment	E 601-49400-434 Conference & Training	REIMBURSE PARKING- 3 DAYS CITY OF ST. CLOUD METERS - T. HENTGES- MN RURAL WATER CONFERENCE ST. CLOUD MARCH 5 THRU MARCH 7 2024			$10.00
Invoice 033124	3/7/2024				
Cash Payment	E 602-49450-434 Conference & Training	REIMBURSE PARKING- 3 DAYS CITY OF ST. CLOUD METERS - T. HENTGES- MN RURAL WATER CONFERENCE ST. CLOUD MARCH 5 THRU MARCH 7 2024			$10.00
Invoice 033124	3/7/2024				
Cash Payment	E 601-49400-434 Conference & Training	HOLIDAY GAS CLEARWATER MN- REIMBURSE FUEL- T. HENTGES- MN RURAL WATER CONFERENCE ST. CLOUD MARCH 7, 2024			$10.00
Invoice 033124	3/7/2024				
Cash Payment	E 602-49450-434 Conference & Training	HOLIDAY GAS CLEARWATER MN- REIMBURSE FUEL- T. HENTGES- MN RURAL WATER CONFERENCE ST. CLOUD MARCH 7, 2024			$10.00
Invoice 033124	3/7/2024				
Transaction Date	4/12/2024	U.S. Bank 10100	10100	**Total**	$40.00
Refer	6250 *LEAGUE OF MINNESOTA CITIES*				
Cash Payment	E 101-41310-434 Conference & Training	2024 MN CITY MANAGERS ANNUAL CONFERENCE REGISTRATION- J. DICKSON MAY 1ST THRU 3RD @ MADDENS ON GULL LAKE BRAINERD MN			$499.00
Invoice 401471	4/1/2024				
Transaction Date	4/12/2024	U.S. Bank 10100	10100	**Total**	$499.00
Refer	6260 *MEDIACOM*				
Cash Payment	E 101-42110-321 Telephone, Cells, & Rad	ORONO PD INTERNET SVC 4-16-24 THRU 5-15-24			$97.47
Invoice 042324	4/6/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$97.47
Refer	6261 *SOUTHWEST TRAILS ASSOCIATIO*				
Cash Payment	G 101-22801 Deposits/Escrow	SW TRAILS ASSOC FY 2024 SNOWMOBILE MTCE-DNR PMT #3 2024- RECVD 4-17-24			$8,121.97
Invoice 041724	4/17/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$8,121.97

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$9,730.55
222 AREA FIRE SERVICES	$431.67
601 WATER FUND	$241.43
602 SEWER FUND	$322.94
609 MUNICIPAL LIQUOR FUND	$294.42
	$11,021.01

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$11,021.01
Total	$11,021.01

CITY OF MOUND

Payments

Current Period: April 2024

Payments Batch 042324CITY $113,896.79

Refer	6265 *A-1 RENT IT, BROADWAY TENT &*					
Cash Payment	E 601-49400-220	Repair Supplies & Equip	2 SIGNS "HYDRANT FLUSHING STARTS 4-1-24" - NO LIGHT 3' X 6'			$198.00
Invoice 196162	4/12/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$198.00
Refer	6262 *ABDO EICK AND MEYERS, LLP*					
Cash Payment	E 101-41500-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$4,449.57
Invoice 486909	3/31/2024					
Cash Payment	E 222-42260-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$3,025.71
Invoice 486909	3/31/2024					
Cash Payment	E 281-45210-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$771.26
Invoice 486909	3/31/2024					
Cash Payment	E 601-49400-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$2,017.14
Invoice 486909	3/31/2024					
Cash Payment	E 602-49450-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$2,017.14
Invoice 486909	3/31/2024					
Cash Payment	E 609-49750-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$4,152.94
Invoice 486909	3/31/2024					
Cash Payment	E 670-49500-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$522.08
Invoice 486909	3/31/2024					
Cash Payment	E 675-49425-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$522.08
Invoice 486909	3/31/2024					
Cash Payment	E 285-46388-301	Auditing and Acct g Serv	CERTIFIED AUDIT SVCS- YEAR ENDED 12-31-2023			$522.08
Invoice 486909	3/31/2024					
Transaction Date	4/18/2023		U.S. Bank 10100	10100	**Total**	$18,000.00
Refer	6263 *ABM EQUIPMENT AND SUPPLY, IN*					
Cash Payment	E 602-49450-220	Repair Supplies & Equip	WINTER RECIRC OPERATION DECAL-SEWER VAC TRUCK			$38.72
Invoice 0177914	4/4/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$38.72
Refer	6298 *AUTOMATIC SYSTEMS COMPANY*					
Cash Payment	E 601-49400-440	Other Contractual Servic	SVC CALL WELL #8 - CHANGED VFD ACCELERATION TO 30 SECONDS- 2-21-24			$395.90
Invoice 041390	4/15/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$395.90
Refer	6264 *BENIEK PROPERTY SVCS INC.*					
Cash Payment	E 101-43100-440	Other Contractual Servic	AREA #1 CBD MARCH 2024 PLOWING			$1,158.50
Invoice 162455	4/1/2024					

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Payments

Current Period: April 2024

Cash Payment	E 101-43100-440 Other Contractual Servic	AREA #2 TRUE VALUE-RAMP-SIDEWALKS MARCH 2024 PLOWING & SHOVELING		$1,678.50
Invoice 162455	4/1/2024			
Cash Payment	E 101-43100-440 Other Contractual Servic	AREA #3 COMMERCE BLVD MARCH 2024 PLOWING		$4,358.50
Invoice 162455	4/1/2024			
Transaction Date	4/17/2024	U.S. Bank 10100	10100 **Total**	$7,195.50
Refer	6308 *CENTERPOINT ENERGY (MINNEG*			
Cash Payment	E 602-49450-383 Gas Utilities	4948 BARTLETT LS E2 GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$38.71
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	1717 BAYWOOD SHORES DR. LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$43.45
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	4728 CARLOW RD LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$29.29
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	1871 COMMERCE BLVD NEW LIFT STATION GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$30.23
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	2649 EMERALD DR. LS E3 GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$34.96
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	2990 HIGHLAND BLVD LS B1 GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$39.55
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	5260 LYNWOOD BLVD. LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$28.35
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	4791 NORTHERN RD LS D1 GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$35.90
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	1972 SHOREWOOD LN LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$30.23
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	3172 SINCLAIR RD LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$36.74
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	1758 SUMACH LANE LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$30.23
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	4922 THREE PTS BLVD LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$34.96
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	3303 WATERBURY RD LS GAS SVC 2-20-24 THRU 3-20-24		$29.29
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	5077 WINDSOR RD LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$31.18
Invoice 042324	4/9/2024			

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Payments

Current Period: April 2024

Cash Payment	E 602-49450-383 Gas Utilities	4783 ISLAND VIEW DRIVE LS GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$41.54
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	5330 BARTLETT & LAKEWOOD- LS E4 GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$35.90
Invoice 042324	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	3000 ISLAND VIEW DR GENERATOR NATL GAS SVC 2-20-24 THRU 3-20-24		$29.29
Invoice 042324	4/9/2024			
Transaction Date	4/18/2024	U.S. Bank 10100 10100	**Total**	$579.80
Refer	6307 *CENTERPOINT ENERGY (MINNEG*			
Cash Payment	E 101-41930-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$122.06
Invoice 042324-2	4/9/2024			
Cash Payment	E 222-42260-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$691.66
Invoice 042324-2	4/9/2024			
Cash Payment	E 101-45200-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$624.09
Invoice 042324-2	4/9/2024			
Cash Payment	E 101-41910-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$1,208.40
Invoice 042324-2	4/9/2024			
Cash Payment	E 609-49750-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$318.15
Invoice 042324-2	4/9/2024			
Cash Payment	E 101-45200-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3 DEPOT BLDG		$210.20
Invoice 042324-2	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$315.56
Invoice 042324-2	4/9/2024			
Cash Payment	E 601-49400-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$315.56
Invoice 042324-2	4/9/2024			
Cash Payment	E 101-43100-383 Gas Utilities	GAS SVC 2-20-24 TO 3-20-24- BILL #3		$315.56
Invoice 042324-2	4/9/2024			
Transaction Date	4/18/2024	U.S. Bank 10100 10100	**Total**	$4,121.24
Refer	6309 *CENTERPOINT ENERGY (MINNEG*			
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -1717 BAYWOOD SHORES DR. LS GENERATOR NATL GAS SVC		-$0.64
Invoice 0424	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -4728 CARLOW RD LS GENERATOR NATL GAS SVC		-$0.15
Invoice 0424	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -1871 COMMERCE BLVD NEW LIFT STATION GENERATOR NATL GAS SVC		-$0.17
Invoice 0424	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -5260 LYNWOOD BLVD. LS GENERATOR NATL GAS SVC		-$0.10
Invoice 0424	4/9/2024			
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -1972 SHOREWOOD LN LS GENERATOR NATL GAS SVC		-$0.20
Invoice 0424	4/9/2024			

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Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -3172 SINCLAIR RD LS GENERATOR NATL GAS SVC			-$0.31
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -1758 SUMACH LANE LS GENERATOR NATL GAS SVC			-$0.45
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -4922 THREE PTS BLVD LS GENERATOR NATL GAS SVC			-$1.06
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -5077 WINDSOR RD LS GENERATOR NATL GAS SVC			-$0.17
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -4783 ISLAND VIEW DRIVE LS GENERATOR NATL GAS SVC			-$0.29
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -5330 BARTLETT & LAKEWOOD- LS E4 GENERATOR NATL GAS SVC			-$0.28
Invoice 0424	4/9/2024				
Cash Payment	E 602-49450-383 Gas Utilities	PIPELINE REFUND -3000 ISLAND VIEW DR GENERATOR NATL GAS SVC			-$0.23
Invoice 0424	4/9/2024				
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	-$4.05
Refer	6267 *CENTRAL MCGOWAN, INCORPOR*				
Cash Payment	E 602-49450-210 Operating Supplies	HIGH PRESSURE MEDIUM & ACETYLENE MEDIUM CYLINDER RENTALS - & SAFETY & COMPLIANCE CHECK			$9.77
Invoice 0000295523	3/31/2024				
Cash Payment	E 601-49400-210 Operating Supplies	HIGH PRESSURE MEDIUM & ACETYLENE MEDIUM CYLINDER RENTALS- & SAFETY & COMPLIANCE CHECK			$9.77
Invoice 0000295523	3/31/2024				
Cash Payment	E 101-43100-210 Operating Supplies	HIGH PRESSURE MEDIUM & ACETYLENE MEDIUM CYLINDER RENTALS- & SAFETY & COMPLIANCE CHECK			$9.77
Invoice 0000295523	3/31/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$29.31
Refer	6268 *CINTAS*				
Cash Payment	E 602-49450-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/04/24			$15.04
Invoice 4188614543	4/4/2024				
Cash Payment	E 602-49450-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/11/24			$16.70
Invoice 4189350413	4/11/2024				
Cash Payment	E 609-49750-210 Operating Supplies	MATS, TOWELS, DUST MOP, WET MOP- HWS- 4/04/24			$66.56
Invoice 4188614911	4/4/2024				
Cash Payment	E 609-49750-210 Operating Supplies	MATS, TOWELS, DUST MOP, WET MOP- HWS- 4/11/24			$66.56
Invoice 4189350455	4/11/2024				
Cash Payment	E 601-49400-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP-4/04/24			$15.04
Invoice 4188614543	4/4/2024				

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Cash Payment	E 101-43100-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/04/24				$15.05
Invoice 4188614543	4/4/2024					
Cash Payment	E 101-45200-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/04/24				$15.04
Invoice 4188614543	4/4/2024					
Cash Payment	E 601-49400-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/11/24				$16.70
Invoice 4189350413	4/11/2024					
Cash Payment	E 101-43100-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/11/24				$16.69
Invoice 4189350413	4/11/2024					
Cash Payment	E 101-45200-210 Operating Supplies	MATS, TOWELS, CENTERPULL TOWEL REFILL- PUB WKS SHOP- 4/11/24				$16.70
Invoice 4189350413	4/11/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$260.08
Refer	6270 *COPPIN SEWER & WATER*					
Cash Payment	E 601-49400-440 Other Contractual Servic	DIG UP & REPLACE DAMAGED STOP BOX, REMOVE CONTROL ROD @ 6108 BARTLETT BLVD				$2,500.00
Invoice 2704	4/1/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$2,500.00
Refer	6304 *CORE & MAIN LP*					
Cash Payment	E 601-49400-210 Operating Supplies	WATER METER PARTS- METER COUPLING- 24 QTY & 100 RUBBER METER GASKETS				$557.33
Invoice U648894	4/4/2024					
Cash Payment	E 601-49400-210 Operating Supplies	WATER METER PARTS- 2 QTY 2 1/2" SWIVEL ADAPTERS				$153.05
Invoice U668740	4/8/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$710.38
Refer	6303 *DOCK AND LIFT, INCORPORATED*					
Cash Payment	E 281-45210-400 Repairs & Maintenance-	18 MUD PLATES- CITY DOCK PROGRAM				$1,080.00
Invoice 515097	4/12/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$1,080.00
Refer	6306 *EHLERS AND ASSOCIATES, INC.*					
Cash Payment	E 101-41500-300 Professional Srvs	2023 FINANCIAL MANAGEMENT PLAN- CIP UPDATES -CONSULTING & ADVISORY SVCS- MARCH 2024				$2,318.75
Invoice 97355	4/9/2024					
Cash Payment	E 601-49400-300 Professional Srvs	UTILITY RATE STUDY 2024 -CONSULTING & ADVISORY SVCS- MARCH 2024				$1,955.63
Invoice 97356	4/9/2024					
Cash Payment	E 602-49450-300 Professional Srvs	UTILITY RATE STUDY 2024 -CONSULTING & ADVISORY SVCS- MARCH 2024				$1,955.62
Invoice 97356	4/9/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$6,230.00
Refer	6297 *GARY S DIESEL SERVICE*					

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Cash Payment	E 602-49450-404 Equip & Vehicle Repairs	REPAIR SEWER JET VAC TRUCK #214- REPAIR INOPERABLE LEFT CAB LIGHT, REPAIR RIGHT REAR BRAKE NOT RELEASING FULLY- GREASED S-CAM, CHANGE ALL FILTERS				$1,783.25
Invoice 1-51069	4/16/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$1,783.25
Refer	6271 *GOPHER STATE ONE CALL*					
Cash Payment	E 601-49400-395 Gopher One-Call	MARCH 2024 LOCATES				$31.05
Invoice 4030618	3/31/2024					
Cash Payment	E 602-49450-395 Gopher One-Call	MARCH 2024 LOCATES				$31.05
Invoice 4030618	3/31/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$62.10
Refer	6299 *GRAINGER*					
Cash Payment	E 601-49400-210 Operating Supplies	WATER SUPPLY PARTS- CAM & GROOVE COUPLING 2-1/2" ALUMINUM				$32.99
Invoice 9080276968	4/9/2024					
Cash Payment	E 101-43100-220 Repair Supplies & Equip	FIRE HOSE- 50 FT WHITE POLYESTER- 2 QTY- STREET DEPT				$277.24
Invoice 9078984656	4/8/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$310.23
Refer	6294 *HAWKINS, INCORPORATED*					
Cash Payment	E 601-49400-227 Chemicals	150 LB CHLORINE CYLINDERS				$110.00
Invoice 6731515	4/15/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$110.00
Refer	6300 *HECKSEL MACHINE SHOP, INC.*					
Cash Payment	E 601-49400-404 Equip & Vehicle Repairs	FABRICATE & REPLACE ENDS ON 2 SHAFT TOOLS- WATER DEPT				$375.00
Invoice 111433	4/9/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$375.00
Refer	6272 *HENNEPIN COUNTY INFORMATIO*					
Cash Payment	E 222-42260-321 Telephone, Cells, & Rad	FIRE DEPT RADIO LEASE & FLEET FEE - MARCH 2024				$2,716.21
Invoice 1000225063	4/2/2024					
Cash Payment	E 101-42115-321 Telephone, Cells, & Rad	EMERGENCY MGMT RADIO LEASE & FLEET FEE - MARCH 2024				$66.86
Invoice 1000225063	4/2/2024					
Cash Payment	E 602-49450-321 Telephone, Cells, & Rad	PW RADIO LEASE & FLEET FEE - MARCH 2024				$86.82
Invoice 1000225120	4/2/2024					
Cash Payment	E 601-49400-321 Telephone, Cells, & Rad	PW RADIO LEASE & FLEET FEE - MARCH 2024				$86.82
Invoice 1000225120	4/2/2024					
Cash Payment	E 101-43100-321 Telephone, Cells, & Rad	PW RADIO LEASE & FLEET FEE - MARCH 2024				$86.83
Invoice 1000225120	4/2/2024					
Cash Payment	E 101-45200-321 Telephone, Cells, & Rad	PW RADIO LEASE & FLEET FEE - MARCH 2024				$86.83
Invoice 1000225120	4/2/2024					

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Cash Payment	E 222-42260-321 Telephone, Cells, & Rad	TECH LABOR- REMOVED RADIO FROM OLD ENGINE #22 - MARCH 2024				$343.92
Invoice 1000225063	4/2/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$3,474.29
Refer	6273 *LANO EQUIPMENT, INCORPORAT*					
Cash Payment	E 101-45200-404 Equip & Vehicle Repairs	MANUL BPA- BOBCAT- TOOLCAT, PIN BOOM, BPA PIN- PLATE OUTSIDE WC11B- PARKS EQUIPMENT				$1,918.49
Invoice 03-1063915	3/27/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$1,918.49
Refer	6301 *LAWSON PRODUCTS, INC*					
Cash Payment	E 101-43100-220 Repair Supplies & Equip	MISC PARTS- PUBLIC WORKS SHOP - 18 GA RED, BLACK & WHITE CROSS LINK PRIM WIRE, 100 FT SPLITWIRE LOOM				$22.52
Invoice 9311443572	4/9/2024					
Cash Payment	E 101-45200-210 Operating Supplies	MISC PARTS- PUBLIC WORKS SHOP - 18 GA RED, BLACK & WHITE CROSS LINK PRIM WIRE, 100 FT SPLITWIRE LOOM				$22.52
Invoice 9311443572	4/9/2024					
Cash Payment	E 601-49400-220 Repair Supplies & Equip	MISC PARTS- PUBLIC WORKS SHOP - 18 GA RED, BLACK & WHITE CROSS LINK PRIM WIRE, 100 FT SPLITWIRE LOOM				$22.53
Invoice 9311443572	4/9/2024					
Cash Payment	E 602-49450-220 Repair Supplies & Equip	MISC PARTS- PUBLIC WORKS SHOP - 18 GA RED, BLACK & WHITE CROSS LINK PRIM WIRE, 100 FT SPLITWIRE LOOM				$22.53
Invoice 9311443572	4/9/2024					
Cash Payment	E 601-49400-220 Repair Supplies & Equip	40 QTY EACH OF 5" FORM SEAL HOSE CLAMPS, 4 ID BAND-IT CLAMPS & 3 ID BAND-IT CLAMPS- WATER SYSTEM SUPPLY PARTS				$272.80
Invoice 9311453124	4/11/2024					
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**		$362.90
Refer	6275 *MID-COUNTY AUTO TRUCK TIRE C*					
Cash Payment	E 601-49400-212 Motor Fuels	#1 DYED DIESEL GAS 70 GALLONS - GENERATORS @ LIFT STATIONS				$130.92
Invoice 19219	4/3/2024					
Cash Payment	E 602-49450-212 Motor Fuels	#1 DYED DIESEL GAS 70 GALLONS - GENERATORS @ LIFT STATIONS				$130.92
Invoice 19219	4/3/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$261.84
Refer	6295 *MINNESOTA VALLEY TESTING LA*					
Cash Payment	E 601-49400-470 Water Samples	MONTHLY CHLORINE REPORT & COLIFORM WATER TESTS -10				$178.50
Invoice 1247785	4/15/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**		$178.50
Refer	6276 *MNSPECT*					
Cash Payment	E 101-42400-308 Building Inspection Fees	MARCH 2024 BUILDING INSPECTION FEES				$14,192.96
Invoice 305788	3/31/2024					
Cash Payment	E 101-42400-308 Building Inspection Fees	MARCH 2024 CODE ENFORCEMENT SERVICES				$498.65
Invoice 305788	3/31/2024					

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Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$14,691.61
Refer	6277 *MOUND MARKETPLACE ASSOC*				
Cash Payment	E 609-49750-412 Building Rentals	MAY 2024 COMMON AREA MTCE & INSURANCE - HARBOR WINE & SPIRITS			$1,658.98
Invoice 050124	5/1/2024				
Cash Payment	E 609-49750-412 Building Rentals	BALANCE DUE 2023- NNN RECONCILIATION -COMMON AREA MTCE & INSURANCE - HWS			$2,560.84
Invoice 050124	3/31/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$4,219.82
Refer	6278 *MTI DISTRIBUTING, INC.*				
Cash Payment	E 101-45200-404 Equip & Vehicle Repairs	AIR & OIL FILTERS, SPIN ON FILTER, IGNITION SWITCH, TIE ROD ASSEMBLY, 15W-40 MOTOR OIL- 9 QUARTS, 0-RINGS- PARKS EQUIPMENT SERVICE			$2,302.21
Invoice 1412916-00	3/29/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$2,302.21
Refer	6302 *NELSON ELECTRIC MOTOR REPAI*				
Cash Payment	E 602-49450-440 Other Contractual Servic	REPLACE #2 PUMP @ SUNSET LIFT STATION WITH A LOANER PUMP			$450.00
Invoice 2779	4/12/2024				
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$450.00
Refer	6279 *OFFICE DEPOT*				
Cash Payment	E 101-41930-200 Office Supplies	2 CASES COPY PAPER- CITY HALL			$79.78
Invoice 356415015001	3/25/2024 PO 25447				
Cash Payment	E 101-41930-210 Operating Supplies	FIRST AID KIT- CITY HALL			$18.54
Invoice 356565034001	3/22/2024 PO 25447				
Cash Payment	E 101-41930-200 Office Supplies	DIGITAL VOICE RECORDER- CITY COUNCIL & COMMISSION MEETINGS			$44.89
Invoice 356565116001	3/22/2024 PO 25447				
Cash Payment	E 101-41930-210 Operating Supplies	FIRST AID KIT REFILL- CITY HALL			$11.99
Invoice 356564964001	3/27/2024 PO 25447				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$155.20
Refer	6305 *ORONO, CITY OF*				
Cash Payment	E 101-41600-450 Board of Prisoners	HENNEP CTY JAIL CHARGES- PROCESSING & PER DIEM FEES FEBRUARY 2024			$75.00
Invoice 20142360	4/9/2024				
Transaction Date	4/18/2024	U.S. Bank 10100	10100	**Total**	$75.00
Refer	6280 *PLUNKETT S, INCORPORATED*				
Cash Payment	E 101-41910-440 Other Contractual Servic	PEST CONTROL SVC- QUARTERLY - CENT BLDG 4-3-24			$120.36
Invoice 8497065	4/3/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$120.36
Refer	6281 *POTTS, KENNETH N. P.A.*				
Cash Payment	E 101-41600-304 Legal Fees	1ST QTR 2024 PROSECUTION SVCS			$12,500.00
Invoice 042324	4/1/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$12,500.00
Refer	6257 *SIGNUS DEVELOPMENT, LLC*				

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Cash Payment	E 101-42400-440 Other Contractual Servic	AUDIO/ VISUAL SVCS -MARCH 19 2024 PLANNING COMMISSION MEETING - COVERAGE, EDIT, GRADE, & UPLOAD- 4 HOURS			$300.00
Invoice MND24-MAR	4/5/2024				
Cash Payment	E 101-41110-440 Other Contractual Servic	AUDIO/ VISUAL SVCS --MARCH 12 2024 PLANNING CITY COUNCIL MEETING - COVERAGE, EDIT, GRADE, & UPLOAD- 4 HOURS			$300.00
Invoice MND24-MAR	4/5/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$600.00
Refer	6266 *SIMPLEX GRINNELL*				
Cash Payment	E 285-46388-440 Other Contractual Servic	PARKING DECK FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$565.00
Invoice 24043083	4/1/2024				
Cash Payment	E 101-45200-440 Other Contractual Servic	PARKS GARAGE FIRE EXTINGUISHERS TEST & INSPECT 5-01-24 THRU-04-30-25			$155.00
Invoice 24043083	4/1/2024				
Cash Payment	E 101-41930-440 Other Contractual Servic	CITY HALL FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$737.50
Invoice 24043083	4/1/2024				
Cash Payment	E 222-42260-440 Other Contractual Servic	FIRE DEPT FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$737.50
Invoice 24043083	4/1/2024				
Cash Payment	E 609-49750-440 Other Contractual Servic	HWS FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$575.00
Invoice 24043083	4/1/2024				
Cash Payment	E 101-41910-440 Other Contractual Servic	CENTENNIAL BLDG FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$935.00
Invoice 24043083	4/1/2024				
Cash Payment	E 602-49450-440 Other Contractual Servic	PUB WKS BLDG FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$311.25
Invoice 24043083	4/1/2024				
Cash Payment	E 222-42260-440 Other Contractual Servic	FIRE DEPT KITCHEN HOOD TEST & INSPECTION 5-01-24 THRU-04-30-25			$305.00
Invoice 24043083	4/1/2024				
Cash Payment	E 601-49400-440 Other Contractual Servic	PUB WKS BLDG FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$311.25
Invoice 24043083	4/1/2024				
Cash Payment	E 101-43100-440 Other Contractual Servic	PUB WKS BLDG FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$311.25
Invoice 24043083	4/1/2024				
Cash Payment	E 101-45200-440 Other Contractual Servic	PUB WKS BLDG FIRE EXTINGUISHER, SPRINKLER & FIRE ALARM TEST & INSPECTION 5-01-24 THRU-04-30-25			$156.25
Invoice 24043083	4/1/2024				

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Cash Payment	E 601-49400-440	Other Contractual Servic	WELL #8 - EVERGREEN - ANNUAL WET SPRINKLER AND EXTINGUISHER TEST & INSPECTION 05-01-24 THRU-04-30-25				$470.00
Invoice 24063378	4/1/2024						
Cash Payment	E 601-49400-440	Other Contractual Servic	WELL #3 - CHATEAU - ANNUAL WET SPRINKLER AND EXTINGUISHER TEST & INSPECTION 05-01-24 THRU-04-30-25				$400.00
Invoice 24063377	4/1/2024						
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**		$5,970.00
Refer	6282 *SUN NEWSPAPERS-HWS ACCT.*						
Cash Payment	E 609-49750-351	Legal Notices Publishing	HARBOR WINE & SPIRITS FINANCIAL STATEMENT PUBLISHED 4-06-24				$152.63
Invoice 993229	4/6/2024						
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**		$152.63
Refer	6285 *SUN PATRIOT NEWSPAPER-CITY*						
Cash Payment	E 101-42400-351	Legal Notices Publishing	LEGAL NTCE- PUBLIC HEARING TO AMEND ZONING ORD CHPT 129- PERTAINING TO DEFINITIONS, THE MIXED USED DOWNTOWN DISTRICT & MIXED USE CORRIDOR DISTRICT REGULATIONS- PUBLISHED 4-13-24				$70.13
Invoice 994114	4/13/2024						
Cash Payment	E 101-41410-351	Legal Notices Publishing	LEGAL NTCE- PUBLIC ACCURACY TEST USING OPTICAL SCAN VOTING SYSTEM & THE OMNI BALLOT MARKING EVICE TUESDAY, APRIL 23RD AT 1:00 P.M. IN THE CENTENNIAL BLDG- PUBLISHED 4-13-24				$41.25
Invoice 994115	4/13/2024						
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**		$111.38
Refer	6296 *UHL COMPANY*						
Cash Payment	E 101-41930-400	Repairs & Maintenance-	PREVENTATIVE MTCE CONTRACT- CITY HALL 1ST QTR 2024				$960.50
Invoice 75439	4/12/2024						
Cash Payment	E 222-42260-402	Building Maintenance	PREVENTATIVE MTCE CONTRACT- FIRE DEPT 1ST QTR 2024				$960.50
Invoice 75439	4/12/2024						
Cash Payment	E 101-41930-400	Repairs & Maintenance-	PREVENTATIVE MTCE CONTRACT- CITY HALL 2ND QTR 2024				$960.50
Invoice 75440	4/12/2024						
Cash Payment	E 222-42260-402	Building Maintenance	PREVENTATIVE MTCE CONTRACT- FIRE DEPT 2ND QTR 2024				$960.50
Invoice 75440	4/12/2024						
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**		$3,842.00
Refer	6286 *ULINE*						
Cash Payment	E 285-46388-210	Operating Supplies	JUMBO BATH TISSUE, DELUXE TOILET TISSUE, MULTI-FOLD TOWELS 13 GAL DRAWSTRING GARBAGE LINER BAGS, -				$736.52
Invoice 176379358	4/2/2024						
Cash Payment	E 101-45200-210	Operating Supplies	10 PAIRS SAFEGRIP 12 MIL LATEX GLOVES, 55-60 3MIL CLEAR CONTRACTOR GARBAGE BAGS, DELUXE TOILET TISSUE - PARKS				$1,654.52
Invoice 176379606	4/2/2024						

CITY OF MOUND

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Cash Payment	E 101-43100-218	Clothing and Uniforms	2 PAIR UTILITY GLOVES, 24 PAIR SAFETY GLASSES, 10 PAIR M-PACT MECHANIX GLOVES- STREETS DEPT			$556.86
Invoice 176227123	3/28/2024					
Cash Payment	E 285-46388-210	Operating Supplies	GOJO FOAM SOAP DISPENSER- 3 QTY & 3 GOJO FOAM SOAP REFILLS- PARKING DECK RESTROOM			$227.56
Invoice 176225807	3/28/2024					
Cash Payment	E 602-49450-210	Operating Supplies	GOJO FOAM SOAP DISPENSER- 3 QTY & 3 GOJO FOAM SOAP REFILLS- PUBLIC WORKS SHOP			$56.88
Invoice 176225807	3/28/2024					
Cash Payment	E 601-49400-210	Operating Supplies	GOJO FOAM SOAP DISPENSER- 3 QTY & 3 GOJO FOAM SOAP REFILLS- PUBLIC WORKS SHOP			$56.88
Invoice 176225807	3/28/2024					
Cash Payment	E 101-43100-210	Operating Supplies	GOJO FOAM SOAP DISPENSER- 3 QTY & 3 GOJO FOAM SOAP REFILLS- PUBLIC WORKS SHOP			$56.88
Invoice 176225807	3/28/2024					
Cash Payment	E 101-45200-210	Operating Supplies	GOJO FOAM SOAP DISPENSER- 3 QTY & 3 GOJO FOAM SOAP REFILLS- PUBLIC WORKS SHOP			$56.88
Invoice 176225807	3/28/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$3,402.98
Refer	6289 *VICTORIA REPAIR & MFG.*					
Cash Payment	E 281-45210-220	Repair Supplies & Equip	8 GALVANIZED DOCK PLATES			$144.00
Invoice 11014	4/3/2024					
Cash Payment	E 101-45200-220	Repair Supplies & Equip	WEID RECEIVER, TUBE OIL- PARKS			$65.00
Invoice 11018	4/8/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$209.00
Refer	6287 *WASTE MANAGEMENT OF WI-MN*					
Cash Payment	E 101-41930-384	Refuse/Garbage Dispos	GARBAGE SERVICE APRIL 2024- CITY HALL			$105.73
Invoice 7913370-1593-1	4/3/2024					
Cash Payment	E 222-42260-384	Refuse/Garbage Dispos	GARBAGE SERVICE APRIL 2024- FIRE DEPT			$105.74
Invoice 7913370-1593-1	4/3/2024					
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$211.47
Refer	6288 *WATER CONSERVATION SERVICE*					
Cash Payment	E 601-49400-440	Other Contractual Servic	LEAK LOCATE AFTER HOURS @ 2625 COMMERCE BLVD- 2 -26-24			$829.91
Invoice 13922	4/1/2024				Project WATER	
Transaction Date	4/17/2024		U.S. Bank 10100	10100	**Total**	$829.91
Refer	6290 *XCEL ENERGY*					
Cash Payment	E 101-45200-381	Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$124.55
Invoice 871512381	4/2/2024					
Cash Payment	E 101-45200-381	Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24 DEPOT BLDG			$96.17
Invoice 871512381	4/2/2024					
Cash Payment	E 602-49450-381	Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$658.70
Invoice 871512381	4/2/2024					

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Cash Payment	E 101-43100-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$1,100.43
Invoice 871512381	4/2/2024				
Cash Payment	E 601-49400-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$3,818.65
Invoice 871512381	4/2/2024				
Cash Payment	E 609-49750-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$1,298.24
Invoice 871512381	4/2/2024				
Cash Payment	E 101-41930-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$1,584.40
Invoice 871512381	4/2/2024				
Cash Payment	E 222-42260-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$1,584.40
Invoice 871512381	4/2/2024				
Cash Payment	E 101-41910-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$768.77
Invoice 871512381	4/2/2024				
Cash Payment	E 285-46388-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$2,281.30
Invoice 871512381	4/2/2024				
Cash Payment	E 101-42115-381 Electric Utilities	ELECTRIC SVC - 2-25-24 TO 3-25-24			$45.99
Invoice 871512381	4/2/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$13,361.60
Refer	6291 *XCEL ENERGY*				
Cash Payment	E 602-49450-381 Electric Utilities	ELECTRIC SVC -4728 CARLOW RD LIFT STATION 2-28-24 THRU 3-28-24			$86.84
Invoice 871112734	3/29/2024				
Cash Payment	E 602-49450-381 Electric Utilities	ELECTRIC SVC 1871 COMMERCE BLVD LIFT STATION 2-28-24 THRU 3-28-24			$150.09
Invoice 871170802	3/29/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$236.93
Refer	6292 *XCEL ENERGY*				
Cash Payment	E 101-43100-381 Electric Utilities	ELECTRIC SVC 3-03-24 THRU 4-03-24 CITY STREET LIGHTS			$5,660.13
Invoice 871709396	4/3/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$5,660.13
Refer	6293 *XCEL ENERGY*				
Cash Payment	E 101-45200-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$38.38
Invoice 867431050	3/4/2024				
Cash Payment	E 101-45200-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24 DEPOT BLDG			-$0.20
Invoice 867431050	3/4/2024				
Cash Payment	E 602-49450-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			-$7,435.99
Invoice 867431050	3/4/2024				
Cash Payment	E 101-43100-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$254.75
Invoice 867431050	3/4/2024				
Cash Payment	E 601-49400-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$367.91
Invoice 867431050	3/4/2024				
Cash Payment	E 609-49750-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			-$86.20
Invoice 867431050	3/4/2024				
Cash Payment	E 101-41930-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$377.74
Invoice 867431050	3/4/2024				
Cash Payment	E 222-42260-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$377.74
Invoice 867431050	3/4/2024				
Cash Payment	E 101-41910-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			-$175.12
Invoice 867431050	3/4/2024				

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Cash Payment	E 285-46388-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$856.03
Invoice 867431050	3/4/2024				
Cash Payment	E 101-42115-381 Electric Utilities	ELECTRIC SVC - 1-25-24 TO 2-25-24			$48.04
Invoice 867431050	3/4/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	-$5,376.92

Fund Summary

	10100 U.S. Bank 10100
101 GENERAL FUND	$66,190.33
222 AREA FIRE SERVICES	$11,808.88
281 COMMONS DOCKS FUND	$1,995.26
285 HRA/HARBOR DISTRICT	$5,188.49
601 WATER FUND	$15,629.33
602 SEWER FUND	$1,276.64
609 MUNICIPAL LIQUOR FUND	$10,763.70
670 RECYCLING FUND	$522.08
675 STORM WATER UTILITY FUND	$522.08
	$113,896.79

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$113,896.79
Total	$113,896.79

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Payments Batch 042324HWS $57,314.26

Refer	6258 *ARTISAN BEER COMPANY*				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$256.30
Invoice 3671924	4/5/2024				
Cash Payment	E 609-49750-257 THC for Resale	THC			$92.40
Invoice 3671925	4/5/2024				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$797.10
Invoice 3673505	4/12/2024				
Cash Payment	E 609-49750-257 THC for Resale	THC			$115.40
Invoice 3673506	4/5/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$1,261.20
Refer	6259 *BACK CHANNEL BREWING*				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$462.00
Invoice 2160	4/9/2024				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$192.00
Invoice 2161	4/9/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$654.00
Refer	6260 *BELLBOY CORPORATION*				
Cash Payment	E 609-49750-210 Operating Supplies	SUPPLIES, BAGS			$64.75
Invoice 0108220600	4/10/2024				
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX			$258.50
Invoice 0108220700	4/10/2024				
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX			-$9.25
Invoice 0108204800	4/4/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$992.80
Invoice 0202937400	4/5/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$995.67
Invoice 0203217700	4/10/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$175.30
Invoice 0203144400	4/10/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$160.95
Invoice 0203217500	4/10/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$2,638.72
Refer	6269 *BETTER BEV CO, LLC*				
Cash Payment	E 609-49750-257 THC for Resale	THC			$570.00
Invoice 00481	4/11/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$570.00
Refer	6261 *BIRCHS ON THE LAKE*				
Cash Payment	E 609-49750-257 THC for Resale	THC			$280.00
Invoice 1041	4/8/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$280.00
Refer	6271 *BOBBING BOBBER BREWING COM*				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$65.94
Invoice 770	4/11/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$65.94
Refer	6262 *BREAKTHRU BEVERAGE MN BEE*				

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Cash Payment	E 609-49750-252 Beer For Resale	BEER				$221.00
Invoice 115195349	4/9/2024					
Cash Payment	E 609-49750-252 Beer For Resale	NA BEER				$252.45
Invoice 115195256	4/9/2024					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$9,493.00
Invoice 115195255	4/9/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$9,966.45
Refer	6263 *BREAKTHRU BEVERAGE MN WINE*					
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR				$7,061.67
Invoice 115223443	4/10/2024					
Cash Payment	E 609-49750-253 Wine For Resale	WINE				$296.00
Invoice 115223444	4/10/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$7,357.67
Refer	6264 *CAPITOL BEVERAGE SALES, L.P.*					
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR				$92.80
Invoice 2968709	4/9/2024					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$1,350.55
Invoice 2968710	4/9/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$1,443.35
Refer	6265 *DAHLHEIMER BEVERAGE LLC*					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$4,180.55
Invoice 2156837	4/9/2024					
Cash Payment	E 609-49750-252 Beer For Resale	NA BEER				$61.50
Invoice 2156838	4/9/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$4,242.05
Refer	6266 *DANGEROUS MAN BREWING CO.*					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$164.00
Invoice IN-3239	4/4/2024					
Cash Payment	E 609-49750-257 THC for Resale	THC				$70.00
Invoice IN-3238	4/4/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$234.00
Refer	6267 *GLOBAL RESERVE DISSTRIBUTIO*					
Cash Payment	E 609-49750-257 THC for Resale	THC				$250.00
Invoice ORD-8519	4/3/2024					
Cash Payment	E 609-49750-257 THC for Resale	THC				$376.00
Invoice ORD-8610	4/8/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$626.00
Refer	6277 *HOHENSTEINS, INCORPORATED*					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$585.60
Invoice 704750	4/9/2024					
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX				$66.25
Invoice 704751	4/9/2024					
Cash Payment	E 609-49750-257 THC for Resale	THC				$831.00
Invoice 704749	4/9/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$1,482.85
Refer	6278 *INBOUND BREWCO*					

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Cash Payment	E 609-49750-252 Beer For Resale	BEER			$93.00
Invoice 18222	4/10/2024				
Cash Payment	E 609-49750-257 THC for Resale	THC			$425.00
Invoice 18222	4/10/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$518.00
Refer	6279 *INSIGHT BREWING COMPANY*				
Cash Payment	E 609-49750-257 THC for Resale	THC			$355.00
Invoice 13674	4/3/2024				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$115.35
Invoice 13821	4/3/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$470.35
Refer	6272 *JOHNSON BROTHERS LIQUOR*				
Cash Payment	E 609-49750-252 Beer For Resale	LIQUOR			$679.00
Invoice 2519085	4/11/2024				
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX			$360.00
Invoice 2518177	4/10/2024				
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX			$26.00
Invoice 2518176	4/10/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$2,366.45
Invoice 2518175	4/10/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$3,364.81
Invoice 2518174	4/10/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$557.76
Invoice 2515709	4/8/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			-$146.94
Invoice 291154	4/1/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$7,207.08
Refer	6280 *LIBATION PROJECT*				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$198.96
Invoice 70200	4/5/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$198.96
Refer	6272 *LUPULIN BREWING COMPANY*				
Cash Payment	E 609-49750-252 Beer For Resale	BEER			$235.50
Invoice 59857	4/11/2024				
Cash Payment	E 609-49750-257 THC for Resale	THC			$1,020.00
Invoice 59857	4/11/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$1,255.50
Refer	6281 *MAVERICK WINE COMPANY*				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$414.15
Invoice 1214387	4/5/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$247.50
Invoice 1214372	4/5/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$661.65
Refer	6282 *NEW FRANCE WINE COMPANY*				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$20.00
Invoice 220483	3/29/2024				

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Cash Payment	E 609-49750-253 Wine For Resale	WINE				$220.00
Invoice 220827	3/29/2024					
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR				$93.00
Invoice 220827	3/29/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$333.00
Refer	6283 *OLD WORLD BEER LLC*					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$1,400.00
Invoice 9377	3/28/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$1,400.00
Refer	6284 *PAUSTIS AND SONS WINE COMPA*					
Cash Payment	E 609-49750-253 Wine For Resale	WINE				$834.50
Invoice 233069	4/8/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$834.50
Refer	6285 *PHILLIPS WINE AND SPIRITS, INC*					
Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX				$52.15
Invoice 6765805	4/10/2024					
Cash Payment	E 609-49750-253 Wine For Resale	WINE				$1,136.25
Invoice 6765804	4/10/2024					
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR				$4,035.92
Invoice 6765803	4/10/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$5,224.32
Refer	6273 *PRYES BREWING COMPANY, LLC*					
Cash Payment	E 609-49750-252 Beer For Resale	BEER				$213.00
Invoice W-73198	4/11/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$213.00
Refer	6286 *SHAMROCK GROUP, INC.*					
Cash Payment	E 609-49750-255 Misc Merchandise For R	ICE				$191.99
Invoice 3008503	4/10/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$191.99
Refer	6287 *SHANKEN COMMUNICATIONS, INC*					
Cash Payment	E 609-49750-255 Misc Merchandise For R	WINE SPECTATOR PUBLICATIONS 4-30-24 EDITION- MDSE FOR RESALE				$17.50
Invoice S0822678	4/1/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$17.50
Refer	6274 *SOUTHERN WINE & SPIRITS OF M*					
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR				$1,212.25
Invoice 2466777	4/11/2024					
Cash Payment	E 609-49750-253 Wine For Resale	WINE				$3,052.43
Invoice 2466778	4/11/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$4,264.68
Refer	6276 *TRADITION WINE & SPIRITS, LLC*					
Cash Payment	E 609-49750-253 Wine For Resale	WINE				$508.00
Invoice 39387	4/9/2024					
Transaction Date	4/17/2024	U.S. Bank 10100	10100		**Total**	$508.00
Refer	6274 *VINOCOPIA, INCORPORATED*					

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Cash Payment	E 609-49750-254 Soft Drinks/Mix For Res	MIX			$261.00
Invoice 0349081-IN	4/11/2024				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$1,864.50
Invoice 0348659-IN	4/3/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$2,125.50
Refer	6275 *WINE COMPANY*				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$482.00
Invoice 264596	4/11/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$482.00
Refer	6278 *WINEBOW*				
Cash Payment	E 609-49750-251 Liquor For Resale	LIQUOR			$264.00
Invoice MN00146081	4/4/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			-$180.00
Invoice MN00142325	1/17/2024				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			-$9.00
Invoice MN00140596	12/8/2023				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$75.00
Refer	6276 *Z WINES USA LLC*				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$346.00
Invoice 27062	4/11/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$346.00
Refer	6279 *Z WINES USA LLC*				
Cash Payment	E 609-49750-253 Wine For Resale	WINE			$165.00
Invoice 27044	4/4/2024				
Transaction Date	4/17/2024	U.S. Bank 10100	10100	**Total**	$165.00

Fund Summary

	10100 U.S. Bank 10100
609 MUNICIPAL LIQUOR FUND	$57,314.26
	$57,314.26

Pre-Written Checks	$0.00
Checks to be Generated by the Computer	$57,314.26
Total	$57,314.26

MOUND CITY COUNCIL MINUTES
April 9, 2024

The City Council of the City of Mound, Hennepin County, Minnesota, met in regular session on Tuesday, April 9, 2024 at 7:00 p.m. in the Council Chambers in the Centennial Building.

Members present: Mayor Jason Holt, Council Members, Sherrie Pugh, Paula Larson, Kathy McEnaney and Kevin Castellano.

Members absent: None

Others present: City Manager Jesse Dickson, City Attorney Scott Landsman, Deputy City Manager Maggie Reisdorf, City Engineer Matt Bauman, Sergeant Colin Hennessy.

Consent agenda: All items listed under the Consent Agenda are considered to be routine in nature by the Council. There will be no separate discussion on these items unless a Councilmember or citizen so requests, in which event it will be removed from the Consent Agenda and considered in normal sequence.

1. Open meeting
Mayor Holt called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance

3. Approve agenda
Mayor Holt provided an update on the technical language amendment needed on the previously allocated bonding bill funds for the City's Water Treatment Plant stating that the corrected language was passed by the Minnesota House recently and will be going next to the Minnesota Senate. Once passed, Holt expressed hope to be able to start using the 10.3 million for Water Treatment Plant planning and design.

MOTION by CM Pugh, seconded by CM Castellano, to approve the agenda. All voted in favor. Motion carried.

4. Consent agenda
CM McEnaney asked that item C. under the consent agenda be pulled for discussion.

MOTION by Castellano, seconded by Pugh, to approve the consent agenda as amended. Upon roll call vote, all voted in favor. Motion carried.

A. Approve payment of claims.

B. Approve minutes: March 26, 2024 Regular City Council Meeting

CM McEnaney asked why the Programmatic Maintenance Agreement was drafted.

Baumann stated that as part of some upcoming land development activity, that triggered the requirement of the city entering into an agreement with the Minnehaha Watershed District. Baumann informed that the agreement establishes guidelines and obligations related to ongoing storm water maintenance and management of facilities established as part of the projects.

MOTION by Castellano, seconded by McEnaney, to approve the consent agenda item C. All voted in favor. Motion carried.

RESOLUTION 24-27: Resolution Approving Programmatic Maintenance Agreement with Minnehaha Creek Watershed District for Storm water Management and Wetland Protection.

5. Comments and suggestions from citizens present on any item not on the agenda.
No one came forward.

6. Orono Police Department Activity Report for March 2024
Sergeant Colin Hennessy, presented the March Activity Report and acknowledged that the report did not include redactions this time.

Hennessy said there has been lower calls in general for this time of year compared to last year. Hennessy said there has been more thefts and mental health calls. It stated that is normal for this time of year. Hennessy reminded the the community to keep valuables in vehicles out of site and to lock doors.

CM Castellano asked if the Orono Police Department was fully staffed at this time.

Hennessy stated that the department is currently fully staffed and is looking for a “plus 1”. He explained that the have received a grant recently as well to add a canine to the department. He said retention has been good and that generally employees have been happy working there.

7. 2024 Lift Station Improvements – Bid Review & Approval
Baumann presented this item to the City Council. He informed that bids were solicited for the 2024 Lift Station Improvements Project and that bids were due by and opened on April 2, 2024.

Baumann informed that the city received nine bids for the project ranging from $635,991.47 at the highest and $399,681.23 at the lowest. He informed that the low bidder was from Widmer Construction. He said that they are a responsible contractor and recommended approval of their bid.

Baumann explained that overall the low bid came in $160,000 less than the engineer’s estimate. He recommended approval of the resolution in the packet that would award to contract to Widmer Construction.

CM Castellano asked how many Lift Station projects were left after this one. Baumann stated that tere are three full reconstructions and one rehabilitation left.

MOTION by Castellano, seconded by McEnaney, to approve the following resolution. All voted in favor. Motion carried.

RESOLUTION 24-28: Resolution Accepting Bid for 2024 Lift Station Improvements: City Project No. PW-24-3.

8. Statutory City Plan A/Plan B Memorandum & Discussion
Dickson introduced this item to the City Council. He stated that at the March 26th City Council meeting, that the City Council directed staff to finalize and notice an ordinance that would create a licensing

system for motorized watercraft rentals within the City of Mound. He stated that staff was directed to bring back a resolution with a fee for the annual license as well.

Dickson informed that the only change that he made to the draft ordinance document presented at the March 26th meeting was to the definition of “vehicle”, stating that it now included that the vehicle had to be registered with the State of Minnesota to operate within the public right-of-way.

Dickson stated that included resolution includes the addition of the licensing fee of $200.

Dickson recommended approval of both the ordinance and resolution.

He stated that after approval, the ordinance would get published in the paper and the city would then send out letters to businesses informing them of the new license requirement.

CM McEnaney expressed concern about the current businesses operating within the city and business locations in the city, with city approved conditional use permits (CUP), paying the $200 fee. She informed that these businesses already pay taxes within the city and therefore would like to discuss exempting fees for these businesses.

Landsman stated that it is possible, but that it would take some researching and thought into how it would be structured and implemented.

Dickson stated that there are three businesses that would fit this category as a local business operating with this license. He recommended being careful about accidentally creating a loophole that outside businesses could use, therefore defeating the purpose.

CM McEnaney informed that she goes back and forth and just wanted to open it up for discussion.

CM Castellano stated that he thought having a fee at $200 for everyone was fine.

Landsman informed again that waiving the fee could be an option, but that it would time some time and consideration to think through what that would look. He said that at previous meetings, the City Council’s goal was to at least cover staff administration fees with the $200.

Landsman stated that within the ordinance he had made some changes, since the draft version, related to the “basis for denial” section.

MOTION by Castellano, seconded by McEnaney, to approve the following Ordinance. All voted in favor. Motion carried.

ORDINANCE 04-2024: An Ordinance Amending Chapter 38: Licenses, Permits, and Miscellaneous Business Regulations.

MOTION by Castellano, seconded by McEnaney, to approve the following Resolution. All voted in favor. Motion carried.

RESOLUTION 24-29: Resolution Amending Fee Schedule for 2024

Dickson referenced a letter within the packet from the Lake Minnetonka Conservation District (LMCD) about their ongoing efforts with regards to watercraft licensing on Lake Minnetonka. He

stated that LMCD would appreciate feedback and comments and that eventually will be looking for a letter from the City of Mound by the end of April on the topic.

9. Storm Sewer Rate Study

Reisdorf presented this item to the City Council. She stated that since the middle of 2023, the City has been working with a financial advisor, Ehlers, on a Long Range Financial Plan and a Water and Sewer Rate Study. She informed that within the packet, there is a timeline of the discussions related to those documents.

Reisdorf informed that over the past several months, staff has been working with Ehlers on gathering, prepping and reviewing data for both documents and that they are highly interconnected. She stated that staff has been working on financial items such as capital project planning, debt review, operation costs and getting all funds in a healthy place.

Reisdorf stated that the goal is to have drafts of these documents to the City Council at a workshop session at the beginning of May. Reisdorf explained that she wanted to bring some items to the City Council's attention before that meeting as there may need to be some discussion and decision making with regards to those documents before the initial review.

Reisdorf informed the City Council that within the draft Long Range Financial Plan, the document is reflecting about a 1-2% general levy for storm water capital projects. She stated that best practice, long term, is for enterprise funds to support themselves through user fees and not tax levy. She recognized that there were decisions made by past City Councils to structure it this way, but recommended taking steps to remove this from the general levy.

Reisdorf went into detail about deficits within the water and storm water funds. She informed that the more and more staff work through the data for these documents, that there is more understanding on future financial planning and needs.

Reisdorf informed that as part of getting the storm water capital costs off the general levy, she recommended that the City Council consider again whether doing the storm water rate study would be helpful. She said that she was respectful of the decision made last year to not move forward with this part of the rate study, but wanted to bring it up one more time as she didn't realize that the storm water was being supported by the general levy.

Reisdorf informed that the City Council could decide to keep the capital costs on the general levy if the wanted to. She explained that no matter what, storm water fees would have to change. She said that staff could do an internal analysis to get the $1.775 million storm water fund deficit healthy again, but that a storm water rate study would provide a more comprehensive look into rates and provide an outcome of rates that are more equitable.

The City Council discussed the option of having staff do an internal review and draft of what a storm water fee structure could be. Reisdorf stated that it is possible for staff to draft rates for the storm water fund, but that it wouldn't include a deeper analysis on property types and sizes. She informed that the rates would be based mostly on getting the fund out of the negative instead of an equitable approach based on what properties produce as far as storm water runoff.

The City Council agreed that it is hard to make a decision without seeing how things are looking currently for both the Long Range Financial Plan and the Utility Rate Study. Reisdorf agreed that it made sense to bring the current draft versions of the documents to the City Council for

review and discussion and then continue the discussion on whether a storm water rates study makes sense. Reisdorf stated that she would work with the Financial Advisor to get something scheduled for the end of April or early May.

10. Comments/ Reports from Council member

Council Member Pugh – Informed that the Gillespie Center is running under their new leadership and that things are going well. She informed that two nearby grocery stores are now donating bread and some meat five days a week to the Gillespie Center's bread shelf. CM Pugh recommended that the City Council contact the County Commissioners on getting temporary library locations established while the new library is under construction. She said many people use the computers and maintaining that access is important.
Council Member Larson – Nothing.
Council Member McEnaney – Informed that the Gillespie Center has been putting great effort into more fundraisers and that there are several coming up. Informed that the Planning Commission is going to wait to consider changing their meeting to 6 pm until they see how it goes for the City Council.
Council Member Castellano – Nothing.
Mayor Holt – Informed that he would like to have a workshop to talk about the City owned Centennial Building to determine whether it makes sense for the City to consider selling the property. The City Council agreed to do a workshop on this item. The City Council agreed to discuss city properties in general. CM Pugh stated that caution needs to be taken when talking about selling City property and that there needs to be standards in place at to decide how and when property should be sold. She stated that the city cannot just sell everything. Mayor Holt informed that reviewed the status of the City Council 2024 goals. He stated that he was happy to see progress made on many of the goals already at the beginning of the year. Mayor Holt informed that he has a recent meeting with the Boys and Girls Club and was informed on their current initiatives in the area to get programs going for the summer.

13. Information/Miscellaneous

A. Comments/reports from staff/City Manager:

Dickson informed that at the April 23 City Council Workshop, the Fire Chief will being doing a presentation on the future needs and structure of the Mound Fire Department. He said this will include things like staff retainage, support, etc.

Dickson informed that Hennepin County Commissioner Anderson would be attending the April 23, 2024 City Council meeting.

Dickson provided a quick review of the proposed signage at Surfside Park related to the watercraft licensing and operations that will go into effect.

B. Reports: Liquor Store Report.

C. Minutes:

D. Correspondence: Met Council Commissioner Carter: March 2023 Update

14. Adjourn

MOTION by CM Castellano, seconded by CM McEnaney, to adjourn at 8:24 p.m. All voted in favor. Motion carried.

Mayor Jason R. Holt

Attest: Kevin Kelly, Clerk

Executive Summary

TO:	Honorable Mayor and City Council
FROM:	Sarah Smith, Community Development Director; Rita Trapp and Natalie Strait, Consulting Planners
DATE:	April 15, 2024
SUBJECT:	**Variance for Home Addition with Reduced Lakeshore Setback**
LOCATION:	4360 Wilshire Blvd (PID No. 19-117-23-13-0014)
APPLICANT:	Paul Wolfe & Kristi Wolfe
CASE NO:	24-02
COMPREHENSIVE PLAN:	Low Density Residential
ZONING:	R-1A Single Family Residential, Shoreland

SUMMARY

The applicant is requesting variance approval to allow for a reduced lakeshore setback as part of a home remodel/additions project at 4360 Wilshire Boulevard. The lot of record property is located on the north side of Wilshire Boulevard, west of the bridge to Spring Park. The house is a walk-out that was built in 1960. The project includes a number of improvements, most notably the construction of a new attached garage, as well as a new porch and deck to replace the existing deck. The City approved a variance on July 25, 1995 granting a 13 foot lakeshore setback variance to allow construction of an 8' x 24' deck on the lakeside of the home (Resolution No. 95-69).

PLANNING COMMISSION MEETING SUMMARY AND RECOMMENDATION

The Planning Commission considered the variance request at its April 2, 2024 meeting. There were no members of the public who spoke regarding the request. In discussing the request, the Planning Commission took into consideration that this is a lakeshore lot so the location of the porch and deck facing the lakeshore as opposed to on the side of the house is reasonable. They also noted that there is not a lot of space along the side of the house and that the neighboring property also has a reduced lakeshore setback. After discussion, the Planning Commission voted to recommend approval of the requested variances.

REQUESTED ACTION

The City Council is requested to consider the variance as part of its meeting on Tuesday, April 23, 2024. As the Planning Commission has recommend approval, a resolution of approval has been prepared for Council consideration.

CITY OF MOUND
RESOLUTION NO. 24-___

RESOLUTION APPROVING A LAKESHORE SETBACK VARIANCE FOR PROPERTY AT 4360 WILSHIRE BLVD
PLANNING CASE NO. 24-02
PID NO. 19-117-23-13-0014

WHEREAS, the applicants, Paul Wolfe and Kristi Wolfe, have submitted a request for a variance pursuant to City Code Section 129-40 for the property at 4360 Wilshire Boulevard, PID No. 19-117-23-13-0014; and

WHEREAS, the property is zoned R1-A Single Family Residential and is in the shoreland overlay district; and

WHEREAS, the property has an existing lakeshore setback variance granted by Resolution No. 95-69 to allow for the construction of a deck only 37 feet from the ordinary high water level; and

WHEREAS, the applicants are proposing multiple improvements to the property, including increasing the garage size, adjusting the home's access and entrance, removing an entrance on the east side of the home, adding basement bedrooms with window wells, adding a cantilever to the east side of the house, and replacing the existing deck with a deck and four-season porch; and

WHEREAS, the project requires a variance to allow for a reduced minimum lakeshore setback to allow the porch to be located only 32.3 feet from the ordinary high water level; and

WHEREAS, the applicant submitted a complete variance application on March 5, 2024 for the proposed project; and

WHEREAS, details about the project are contained in Planning Report No. 24-02 for the April 2, 2024 Planning Commission meeting, including the applicant's submitted application and supporting materials; and

WHEREAS, City Code Section 129-40 (a) outlines the criteria for granting a variance which is provided below:

(1) The variance proposed meets the criteria for Practical Difficulties as defined in City Code Sub. 129-2.

(2) Granting of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to owners of other lands, structures or buildings in the same district nor be materially detrimental to property within the same zone.

(3) The variance requested is the minimum variance which would alleviate the practical difficulty.

(4) A variance shall only be permitted when it is in harmony with the general purposes and intent of the zoning ordinance and when the terms of the variance are consistent with the comprehensive plan.

; and

WHEREAS, according to City Code Sec. 129-2, "*Practical Difficulties"* is defined as follows:

Practical Difficulties, as used in conjunction with a variance, means that:

(i) The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

(ii) The plight of the landowner is due to circumstance unique to the property including unusual lot size or shape, topography or other circumstances not created by the landowner; and

(iii) The variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

; and

WHEREAS, the variance application was reviewed by the Planning Commission at a meeting held on April 2, 2024. After discussion, the Planning Commission voted to recommend Council approval with the conditions recommended by Staff; and

WHEREAS, the City Council reviewed the requested variance at its April 23, 2024 meeting and determined that approval would allow the property to be used in a reasonable manner; and

WHEREAS, the City Council's decision on the variance was made within the required timeline in Minnesota Statutes; and

WHEREAS, in granting approval, the City Council hereby makes the following findings of fact:

1. The continued use of the site for a single family home is consistent with the Comprehensive Plan's guiding of Low Density Residential.
2. The renovation of a single family home, including the addition of a deck and four-season porch, is a reasonable use.
3. As a lakeshore lot, it is reasonable that a porch and deck would be oriented toward the lake.
4. The location and size of the home limit the ability of the property owner to place the deck and porch on the side of the home.
5. The new deck and four-season porch will meet the 25-foot shore impact zone setback.
6. The variances will not alter the essential character of the neighborhood or have an adverse impact on adjoining property as the property has been used historically for single-family residential purposes.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mound does hereby approve the variance with the following conditions:

1. Hardcover shall not be increased beyond 40%. The proposed survey must be updated so that the hardcover calculation of existing matches the existing survey and to show how hardcover will meet the maximum requirement as needed as part of the building permit application process.
2. Applicant shall be responsible for payment of all costs associated with variance request.
3. The applicant shall be responsible for recording the resolution with Hennepin County or may request the City record the resolution with the involved fee to be paid by the escrow. The applicant is advised that the resolution will not be released for recording until all conditions have been met and all fees for the variance have been paid and the escrow account is in good standing. The submittal of additional escrow may be required.
4. Applicant shall be responsible for procurement of any and/or all public agency permits including the submittal of all required information prior to building permit issuance.
5. The MCWD is the regulatory and permitting authority for Rule B (Erosion Control), Rule C (Floodplain Control), Rule D (Wetland Protection) and Rule N (Stormwater Management); also Shoreline Alteration (i.e. rip rap, etc.).

The variance is hereby approved for the following legally described property:

Lot 81, in “Phelps’ Island Park First Division”, also a strip of land lying between said Lot 81 and the shore of Black Lake, according to the plat thereof.

Adopted by the City Council this 23rd day of April, 2024.

_____

Jason R. Holt, Mayor

_____

Attest: City Clerk Kevin Kelly

MEETING MINUTE EXCERPTS - DRAFT
REGULAR PLANNING COMMISSION
APRIL 2, 2024

Chair Goode called the meeting to order at 7:02 pm.

ROLL CALL

Members present: David Goode, Jason Baker, Derek Archambault, Nick Rosener, Jake Savstrom, Drew Heal, Samantha Wacker, Kathy McEnaney

Members Absent: Kristin Young

Staff present: Rita Trapp and Jen Holmquist

Members of the public: Paul and Kristi Wolfe-15847 Lynette Street, Andover

APPROVAL OF MEETING AGENDA

MOTION by Baker to approve the agenda, as written; seconded by Savstrom. **MOTION** carried unanimously.

BOARD OF APPEALS

Planning Case No. 24-02 - Review/recommendation – variance for house remodel/additions project at 4360 Wilshire Boulevard
Applicant: Paul and Kristi Wolfe

Trapp outlined the variance at 4360 Wilshire Boulevard. The property is located on the north side of Wilshire. This area is guided for low density residential. Zoning is R1-a and it's a single family residential lot of record. It is currently a single-family home with a 2-car attached garage built in 1960. It is a lot of record. The lakeshore setback is 50 feet. There was a variance in 1995 reducing the lakeshore setback by 13 feet for the construction of a deck. The applicant is proposing a multi-faceted home remodel project. The existing deck will be replaced with a 4-season porch and deck. They are replacing the garage. A stoop on the east side of the garage will be removed and that area will be reconfigured with a small cantilever. They are adding some basement window wells and the entrances will be adjusted. Trapp showed graphics of the proposed home. It will remain a single level walk out. Most of the elements of the remodel meet the zoning code. They are meeting the side and front yard setbacks.

Maximum hardcover is 40%. Trapp stated there is an error on the hardcover survey that will need to be correct. Proposed hardcover is shown at just under 40% currently. There was a question as to whether or not they could meet the 40% as the proposed deck hadn't been

included. The applicant stated they won't have concrete under the deck. As long as there are ¼" slats it won't count toward hardcover. The applicant is not requesting a hardcover variance. The variance application is a request for a closer setback to the lakeshore. The question is if practical difficulties being met to allow the porch/deck to go further into the lakeshore setback.

Neighbors, staff and consulting agencies were notified and there were no comments received. Staff took some questions from neighbors, just asking what the project involved. However, no concerns were raised. Trapp outlined what the commissioners could consider. Staff provided conditions but did not offer a recommendation.

Savstrom asked about the governing bodies; LMCD, MCWD, DNR…he assumes they were all consulted about moving closer to the lake. Trapp stated the notification list involved all the agencies who deal with the lake. It is distributed at the beginning of the application process so there is time to make comments if they think something is missing or needs to be addressed. Savstrom was surprised no comments were received as it is a request moving closer to the lake. Trapp said the scale of the project may be why no comments were received.

Goode requested clarification regarding cantilevers. Trapp said that a cantilever is a bump out from a main wall.. Rosener asked for confirmation that they are currently under the hardcover but are close to the limit. Trapp confirmed. Rosener asked for clarification on how the hardcover will change in the proposed project. Trapp used the graphic to show how the stoop and garage contribute to hardcover and she pointed out where the changes will be different if this project moves forward. The entry door will be relocated and some sidewalk will be removed for a slight reduction, as well.

Baker asked about the garage. It will be a three car garage but the driveway will remain the same for the existing two car garage. Trapp confirmed. Because of the hardcover, they can't extend the driveway to the third stall. Goode asked if gravel is hardcover. Trapp confirmed. Archambault asked for further clarification about the three car garage with no driveway extending. Trapp said they can't have any more driveway. Archambault asked if staff was comfortable with the hardcover. Trapp said yes, they aren't seeking a hardcover variance. There are options and staff can help work those out. Those things will be worked out prior to going before City Council.

Savstrom clarified the applicants are seeking a variance for lakeshore setback, but not asking for a hardcover variance. Trapp confirmed. The variance request is to move closer into the lakeshore setback than the previous variance that was granted.

Rosener asked what would stop them from requesting a waiver of the entire setback? Trapp said one of the criteria for a variance is that the minimum is being requested to relieve the practical difficulty. Trapp said commissioners need to consider how big is reasonable and decide if they are requesting the minimum. Waiving the entire setback area would not be the minimum.

Rosener asked how other agencies comment on the request. He wondered do they have a say or did they just not comment on this one? Trapp said the watershed would be concerned about erosion control and how much fill is being moved on the site. She said the DNR could weigh in but their rule is 50 feet so we're already outside their guidelines. Those agencies don't typically weigh in on a single family home like this. They would weigh in if they were significantly concerned. Goode clarified that they are asking for 6 feet. Trapp confirmed.

Savstrom asked about the criteria for a variance asking if this would grant a special privilege that is denied to other owners. Trapp said it's reasonable that the house is where it is and it's reasonable that they want to put it on the back.

Baker asked about the house to the east. He said the house is closer to the lake and the lakeshore curves in. He wondered how close that home is to the lakeshore. Trapp didn't know the measurements and she didn't know if that property received a variance.

Rosener asked about the previous variance. How big is the deck and how much variance did they receive? Trapp said they were granted 13 feet.

Goode asked for questions. Hearing none he asked if the applicant would like to speak.

Paul Wolfe – 15847 Lynette Street, Andover. They own the subject property. He is the third generation owner, it was his grandparents place. He wants to make this his permanent home. He hopes to make memories with his future grandkids like he has from when he was a kid. He watched another family member neglect the home and he wants to make it nice again. He stated he didn't have any options but to go closer. He stood for questions.

Archambault said he looked at the property on Google Earth and compared to his drive-by he can see there were changes and he can tell the applicant has been working hard on the property. It looks very nice.

Baker asked if they looked at alternate ways to put the porch on that other side. Wolfe said he looked at other options. Without the variance the porch would be like a hallway. He thinks it will look more appealing. Wacker believes there is no other way to go and she understands that the applicant would want to look at the lake.

Wolf said he is in construction. He has built several homes. He hopes this will be his last project. They will sell their house in Andover and live here full time. Wacker is familiar with the area and she thinks most of the homes are similar.

Baker asked if they have spoken with the neighbors. Wolfe confirms. He's been working out there since last spring. The neighbors are grateful for the work he is putting in because the previous family member neglected the yard and home.

Rosener asked Trapp if there is any language regarding unusual lot size or shape. Trapp stated unusual circumstances can be lot size or shape. It only needs to be one. It doesn't have to meet a whole list. Rosener asked if approved, there would be no problem with findings of fact. Trapp said staff can help.

Archambault said the proposed is a three bedroom home with two and a half bathrooms. He asked what the home is now. Wolfe said one bath and three bedrooms. Archambault thinks it's a reasonable request.

Goode outlined the options for the commissioners to consider.

Heal thinks this application makes sense. Archambault agrees this is a reasonable expansion of the property. It is consistent with the other homes in the neighborhood.

Wacker said her concern is the encroachment of the variance and what that means to wetland protection of Black Lake. But since the agencies had no comment, she is okay with it. She wondered if one of the agencies could come back after this approval and say they have comments. Trapp said that there is a timeline and most agencies would have commented by now. She would be surprised if any of them commented at this point in the process. Typically they will get involved with the permitting for their own agency, such as erosion control and storm water management. The applicant will have to work through those items to the satisfaction of the MCWD. Those things need to be addressed whether or not the Planning Commission approves the variance.

Baker said he thinks extending an existing variance is not desirable. However, this one is different. The neighbor to the east is further out so the argument against extending it is lost. He wonders if they are meeting the minimum. He doesn't know if that's a reason to deny. Wacker said she had the same thought. She has been on the fence but she is confident a yes vote is consistent with what the city allowed in the past.

MOTION by Archambault to recommend City Council approval of the lakeshore variance at 4360 Wilshire; seconded by Rosener. **MOTION** carried unanimously.

PLANNING REPORT

TO:	Planning Commission
FROM:	Rita Trapp and Natalie Strait, Consulting Planners Sarah Smith, Community Development Director
DATE:	March 28, 2024
SUBJECT:	Consideration of variance request (Case No. 24-02)
APPLICANT:	Paul Wolfe & Kristi Wolfe
LOCATION:	4360 Wilshire Blvd (PID No. 19-117-23-13-0014)
MEETING DATE:	April 2, 2024
COMPREHENSIVE PLAN:	Low Density Residential
ZONING:	R-1A Single Family Residential

SUMMARY

The applicant is requesting variance approval to allow for a reduced lakeshore setback as part of a home remodel/additions project at 4360 Wilshire Boulevard. The lot of record property is located on the north side of Wilshire Boulevard, west of the bridge to Spring Park. The house is a walk-out that was built in 1960. The project includes a number of improvements, most notably the construction of a new attached garage, as well as a new porch and deck to replace the existing deck. The City approved a variance on July 25, 1995 granting a 13 foot lakeshore setback variance to allow construction of an 8' x 24' deck on the lakeside of the home (Resolution No. 95-69).

REVIEW PROCEDURE

60-Day Land Use Application Review Process

Pursuant to Minnesota State Statutes Section 15.99, local government agencies are required to approve or deny land use requests within 60 days. Within the 60-day period, an automatic extension of no more than 60 days can be obtained by providing the applicant written notice containing the reason for the extension and specifying how much additional time is needed. For the purpose of Minnesota Statutes Section 15.99, "Day 1" is determined to be March 5, 2024 as provided by Minnesota Statutes Section 645.15. The 60-day timeline expires on or around May 4, 2024. The review period can be extended by the City for an additional 60-days if needed. Applicants and owners are advised that the City of Mound will be executing an extension for 60 additional days as described above.

Variance

City Code Section 129-39 (a) states that a variance may be granted to provide relief to a landowner where the application of the City Code imposes practical difficulty for the property owner. In evaluating the variance, the City Council must consider whether:

(1) The variance proposed meets the criteria for Practical Difficulties as defined in City Code Sub. 129-2.

(2) Granting of the variance requested will not confer on the applicant any special privilege that is denied by this chapter to owners of other lands, structures or buildings in the same district nor be materially detrimental to property within the same zone.

(3) The variance requested is the minimum variance which would alleviate the practical difficulty.

(4) A variance shall only be permitted when it is in harmony with the general purposes and intent of the zoning ordinance and when the terms of the variance are consistent with the comprehensive plan.

According to City Code Sec. 129-2, *"Practical Difficulties" is* defined as follows:

Practical Difficulties, as used in conjunction with a variance, means that:

(i) The property owner proposes to use the property in a reasonable manner not permitted by the zoning ordinance;

(ii) The plight of the landowner is due to circumstance unique to the property including unusual lot size or shape, topography or other circumstances not created by the landowner; and

(iii) The variance, if granted, will not alter the essential character of the locality. Economic considerations alone do not constitute practical difficulties. Practical difficulties include, but are not limited to, inadequate access to direct sunlight for solar energy systems.

NOTIFICATION

Neighboring property owners of the subject site, per Hennepin County tax records, were mailed an informational letter on March 27, 2024 to inform them of the Planning Commission's review of the variance application at its April 2, 2024 meeting.

STAFF / CONSULTANT / AGENCY / UTILITIES REVIEW

Copies of the request and supporting materials were forwarded to involved departments, consultants, agencies, and private utilities for review and comment. To date, Staff has received no comments on the requested variance.

DISCUSSION

(1) The lot of record parcel is zoned R-1A Single Family Residential. At 7,410 square feet, the lot is larger than the R-1A minimum lot size of 6,000 square feet.

(2) There is currently a single-family home with an attached two car garage on the property. The applicant is proposing to increase the garage size, adjust the home's access and entrance, remove an entrance on the east side of the home, add basement bedrooms with window wells, add a cantilever to the east side of the house, and to replace the existing deck with a deck and four-season porch.

(3) The modifications to the existing home meet the front and side setback requirements. While the height will be confirmed at building permit, it is not anticipated to be an issue given that the home is a one-story walkout. The applications are proposing the addition of window wells to provide egress to the new basement bedrooms. The window wells meet setback requirements. Window wells/fire egress are allowed encroachments in side/rear setbacks but cannot extend more than 3 feet from the building wall.

(4) Per code, all new structures on Lake Minnetonka are required to meet the minimum required construction elevation. The Regulatory Flood Protection Elevation for Lake Minnetonka is 933.0.

(5) The applicant is requesting a variance from the 50 foot lakeshore setback. The applicant is proposing to replace the existing deck, which extends 11.9 feet into the setback, with a deck and four-season porch that would extend 17.7 feet into the 50-foot set back. As noted previously, the City did grant a variance in 1995 to allow the construction of deck 13 feet into the lakeshore setback. This current variance request would extend the variance by another 6 feet so that the porch would be only 32.3 feet from the OHW instead of the current deck setback of 38.1 feet.

(6) There were some errors identified in the proposed survey. The first error is that the hardcover calculations from the revised existing survey were not updated. That revised survey shows the existing hardcover on the property to be 39.4%, which is under the 40% allowance for a lot of record. Then, in the existing survey, the replacement deck was not included in the proposed hardcover calculations. The estimated area of the proposed deck is 140 square feet. If the proposed deck were to be included in the proposed hardcover calculation, the total lot coverage would equal 40.5%. The maximum allowed hard cover for R-1A lots is 40%. Also, there was a notation on the proposed survey that the cantilevers were not included and they count towards hardcover. Staff will work with the applicant to clarify what adjustments can be made to maintain the lot under the 40% maximum allowance. Members are advised that existing hardcover on the property has not been field verified.

PLANNING COMMISSION ACTION

If Planning Commission recommends approval of the variance, Staff proposes the following conditions be included:

(1) Hardcover shall not be increased beyond 40%.

(2) The proposed survey must be updated so that the hardcover calculation of existing matches the existing survey.

(3) Applicant shall be responsible for payment of all costs associated with variance request.

(4) The applicant shall be responsible for recording the resolution with Hennepin County or may request the City record the resolution with the involved fee to be paid by the escrow. The applicant is advised that the resolution will not be released for recording until all conditions have been met and all fees for the variance have been paid and the escrow account is in good standing. The submittal of additional escrow may be required.

(5) Applicant shall be responsible for procurement of any and/or all public agency permits including the submittal of all required information prior to building permit issuance.

(6) The MCWD is the regulatory and permitting authority for Rule B (Erosion Control), Rule C (Floodplain Control), Rule D (Wetland Protection) and Rule N (Stormwater Management); also Shoreline Alteration (i.e. rip rap, etc.).

(7) Additional comments and/or conditions from the City Council, Staff, consultants, and public agencies.

CITY COUNCIL REVIEW

In the event a recommendation is received from the Planning Commission, it is anticipated that the request will be considered by the City Council at either its April 9th or April 23rd meeting.

CITY OF MOUND

2415 Wilshire Boulevard, Mound, MN 55364
Phone 952-472-0600 FAX 952-472-0620

VARIANCE APPLICATION

Application Fee and Escrow Deposit required at time of application.

Planning Commission Date _____ Case No. 24-02

City Council Date _____ Received 3/5/24

Please type or print legibly

SUBJECT PROPERTY LEGAL DESC.	Address 4360 Wilshire Blvd. Lot 81 Phelps Island Park Block _____ Subdivision FIRST DIVISION PID # _____ Zoning: R1 R1A R2 R3 B1 B2 B3 (Circle one)
PROPERTY OWNER	Name Paul + Kristi Wolfe Email PRWolfeinc@AOL.COM Address 4360 Wilshire BLVD. Mound 55364 Phone Home 612-919-3793 Work _____ Fax _____
APPLICANT (IF OTHER THAN OWNER)	Name Paul & Kristi Wolfe Email PRWolfeinc@AOL.COM Address 4360 Wilshire Blvd. Mound 55364 Phone Home 612-919-3793 Work _____ Fax _____

1. Has an application ever been made for zoning, variance, conditional use permit, or other zoning procedure for this property? Yes ( ) No (X). **If yes**, list date(s) of application, action taken, resolution number(s) and provide copies of resolutions.

   Not Sure.

2. Detailed description of proposed construction or alteration (size, number of stories, type of use, etc.):

   Adding a 14'x14' four season porch and also add a 10'x24' garage addition

Case No. _____

3. Do the existing structures comply with all area, height, bulk, and setback regulations for the zoning district in which it is located? Yes (X) No ( ). **If no**, specify each non-conforming use (describe reason for variance request, i.e. setback, lot area, etc.):

_____

_____

SETBACKS:		REQUIRED	REQUESTED (or existing)	VARIANCE
Front Yard:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
Side Yard:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
Side Yard:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
Rear Yard:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
Lakeside:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
_____:	(N S E W)	_____ ft.	_____ ft.	_____ ft.
Street Frontage:		_____ ft.	_____ ft.	_____ ft.
Lot Size:		_____ sq ft	_____ sq ft	_____ sq ft
Hardcover:		_____ sq ft	_____ sq ft	_____ sq ft

4. Does the present **use** of the property conform to all regulations for the zoning district in which it is located? Yes (X), No ( ). **If no**, specify each non-conforming use:

Please refer to the survey.

_____

5. Which unique physical characteristics of the subject property prevent its reasonable use for any of the uses permitted in that zoning district?

(X) too narrow	( ) topography	( ) soil
(X) too small	( ) drainage	(X) existing situation
( ) too shallow	( ) shape	(X) other: specify

Please describe: Lot is small and narrow which makes it difficult to add sq. footage to dwelling and adds to hardcover compliances.

Case No. _____

6. Was the practical difficulty described above created by the action of anyone having property interests in the land after the zoning ordinance was adopted (1982)? Yes ( ), No (X). **If yes**, explain:

_____

_____

7. Was the practical difficulty created by any other human-made change, such as the relocation of a road? Yes ( ), No (X). **If yes**, explain:

_____

_____

8. Are the conditions of practical difficulty for which you request a variance peculiar only to the property described in this petition? Yes ( ), No (X). **If no**, list some other properties which are similarly affected?

BLOCK LOT 82 and 80 also have similar affects of hard cover because of size of lots square footage.

9. Comments: The property of Lot 81 Phelps Island Park has deteriorated over the last several years. Was my Grandparents place that I have many great memories. I'm extremely excited to make improvements to property and enjoy lasting memories with family and friends! Please consider the Variance we have proposed! Thank you!

I certify that all of the above statements and the statements contained in any required papers or plans to be submitted herewith are true and accurate. I acknowledge that I have read all of the variance information provided. I consent to the entry in or upon the premises described in this application by any authorized official of the City of Mound for the purpose of inspecting, or of posting, maintaining and removing such notices as may be required by law.

Owner's Signature Paul R Wolfe Jr. **Date** 3/5/24

Applicant's Signature Paul R Wolfe Jr. **Date** 3/5/24

Practical Difficulties – 4360 Wilshire Blvd:

The lot size of this property is the limiting factor and the practical difficulty. This property, and the surrounding properties, were created and platted prior to current zoning, lot size and lakeshore setback ordinances. In addition, the home was also built on the lot prior to the current zoning ordinances. It is not practical to move the home further back on the lot, so the only option to add a deck/porch onto the property is to go closer to the lake. This property was granted an 8' variance previously, but an 8' deck does not provide a high level of usability. We are just asking for another 6' past that to build a deck and porch that are usable. This is a reasonable use of the property and will not inhibit any adjacent property owner's enjoyment of their property. To that fact, the adjacent property to the east is closer to the lake than what this variance request would allow for the subject property. The overall proposed end use of the property will conform with the character of the neighborhood and is a reasonable use for the property.

LEGAL DESCRIPTION:
Lot 81, in "Phelps' Island Park First Division", also a strip of land lying between said Lot 81 and the shore of Black Lake, according to the plat thereof.

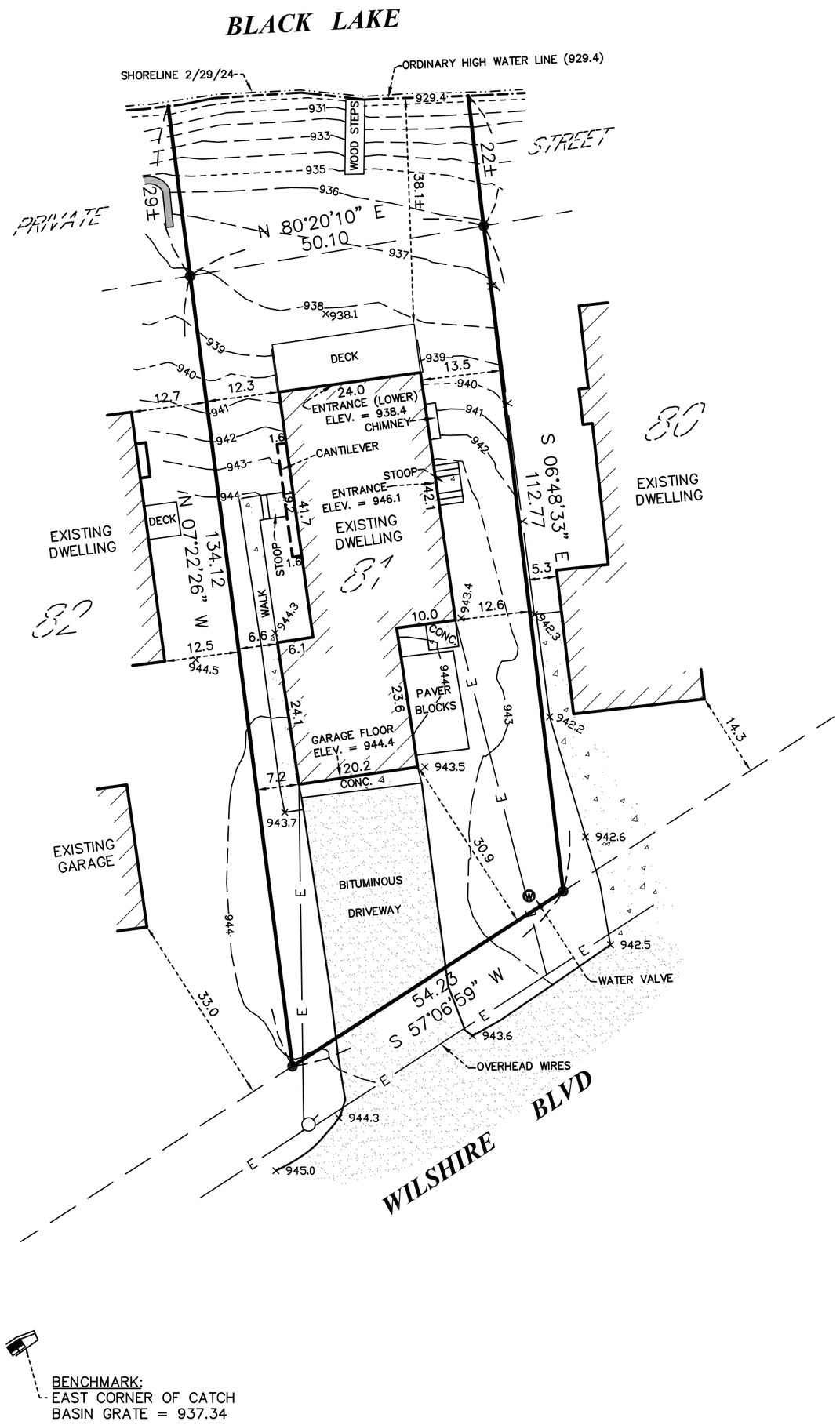
SCOPE OF WORK & LIMITATIONS:

1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. Existing building dimensions and setbacks measured to outside of siding or stucco.
5. Showing and tabulating impervious surface coverage of the lot for your review and for the review of such governmental agencies that may have jurisdiction over these requirements to verify they are correctly shown before proceeding with construction.
6. Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
7. This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.

STANDARD SYMBOLS & CONVENTIONS:

"●" Denotes iron survey marker, found, unless otherwise noted.

EXISTING HARDCOVER	
House	1,536 Sq. Ft.
Deck	196 Sq. Ft.
Concrete/Walk/Stoops	278 Sq. Ft.
Paver Blocks	149 Sq. Ft.
Driveway	722 Sq. Ft.
Wood Steps	40 Sq. Ft.
TOTAL EXISTING HARDCOVER	2,921 Sq. Ft.
AREA OF LOT TO OHW	7,410 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	39.4%



DATE	REVISION DESCRIPTION
3-26-24	ADDED MISSING SCALE BAR, REMOVE INCORRECT PATIO

DWG ORIENTATION

SCALE

0 10' 20'

CLIENT/JOB ADDRESS

PAUL WOLFE

4360 WILSHIRE BLVD
MOUND, MN

Advance
Surveying & Engineering, Co.
17917 Highway No. 7
Minnetonka, Minnesota 55345
Phone (952) 474-7964
Web: www.advsur.com

I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.

Wayne W. Preuss
#43503
LICENSE NO.
MARCH 5, 2024
DATE

DATE SURVEYED:
FEBRUARY 29, 2024

DATE DRAFTED:
MARCH 5, 2024

SHEET TITLE
EXISTING SURVEY

SHEET SIZE: 17 X 22

DRAWING NUMBER
240183 BH

SHEET NO.
S1
SHEET 1 OF 1

LEGAL DESCRIPTION:
Lot 81, in "Phelps' Island Park First Division", also a strip of land lying between said Lot 81 and the shore of Black Lake, according to the plat thereof.

SCOPE OF WORK & LIMITATIONS:

1. Showing the length and direction of boundary lines of the legal description listed above. The scope of our services does not include determining what you own, which is a legal matter. Please check the legal description with your records or consult with competent legal counsel, if necessary, to make sure that it is correct and that any matters of record, such as easements, that you wish to be included on the survey have been shown.
2. Showing the location of observed existing improvements we deem necessary for the survey.
3. Setting survey markers or verifying existing survey markers to establish the corners of the property.
4. Existing building dimensions and setbacks measured to outside of siding or stucco.
5. Showing and tabulating impervious surface coverage of the lot for your review and for the review of such governmental agencies that may have jurisdiction over these requirements to verify they are correctly shown before proceeding with construction.
6. Showing elevations on the site at selected locations to give some indication of the topography of the site. We have also provided a benchmark for your use in determining elevations for construction on this site. The elevations shown relate only to the benchmark provided on this survey. Use that benchmark and check at least one other feature shown on the survey when determining other elevations for use on this site or before beginning construction.
7. This survey has been completed without the benefit of a current title commitment. There may be existing easements or other encumbrances that would be revealed by a current title commitment. Therefore, this survey does not purport to show any easements or encumbrances other than the ones shown hereon.
7. While we show a proposed location for this home or addition, we are not as familiar with your proposed plans as you, your architect, or the builder are. Review our proposed location of the improvements carefully to verify that they match your plans before construction begins. Also, we are not as familiar with local codes and minimum requirements as the local building and zoning officials in this community are. Be sure to show this survey to said officials, or any other officials that may have jurisdiction over the proposed improvements and obtain their approvals before beginning construction or planning improvements to the property.

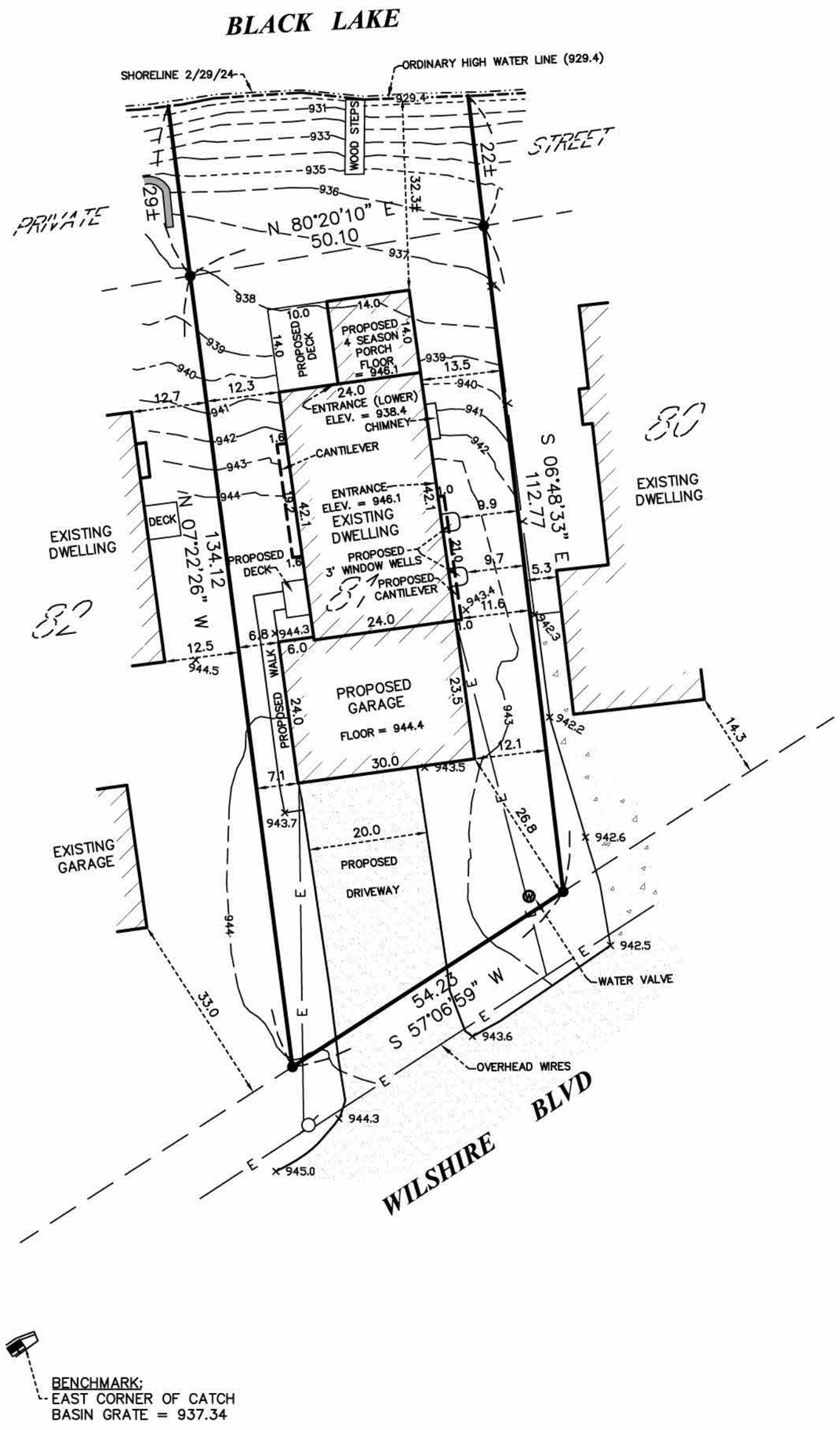
STANDARD SYMBOLS & CONVENTIONS:

"●" Denotes iron survey marker, found, unless otherwise noted.

EXISTING HARDCOVER	
House	1,536 Sq. Ft.
Deck	196 Sq. Ft.
Patio	92 Sq. Ft.
Concrete/Walk/Stoops	278 Sq. Ft.
Paver Blocks	149 Sq. Ft.
Driveway	722 Sq. Ft.
Wood Steps	40 Sq. Ft.
TOTAL EXISTING HARDCOVER	3,013 Sq. Ft.
AREA OF LOT TO OHW	7,410 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	40.7%

PROPOSED HARDCOVER	
House	1,022 Sq. Ft.
4 Season Porch	196 Sq. Ft.
Garage	708 Sq. Ft.
Proposed Walk	119 Sq. Ft.
Driveway	775 Sq. Ft.
Wood Steps	40 Sq. Ft.
TOTAL PROPOSED HARDCOVER	2,860 Sq. Ft.
AREA OF LOT TO OHW	7,410 Sq. Ft.
PERCENTAGE OF HARDCOVER TO LOT	38.6%

Note: Cantilevers and decks not included in hardcover.



BENCHMARK:
EAST CORNER OF CATCH BASIN GRATE = 937.34

953

DATE	REVISION DESCRIPTION
3-26-24	ADDED MISSING SCALE BAR, REVISED HARDCOVER

DWG ORIENTATION: N
SCALE: 0 10' 20'

CLIENT/JOB ADDRESS
PAUL WOLFE
4360 WILSHIRE BLVD
MOUND, MN

Advance
Surveying & Engineering, Co.
17917 Highway No. 7
Minnetonka, Minnesota 55345
Phone (952) 474-7964
Web: www.advsur.com

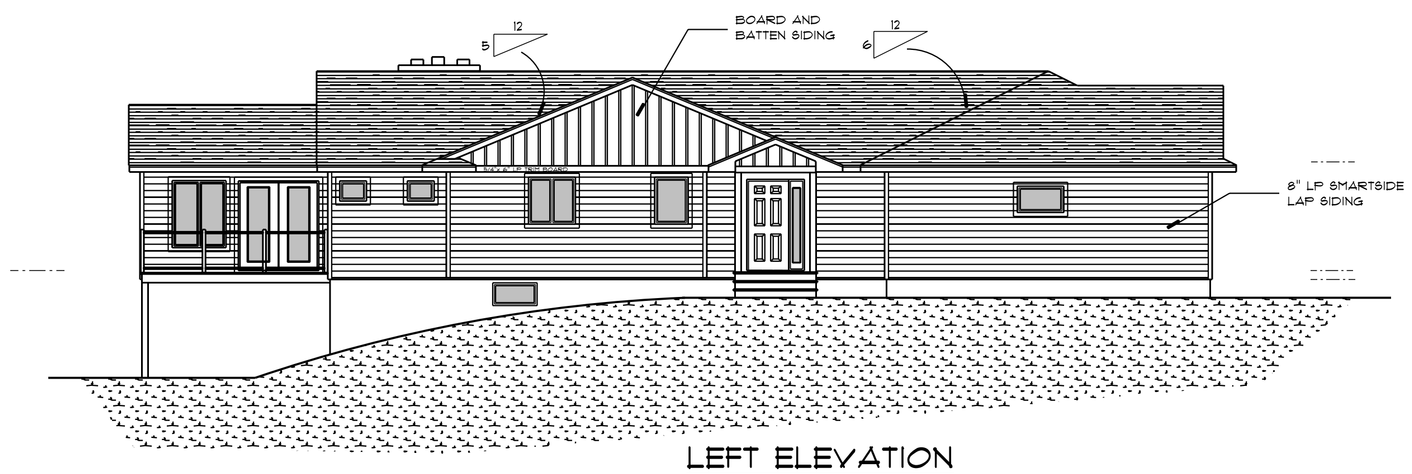
I HEREBY CERTIFY THAT THIS PLAN, SURVEY OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY REGISTERED LAND SURVEYOR UNDER THE LAWS OF THE STATE OF MINNESOTA.
Wayne W. Preuss
#43503 LICENSE NO.
MARCH 5, 2024 DATE

DATE SURVEYED: FEBRUARY 29, 2024
DATE DRAFTED: MARCH 5, 2024

SHEET TITLE: *PROPOSED SURVEY*
SHEET SIZE: 17 X 22
DRAWING NUMBER: *240183 BH PROPOSED*

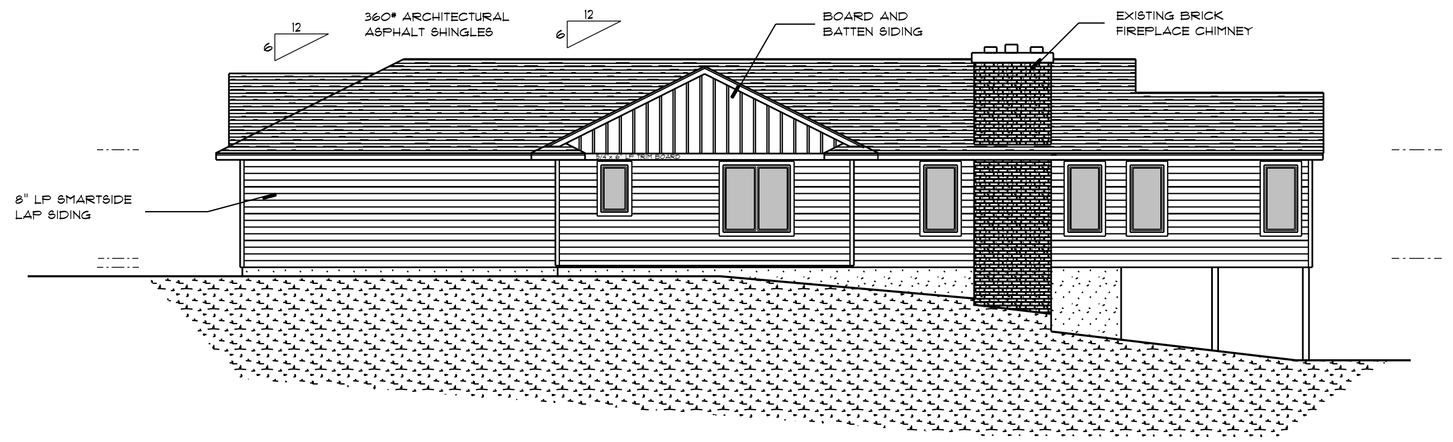
SHEET NO. S1
SHEET 1 OF 1

NOTE: ALL DIMESIONS OF EXISTNG STRUCTURE ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO ORDERING MATERIAL AND TRUSSES. CONTRACTOR IS RESPONIBLE FOR ANY ADJUSTMENTS.



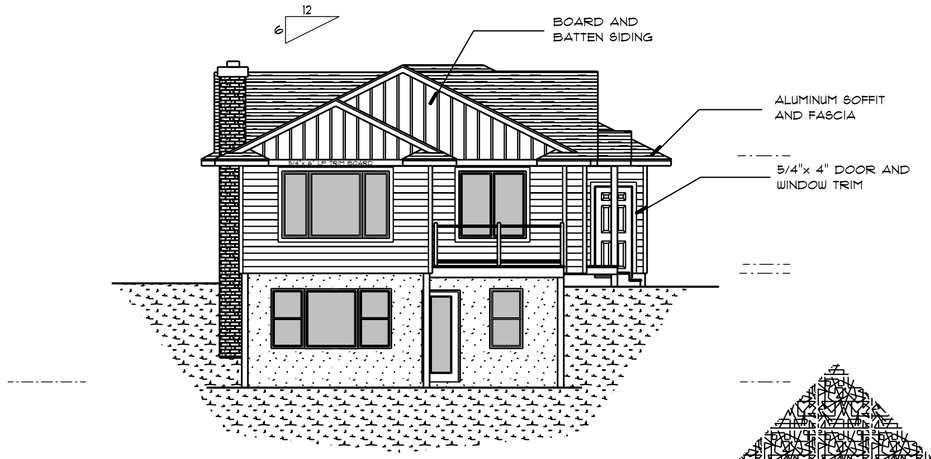
LEFT ELEVATION

SCALE: 1/4" = 1'-0"



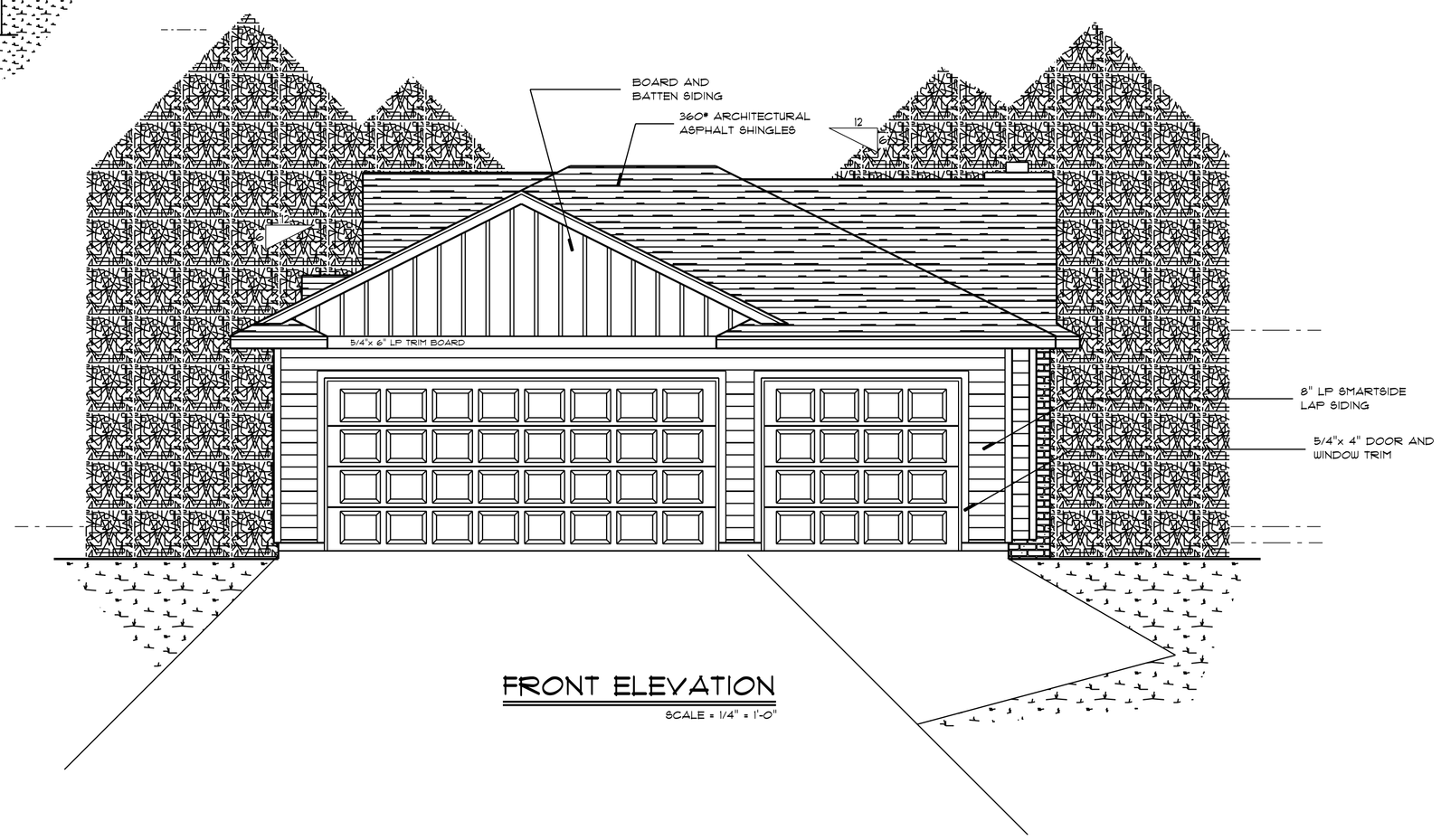
RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



FRONT ELEVATION

SCALE = 1/4" = 1'-0"

REVISED 2-20-2024

PLAN FOR:
PAUL & KRISTI WOLFE

DATE:

SQ. FT.:
1056 SQ FT
196 SQ FT PORCH

SHARPLINE HOME DESIGN LLC
1130 Kentucky Ave N.
CHAMPLIN, MN 55316
OFFICE (763) 421-0846
E-MAIL steve@sharplinehd.com

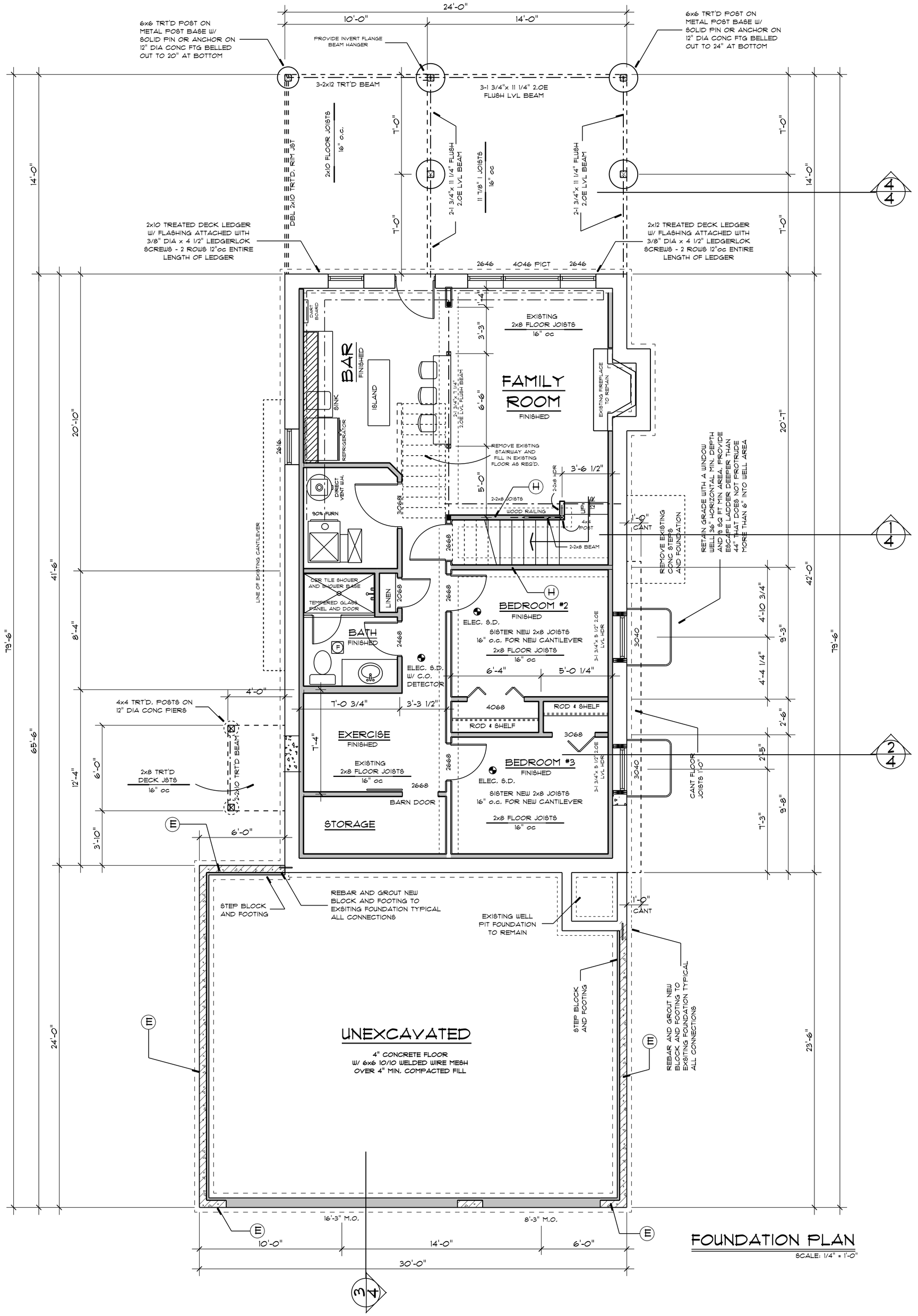
ALTHOUGH EVERY EFFORT HAS BEEN MADE IN DESIGNING AND PREPARING THESE PLANS INCLUDING CHECKING FOR ACCURACY, THE CONTRACTOR, OWNER, OR BUILDING AUTHORITIES MUST CHECK AND VERIFY ALL DETAILS AND DIMENSIONS AND MAKE ANY CHANGES OR ADJUSTMENTS REQUIRED DURING CONSTRUCTION.

PLAN NUMBER
24-006

SHEETS
ONE OF 4

954

NOTE: ALL DIMESIONS OF EXISTNG STRUCTURE ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO ORDERING MATERIAL AND TRUSSES. CONTRACTOR IS RESPONIBLE FOR ANY ADJUSTMENTS.



EXISTING WALLS

EXISTING WALLS TO BE REMOVED

NEW CONSTRUCTION 2x4

NEW CONSTRUCTION 2x6

DIMENSIONS ON EXISTING ARE APPROXIMATE- CONTRACTOR TO VERIFY AND ADJUST IN FIELD AS REQ'D

GENERAL NOTES - FOUNDATION

- DIMENSIONS ARE FROM EXTERIOR FACE OF CONCRETE FOUNDATION WALLS
- FOUNDATION CONTRACTOR TO VERIFY ALL ROUGH-IN PLUMBING LOCATIONS AND ANY OTHER PENETRATION THRU CONCRETE FLOOR PRIOR TO CONSTRUCTION.
- FOUNDATION ENGINEER OR FOUNDATION CONTRACTOR TO VERIFY FOOTING SIZE, POURED CONCRETE WALL THICKNESS AND REINFORCEMENT REQUIREMENTS BASED ON EXISTING SOIL CONDITIONS AND LOADS PRIOR TO CONSTRUCTION.

WINDOWS

- WINDOW GLASS SIZE SHOWN - STYLE AND SIZE AS NOTED
- WINDOWS DESIGNATED WITH 'E' MEET EGRESS CODES
- WINDOW HEADER HEIGHTS SET TO 6' 11-3/8" OFF FLOOR
- BUILDER TO VERIFY WINDOW AND DOOR ROUGH OPENINGS AND HEADER HEIGHTS

FRAMING

- 7'-0" LOWER LEVEL ROUGH CEILING HEIGHT
- DOUBLE STUDS AT WINDOWS AND DOOR HEADERS
- PROVIDE SOLID BLOCKING AT ALL POINT LOADS

FOUNDATION NOTES:

(E) 1 ea 6" CONCRETE BLOCK
4 ea 8" CONCRETE BLOCK
16"x8" CONCRETE FOOTING
W/ 2-#4 REBAR CONT.

(H) 2X4 STUDS- 16" O.C.
1 ea 4" HALF HIGH
20"x8" CONCRETE FOOTING
W/ 2-#4 REBAR CONT.

(J) 2x4 STUDS- 16" O.C.
R-11 FIBERGLASS INSUL.
POLY VAPOR BARRIER

(K) 6x6 POST
SOLID BLOCK
30"x30"x12" CONCRETE FTG.
W/ 3-#5 REBAR EACH WAY

FOUNDATION PLAN

SCALE: 1/4" = 1'-0"

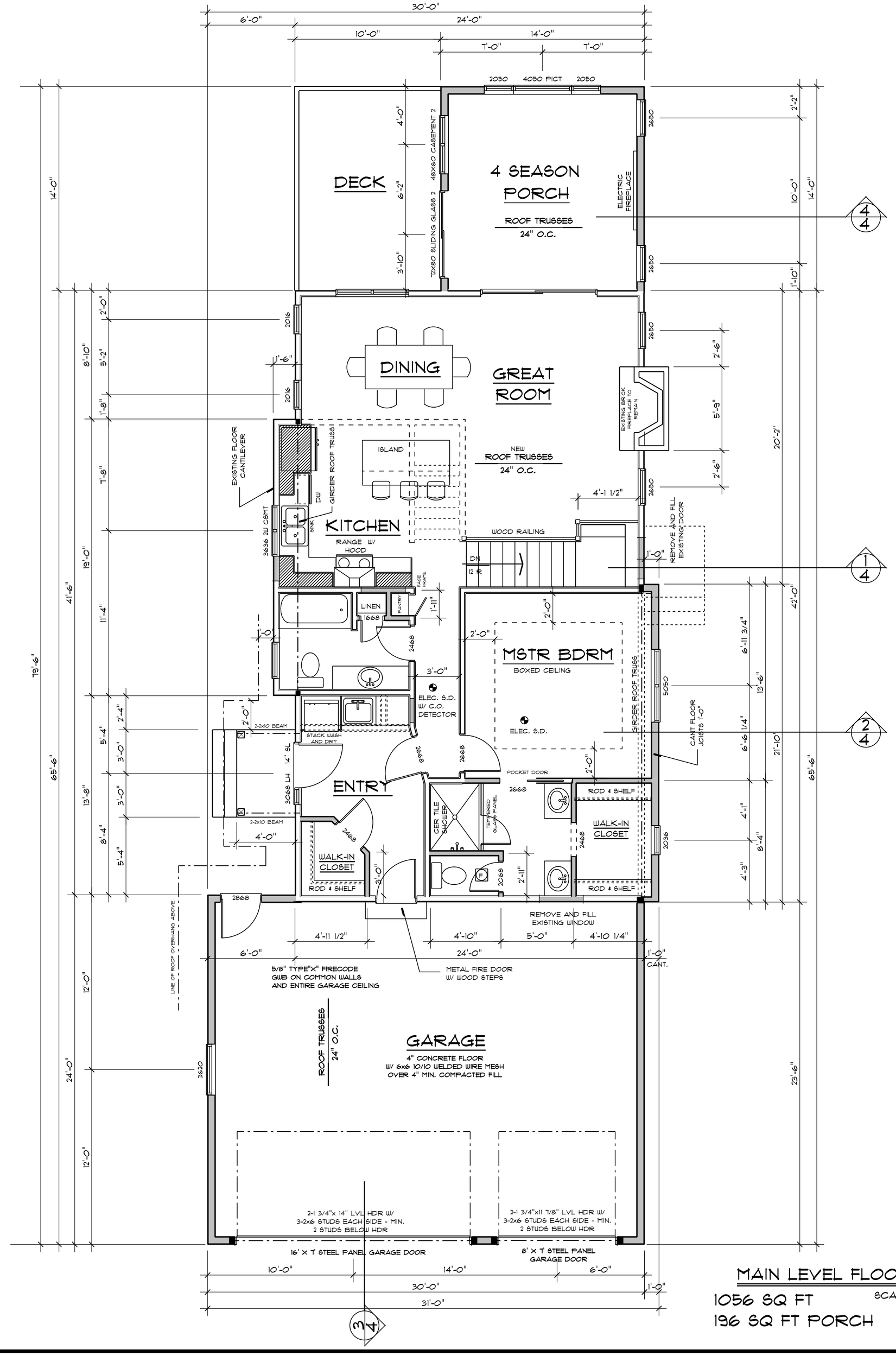
NOTE: GENERAL CONTRACTOR OR BUILDER TO VERIFY ALL PLAN SPECIFICATIONS, DIMENSIONS AND CONDITIONS IN THE FIELD AND BE RESPONSIBLE FOR SAME.

PLAN NUMBER: 24-006

SHEET 2 OF 4

REVISED 2-20-2024

NOTE: ALL DIMESIONS OF EXISTNG STRUCTURE ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO ORDERING MATERIAL AND TRUSSES. CONTRACTOR IS RESPONIBLE FOR ANY ADJUSTMENTS.



GENERAL NOTES - MAIN FLOOR

WINDOWS

- WINDOW GLASS SIZE SHOWN - STYLE AND SIZE AS NOTED
- WINDOW HEADER HEIGHTS SET TO 6' 11-3/8" OFF FLOOR UNLESS NOTED OTHERWISE
- BUILDER TO VERIFY WINDOW AND DOOR ROUGH OPENINGS AND HEADER HEIGHTS
- PROVIDE WINDOW CONTROL OPENING DEVICE TO APPLICABLE WINDOWS AS REQ'D

FRAMING

- PLATE HEIGHTS (ROUGH FRAME): - 8' 1 1/8" MAIN LEVEL MATCH EXISTING - DOUBLE STUDS AT WINDOWS AND DOOR HEADERS
- PROVIDE SOLID BLOCKING AT ALL POINT LOADS

■ - DENOTES SOLID BEARING IN WALL CONTINUOUS TO FOUNDATION BELOW

- DIMENSIONS ARE FROM EXTERIOR FACE OF SHEATHING OF EXTERIOR WALLS AND CENTERLINE OF INTERIOR PARTITIONS

CONSTRUCTION NOTES

- ALL HEADERS 2-2x10 UNLESS NOTED OTHERWISE
- ALL HVAC SYSTEMS TO REVIEWED AND ADJUSTED ON SITE BY MECHANICAL CONTRACTOR
- ALL 6x6 POSTS SITTING ON CONC FOOTINGS TO HAVE METAL POST BASES WITH 3/8" DIA x 10" ANCHOR BOLTS

EXISTING WALLS

EXISTING WALLS TO BE REMOVED

NEW CONSTRUCTION 2x4

NEW CONSTRUCTION 2x6

DIMENSIONS ON EXISTING ARE APPROXIMATE- CONTRACTOR TO VERIFY AND ADJUST IN FIELD AS REQ'D

MAIN LEVEL FLOOR PLAN

1056 SQ FT
196 SQ FT PORCH

SCALE: 1/4" = 1'-0"

REVISED 2-20-2024

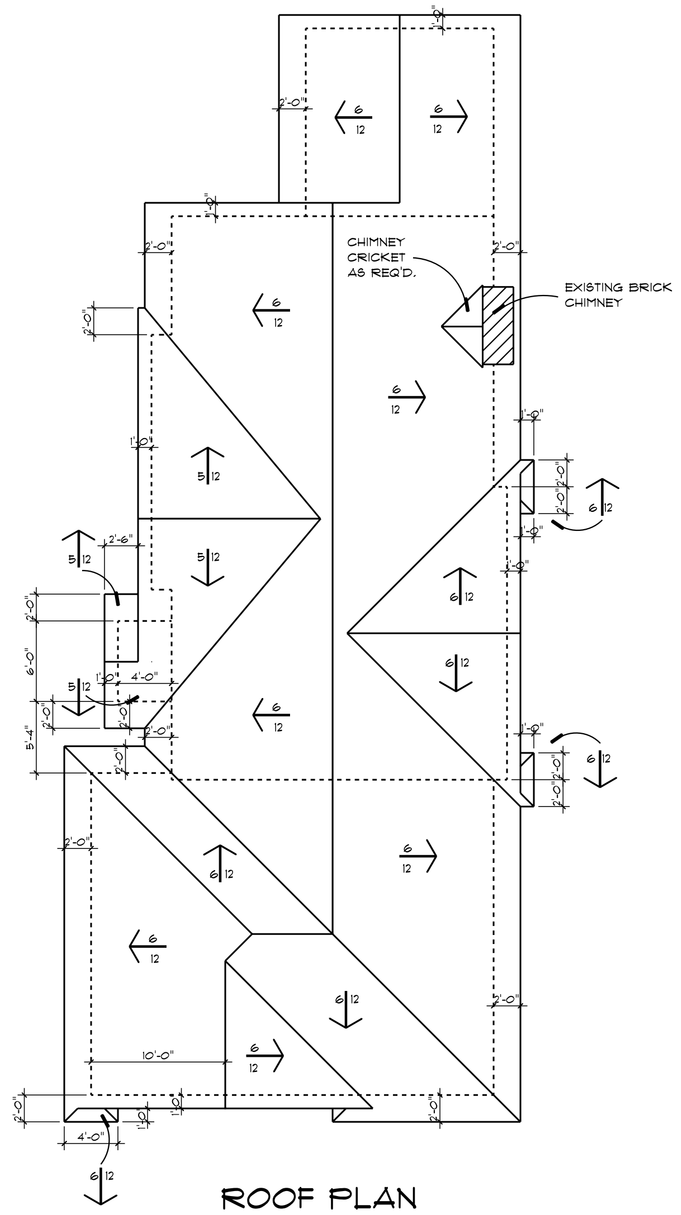
NOTE: GENERAL CONTRACTOR OR BUILDER TO VERIFY ALL PLAN SPECIFICATIONS, DIMENSIONS AND CONDITIONS IN THE FIELD AND BE RESPONSIBLE FOR SAME.

PLAN NUMBER: 24-006

SHEET 3 OF 4

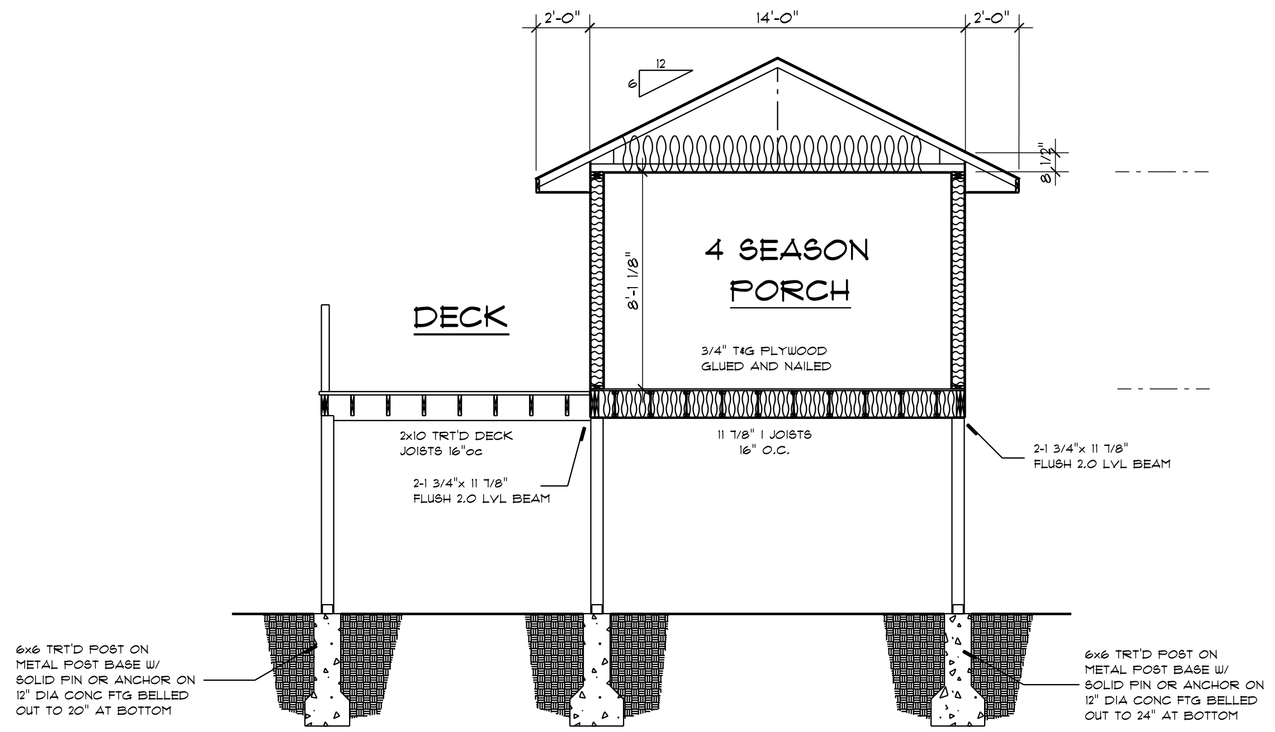
956

NOTE: ALL DIMESIONS OF EXISTNG STRUCTURE ARE APPROXIMATE AND MUST BE FIELD VERIFIED PRIOR TO ORDERING MATERIAL AND TRUSSES. CONTRACTOR IS RESPONIBLE FOR ANY ADJUSTMENTS.



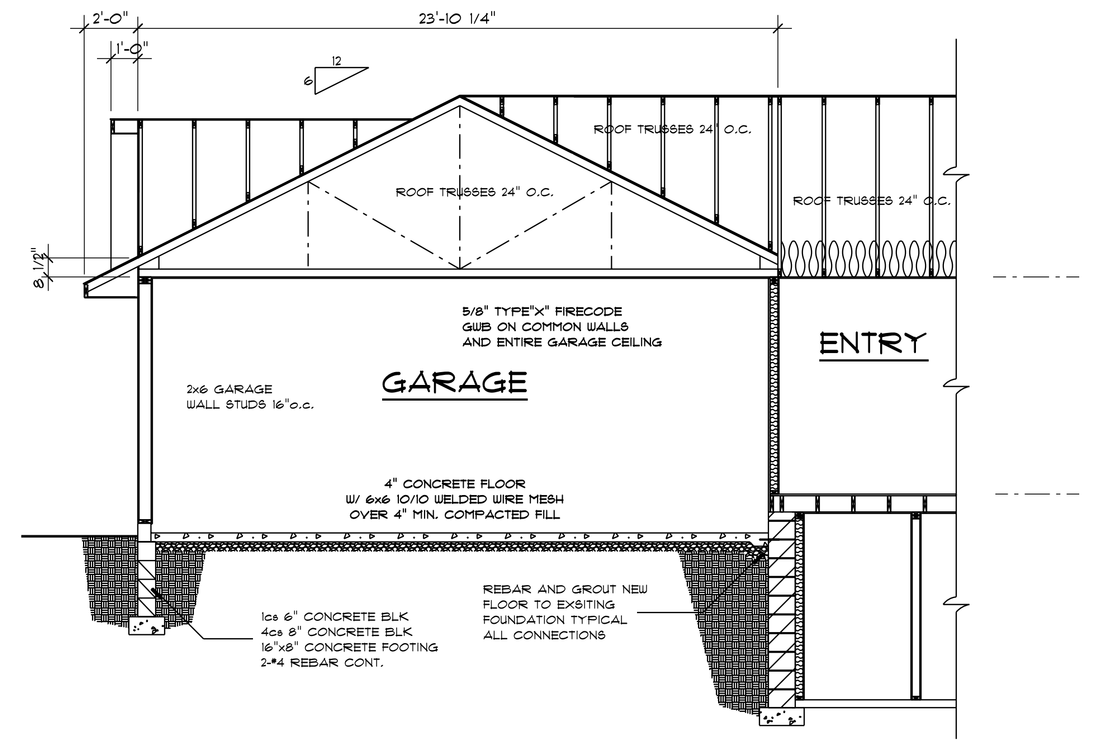
ROOF PLAN

SCALE: 1/8" = 1'-0"



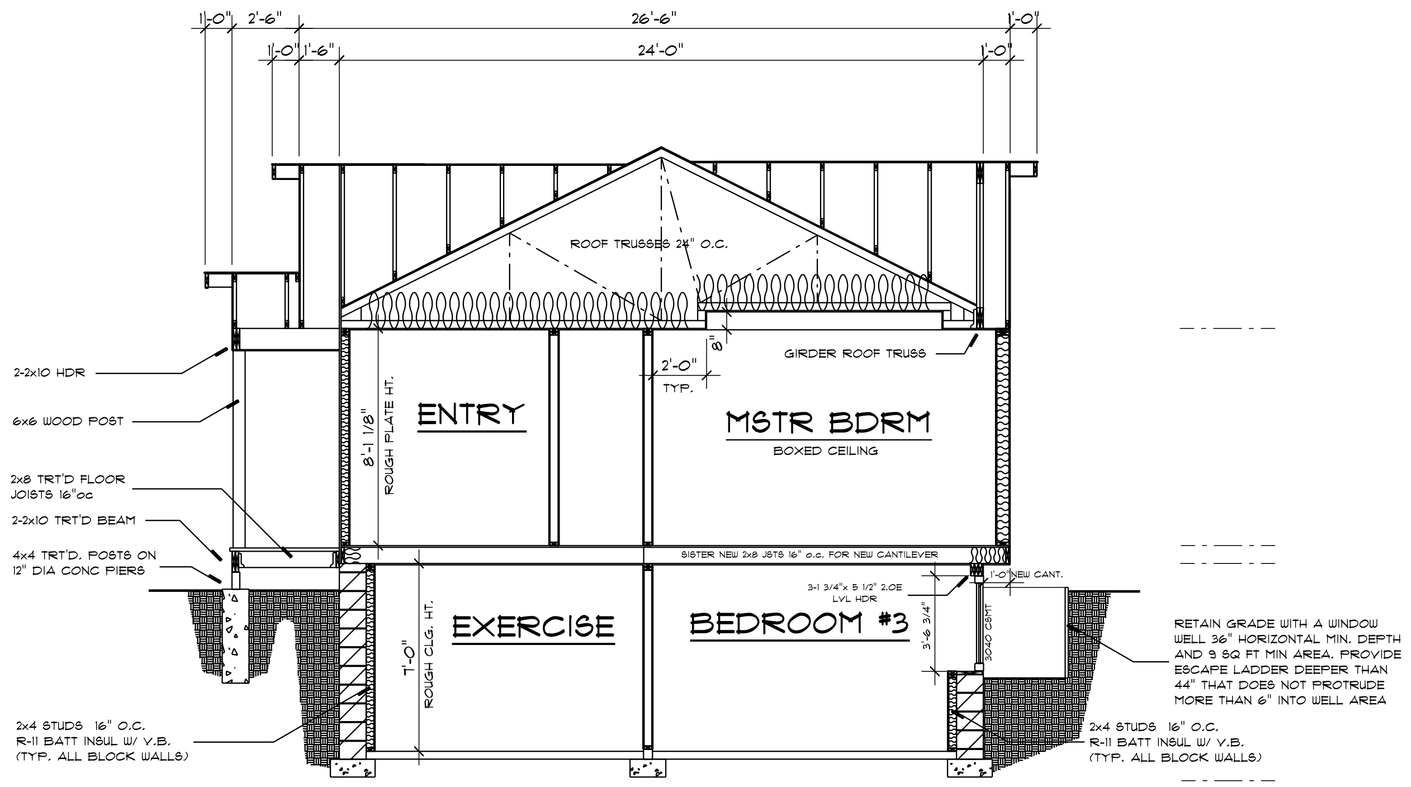
4/4 CROSS SECTION

SCALE: 1/4" = 1'-0"



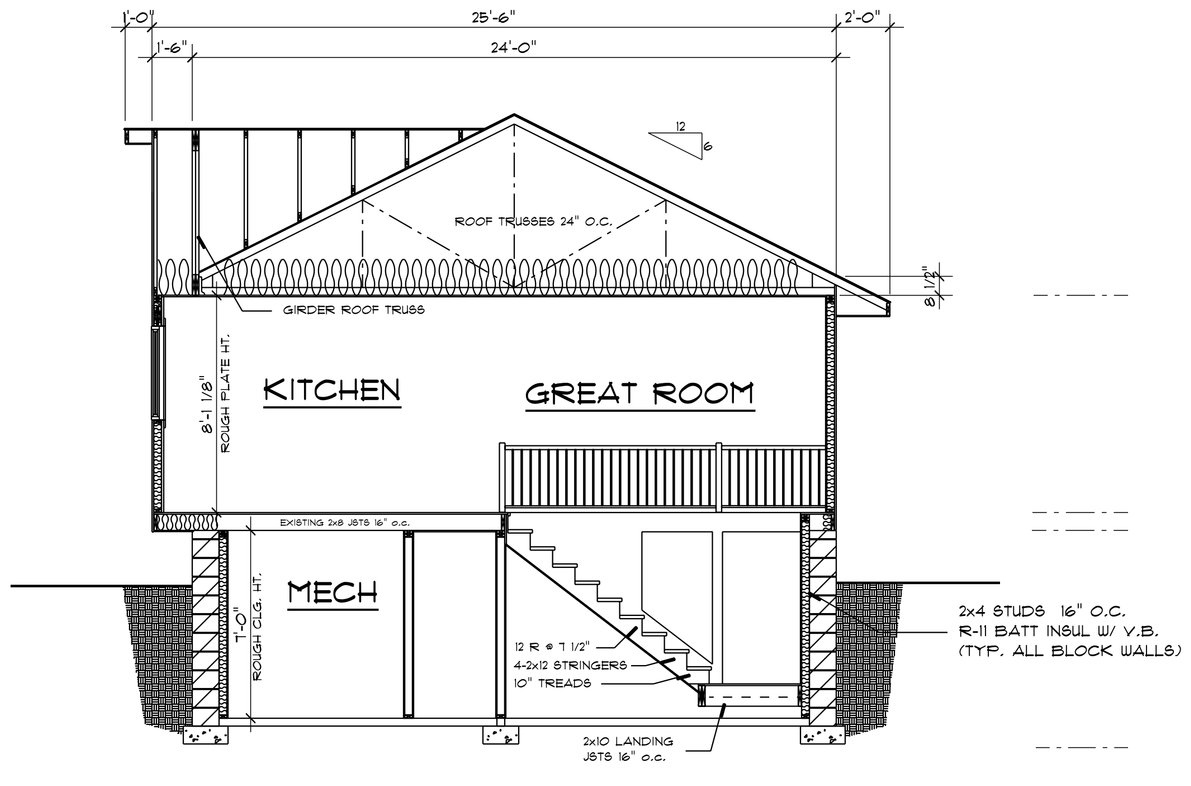
3/4 CROSS SECTION

SCALE: 1/4" = 1'-0"



2/4 CROSS SECTION

SCALE: 1/4" = 1'-0"



1/4 CROSS SECTION

SCALE: 1/4" = 1'-0"

NOTE: GENERAL CONTRACTOR OR BUILDER TO VERIFY ALL PLAN SPECIFICATIONS, DIMENSIONS AND CONDITIONS IN THE FIELD AND BE RESPONSIBLE FOR SAME.

PLAN NUMBER: 24-006

SHEET 4 OF 4

957

Exhibits for 98-20 Fensted

July 25, 1995

Filed 4-28-95 Doc #1652192

RESOLUTION #95-69

RESOLUTION TO APPROVE A LAKESIDE SETBACK VARIANCE TO ALLOW CONSTRUCTION OF A DECK AT 4360 WILSHIRE BLVD., LOT 81, PHELPS ISLAND PARK FIRST DIVISION PID #19-117-23 13 0014 P&Z CASE #95-25

WHEREAS, the owner, Robert Mitchell, has applied for a 13 foot lakeside setback variance to replace and slightly enlarge a lakeside deck, and;

WHEREAS, the subject property is located within the R-1A Single Family Residential Zoning District which according to City Code requires a lot area of 6,000 square feet, a 20 foot front yard setback, 6 foot side yard setbacks, and a 50 foot setback to the ordinary high water, and;

WHEREAS, all other setbacks and impervious surface coverage are conforming.

WHEREAS, the adjacent property, 4350 Wilshire Blvd., received a 32.7 foot lakeside variance in 1992 to allow a 2-1/2 story addition, and;

WHEREAS, this site is narrow and somewhat limited due to its shape, and;

WHEREAS, the proposed 8' x 24' deck is minimally sized and is a reasonable use of the property, and;

WHEREAS, the Planning Commission has reviewed the request and unanimously recommended approval.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Mound, Minnesota, as follows:

1. The City does hereby grant a 13 foot lakeside setback variance to allow construction of a deck.

2. The City Council authorizes the alterations set forth below, pursuant to Section 350:420, Subdivision 8 of the Zoning Ordinance with the clear and express understanding that the use remains as a lawful, nonconforming use, subject to all of the provisions and restrictions of Section 350:420.

3. It is determined that the livability of the residential property will be improved by the authorization of the following alteration to a nonconforming use of the property to afford the owners reasonable use of their land:

   Construction of a 8' x 24' deck on the lakeside of the dwelling.

1680

Exhibits for 98-20 Fensted

4. This variance is granted for the following legally described property:

   Lot 81, Phelps Island Park First Division, PID #19-117-23 13 0014.

5. This variance shall be recorded with the County Recorder or the Registrar of Titles in Hennepin County pursuant to Minnesota State Statute, Section 462.36, Subdivision (1). This shall be considered a restriction on how this property may be used.

6. The property owner shall have the responsibility of filing this resolution with Hennepin County and paying all costs for such recording. A building permit for the subject construction shall not be issued until proof of recording has been filed with the City Clerk.

The foregoing resolution was moved by Councilmember Jensen and seconded by Councilmember Ahrens.

The following Councilmembers voted in the affirmative:
Ahrens, Hanus, Jensen and Polston. Jessen was absent and excused.

The following Councilmembers voted in the negative: None

Bob Polston
Mayor

Attest: City Manager

1681

Hennepin County Property Map

Date: 3/29/2024

PARCEL ID: 1911723130014

OWNER NAME: Paul Wolfe & Kristi Wolfe

PARCEL ADDRESS: 4360 Wilshire Blvd,Mound MN 55364

PARCEL AREA: 0.18 acres, 8,046 sq ft

A-T-B: Abstract

SALE PRICE:

SALE DATE:

SALE CODE:

ASSESSED 2023, PAYABLE 2024
PROPERTY TYPE: Residential
HOMESTEAD: Homestead
MARKET VALUE: $722,300
TAX TOTAL: $8,048.52

ASSESSED 2024, PAYABLE 2025
PROPERTY TYPE: Residential
HOMESTEAD: Homestead
MARKET VALUE: $625,600

Comments:

This data (i) is furnished 'AS IS' with no representation as to completeness or accuracy; (ii) is furnished with no warranty of any kind; and (iii) is not suitable for legal, engineering or surveying purposes. Hennepin County shall not be liable for any damage, injury or loss resulting from this data.

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2415 Wilshire Boulevard
Mound, MN 55364
(952) 472-0604

City of Mound
Planning and Building Department

MEMORANDUM

To: Honorable Mayor and City Council

From: Sarah Smith, Community Development Director

Date: April 15, 2024

Re: April 23, 2024 City Council Consent Agenda Item – 71st Fish Fry and Dance on Saturday, June 1, 2024

Summary. The Mound Fire Department Relief Association has submitted and is requesting approval of the following permits required for the 71st Fish Fry and Dance being held on Saturday, June 1, 2024 from 3:00 p.m. to 12:00 a.m. at the Mound Public Safety Building (excluding event set-up and tear down .) The requested applications and/or requests are outlined below:

A. Public Gathering Permit
B. Musical Concert Permit *(including extended hours beyond 10:00 p.m.)*
C. Seasonal, Banner and Portable Sign Permit
D. 1-4 Day Temporary On-Sale Liquor License

Comments.

- Staff notified the Public Works Department and the Orono Police Department about the upcoming event; also involved public agencies. Applicant is responsible for coordinating OPD assistance as required for the annual event.

- Wilshire Boulevard will be closed from Lakewood Lane to Maywood Road for the event as well as during event set-up and tear down activities.

- The applicant is required to obtain all required permits to hold the event, including but not limited to, approvals from the Hennepin County Health Department, MN Dept. of Public Safety Alcohol and Gambling Enforcement Division, etc. for food/beverages to be served at the event and activities/events.

- As the Mound Fire Department Relief Association Fish Fry and Dance is an annual fundraiser and for community enjoyment, Staff recommends waiver of all local permit fees similar to previous years.

- The MFD has a severe weather plan and lost child plan in place for the event.

- A Seasonal, Banner and Portable Sign Permit application was submitted but does not require Council approval. However, the application has been included for Council action to waive the involved fee. If a tent permit is issued by the MFD for the event, this fee is also requested to be waived.

Recommendation. Staff recommends that the City Council approve the permits and requests for the 71st Mound Volunteer Fire Department Relief Association Fish Fry and Dance to be held on Saturday, June 1, 2024, including waiver of fees, subject to the following conditions:

1. Applicant shall be responsible for procurement of all required public agency permits that are needed to hold the event *(i.e., Hennepin County Transportation Department, Hennepin County Environmental Department, etc.).*

2. Applicant shall work with the Orono Police Department and Public Works Department regarding logistics for the upcoming event including, but not limited to, equipment and personnel needs , road closure(s), site set-up and staging, traffic/pedestrian control and circulation, etc. Applicant is responsible for payment of fees for public safety or public services that may apply.

3. Amplified music, speakers and PA/sound systems are to be directed in the direction best suited to minimize impact upon neighbors as determined by the City Manager or designee. Applicant shall work with Staff on the final plan for layout and set-up of the stage and equipment.

4. As applicable, the applicant shall work with Staff to evaluate all proposed sign locations. The applicant shall be responsible for obtaining permission from the current property owner for sign placement on private property

5. The City shall reserve the right to regulate hours of operation for any illuminated sign so as to prevent the creation of a nuisance, if applicable.

6. All signage is removed immediately following the event.

7. No signs can be placed within any County Road right-of-way unless approval is granted by Hennepin County.

8. No sign shall be placed in the sight triangle or obstruct vehicle or pedestrian traffic. Sign placement shall be subject to field modification by Mound Staff, if needed.

9. The submittal of a Certificate of Insurance, naming the City of Mound as an additional insured, is required and shall be provided prior to the release and issuance of the permits for the event. Required insurance and coverage including, but not limited to liquor liability coverage, shall be in accordance with the City's established policies. Applicant to work with Finance Director Maggie Reisdorf regarding the form and required amounts for the Certificate of Insurance.

10. If different from the application, contact information, including name and cell phone number, for the person(s) who will be on site the day of the event shall be provided prior to the release of the Public Gathering Permit.

11. Applicant is required to comply with Covid 19 guidelines in effect at the time that apply to the event.

A resolution, approving the permit applications and request, subject to conditions, based on Staff's recommendation, has been prepared for Council consideration. Staff recommends approval.

CITY OF MOUND
RESOLUTION NO. 24- __

RESOLUTION APPROVING PERMITS FOR 2024 MOUND FIRE DEPARTMENT RELIEF ASSOCIATION FISH FRY AND DANCE ON JUNE 1, 2024 AND WAIVING FEES DUE TO PUBLIC PURPOSE OF GATHERING

WHEREAS, on December 12, 2023, the City Council of the City of Mound adopted its fee schedule for 2024 ("Fee Schedule"); and

WHEREAS, the Fee Schedule set a Public Gathering Permit Category I Location Fee at $300 per day and the Damage Deposit at $500 per day; and

WHEREAS, the Fee Schedule does not require a separate Musical Concert Permit fee if a Public Gathering Permit fee is being paid; and

WHEREAS, the Fee Schedule set the Seasonal, Banner and Portable Sign Permit at $25; and

WHEREAS, the Fee Schedule set the 1-4 Day Temporary On-Sale Liquor License at $50 per day; and

WHEREAS, Andy Drilling, on behalf of the Mound Fire Department Relief Association, submitted the following applications for the 71st Mound Fire Department Relief Association Fish Fry and Dance being held on June 1, 2024 from 3:00 p.m. to 12:00 a.m. (not including event set-up and tear down activities) at the Mound Public Safety Building located at 2415 Wilshire Boulevard:

A. Public Gathering Permit
B. Musical Concert Permit (*including extended timeframe for music past 10:00 p.m.)*
C. Seasonal, Banner and Portable Sign Permit
D. 1-4 Day Temporary On-Sale Liquor License

;and

WHEREAS, City Staff has reviewed said applications and has recommended reasonable conditions to protect the public's investment in its public parks and common areas as set forth in a staff memo to the City Council dated April 15, 2024 ("Conditions"); and

WHEREAS, the City Manager and City Staff desire to waive fees for the 2024 Mound Fire Department Relief Association Fish Fry and Dance as it is a public event that benefits the community as a whole.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mound as follows:

1. The recitals set forth above are incorporated into this Resolution.

2. The following permits for the 2024 Mound Fire Department Relief Association Fish Fry and Dance are approved with Conditions:

    A. Public Gathering Permit
    B. Musical Concert Permit (*including extended timeframe past 10:00 p.m.)*
    C. Seasonal, Banner and Portable Sign Permit
    D. 1-4 Day Temporary On-Sale Liquor License

3. Waiver of all permit fees for the 2024 Mound Fire Department Fire Department Relief Association Fish Fry and Dance is in the public interest due to the overwhelming public benefits.

Passed by the City Council this 23rd of April, 2024.

_____
Mayor Jason R. Holt

_____
Attest: Kevin Kelly, Clerk

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

PUBLIC GATHERING PERMIT

Use of a public park or commons by any group consisting of **15 or more individuals.**

Use is not to interfere with traffic and general use of the park or commons or to be beyond the ability of the police in maintaining order.

NO LIQUOR OR BEER MAY BE USED IN ANY OF THE CITY PARKS OR BUILDINGS.

Group is to remove all litter and trash and provide a deposit to insure cleaning up of the park area.

Category I Locations: Surfside Park, Greenway, Centerview Park and Parking Deck
PERMIT FEE: $300/DAY_____ DAMAGE DEPOSIT: $500/DAY_____

Category II Locations: Other Parks (neighborhoods, veteran's parks)
PERMIT FEE: $50/DAY _____ DAMAGE DEPOSIT: $200/DAY _____

A Certificate of Insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands.

Date(s) of Use May 31 - June 2, 2024

Area to be Used Mound Fire Station

Time Frame Friday May 31 - Sunday June 2, 2024

Intended Use Annual MVFDRA Fundraiser

Expected Attendance ~ 3,000

Organization Mound Volunteer Fire Dept. Relief Assoc.

Representative's Name Andy Drilling

Address 2415 Wilshire Blvd

Telephone No. Daytime:_____ Work: 952 472-0605

E-Mail: adrilling@moundfire.com

Departmental Approval	
_____ City Clerk	_____ Police Dept.
_____ Public Works Dept.	_____ Fire Dept.

_____ $50/event (only if no Public Gathering Permit Issued)

June 1, 2024
Date(s) of Musical Concert

LICENSE # _____

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

MUSICAL CONCERT PERMIT APPLICATION

(Including, but not limited to, live music, music provided by a disc jockey, and/or any type of amplified music)

EVENT: Mound Volunteer Fire Dept. Fish Fry & Dance

LOCATION OF MUSICAL CONCERT: Fire Station 2415 Wilshire Blvd. Mound, MN

TYPE OF MUSICICAL CONCERT: Live music, rock n' roll

TIME PERIOD OF MUSICAL CONCERT: Saturday June 1, 2024
(HOURS PERMITTED: Mon - Sun: 7:00 am - 10:00 pm)

REQUESTED EXTENSION OF HOURS: 10:00p - 12:00a
(Council approval must be received to conduct a musical concert after 10:00 pm)

APPLICANT: MVFD Relief Assoc. CONTACT: Andy Drilling

ADDRESS: 2415 Wilshire Blvd. ADDRESS: Mound, MN

E-MAIL adrilling@moundfire.com

FIRE ~~HOME~~ PHONE #: 952 472-3555 WORK PHONE #: 952 472-0605

4.9.24
Date

Andy Drilling
Applicant's Signature

A certificate of insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands, if applicable.

Department Review	Approved	Denied
Police Dept.		
Adm.		
Fire Dept.		

CITY OF MOUND
2415 Wilshire Blvd, Mound, MN 55364
Phone 952-472-0600 Fax 952-472-0620

SEASONAL, BANNER, & PORTABLE SIGN PERMIT APPLICATION

Note: Any information supplied on this form will be considered public according to the Minnesota Government Data Practices Act.

SITE	Property Address _____ Zone _____ Business Name _____ Phone _____
APPLICANT	Name Andy Drilling Email adrilling@moundfire.com Phone 952 472-0600 Fax _____ Other _____
OWNER	Name Mound Volunteer Fire Department Relief Assoc. Phone 952 472-3555 Fax _____ Other _____
SIGN CONTRACTOR	Company Name N/A Address _____ Contact Person _____ Email _____ Phone _____ Fax _____ Other _____

See City Code Chapter 119-4

☐ **Seasonal Sign $25** - Dates from _____ to _____ Size ____ feet x ____ feet = ____sf

Message _____

Seasonal Signs - Seasonal signs of a temporary or portable nature may be used in the non-residential districts to promote or advertise on-premise seasonal services or merchandise. Such signs shall be limited to a maximum of thirty-two **(32) square feet** and shall not be left in place for more than a two **(2) month** period. **Permits and fees shall be required** for all seasonal signs, and permits may be issued no more than **two (2) times per calendar year per business.**

☒ **Banner/Pennant $25** - Dates from 5·12·24 to 6·1·24

Describe event MVFDRA Fish Fry Fundraiser

Sign locations (list or attach map) Shoreline Dr by Mound sign, Eddie's Auto & above Bartlett Blvd. @ Oaklawn

Temporary banners and pennants employed for grand openings of business establishments, special events or promotions and holidays are **not exempt from permits and fees** and shall be removed within thirty (30) days upon permit issuance unless an alternate schedule is approved by the City Council. Temporary banners and pennants are prohibited from being placed upon any decorative fencing unless the banner or pennant is used in conjunction with a government, a quasi-public function, or similar-related special event. Permits for banners and pennants can be issued no more than four (4) times per calendar year.

☐ **Portable Sign (no fee)** - Dates from _____ to _____ Number of signs _____

Sign locations (list or attach map) _____

Describe sign (message, materials, etc.) _____

Portable Signs used for the purpose of directing the public may be permitted under the following conditions:

(a) Said sign is coincidental to, or used in conjunction with, a **governmental unit or quasi-public function**; and

(b) The period of use of said sign shall not exceed thirty **(30) consecutive days**; and

(c) Signs shall not be used more than four **(4) times during a calendar year**; and

(d) Signs shall be placed on the premises of the advertised event and/or on such other premises following approval of a temporary sign permit by the City of Mound. Administrative approval of a portable sign permit is permitted if the following conditions are met:

1. The sign is not being placed on public property.
2. Written permission from the property owner of record is provided if being located off-premises.
3. The criteria reference in subsections (a), (b), and (c) above are met.
4. The proposed location of the sign is reviewed and deemed acceptable by Mound Staff, which shall include the Police, Planning, and Engineering Departments, based on the following criteria:
   - The sign is not being placed in the road right-of-way.
   - The sign does not obstruct the sight triangle for pedestrian or vehicular traffic.
   - Placement of the sign does not create any potential traffic or other related hazard; and

(e) Portable sign **placement on public property requires City Council approval**; and

(f) Such signs shall require the issuance of a permit but will be exempt from all fees; and

(g) In the instance of a multi-use facility, only one seasonal sign may be placed on the premises at any one time.

Applicants are advised that incomplete applications or insufficient information can delay the processing of the permit request or may result in the application being rejected. Please fully complete all involved sections of the application and provide as much detail as possible, including, but not limited to, the proposed locations of signs, using addresses or landmarks, and written permission from the property owner for off-site locations.

Andy Dalley
APPLICANT'S SIGNATURE

4.9.24
DATE

(OFFICE USE ONLY) SPECIAL CONDITIONS & COMMENTS: _____

RECEIVED BY & DATE	PLANS CHECKED BY	APPROVED BY & DATE		COPIED	APPROVED
			ZONING		

Minnesota Department of Public Safety
Alcohol and Gambling Enforcement Division
445 Minnesota Street, Suite 1600, St. Paul, MN 55101
651-201-7507 TTY 651-282-6555

APPLICATION AND PERMIT FOR A 1 DAY TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE

Name of organization	Date of organization	Tax exempt number
The Mound Volunteer Fire Department Relief Association, Inc.	April 30, 1959	

Organization Address (No PO Boxes)	City	State	Zip Code
2415 Wilshire Blvd	Mound	MN	55364

Name of person making application	Business phone	Home phone
Gregory S. Pederson, Fire Chief	952-472-3533	952-292-0150

Date(s) of event
June 1, 2024

Type of organization ☐ Microdistillery ☐ Small Brewer
☐ Club ☐ Charitable ☐ Religious ☒ Other non-profit

Organization officer's name	City	State	Zip Code
Andy Drilling - Relief President	Mound	MN	55364
Jeff Ottenbreit, Relief Treasurer	Mound	MN	55364
		MN	

Location where permit will be used. If an outdoor area, describe.
2415 Wilshire Blvd, Mound, MN. Located at the Mound Fire Station inside apparatus bay and outside building in parking lot and on front apron.

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
n/a

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
League of Minnesota Insurance Trust - Coverage of $1,000,000

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City or County approving the license

Date Approved

Fee Amount

Permit Date

Event in conjunction with a community festival ☐ Yes ☒ No

City or County E-mail Address

Current population of city

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. *E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US*

2415 Wilshire Boulevard
Mound, MN 55364
(952) 472-0604

City of Mound
Planning and Building Department

MEMORANDUM

To: Honorable Mayor and City Council

From: Sarah Smith, Community Development Director

Date: April 15, 2024

Re: April 23, 2024 City Council Consent Agenda Item -- 2024 Midwest Hmong Outdoors Fishing Contest

---

Summary. A Public Gathering Permit application was received from Souk Her, on behalf of MN Midwest Hmong Outdoors, for use of Surfside Park and Beach, as a weigh-in station, on Friday, June 28, 2024 from 6:00 a.m. to 3:30 p.m. (excluding set-up and tear down) for a bass fishing contest being held on Lake Minnetonka.

Expected attendance for this event is 40 people. The applicant has indicated they will have a small open sided tent and 2' x 8' table that will be located in the lawn area west of the boat launch. The application is for the day with weigh in activities generally taking place between 1:30 p.m. to 3:30 p.m.

Staff has notified Orono Police Chief Farniok, Public Works Superintendent Prich, and Fire Chief Pederson about the upcoming event. Additionally, the Lake Minnetonka Conservation District, the Hennepin County Transportation Department, and the Hennepin County Sheriff's Water Patrol were also notified about the fishing tournament.

Recommendation. Staff recommends approval of the requested permit, subject to the following conditions:

1. Applicant shall be responsible for procurement of all required local and public agency permits that are needed to hold the event.

2. Applicant shall work with the Orono Police Department , the Fire Department, and and the Public Works Department regarding any logistics for the upcoming event including, but not limited to, equipment and personnel needs, site set-up and staging, traffic/pedestrian control and circulation, etc. Applicant is responsible for payment of fees for public safety or public services that may apply.

3. The applicant shall be responsible for contacting Staff the week before the event to discuss final staging.

4. Amplified music, speakers and PA/sound systems are to be directed in the direction best suited to minimize impact upon neighbors.

5. Placement of any and/or all temporary signs shall be subject to regulations contained in City Code Chapter 119 and may include issuance of a permit and payment of the required fee. Applicant shall work with the Community Development Department to determine if a temporary sign permit is required.

6. No signage can be placed upon private property unless permission from the private property owner and/or other interested party has been provided to the applicant who shall be responsible for obtaining same.

7. Signage placement is subject to review and approval by the City of Mound. No signage shall be placed in a location so as to affect vehicular and pedestrian traffic. The City of Mound reserves the right to modify sign placement in the field.

8. Signage placed outside of the City's approval of the temporary permit shall be subject to removal by the City.

9. The submittal of a Certificate of Insurance, naming the City of Mound as an additional insured, is required and shall be provided prior to the release and issuance of the Public Gathering Permit. Required insurance and coverage shall be in accordance with the City's established policies. Applicant to work with Deputy City Manager Maggie Reisdorf regarding the form and required amounts for the Certificate of Insurance.

10. Applicant is advised that no special parking approvals in the park / launch area or on local streets are granted as part of the Council's approval of the Public Gathering Permit, with the exception of the trailer as described in Condition No. 3.

11. Applicant is advised that there are vehicle and trailer parking regulations on Bartlett Boulevard / County Road 125.

12. If different from the application, contact information, including name and cell phone number, for the person(s) who will be on site the day of the event shall be provided prior to the release of the Public Gathering Permit.

13. Payment of the Category I application fee and damage deposit.

14. Applicant is required to follow COVID 19 guidelines in effect at the time that apply to this event.

CITY OF MOUND
RESOLUTION NO. 24-___

RESOLUTION APPROVING PUBLIC GATHERING PERMIT TO MIDWEST HMONG OUTDOORS FOR USE OF SURFSIDE PARK AND BEACH AS WEIGH IN STATION FOR BASS FISHING TOURNAMENT BEING HELD ON FRIDAY, JUNE 28, 2024 ON LAKE MINNETONKA

WHEREAS, on December 12, 2023, the City Council of the City of Mound adopted its fee schedule for 2024 ("Fee Schedule"); and

WHEREAS, Souk Her, on behalf of the Midwest Hmong Outdoors, submitted a Public Gathering Permit application requesting use of Surfside Park and Beach as a weigh in station for a bass fishing contest on Lake Minnetonka being held on Friday, June 28, 2024 from 6:00 a.m. to 3:30 p.m. (excluding set-up and tear down); and

WHEREAS, City Staff reviewed said application and has recommended reasonable conditions to protect the public's investment in its public parks and common areas as set forth in a staff memo to the City Council dated April 15, 2024 ("Conditions").

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mound as follows:

1. The recitals set forth above are incorporated into this Resolution.

2. The Public Gathering Permit is approved with Conditions.

Passed by the City Council this 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Attest: Kevin Kelly, Clerk

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

PUBLIC GATHERING PERMIT

Use of a public park or commons by any group consisting of **15 or more individuals.**

Use is not to interfere with traffic and general use of the park or commons or to be beyond the ability of the police in maintaining order.

NO LIQUOR OR BEER MAY BE USED IN ANY OF THE CITY PARKS OR BUILDINGS.

Group is to remove all litter and trash and provide a deposit to insure cleaning up of the park area.

Category I Locations: Surfside Park, Greenway, Centerview Park and Parking Deck
PERMIT FEE: $300/DAY ___/___ DAMAGE DEPOSIT: $500/DAY ___/___

Category II Locations: Other Parks (neighborhoods, veteran's parks)
PERMIT FEE: $50/DAY _____ DAMAGE DEPOSIT: $200/DAY _____

A Certificate of Insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands.

Date(s) of Use 6/28/2024

Area to be Used Surfside Park

Time Frame ~~6-8~~ 6-3:30pm

Intended Use Fish weigh-in

Expected Attendance 80

Organization Midwest Hmong Outdoors

Representative's Name Souk Her

Address 1619 Leone Ave St. Paul, MN 55106

Telephone No. Daytime: 6518955565 Work: _____

E-Mail: Soukher1619@gmail.com

Departmental Approval	
City Clerk	Police Dept.
Public Works Dept.	Fire Dept.

2415 Wilshire Boulevard
Mound, MN 55364 (952) 472-0604

City of Mound
Planning and Building Department

MEMORANDUM

To: Honorable Mayor and City Council

From: Sarah Smith, Community Development Director

Date: April 15, 2024

Re: April 23, 2024 City Council Consent Agenda Item - Public Gathering Permit for Rain Barrel Distribution and Educational Special Event at Mound Parking Deck

---

Summary. A Public Gathering Permit application was received from Sheri Wallace, on behalf of the Harrisons Bay Association, to allow use of the Mound Parking Deck, located at 5515 Shoreline Drive, on Saturday, May 4, 2024 from 8:00 a.m. to 12:00 p.m. (excluding set up and tear down activities) for a rainwater barrel pick up and educational special event.

To help manage the flow of cars, the applicant will be staggering pick up times and is also planning to use directional signage. The applicant also requested assistance from the Public Works Department with unloading of the rain barrels into the parking garage when they arrive. At this time, the anticipated date of arrival is sometime between May 1st and May 3rd.

The required Public Gathering Permit application fee for use of Class II location is $50 per day and the required damage deposit is $200. There is no fee for a Outdoor Music Permit if a Public Gathering Permit is approved. Staff is recommending waiver of the application fee and damage deposit for this event.

Staff has notified Orono Police Chief Farniok, Public Works Superintendent Prich, and Fire Chief Pederson about the upcoming event.

Recommendation. Staff recommends approval of the requested permit, subject to the following conditions:

1. Applicant shall be responsible for procurement of all required local and public agency permits that are needed to hold the event. Applicant shall provide copies of all said permits to the City prior to the issuance and release of the Public Gathering Permit.

2. Applicant shall be responsible for procurement of all required local and public agency permits that are needed to hold the event. Applicant shall provide copies of all said permits to the City prior to the issuance and release of the Public Gathering Permit.

3. Applicant shall work with the Public Works Department regarding any logistics for the upcoming event including, but not limited to, equipment and personnel needs, site set-up and staging, traffic/pedestrian control and circulation, etc.

4. Amplified music, speakers and PA/sound systems are to be directed in the direction best suited to minimize impact upon neighbors.

5. Placement of any and/or all temporary signs shall be subject to regulations contained in City Code Chapter 119 and may include issuance of a permit and payment of the required fee. Applicant shall work with Staff to determine if a temporary sign permit is required.

6. No signage can be placed upon private property unless permission from the private property owner and/or other interested party has been provided to the applicant who shall be responsible for obtaining same.

7. Signage placement is subject to review and approval by the City of Mound. No signage shall be placed in a location so as to affect vehicular and pedestrian traffic. The City of Mound reserves the right to modify sign placement in the field. Signage placed outside of the City's approval of a temporary permit shall be subject to removal by the City.

8. The submittal of a Certificate of Insurance, naming the City of Mound as an additional insured, is required and shall be provided prior to the release and issuance of the Public Gathering Permit. Required insurance and coverage shall be in accordance with the City's established policies. Applicant to work with Deputy City Manager Maggie Reisdorf regarding the form and required amounts for the Certificate of Insurance.

9. If different from the application, contact information, including name and cell phone number, for the person(s) who will be on site the day of the event shall be provided prior to the release of the Public Gathering Permit.

10. Applicant is required to follow COVID 19 guidelines in effect at the time that apply to this event.

CITY OF MOUND
RESOLUTION NO. 24-___

RESOLUTION APPROVING PUBLIC GATHERING PERMIT TO HARRISONS BAY ASSOCIATION FOR 2024 RAIN BARREL PICK UP AND EDUCATIONAL SPECIAL EVENT AT MOUND PARKING DECK ON SATURDAY, MAY 4, 2024 AND WAIVING FEES DUE TO PUBLIC PURPOSE

WHEREAS, on December 12, 2023, the City Council of the City of Mound adopted its fee schedule for 2024 ("Fee Schedule"); and

WHEREAS, the Fee Schedule sets the Public Gathering Permit Category II Location Fee at $50 per day and the Damage Deposit at $200 per day; and

WHEREAS, Sheri Wallace, on behalf of the Harrisons Bay Association, submitted a Public Gathering Permit to allow use of the Mound Parking Deck, located at 5515 Shoreline Drive, on Saturday, May 4, 2024 from 8:00 a.m. to 12:00 p.m. (excluding set up and tear down activities) for a rainwater barrel pickup and educational special event; and

WHEREAS, City Staff has reviewed said application and has recommended reasonable conditions to protect the public's investment in its public parks and commons areas as set forth in a staff memo to the City Council dated April 15, 2024 ("Conditions"); and

WHEREAS, the City Manager and City Staff desire to waive the Public Gathering Permit fee of $50 and waiver of the $200 Damage Deposit because it is a public event that benefits the community as a whole, it requires an extremely limited amount of city expenditures, and the primary objective of the event is not to benefit a private interest but rather to showcase the economic, recreational, and residential opportunities and amenities located in downtown Mound and within the community as a whole.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mound as follows:

1. The recitals set forth above are incorporated into this resolution.

2. The Public Gathering Permit is approved with conditions.

3. Waiver of the permit fee and damage deposit is in the public interest due to the overwhelming public benefits.

Passed by the City Council this 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Attest: Kevin Kelly, Clerk

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

PUBLIC GATHERING PERMIT

Use of a public park or commons by any group consisting of **15 or more individuals.**

Use is not to interfere with traffic and general use of the park or commons or to be beyond the ability of the police in maintaining order.

NO LIQUOR OR BEER MAY BE USED IN ANY OF THE CITY PARKS OR BUILDINGS.

Group is to remove all litter and trash and provide a deposit to insure cleaning up of the park area.

Category I Locations: Surfside Park, Greenway, Centerview Park and Parking Deck
PERMIT FEE: $300/DAY_____DAMAGE DEPOSIT: $500/DAY_____

Category II Locations: Other Parks (neighborhoods, veteran's parks)
PERMIT FEE: $50/DAY _____DAMAGE DEPOSIT: $200/DAY _____

A Certificate of Insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands.

Date(s) of Use 5/4/2024

Area to be Used Parking Garage

Time Frame 8 am - 12:00 pm.

Intended Use Distribution of Rain barrels

Expected Attendance 100-150 vehicles

Organization Harrisons Bay Association

Representative's Name Sheri Wallace

Address 2135 Overland Lane Mound.

Telephone No. Daytime: 763-234-6011 Work: _____

E-Mail: sheri.l.wallace@gmail.com

Departmental Approval

City Clerk

Police Dept.

Public Works Dept.

Fire Dept.

2415 Wilshire Boulevard
Mound, MN 55364
(952) 472-0604

City of Mound
Planning and Building Department

MEMORANDUM

To: Honorable Mayor and City Council

From: Sarah Smith, Community Development Director

Date: April 15, 2024

Re: April 23, 2024 City Council Consent Agenda Item – Public Gathering Permit and Outdoor Music Permit for 2024 Music in the Park Summer Concert Series at Surfside Park and Beach

---

Summary. At its April 23, 2024 meeting, the City Council will consider the Public Gathering Permit and Musical Concert Permit applications submitted by Gary Pioske, on behalf of Mound Westonka Community Education, for the 2024 Music in the Park (MITP) summer concerts and event activities *(music, food, etc.)* that are held annually at Surfside Park and Beach on Thursday evenings from 6:00 p.m. to 8:00 p.m. *(excluding setup and teardown)*. The dates for this year's MITP this summer are Thursday, June 13th, Thursday, July 11th and Thursday, August 8th.

The required Public Gathering Permit application fee for use of a Class I location is $300 and the required $500 damage deposit per day. There is no fee for an Outdoor Music Permit if a Public Gathering Permit is approved. Similar to previous years, Staff is recommending waiver of the fees and damage deposits for the summer concert series and activities.

Food trucks and vendors are included as part of the special event activities included in the Public Gathering Permit application for this year's MITP to allow for food and nonalcoholic beverages to be available for purchase at the concerts.

Recommendation. Staff recommends approval of the Public Gathering Permit and Musical Concert Permit for the 2024 Music in the Park summer concert series and event activities, including the waiver of all fees, subject to the following conditions:

1. Amplified music, speakers and PA/sound systems are to be directed in the direction best suited to minimize impact upon neighbors.

2. Applicant is responsible for obtaining any and/or all required local agency permitting required for the events (i.e., temporary food permit, tent permit, etc.).

3. Applicant shall work with the Orono Police Department, the Mound Fire Department, the Public Works Department, and the Parks Department regarding any and/or all logistics for the event(s) including, but not limited to, equipment and personnel needs, site set-up and staging, traffic/pedestrian control and circulation, etc.

4. Placement of any and/or all temporary signs shall be subject to regulations contained in City Code Chapter 119 and may include issuance of a permit and payment of the required fee. As needed, the applicant shall work with Staff to determine if a temporary sign permit is required.

5. The submittal of a Certificate of Insurance, naming the City of Mound as an additional insured, is required and shall be provided prior to the release and issuance of the permits for the event. Required insurance and coverage shall be in accordance with the City's established policies. Applicant to work with Finance Director Maggie Reisdorf regarding the form and required amounts for the Certificate of Insurance.

6. Applicant is responsible for compliance with Covid 19 guidelines in effect at the time of the special event dates that apply.

Requested Action. A draft resolution has been prepared for Council action. Staff recommends approval.

CITY OF MOUND
RESOLUTION NO. 24-__

RESOLUTION APPROVING PERMITS FOR 2024 MUSIC IN THE PARK SUMMER CONCERT SERIES AT SURFSIDE PARK AND BEACH AND WAIVING FEES DUE TO PUBLIC PURPOSE OF GATHERING

WHEREAS, on December 12, 2023, the City Council of the City of Mound adopted its fee schedule for 2024 ("Fee Schedule"); and

WHEREAS, the 2024 Fee Schedule set a Public Gathering Permit Category I Location Fee at $300 per day and the Damage Deposit at $500 per day; and

WHEREAS, the 2024 Fee Schedule does not require a separate Musical Concert Permit fee if a Public Gathering Permit fee is being paid; and

WHEREAS, Gary Pioske, on behalf of Westonka Community Education, submitted Public Gathering Permit and Musical Concert Permit applications for the 2024 Music in the Park summer concert series and related activities, to include food trucks and vendors, to be held on Thursday evenings at Surfside Beach and Park from 6:00 p.m.to 8:00 p.m. *(excluding set-up and tear down)* on the following dates:

Thurs, June 13th

Thurs., July 11th

Thurs., August 8th

; and

WHEREAS, City Staff has reviewed said application and has recommended reasonable conditions to protect the public's investment in its public parks and common areas as set forth in a staff memo to the City Council dated April 15, 2024 ("Conditions"); and

WHEREAS, City Staff desire to waive fees for the 2024 Music in the Park summer concert series as it is a public event that benefits the community as a whole.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Mound as follows:

1. The recitals set forth above are incorporated into this Resolution.

2. The following permits are approved:

   A. Public Gathering Permit
   B. Musical Concert Permit

3. All permit fees and damage deposits are waived as the 2024 Music in the Park summer concert series as it in the public interest due to the overwhelming public benefits.

Passed by the City Council this 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Attest: Kevin Kelly, Clerk

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

PUBLIC GATHERING PERMIT

Use of a public park or commons by any group consisting of **15 or more individuals.**

Use is not to interfere with traffic and general use of the park or commons or to be beyond the ability of the police in maintaining order.

NO LIQUOR OR BEER MAY BE USED IN ANY OF THE CITY PARKS OR BUILDINGS.

Group is to remove all litter and trash and provide a deposit to insure cleaning up of the park area.

Category I Locations: Surfside Park, Greenway, Centerview Park and Parking Deck
PERMIT FEE: $300/DAY_____DAMAGE DEPOSIT: $500/DAY_____

Category II Locations: Other Parks (neighborhoods, veteran's parks)
PERMIT FEE: $50/DAY _____DAMAGE DEPOSIT: $200/DAY _____

A Certificate of Insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands.

Date(s) of Use 6/13/23 7/11/23 8/8/23

Area to be Used Surfside Park

Time Frame 4pm- 10pm

Intended Use Family Event

Expected Attendance 300 - 500

Organization ISD 277 Community Education

Representative's Name Gary Pioske

Address 5901 Sunnyfield Dr Minnetrista, MN 55364

Telephone No. Daytime: 952-491-8861 Work: 612-770-6052

E-Mail: pioskeg@westonka.k12.mn.us

Departmental Approval	
City Clerk	Police Dept.
Public Works Dept.	Fire Dept.

_____$50/event (only if no Public Gathering Permit Issued)

_____
Date(s) of Musical Concert

LICENSE #_____

CITY OF MOUND
2415 WILSHIRE BLVD.
MOUND, MINNESOTA 55364

MUSICAL CONCERT PERMIT APPLICATION
(Including, but not limited to, live music, music provided by a disc jockey, and/or any type of amplified music)

EVENT: Music in the Park

LOCATION OF MUSICAL CONCERT: Surfside Park

TYPE OF MUSICICAL CONCERT: Family

TIME PERIOD OF MUSICAL CONCERT 4-10pm (6-8pm Performance)
(HOURS PERMITTED: Mon - Sun: 7:00 am - 10:00 pm)

REQUESTED EXTENSION OF HOURS: NA
(Council approval must be received to conduct a musical concert after 10:00 pm)

APPLICANT: ISD277 CONTACT: Gary Pioske

ADDRESS: 5901 Sunnyfield RD E ADDRESS: Minnetrista MN 55364

E-MAIL pioskeg@westonka.k12.mn.us

HOME PHONE #: 612-770-6052 WORK PHONE #: 952-491-8261

4/12/24
Date

Gary Pioske
Applicant's Signature

A certificate of insurance naming the City of Mound as Certificate Holder/Additional Insured is required with respect to the City's ownership of the public lands, if applicable.

Department Review

	Approved	Denied
Police Dept.		
Adm.		
Fire Dept.		

CITY OF MOUND
RESOLUTION NO. 24-

RESOLUTION APPROVING NEW LIQUOR LICENSE
FOR 2023 - 2024

WHEREAS, the City Council through the Mound City Code, Chapter 6, Division 3. Licenses, have established requirements for Liquor Licenses; and

WHEREAS, the City Staff have reviewed the application for Liquor License and found the application to be complete for Mi Pueblo Cuatro LLC (Mi Pueblo Express) Restaurant at 2281 Commerce Blvd.); and

WHEREAS, the above applicant has made applicable payments, has the required liability insurance, and have had a satisfactory background check conducted by the Orono Police Department; and

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Mound, Minnesota, hereby adopts a resolution approving the Liquor License application for the period of April 22, 2024 through June 30, 2024 to the above-named applicants.

Adopted by the City Council this 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Kevin Kelly, Clerk

CITY OF MOUND
RESOLUTION NO. 24-

A RESOLUTION APPROVING MEMBERSHIP IN THE HENNEPIN COUNTY FIRE CHIEFS ASSOCIATION, INC.

WHEREAS, the Hennepin County Fire Chiefs Association ("HCFCA") is an organization of fire departments and others in the fire service industry in Hennepin County whose purpose is to provide a forum to discuss and promote fire safety, to exchange ideas and search for solutions to fire safety and other emergency response problems, to conduct research, to facilitate educational programs, to promote legislation, and to promote the spirit of cooperation between fire departments or other emergency response organizations operating within Hennepin County, Minnesota; and

WHEREAS, HCFCA was established as an association in 1961 but was not a formal corporate entity recognized by the Office of the Minnesota Secretary of State;

WHEREAS, Mound Fire Department is a currently a member of HCFCA;

WHEREAS, HCFCA's membership and Board of Directors has determined that it is in the best interests of the association to organize as a nonprofit corporation in order to formalize its operations and provide the option of applying for federal tax-exempt status;

WHEREAS, on January 8, 2024, the Hennepin County Fire Chiefs Association, Inc., was registered as a nonprofit corporation with the Office of the Minnesota Secretary of State;

WHEREAS, Minnesota Statutes Section 471.96 provides authority for cities and counties "to appropriate necessary funds to provide membership of their respective municipal corporations or political subdivisions respectively in county, regional, state, and national associations of a civic, educational, or governmental nature which have as their purpose the betterment and improvement of municipal government operations"; and

WHEREAS, The Mound Fire Department's membership in the HCFCA as a nonprofit organization will benefit Mound and its Fire Department and will provide for the betterment and improvement of Mound Fire operations surrounding fire safety and emergency response;

NOW THEREFORE BE IT RESOLVED by the City of Mound as follows:

1. Mound Fire Department membership in Hennepin County Fire Chiefs Association, Inc. is approved and payment of annual membership dues is authorized.

2. Membership will be through the Fire Department and Mound Fire Chief is designated as Mound Fire Department's representative to HCFCA.

ADOPTED, by the City Council of the City of Mound on the 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Kevin Kelly, City Clerk

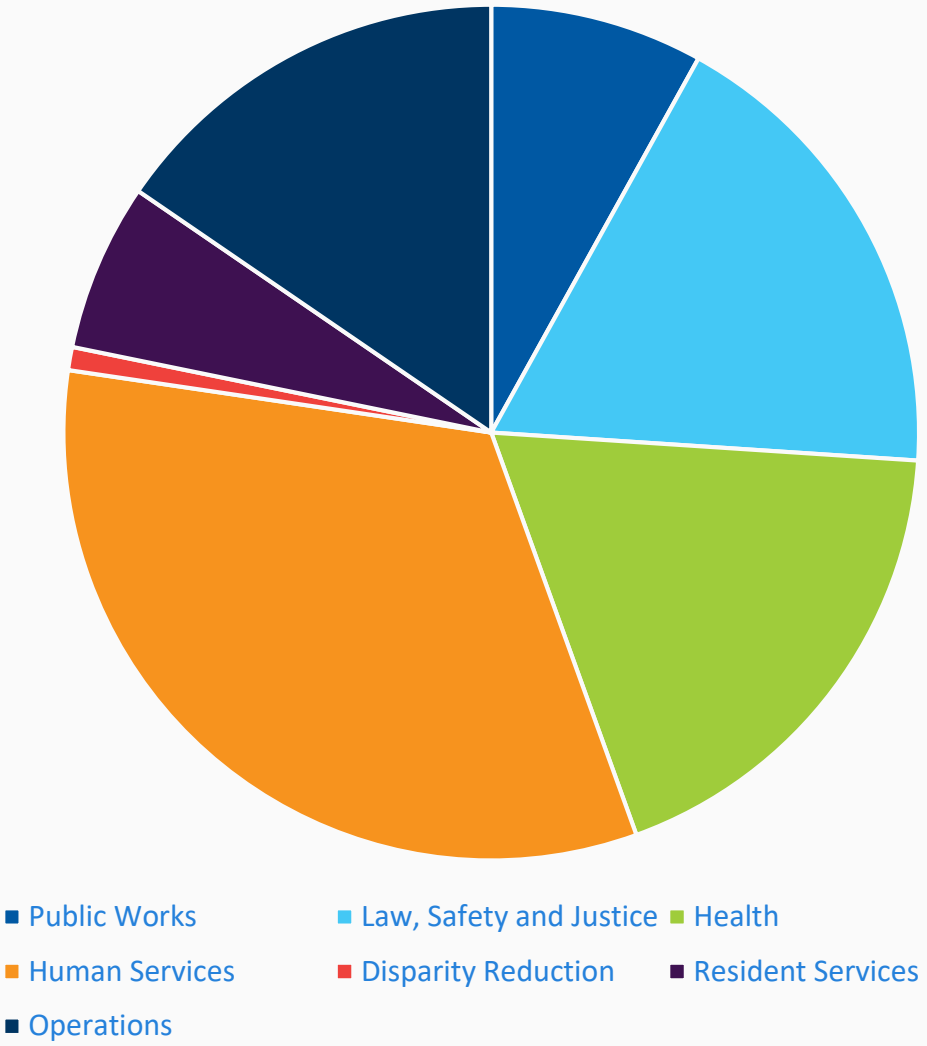
HENNEPIN COUNTY

MINNESOTA

Commissioner Kevin Anderson

- Serving District 7 since 2021
- Chair - Public Works Committee
- Vice Chair- Housing and Redevelopment Authority
- Vice Chair - Human Services & Law Safety Justice
- Chair - AMC Business and Partner Development
- Vice Chair – NACO Public Health Subcommittee
- Appointed to NACO County Technology Advisory Council

Hennepin County Budget



Mound at a Glance

Human Services

- Over 2,600 Mound residents receive Human Services from Hennepin County
  - 2,300 individuals receive financial assistance through cash, food or healthcare supports

Public Safety

- Embedded Social Worker Program
- Sheriff's Department Staffing

Public Works Projects

- 2023
  - Traffic Signal Updates on CR 110 & 15
  - Pedestrian Ramp Upgrades on CRs 110 & 15
  - Bridge Maintenance on Three CR 125 Bridges
- 2024
  - CR 15 Pedestrian Ramp Upgrades
  - Trail Crossing Enhancement on CR 15
- Complete and Green Streets Policy

Hennepin County

Supporting Youth in Mound

- $191,921 since 2009
  - The City of Mound has been awarded $47,221 for one playground grant
  - Westonka Public Schools has been awarded $144,700 for one facility grant, one playground grant, and two equipment grants

Westonka Library

- Checkouts increased by 11%
- Library visits increased by 32%
- Hosted over 90 programs in 2023 with over 2,200 participants

Questions?

MEMORANDUM

Date: April 17, 2024

To: Honorable Mayor and City Council

From: Maggie Reisdorf, Deputy City Manger

Subject: Belmont Park – Native Garden Expansion

Background

In 2021, at the February 11, 2021 Parks and Open Spaces Commission (POSC) meeting, resident and community volunteer, Tyler Pieper proposed a small demonstration plot for residential-scale natives and pollinator gardening for Belmont Park. This was approved by POSC.

In 2022, at the April 24, 2022 Parks and Open Spaces Commission meeting, Pieper was approved by POSC for a similar project at Edgewater Park.

Pieper is looking to expand the native garden areas at Belmont Park and is requesting approval by the City Council.

The purpose of the expansion is the help beautify Belmont Park for visitors and increase critical pollinator habitats. Within the presentation is a timeline for the expansion project that would initially take place between May 2024 – June 2024 and then be maintained weekly by Pieper between the years 2024 – 2026.

At the March 14, 2024 POSC meeting, resident Tyler Pieper presented a preliminary design to the Commission. At that meeting, they asked Pieper to connect with the Public Works Department on the presented location and come back to another meeting with an update.

At the April 11, 2024 POSC meeting, Pieper came back with an additional design for the Commission to consider.

There are some city requested funds, tasks and duties. This includes help with site clearing, and the application of mulch and water. Public Works has worked with Pieper in the past on the initial phase of the project and has agreed to assist with this phase as well. Pieper is also asking that the city cover the cost of the new plants, estimated at $700. The plants would be purchased from Native Shoreline Technologies, the same company that plants were purchased from for the first phase.

Recommendation

The POSC reviewed both concepts for the expansion and recommended approval of the Design Layout 2, the purchasing of the plants in the amount of $700, and the support of the public works department with site preparation, mulching and watering.

Attachments
Belmont Park – Native Garden Expansion Presentation.

Belmont Park
Native Garden Expansion Proposals

2024 - 2026 Plan

Why Continue the Expansion?

- **Purpose**: Continue the native plant expansion into Belmont Park to help with beautifying the park for visitors, increase critical pollinator habitat, and (depending on the proposal chosen) provide a natural barrier to prevent children from entering traffic.
    - *Recommendation*: Plants with sturdy structure and height of no more than 3 ft will be used.

- **Plants to match conditions**: The site's first edition of native gardens thrived in a full-sun, dry soil setting, and accordingly, similar plants will be employed to maximize growth, assimilation into the site, and minimizing replacement.

Plant Walls/Road Buffers Timeline

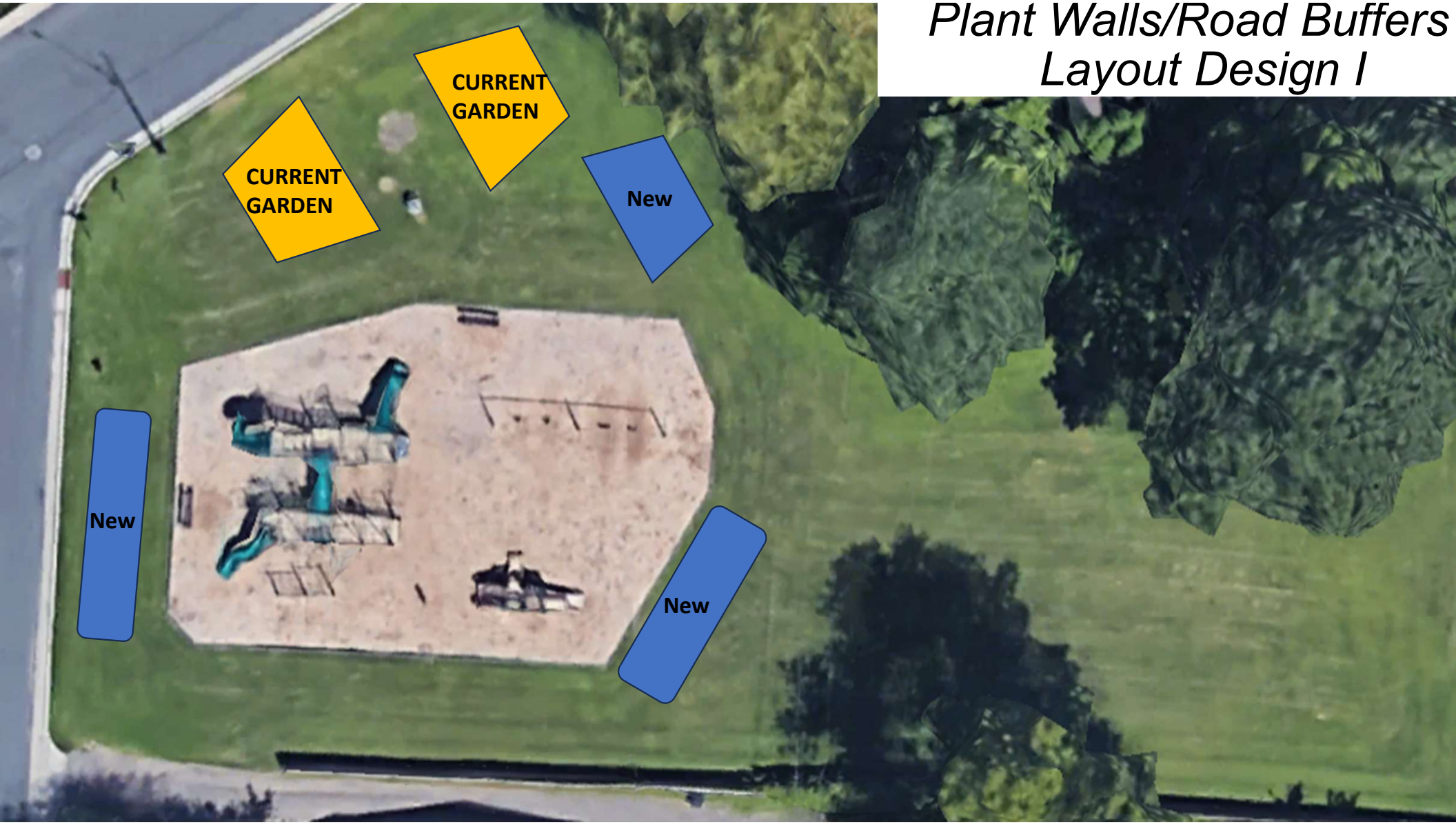
- *Email Proposal to City of Mound (Parks and Rec):* April 2024
- *Present Proposal to Parks and Rec*: April 2024
- *Site Clearing:* Beginning of May 2024
  - Assistance from city required for clearing if possible.
- *Planting of Natives:* End of May 2024
  - *Any plants that "don't make it" will be replaced free of charge (not including rabbit/deer damage).*
- *Apply Mulch & Water:* Early June 2024
  - *From this plan, this would be the only item of cost for the City to handle.*
- *Weekly Weeding/Maintenance: 2024 – 2026*
  - *Tyler will cover this at a cost of $00.00.*

Road Buffer & Garden Expansion

Order Plan:

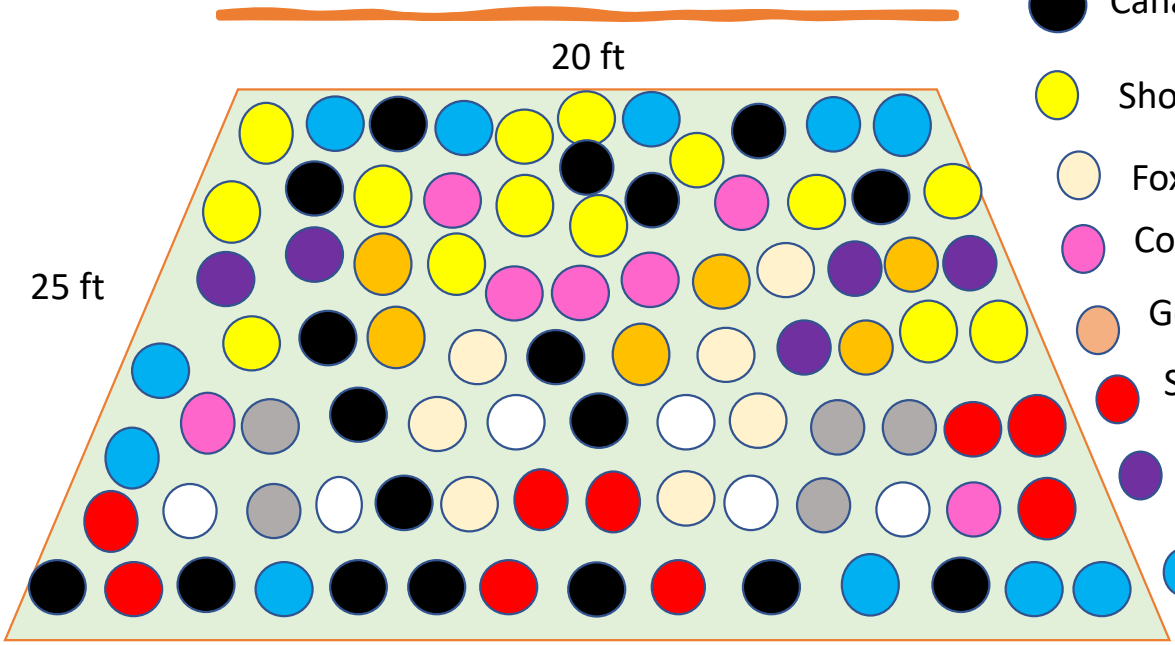
- *Tyler Pieper will supply the City of Mound with an order for approximately $700.00 (not including tax) worth of plants from Native Shoreline Technologies after approval of overall project. This vendor was also used in the first installations. The order will need to be placed in May to ensure end of May pick-up/delivery.*
- ***Costs**:*
  - *Plants = $2.50 - $3.50 per plant (230 plants for Approx. $700)*
  - *City Services associated with mulch and water*

Plant Walls/Road Buffers Layout Design I



Willow Tree Garden Layout

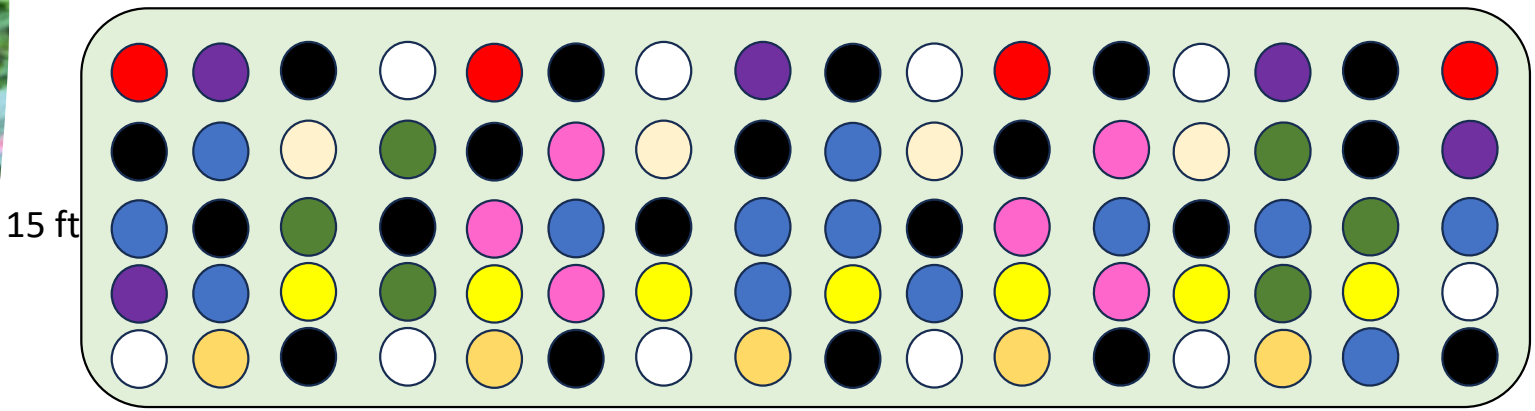
(90 Plants)



- Thimbleweed
- Canada Wild Rye
- Showy Goldenrod
- Foxglove
- Columbine
- Geranium
- Strawberry
- Large Leaf Aster
- Jacob's Ladder
- Aromatic Aster

Road Border Garden Layout
(80 Plants)

Wild Lupine
Prairie Smoke
Strawberry
Blue Eyed Grass
Stiff Goldenrod
Little Blue Stem
Rough Blazing Star
Butterfly Weed
Purple Prairie Clover
Prairie Phlox
Horse Mint

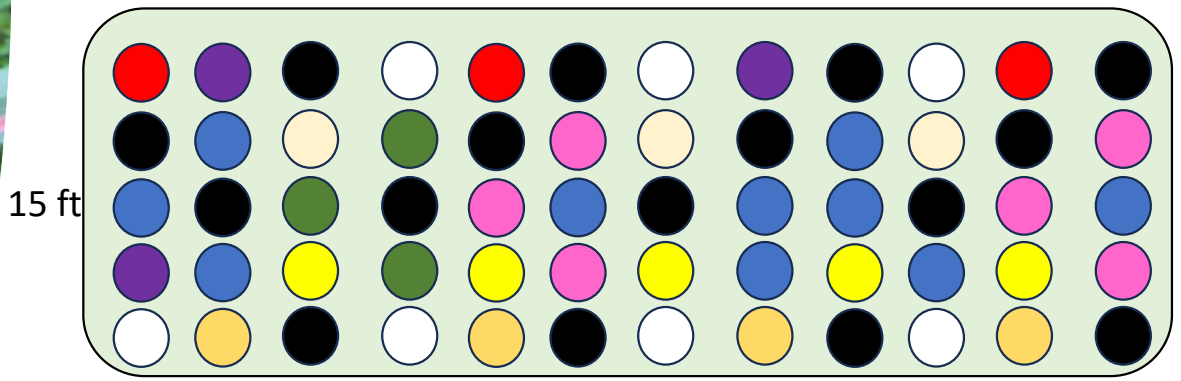


15 ft

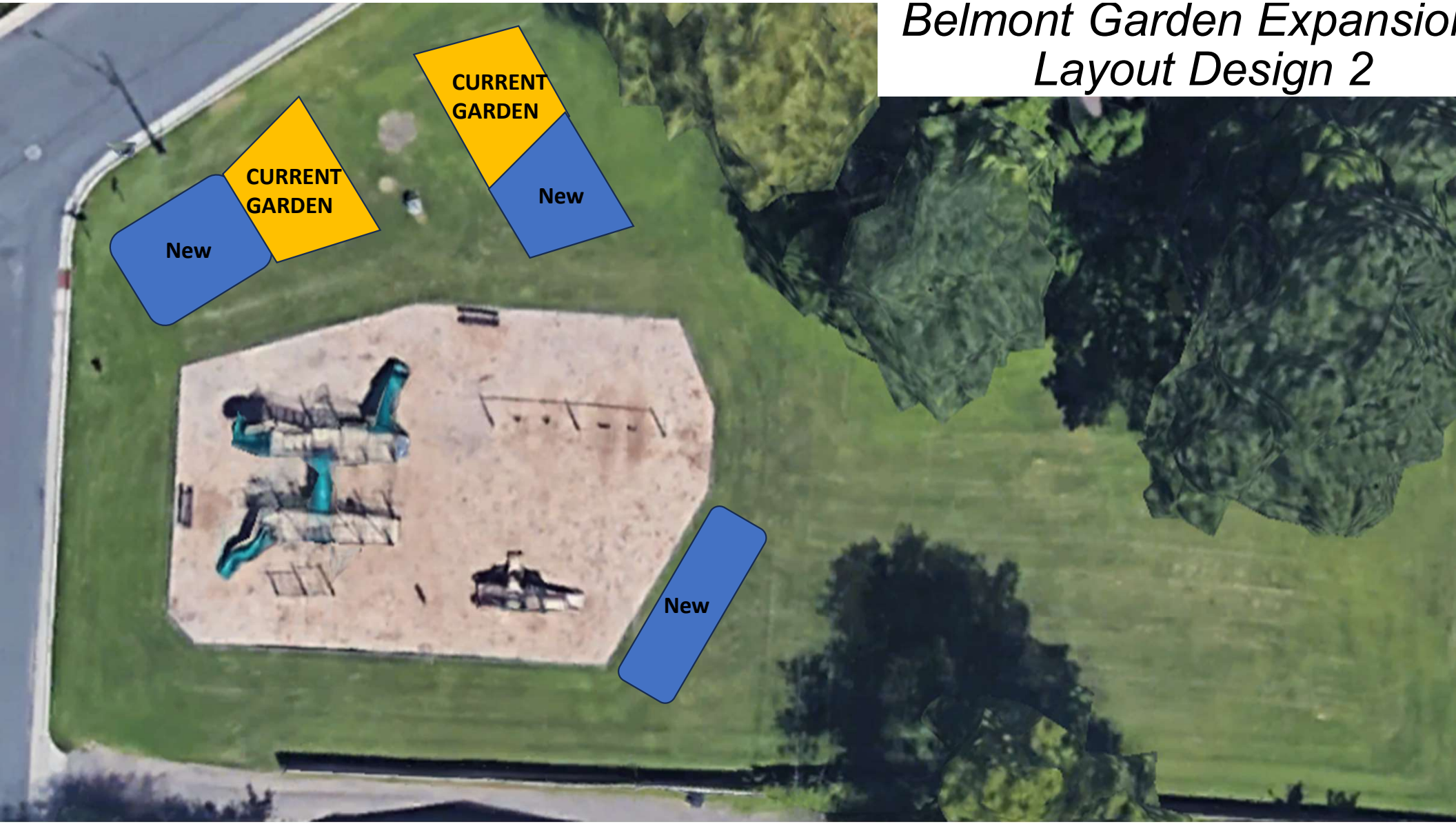
45 ft

East Border Garden Layout
(60 plants total)

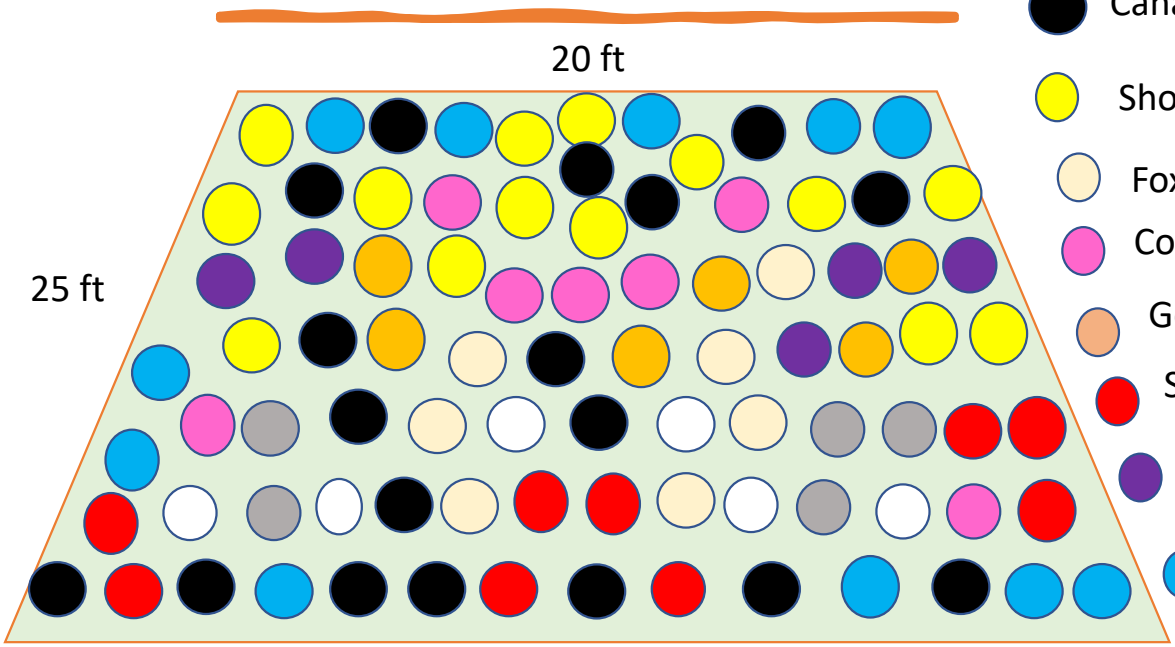
- Wild Lupine
- Prairie Smoke
- Strawberry
- Blue Eyed Grass
- Butterfly Weed
- Little Blue Stem
- Rough Blazing Star
- Horse Mint
- Prairie Phlox
- Purple Prairie Clover
- Stiff Goldenrod



Belmont Garden Expansion
Layout Design 2

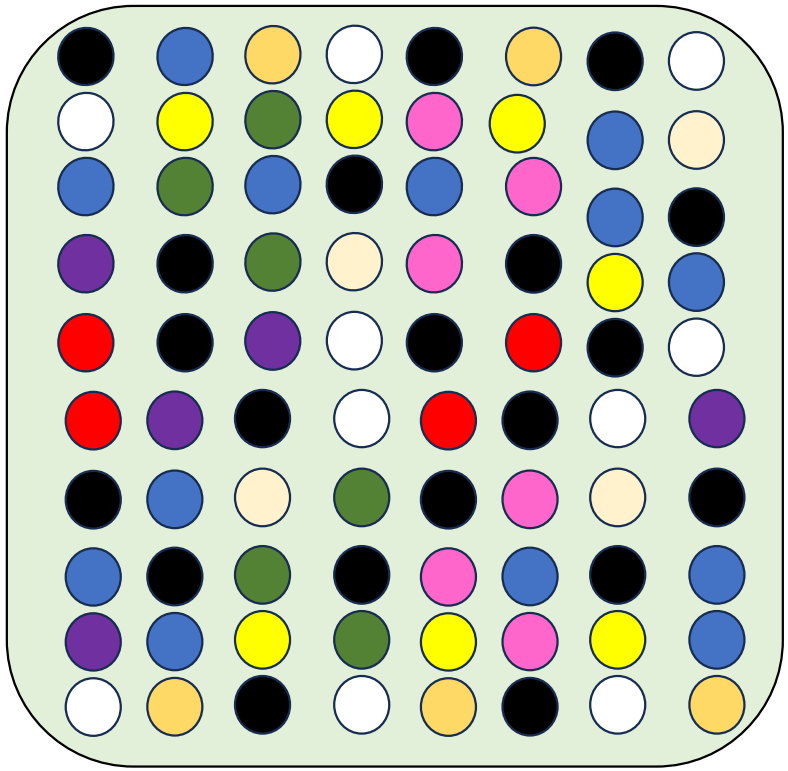


Willow Tree Garden Layout
(90 Plants)



- Thimbleweed
- Canada Wild Rye
- Showy Goldenrod
- Foxglove
- Columbine
- Geranium
- Strawberry
- Large Leaf Aster
- Jacob's Ladder
- Aromatic Aster

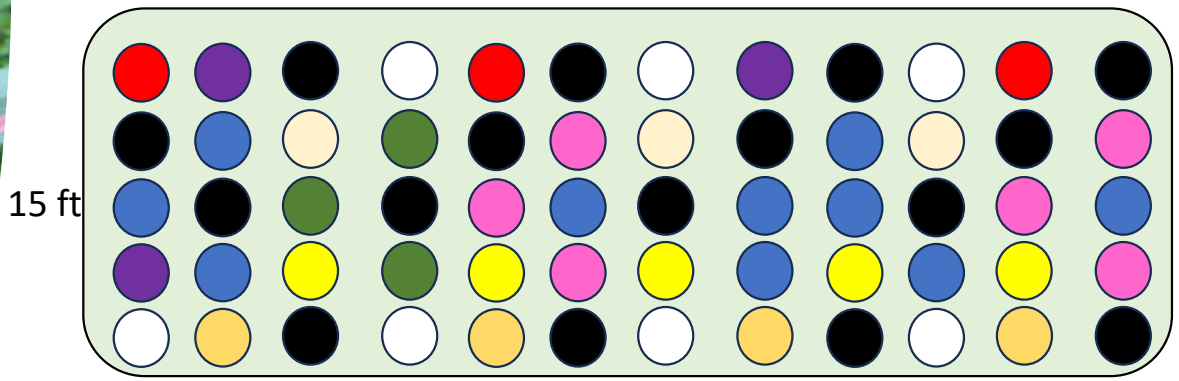
Left Garden Layout
(80 Plants)



- Prairie Phlox
- Stiff Goldenrod
- Butterfly Weed
- Horse Mint
- Prairie Smoke
- Rough Blazing Star
- Strawberry
- Blue Eyed Grass
- Purple Prairie Clover
- Little Blue Stem
- Wild Lupine

East Border Garden Layout
(60 plants total)

- Wild Lupine
- Little Blue Stem
- Prairie Smoke
- Prairie Phlox
- Strawberry
- Rough Blazing Star
- Stiff Goldenrod
- Blue Eyed Grass
- Purple Prairie Clover
- Butterfly Weed
- Horse Mint



Border Gardens Plant Selection…part I

- Wild Native Lupine (*Lupinus perennis*): 1 – 3 ft (May - June)

- Wild Lupine is the only host plant for the Karner Blue butterfly caterpillar. Habitat loss has led to the decline in plants, and put the Karner Blue on the endangered species list.

- Little Blue Stem *(Schizachyrium scoparium):* 1-3 ft (August – September)

- A pretty grass, Little Bluestem is another iconic species of prairies that once covered much of Minnesota. It is a host plant for several native butterflies and is popular in the garden trade as well as restoration projects.

- Prairie Smoke (*Geum Triflorum*): 6-16 inches (April – June)

- Prairie Smoke is one of the first prairie flowers to bloom in the spring, a sign that the growing season has begun in Minnesota.

- Prairie Phlox (*Phlox Pilosa*): 1-2 ft (May - June)

- Prairie Phlox adds a splash of shocking pink to prairies each June. It also does well in a garden, in sunny, sandy soil.

- Stiff Goldenrod (*Solidago rigida*): 1 – 5 ft (August – September)

- This species thrives in part-sun to full sun. The genus of “goldenrod” is actually one of the most beneficial plant species for insects, and has been regarded as a “keystone” species.

Border Plant Selection…part II

- Wild Strawberry (*Fragaria virginiana*): 6 inches (April – June)

- It is a hardy plant that grows in a wide variety of sun/shade and soil conditions. Wild strawberry spreads rapidly by ground runners. Yes, you can eat it! The birds will love this.

- Rough Blazing Star *(Liatris aspera):* 1-3 ft (July - August)

- There are 5 species of Blazing Star native to Minnesota and one relatively easy way to tell similar species apart is by the floral bracts. Rough Blazing Star has round bracts with fringed edges that curl or fold in, and its flower heads have little or no stalk.

- Purple Prairie Clover *(Dalea purpea)*: 10-20 inches (May – July)

- Purple Prairie Clover typically grows in clumps. When not flowering it looks similar to White Prairie Clover (Dalea candida), which is less clump-forming and has broader leaflets. It is a great plant for pollinators and does well in a sunny home garden in average to dry soil.

- Blue Eyed Grass (*Sisyrinchium montanum*): 5-20 inches (May-June)

- A small early season flower that maintains a small size while still being quite showy.

- Showy Goldenrod (*Solidago flexicaulis*): 1 – 3 ft (August – September)

- This species thrives in part-sun to full sun as long. The genus of “goldenrod” is actually one of the most beneficial plant species for insects, and has been regarded as a “keystone” species.

Border Plant Selection…part III

- Butterfly Weed (*Asclepias tuberosa*): 6 inches (April – June)

- A host plant for Monarch butterfly caterpillars, the flower is a favorite for many other butterflies as well. It makes a fantastic garden plant with a long bloom season and an eye-popping color you don't see in many species.

- Horse Mint *(Monarda punctata):* 1-3 ft (July - August)

- Horsemint makes an excellent garden plant, doing well in both heavier soils and light hot sandy soils. Crushed leaves and seedheads both green and dried give off a wonderful pungent odor and which I've have loved as a potpourri.

- Purple Prairie Clover *(Dalea purpea)*: 10-20 inches (May – July)

- Purple Prairie Clover typically grows in clumps. When not flowering it looks similar to White Prairie Clover (Dalea candida), which is less clump-forming and has broader leaflets. It is a great plant for pollinators and does well in a sunny home garden in average to dry soil.

Willow Garden Plant Selection…part I

- Aromatic Aster (*Symphyotrichum oblongifolium*): 1 – 3 ft (August – September)

- This is one of the last flowers to bloom in late summer through fall. There is no floral scent, but the leaves give off a pleasant aroma when crushed, and is where the common name comes from.

- Large-Leaf Aster *(Erybia macrophylla):* 1-2 ft (August – September)

- Usually just a few plants in the colony will send up flower stalks. Large-leaf aster is found in deciduous forests and open woods. Commonly seen in large clusters in Lake Maria State Park. New shoots were eaten like salad by the native peoples.

- Foxglove (*Penstemon digitalis*): 2- 5 ft (May - June)

- Part shade/sun. I have found this to be a great one for the early June weeks when there is typically not a whole lot in bloom. This would be for the sunnier parts of the space.

- Wild Strawberry (*Fragaria virginiana*): 6 inches (April – June)

- It is a hardy plant that grows in a wide variety of sun/shade and soil conditions. Wild strawberry spreads rapidly by ground runners. Yes, you can eat it! The birds will love this.

- Wild Geranium (*Geranium maculatum*): 1-3 ft (May - June)

- Wild Geranium makes a wonderful part-sun/shade garden plant. It is easily distinguished from the other 3 Geranium species in Minnesota by its comparatively large flowers, an inch or more in diameter, where the others are under ½ inch.

Willow Garden Plant Selection…part II

- Wild Geranium (*Geranium maculatum*): 1 – 2 ft (April – July)

- Native to much of eastern North America, it never disappoints. It has lovely dissected leaves, beautiful pinkish-purple flowers, and it readily spreads, forming stunning patches that everything from bees to butterflies enjoy. Mostly found in woodlands in the wild, it does just as well in full sun.

- Native Columbine *(Aquilegia canadensis):* 1-3 ft (May - July)

- Columbine, also called Red or American Columbine, is one of the first plants to provide nectar in the spring for bees, butterflies, and hummingbirds. Columbine is the larval host plant of the Columbine Duskywing. The colorful flowers are red flowing into yellow. Besides being an early bloomer, Columbine will tolerate a large range of soil and sun types, so you'll have success with it in full sun as well as shade. *(description from prairiemoon.com)*

- Jacob's Ladder *(Polemonium reptans)*: 10-20 inches (May – July)

- Jacob's ladder is a lovely spring wildflower with light blue bell-shaped flowers. The leaves are compound with the leaflets having a flattened appearance to look like the rungs of a ladder. It prefers shade but will grow in partial to full sun if it receives adequate moisture.

- Canada Wild Rye (*Elymus canadensis*): 2 -4 ft inches (June - August)

- Canada wild rye is a cool-season, short-lived bunchgrass. Thick, bristly spikes appear in mid-summer often nodding with a bluish-green tint. All parts of the plant turn tan in the fall.

- Showy Goldenrod (*Solidago flexicaulis*): 1 – 3 ft (August – September)

- This species thrives in part-sun to full sun. The genus of "goldenrod" is actually one of the most beneficial plant species for insects, and has been regarded as a "keystone" species.

MEMORANDUM

Date: April 18, 2024

To: Honorable Mayor and City Council

From: Maggie Reisdorf, Deputy City Manger

Subject: Website Redesign Proposal – Revize

Background

The City of Mound currently uses Civicplus for website services and support. Civicplus is a company that specializes in local government website platforms (and more). The City of Mound's current three year contract with Civicplus ended and it in a period of renegotiation. One of the options available it a complete redesign in 2025 with a renewed contract.

Since the contract is currently in renegotiation, the Communications Committee has decided to review the goals and vision for the city's website and determine if those needs are being met and if not what does it look like to get those needs met.

In review of the current website, the Communications Committee determined that the following areas of the website need to be improved:

1. Communications: Added "Opt In" Email and Text Notifications.
2. Easier to navigate layout.
3. Human Resources: Online Employment Applications
4. Online Bill Pay
5. City Meetings: Meeting Calendar with links to packet, minutes, video, and more on the same page.
6. More administrative flexibility
7. Better connection to social media and E-Newsletter capability

In researching several website companies that specialize in government websites, including Civicplus, Granicus, and Revize, the Communications Committee determined that Revize provided a product proposal that would meet all the desires and goals of a future website for the best price. Revize's price proposal is one that includes everything the city is looking for within that quoted price. The Communications Committee felt that with the other proposals, that the city would have to choose between a pre-established template for one cost and then pay more for added features that it wanted. It is seen as more of an "a la carte" type product.

Revize Proposal & Agreement

Included within the packet is the website proposal and agreement documents from Revize. There are two payment options available include one where the City pays $14,500 for the first year and

$2,500 for the following four years after that. Or, the second option is to pay $4,900 split evenly over five years.

If approved, the process would start quickly, with a tentative completion date of 20-27 weeks from the date of the signed contract.

The proposal includes links to other government websites that the company has designed.

Current Contract Investment

The current contract with Civicplus is in negotiation. City staff reached out at the end of 2022 regarding the cost of a full redesign. The quote at that time came in at $4,000 for the new design. It is uncertain if that would be the same quote today. Civicplus is currently managing a companywide system update and therefore cannot schedule redesigns until 2025.

City staff did reach out for a quote on what it would cost to add in one feature listed above regarding the city meetings document management portal and was quoted an initial investment of $16,590.00 and a reoccurring fee of $15,600.00 per year after.

Recommendation

The Communications Committee has met with the representative of Revize and is confident that the city will be able to redesign the city's website at a similar and reasonable cost to what the city is currently paying for its website through Civicplus. The Committee also feels that the website needs to be refreshed with new and added features and is confident that Revize is able to create a website that meets those expectations for the best cost. The Communications Committee recommends that the City Council approve the five-year agreement with Revize for the equal installments of $4,900 per year.

Attachments

Revize Website Proposal.
Revize Website Sales Agreement.

Website Proposal for

The City of Mound, MN

Revize is a Minority Business Enterprise (MBE)

Prepared by Danny Callaway
danny@revize.com
150 Kirts Blvd. Suite B, Troy, MI 48084
Ph: 213-300-5905 Fax: 866-346-8880
www.revize.com January 29th, 2024
Pricing good for 30 days

Revize Clients

- **Lufkin, TX** www.cityoflufkin.com//
- **San Carlos, CA** www.cityofsancarlos.org/
- **Presque Isle, ME** www.presqueislemaine.gov/
- **Olympia, WA** www.olympiawa.gov/
- **Clark County, NV** www.clarkcountynv.gov
- **Des Moines, IA** www.dsm.city
- **Myrtle Beach, SC** www.cityofmyrtlebeach.com
- **Arcadia, CA** www.arcadiaca.gov
- **St. Petersburg, FL** www.stpete.org
- **Glencoe, IL** www.villageofglencoe.org
- **Largo, FL** www.largo.com
- **New Bern, NC** www.newbern-nc.org
- **Troy, MI** www.troymi.gov

And Many More!

Michael Bruckner, Assistant to the City Manager,
City of Arcadia, CA
"Revize has done it again! Another game changing, cutting edge website that moves the industry forward by connecting citizens to services in as few clicks as possible."

Project Goals

The following list details this project's goals:

Visually Appealing

Clients have told us that Revize seems to have the best creative design team than most other county government website designers. We love creating a rebranding style, non-profit website design with a more eye catching, beautiful website appeal to help them increase communication with their constituents and create new interest with prospective constituents and their families. Because of that, Revize has been asked to build websites for the Tourism industry as well.

Easy to Find Content

Revize conducted a Resident Web Visitor Usability Study with 9 municipalities. As a result, we already know how a resident or web visitor wants to navigate their county website and get organizational information in their easy to reach manner. They told us that they want to get to any web page in One Click right from the Home Page, no matter how many levels the web page was buried. Revize created a navigation system that does just that and our clients love it. We will be happy to demonstrate it to you!

Increase Partner Engagement and Follow-Up

Please refer to our list of website features and you will see a plethora of features specifically to allow for interactivity with your residents, partners and all constituents, including web forms for responses, feedback, online payments, home page alerts, etc. We also design the website with "Calls to Action" in mind to inspire web visitors to participate in your organization.

Increase Search Engine Visibility

Every Revize web page is programed to allow 100% of every web page content to be indexed by all the popular Search Engines. We also allow non-technical Editors access each web page's Meta Data so you can not only increase your web presence, but also contour the search so if someone types a question in the Bing or Google Search box, it will try to pull them to the web page on your new website with the ANSWER! Not your home page.

Seamless Integration with Social Media

Revize will add Social Media icons and Social Media integration to your website's News Center as well as create a social media Wall or a clean looking Social Media Center to show off your latest social media posts.

Mobile- and User-Friendly

Your new website should be usable on any and all devices including phones, tablets and PCs. Revize has made Responsive Website Designs a website standard for over 8 years. Because of that, we add in additional Responsive Programming to take advantage of the new mobile

phone technologies like the new High-Definition Video Cards to make your web visitors' website experience more enjoyable and smoother.

Easy to Update Content

The Revize CMS non-technical website editing solution has a 25-year maturity and was written for non-technical editors to edit the website in an easy common-sense manner through a methodology called In-Page Editing or Live-Page Editing.

Clients have indicated that if you know how to read, and know about 5% of Microsoft Word, you should be able to edit a Revize Non-profit Website (without training). Allow us to give you a demonstration.

ADA Compliant Website

Revize has been building ADA compliant websites for the last two years. In Florida, every county and municipality are being sued and taken to court for not meeting ADA compliant. So far, no fines have been given on any Revize website – Revize has 83 clients in Florida. Your new website will adhere to the new WCAG 2.1 AA requirements and Section 508. We will also train your content editors how to keep it ADA compliant when writing content. With your approval, Revize will also install an ADA Accessibly Widget, free of charge. This widget brings the ADA software for reading and resizing text, change color contrasts, etc. on the fly for the vision impaired and disabled web visitor.

Example – Double Click on the Man Icon in the lower right corner to see it in action:

https://www.largo.com/facilities_directory/index.php

Cyber-Security

Revize has not had any website security intrusions for over 9 years. Revize has partnered with Amazon Web Services (AWS) and Google Cloud Service Platform (GCP) for its LIVE WEB server hosting infrastructure needs. Both AWS and GCP are industry leaders in high availability cloud server architecture, both server farm infrastructure is highly secured, scalable, and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster. Also, Revize has dedicated CMS servers in two state-of-the-art physical data centers located in Chicago and Detroit. Onsite/Offsite data backups of all our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity. Revize can also host both your Internet and Intranet websites; your Intranet is secure and only accessible by authorized users through a login system.

Thank you for considering Revize as your web development partner. For over two decades, Revize has been a leader in providing high quality, non-profit & government-compliant web solutions. Located in Troy, Michigan we have launched hundreds of non-profit and government websites nationwide, including over 300 right here in Michigan, a myriad of industry awards and hundreds of satisfied clients stand as testament to the quality and value of our work. Every member of the Revize team understands that your website is more than a website. It's a valuable resource that can help you build a better community.

In regards to the actual design and build of your new website, and ongoing hosting and support, Revize has been doing this for over 25 years. What you need to know is that over the last 6 months there's been an increase of hacking of government agency websites by 394%, especially if they're using what's called free software, open-source software like WordPress and Drupal. Revize does not use that technology. We have a secure, refined content management system developed specifically for non-profit and government class organizations like yourself for use by non-technical individuals to edit the website easily. Revize has a full proof, secure hosting environment that so far has been bulletproof against hackers for over 8 years. We have 3 redundant Server Farms across the whole United States and multiple backups of all the information.

We have worked hard to establish a reputation for creating online community websites that engage, inform, and increase participation of your community. With our help, your community's website can serve your residents better, inspire them more, and get them actively involved in your municipal government. Please contact me if you have any questions at all.

Sincerely,

Danny Callaway
Account Executive
+1 213-300-5905 danny@revize.com

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Revize Project Team

Revize has been in business for over 25 years and has over 45 employees We have more than the adequate number of staff to complete your project within your 28 weeks' time frame.

We understand the importance of having a talented and experienced staff. We are proud of our well-respected team of top-notch experts in the field of government website design, development, analysis, content management, training and support. From the first creative concepts through to the design phases, and from site launch to training of personnel and continued support of your website project, we have the right group of seasoned professionals to work with you through the website process and beyond. We are pleased to introduce them:

Thomas Jean

Project Manager

As a project manager, Thomas has brought to Revize a very special skill set. Not only does he manage some of our highest priority projects, he is also a genuine subject matter expert when it comes to the inner workings of government. As an elected Township Trustee in a Michigan Township, he knows the advantages that come with modernizing the way government does business. Additionally, he serves as President of a registered 501c3 non-profit organization, Genesee Forward, that promotes community development. With his unique background and education from one of the nation's top universities, Thomas is uniquely experienced to give an honest and accurate assessment of your community's website needs.

- Philosophy: Learn as much as possible about our clients and use that knowledge to help build an amazing website.
- Education: BA degree in Political Science from University of Michigan.
- Expertise: Government procedure, special projects, public affairs, community development.
- Role on your website project: Project Manager

Joseph J Nagrant

Business Development Director

Joseph is an accomplished professional internet and website design consultant with more than 20 years of successful business development and account management leadership experience. He has worked with well over 400 townships, cities, counties, educational institutions, companies, and non-profit organizations. He's a foremost expert in translating technical solutions into compelling living websites and other online community building opportunities. Additionally, he is a board member for Mott Community College (Flint, MI) MTEC Center, IT Advisory Council, Education Advisory Group. He also participates in many government discussions regarding the Internet for government use, including being a frequent guest on WDET (NPR) public radio and in The Detroit News. He has an excellent reputation for building and sustaining effective, long lasting client relationships.

- Philosophy: "Put yourself in the client's shoes and do what is best for them."
- Education: BS in Electrical Engineering, Lawrence Tech University, MS in Business, Central Michigan University.
- Expertise: 29+ years of project, sales and marketing experience with government, education, corporate, and non-profit organizations.
- Role on your website project: Supervisor of account management between client and project team.

Ray Akshaya

Technical Director

Ray has 20+ years of extensive technical experience with internet and website solutions. He has worked on hundreds of government, non-profit and educational websites and has a keen eye for web visitor requirements, information architecture, and usability. He is also a long-time veteran of Revize Software Systems and our clients enjoy working with him. In his career, he has deployed and/or assisted with technical solutions for more than 500 websites. When working on a project, Ray always visualizes himself in the client's chair at the closing stages of the project and makes sure that all decisions made on a project are in alignment with the client's vision and best practices for developing the system.

- Philosophy: "Work Hard, Help People and Live Honest."
- Education: MS in Engineering Science, Louisiana State University, Baton Rouge
- Expertise: Client Management, Project Management, Technology Development for CMS & Web Apps
- Role on your website project: Technical Director

Samir Alley

Creative Director

Samir has more than a decade of experience in managing web site design projects. He has deployed 360+ municipal websites and has a solid background in web design and the latest web technologies. Formerly with Google, Samir is a leader equipped to handle any kind of sophisticated web project. He is an exceptional communicator with an innate listening skill that gives him the ability to understand and deploy a client's unspoken needs. Samir's blend of creativity, proficiency, and technical knowledge is unsurpassed in the industry.

- Philosophy: "Empathy, Focus, and… Impute"
- Expertise: Web Project Management - Adobe Design Premium CS5.5: Photoshop, Illustrator, InDesign, Flash, DreamWeaver, Fireworks, HTML, CSS, CSS3, SEO, PHP, JavaScript, MySQL, JQuery and HTML5.
- Role on your website project: Graphic design of website and backup support.

Denise Brazier

Project Manager/Trainer

Denise is an educator by nature. Her 20 years of experience in the public school system has made her a master of engaging participants during training. She effortlessly builds effective relationships with all clients. Denise has served as Advisory Counselor, Coordinator, Publicity Director, and Project Manager for several organizations in the education, non-profit and public sectors. She has been appointed to the state's quality committee evaluating organizational policies and procedures for recognition.

- Philosophy: "Always explain things in the terms of your audience to ensure their understanding"
- Education & Training: MS in the Art of Education from Marygrove College. Certification in Secondary Education
- Expertise: Training, education, teaching, public affairs and project management.
- Role on your website project: Trainer for the Content Management toolset and project manager

Did you know?

Revize will put together a project team based on the unique needs of your project!

Executive Summary

Thank you for considering Revize Software Systems for your new website project. We understand the importance of this undertaking and know how motivated your government/community is to selecting the right vendor; one who will work with you through all the steps required to build the perfect website featuring a plethora of high-quality online services that your constituents will want to use regularly.
In more than two decades of working with government leaders, as well as through nationwide surveys, we have learned that the key to choosing a website vendor is finding the right balance between the total cost of the solution and the quality of the design, online apps and user functionality. In simpler terms, you need a solution that works for you and serves your constituents.

With more than 3,100 government clients nationwide, Revize Software Systems is one of the industry's leading providers. We credit our rapid growth to our 25-year track record of building award-winning government websites and content management systems. When you work with Revize, you're not just a client, you become part of the Revize family and will receive the service and support you need and expect! We are among the most highly respected government website experts in the United States and we proudly stand by our work.

Revize has been a pioneer in implementing the latest trends in design by using Responsive Web Design (RWD). This technology ensures that site visitors have an optimal viewing experience — easy reading and navigation with a minimum of resizing, panning, and scrolling — across a wide range of devices, from desktop monitors to mobile phones. RWD provides flexible and fluid website layouts that adapt to almost any screen. When you implement a dynamic new website powered by Revize, you will not only get an outstanding look, layout and navigation, but you also receive 24/7 access to our Government Communication Center for residents, business and visitors.

Here you will find the communication tools you need such as

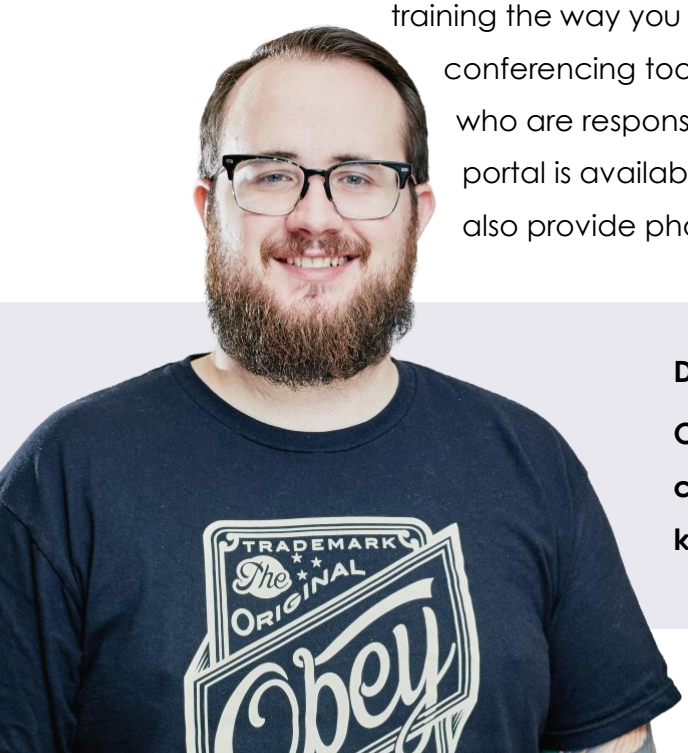
- Public Service Request App
- Calendar of Events
- E-Notification Modules
- On-Line Payment Portal
- Facilities Reservations
- News Center with Facebook/Twitter Integration
- Emergency Alerts
- Online Forms / Survey Tools
- E-Newsletter Applications
- Job Posting and Tracking Module
- Public Records Request Track

Our Award-Winning Government CMS

Revize is renowned as a leader in providing practical, high-value, easy to use content management software Government CMS. This simple-to-use yet powerful solution enables clients to manage their online presence with high functionality and style. With applications such as an online document center, public service request app, public records request tracker, agendas and minutes, frequently asked questions and more, Revize ensures that our clients have the tools they need to make information and services available for website users at the click of a mouse.

Quick Deployment, Personalized Training and Support

Revize addresses time concerns by completing websites in considerably less time than our competitors. And because our software is so easy to use, we are also able to effectively train our clients in less than half the time it takes our competitors. Our training program is customized based on each client's needs, and we provide hands on training the way you want it - either onsite or off site through web conferencing tools. We pride ourselves on the skills of our support staff, who are responsive, knowledgeable, and helpful. Our online support portal is available 24X7X365 for issue tracking and management. We also provide phone and email support during regular business hours.



Did you know?

Our technical support staff are trained developers. When you call for tech support, you'll be speaking to staff with direct knowledge of development!

Company Profile

Revize Software Systems was founded in June, 1995 as a "new media" development company specializing in the creation of interactive web design, multimedia content delivered on CD-ROM, and video production. Since then, Revize has made an unsurpassed name for itself in the web/internet industry as THE master of government website design, which remains our specialty. We now boast more than 3,100 clients in North America and have created acclaimed website designs for hundreds of municipalities and counties, as well as government departments and agencies. In September, 1996 as the Internet was becoming a world-wide reality, Revize began developing a Web Content Management System (CMS) for the government market to enable non-technical contributors to quickly and easily update content on their websites. The result was the creation of our state-of-the-art Revize Government CMS. Our mission has always been to enhance the communications of government organizations nationwide with their varied and valued audiences.

Focused exclusively on creative web design, government web apps and content management technologies, Revize continues to invest in its technology, continually adding new capabilities and features that manifest our vision. While many municipalities choose Revize to develop and cost-effectively manage their website content, clients also use Revize as an information-sharing platform. Our suite of Revize Government web-based solutions has proven valuable as a powerful technology that empowers clients to build and maintain sophisticated web sites, all while using the Internet and internal Intranets/Extranets to acquire, analyze, process, summarize and share information – ensuring that the right people always have the right information at the right time

Government Project Experience

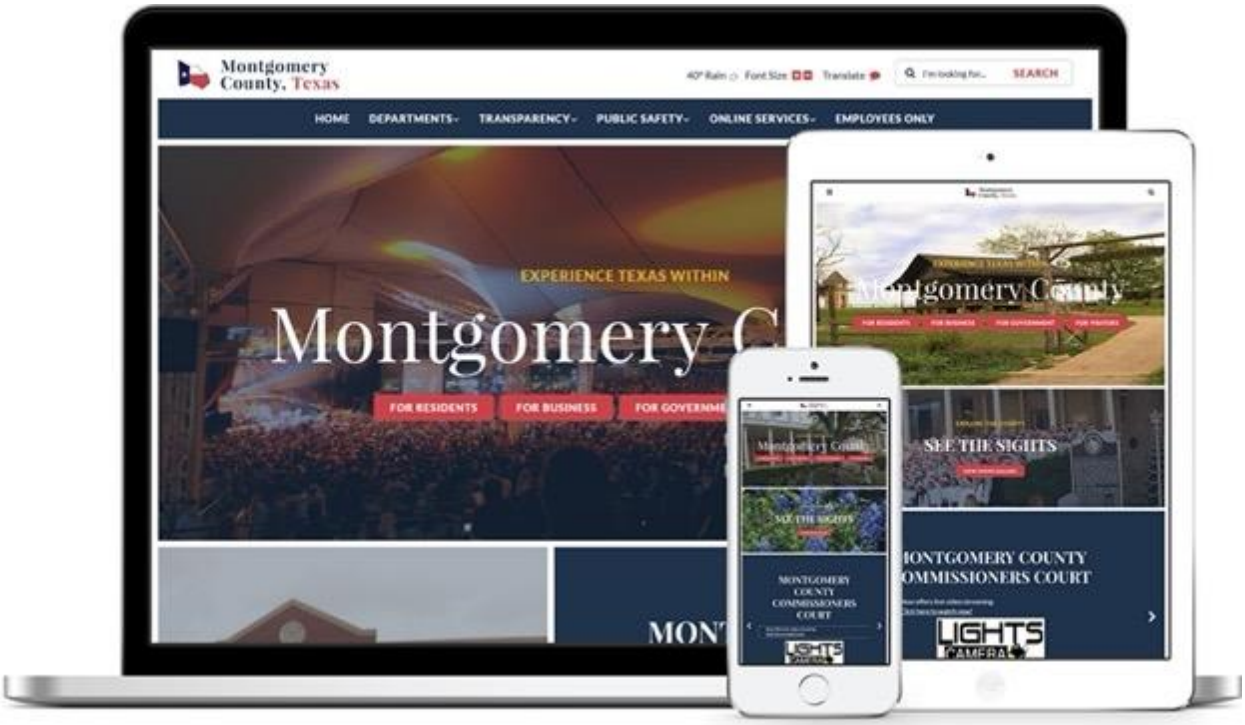
Morrow County, Ohio

https://morrowcountyohio.gov

This is one of 5 websites Revize has built for Morrow County, Ohio. The Morrow County website design has a delightful and friendly professional county look and feel. This informational website brings together an amazing design with a full suite of web apps to engage the residents they serve. Smooth transitions from the home page to interior pages of this website allow users to find exactly what they are looking for easily. Not only does it serve as a informational programs website but as an inspirational website as well.

Montgomery County, Texas

www.mctx.org



Montgomery County is a County of over 570,000 residents about 36 miles north of Houston, Texas. Montgomery County has many departments with varying levels of needs on the website. The success of any county website relies on balancing these departmental needs, whilst showcasing a unified vision. In this website, we did just that. While respecting the County's history, we also designed the site to towards innovation. Users will notice that they can easily find the most important online services without having to search through line after line of text. Also, the Revize HR application was added into this website for a seamless hiring process. All 3rd party applications are integrated in a way that was right for each department. This website is the perfect mix of functionality and design!

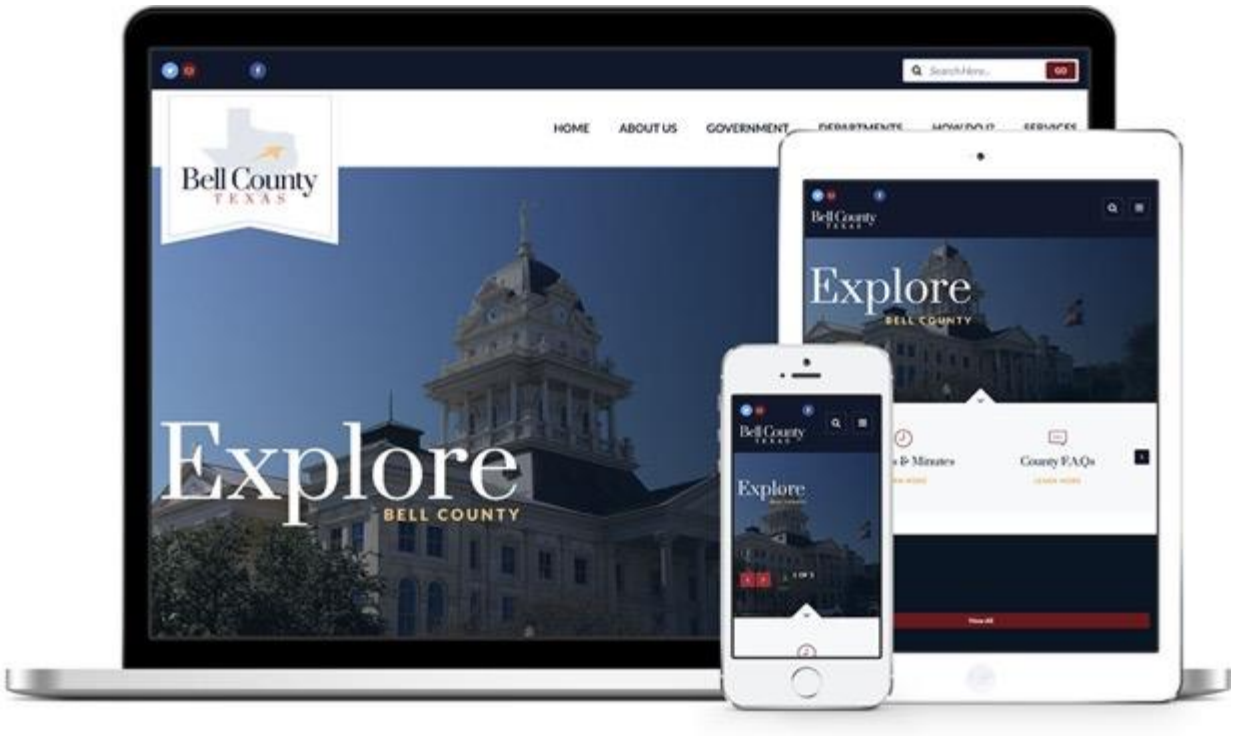
Isle of Wight County, Virginia

www.co.isle-of-wight.va.us

Isle of Wight County is a longtime Revize client. This website was recently redesigned in 2020 to highlight all of what the county has to offer. The design does not overburden the user with too much content. It separates that content into different focus areas. This lets the residents get information in a way that is much more of an experience. The straightforward news and events feature images that promote click-through. With the Revize CMS this County is able to quickly and easily update the website in just a few clicks!

Bell County, Texas

www.bellcountytx.com



Bell County is a very longtime Revize client. This website was recently redesigned in 2018 to highlight all of what Bell County has to offer. The design does not overburden the user with too much content. It separates that content into different focus areas. This lets the residents get information in a way that is much more of an experience. The straightforward news, and events feature images that promote click-through. With the Revize CMS this County is able to quickly and easily update the website in just a few clicks! It is the perfect design to house all government information to a population of approximately 350,000 residents.

Tipton County, Tennessee

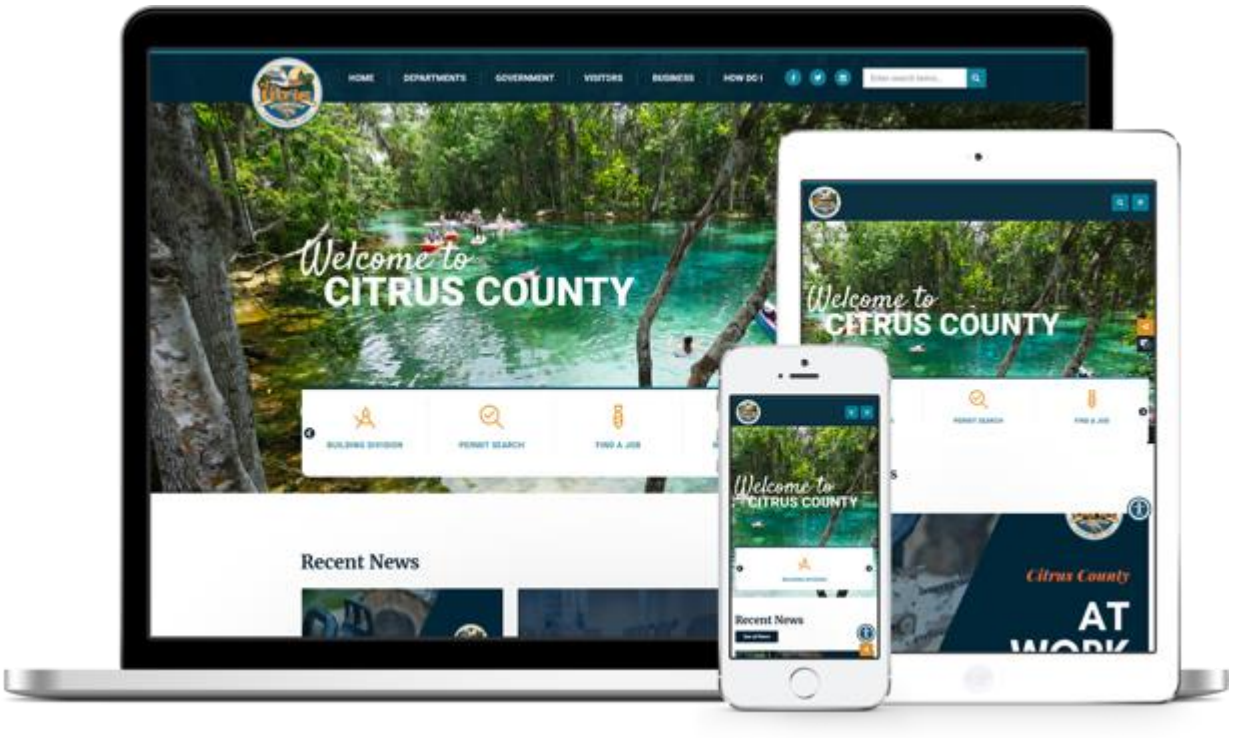
County Design Featuring a Full Width Video

www.tiptonco.com

Tipton County wanted a design unlike any County out there. With this design we pushed the limit of what people think when they see a County website. We integrated a video that plays on the full width homepage. **Using video in this manner increases resident return visits by 59% and 93% of first-time visitors watch the entire video.** In addition, this site features more scrolling than you may notice on more traditional websites. That is a good thing! Users are now, more than ever, viewing websites on their hand-held devices. Some estimates say this is as high as 60% of all internet usage! With more scrolling we are able to give the user a lot of information, without having to squeeze it into such a small space. We use images, icons, and interactive features to create an experience for the user. This type of design also allows us to extend the County's brand in a way that is unmatched in the industry!

Citrus County, Florida

www.citrusbocc.com



Citrus County is a beautiful county in Florida with something to offer everyone. We wanted to make sure their new design was something special for their residents to use on a daily basis. We had a design discovery meeting going over the designs they felt would show off their county in the best light. We used our Resident Usability study results to lay out the Home Page where a resident can get anywhere on the website in one click in a majority of all cases. Their staff was with us every step of the way. Inner pages are flexible to allow departments to have dedicated pages with a cohesive feel across all pages. This website is an elite representation of the power and beauty of the Revize process.

The City of Largo, Florida

www.largo.com

The City of Largo, Florida is a clear example of how we adapt to our clients' needs and custom tailor our process. During our discovery meeting, we determined that, in addition to the city website, there were some overarching goals of tourism, downtown development, performing arts center, and increasing the library's presence online. Therefore, instead of "shoehorning" those departments in the main City website, we built a new City website, DDA website, Performing Arts Center website, and Library website, all with a similar brand but a unique design. Our focus is to help achieve the goals of our clients. While we cannot guarantee this type of addition, we are always looking for ways to deliver more than our clients expect!

- www.largopubliclibrary.org
- www.downtownlargo.com
- www.largoarts.com
- www.playlargo.com

Government Account References

Client: City of Wylie, TX
Craig Kelly, Public Information Officer
Office: (972) 516-6016
Email: craig.kelly@wylietexas.gov
Website: www.ci.wylie.tx.us

Client: Morrow County, OH
Mike Struck, IT Director
Phone: 419-946-4060 ext.2214
Email: michael.struck@co.morrow.oh.us
Website: www.morrowcountyohio.gov

Client: Hertford County, NC
Monique Mitchell, IT Director
Office: 252-358-7845
Email: monique.mitchell@hertfordcountync.gov
Website: http://www.hertfordcountync.gov/

Client: Tipton County, TN
Shawn Anderson, GISP Director
Phone: (901) 476-0234
Email: sanderson@tiptonco.com
Website: www.tiptonco.com

Client: Citrus County, FL
Veronica Kampschroer, PIO
Office: 352-527-5484
Email: Veronica.Kampschroer@citrusbocc.com
Website: www.citrusbocc.com

Client: City of Largo, FL
Lauren Fatkin, Web & Marketing Specialist
Office: (727) 587-6740 x5015
Email: lfatkin@largo.com
Website: www.largo.com

Client: Pittsfield, MA
Scott Connors, IT Administrator
Phone: (413) 499-9405
Email: sconnors@pittsfieldch.com
Website: www.cityofpittsfield.org

Revize Quote

Phase 1: Project Planning and Analysis, SOW	**$750**
Phase 2: Discovery & Design from scratch - One concept, three rounds of changes, home page design, and inner page design, includes Responsive Web Programming for great viewing on mobile screens.	**$3,000**
Phase 3 & 4: Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web application. You also receive all updates to all CMS modules for the life of your Revize relationship. And you own the technology, design and content!	**$5,500**
Phase 5: QA Testing	**$750**
Phase 6: Site map development/content reorganization and migration from old website into new website including spell checking and style corrections – up to 7,420 webpages and documents (approximate amount on your website today). To help remove stale content, Revize will not me moving over old announcements, events, or calendar items.	**$1,500**
Phase 7: Content editing and site administration training via web conference (one day session up to 8 hours)	**$500**
Phase 8: Go Live!	**Included**
Annual Fee, pre-paid: Includes Unlimited Tech Support, CMS software updates (up to 2 users), security software updates, SSL security certificate, and website health checks. Website hosting Included free of charge (10 GB storage space, 100GB monthly bandwidth limit) with pre-paid annual fee (no email services):	**$2,500**
Grand Total (1st year) Second year and onward investment	**$14,500** **$2,500/year**

Free website design refresh after year four of service if client signs a 5-year locked-in rate agreement.

Flexible Payment Option

Offers local governments an alternative payment plan that makes it easier to purchase a new website on your budget and spreads the one-time project design and development costs over a longer period of time. Through a 5-year contract, The Revize Client First Plan dramatically lowers the one-time project development and start-up costs of launching a new website. What Revize does is combine the one-time and recurring fees and spreading them over the life of the contract. And because we value our continuing relationships with our customers, you will receive a website design refresh at the beginning of your fourth year with Revize, Free of Charge.

The Revize Client First Plan Annual Recurring Fees – Interest Free

First Year $4,900
Second Year..... $4,900
Third Year..... $4,900
Fourth Year..... $4,900
Fifth Year..... $4,900

Website Features Included

The Following Applications & Features will be integrated into Your Website:
In addition to the Government Content Management System that enables non-technical staff to easily and quickly create/update content in the new web site, Revize provides a suite of applications and features specifically designed for government. All of those apps and features are fully described in the following section. The applications and features are grouped into five categories:

- **Citizen's Communication Center Apps**
- **Citizen's Engagement Center Apps**
- **Staff Productivity Apps**
- **Site Administration and Security Features**
- **Mobile Device and Accessibility Features**

Citizen's Communication Center Apps

- Home Page Alert
- Document Center with keyword search

- FAQs with keyword search
- Staff Directory with keyword search
- News Center with Facebook/Twitter Integration
- "Share This" Social Media App
- Online Web Forms
- Photo/Video Galleries
- Quick Link Buttons
- New Revize Web Calendars with monthly grid and listing view
- Sliding Feature Bar
- Language Translator

Citizen's Engagement Center Apps

- Citizen Request Center with Captcha
- RSS Feed

Staff Productivity Apps

- Image Manager
- iCal Integration
- Link Checker
- Menu Manager
- Online Web Form Builder with drag & drop text fields
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- Drag and Drop Menu Management
- Drag and Drop Picture Management
- Drag and Drop Document Management
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics Dashboard

Mobile Device and Accessibility Features

- ADA Compliant WCAG 2.1 AA
- ADA Accessibility Widget

Hosting Service

Revize has partnered with Amazon Web Services (AWS) and Google Cloud Service Platform (GCP) for it's LIVE WEB server hosting infrastructure needs. Both AWS and GCP are industry leaders in high availability cloud server architecture, both server farm infrastructure is highly secured, scalable and redundant for 24/7/365 availability. Snapshot/Mirror Image backups of all of our cloud servers guarantees 100% data protection and recovery in case of any disaster. Also, Revize has dedicated CMS servers in two state-of-the-art physical data centers located in Chicago and Detroit. Onsite/Offsite data backups of all of our dedicated servers are scheduled nightly with R1Soft backup service. Additionally, Revize utilizes multiple Tier 1 bandwidth providers such as Level 3, Wiltel, and Cogent for redundancy and continuous connectivity. These procedures provide our clients with up to 500Mbps of fast fiber optic up-stream connectivity.

Revize hosts your web sites and web applications on redundant (3 TB Hard Drive, 3.2 GHz CPU and 32 GB RAM) servers in order to provide enhanced performance and reliability. The Revize technology architecture physically separates the CMS from the website in order to provide another layer of redundancy/security. With this model, we keep an up-to-the-minute exact duplicate of your website in the event your site must be restored. Revize support staff will simply republish your site within a guaranteed two hours (as opposed to several hours or days time frame our competitors offer).

Revize will host both your Extranet and Intranet; your Intranet is secure and only accessible by authorized users through a login system.

There are no special software requirements to run a Revize hosted website and CMS solution. We make it all very simple. All you need is an internet connection and a browser. We also provide complete maintenance of your website, which includes but is not limited to: OS patches, intrusion prevention, antivirus, and software upgrades.

Final Phase: You Go Live!

At last, your website content is complete and your staff is sufficiently trained! The final phase in the process is to redirect your website domain name from your old site to your beautiful new one. Once this is completed, Revize will closely monitor the transfer for the first 24 hours to ensure that everything is working properly. Any issues that arise will be immediately resolved.

Marketing & Ongoing Consultation

Revize seizes on every effort to make our clients' sites highly visible. We draft press releases for posting on our website and for distribution locally, and will continuously monitor your site after it goes live so that you can take advantage of all marketing opportunities. We also look to submit your site for different awards and recognition competitions to further maximize your site's exposure.

Search Engine Registration and Marketing

Revize will input all the targeted keywords to make your web pages search engine friendly, thus enabling users to find targeted information when they do a Google, Yahoo or any other search on your site.

Security

Revize takes website security very seriously and we provide our clients with the very best website protection protocols. Our data centers are located on secure premises equipped with card-reader access, security cameras and guards on duty 24/7 to ensure the physical protection from unauthorized entry.

Our web and network administrators monitor network activity 24-hours-a-day to ensure system integrity and protection against threats such as Denial of Service (DoS) attacks that could corrupt your website or block user access. Maintaining the secure configuration of our web servers is managed through application of appropriate patches and upgrades, security testing, vulnerability scans, monitoring of logs, and backups of data and OS.

Security Controls, SSL, and Active Directory (LDAP)

- Anti-malware software such as antivirus software, anti-spyware software, and rootkit detectors
- Shield Plus Security Bundle to prevent DDoS attacks
- Intrusion detection and prevention software (such as file integrity checking software)
- Host-based firewalls to protect CMS servers from unauthorized access
- Patch management software
- Security and Authentication Gateways
- Content filters, which can monitor traffic to and from the web server for potentially sensitive or inappropriate data and take action as necessary
- HTTPS (Hypertext Transfer Protocol over SSL), which provides encryption and decryption for user page requests that require more secure online transactions
- SSL (Secure Socket Layer) provides an encrypted end-to-end data path between a client and a server regardless of platform or OS
- If you have an existing SSL Certificate we can transfer it to the new website. Otherwise, if included, we will install a new SSL Certificate upon go live.
- Active Directory (LDAP) is compatable with the Revize CMS. It can be set up in a variety of configurations. As part of the process we will work with you to determine which configuration will best meet your needs.

Application Security Authentication

- Role-Based Security: Role-based authentication to add individual user accounts and assign them system roles like Editor, Developer, Administrator, Workflow Approvers, etc., or department roles and empower the department to assign specific roles to users.
- Permission-Based Security: Ability to set up Content Owners/Editors and restrict which site pages they are authorized to update
    - Global & Department Workflow Management: Create workflow management and approval processes where authorized department personnel become approvers

Did you know?

Revize will host your website and CMS in at least two separate geographic locations!

Maximum Response Times

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Revize Support

- 8 a.m. – 8 p.m. EST Phone Support (Monday thru Friday)
- 24X7X365 Portal & Email Support
- Dedicated support staff to provide assistance and answer all questions
- New and existing user training
- Training refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- E-Newsletter module support
- Automatic upgrades of CMS Modules such as Calendar, Document Center, etc.

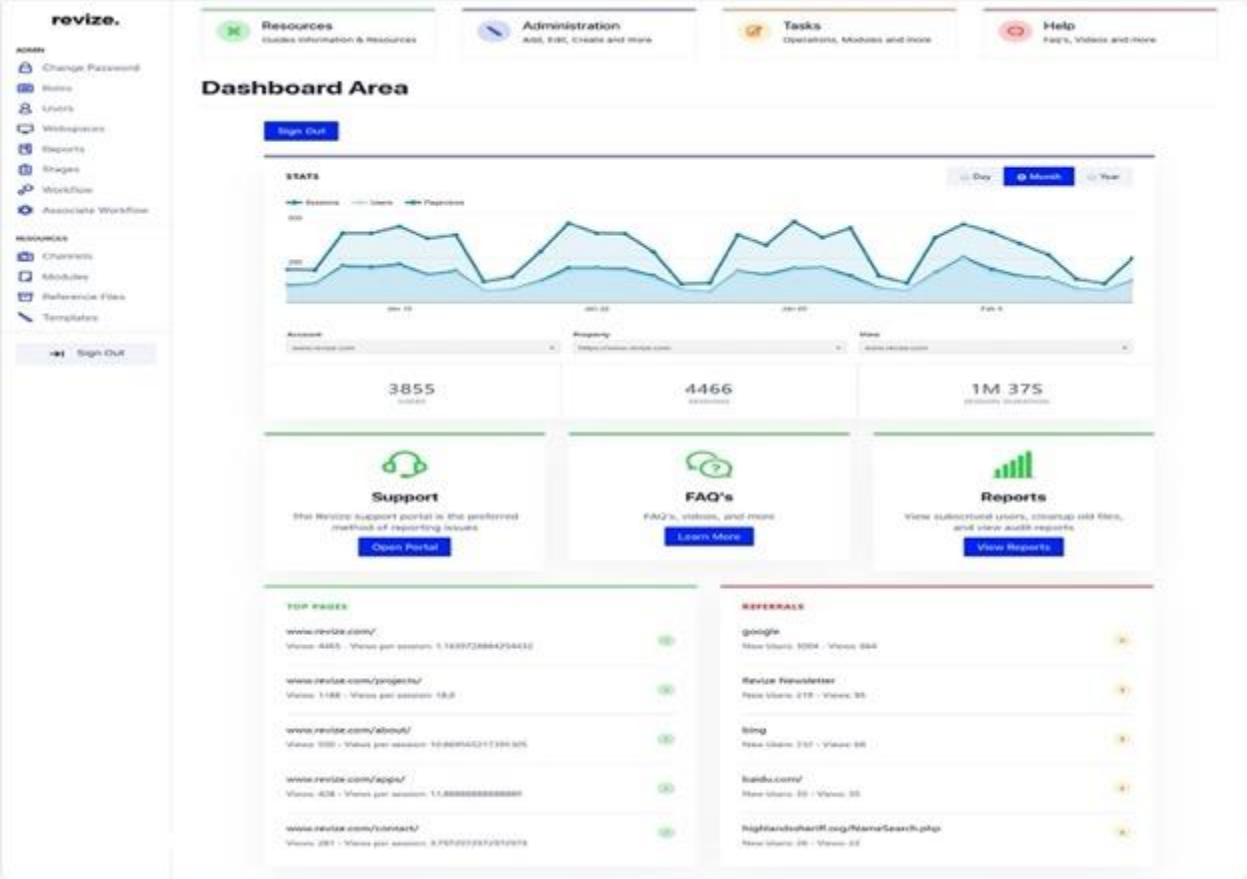
Software Maintenance

Revize rolls out two new versions of the Revize CMS, and six to eight product updates every year. The Revize CMS is continuously enhanced to keep pace with cutting edge technologies and industry trends. When a software update or new version is rolled out, Revize will automatically update all servers used by our subscription service clients.

"As a Revize client, you will receive full access to all enhancements to the core components and modules in the Revize CMS at no additional charge."

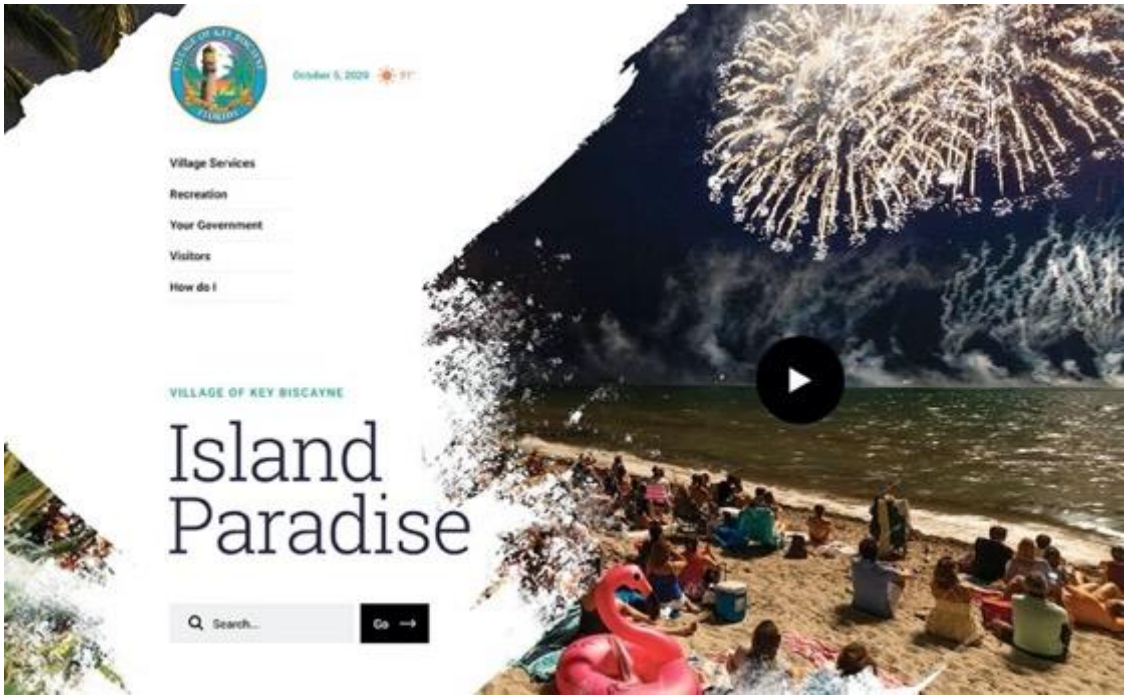
Revize Website Analytics

Revize has Custom APIs for Google Web Analytics that is integrated in each of our client's websites. Analytics makes it easy to understand how your site and app users are engaging with your content, so you know what's working and what's not. Revize CMS dashboard for Analytics provides an overall picture of how residents are interacting with your site, which pages/documents are being viewed most, how much traffic you are getting in your site across different geographic regions etc. You can filter and download all sorts of analytics reports for your IT Team and Management to analyze the data and effectiveness of your website content and services offered. Below is a graphical view of our analytics dashboard interface, the data shown is for our own website but this will be replaced by your site data when it's integrated.

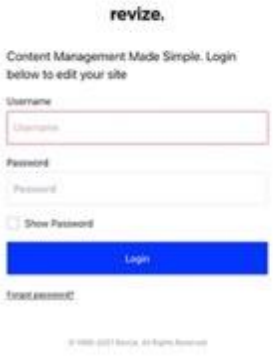


Revize Government CMS User Interface

1. Revize CMS User Interface Home Page

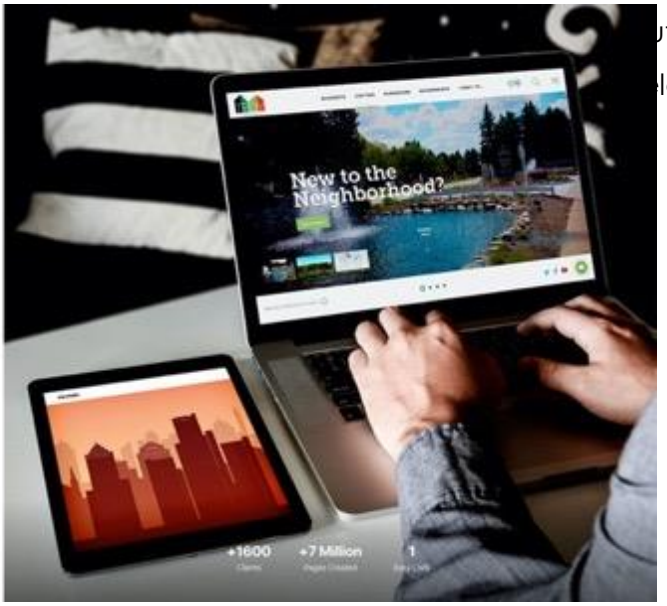


2. User



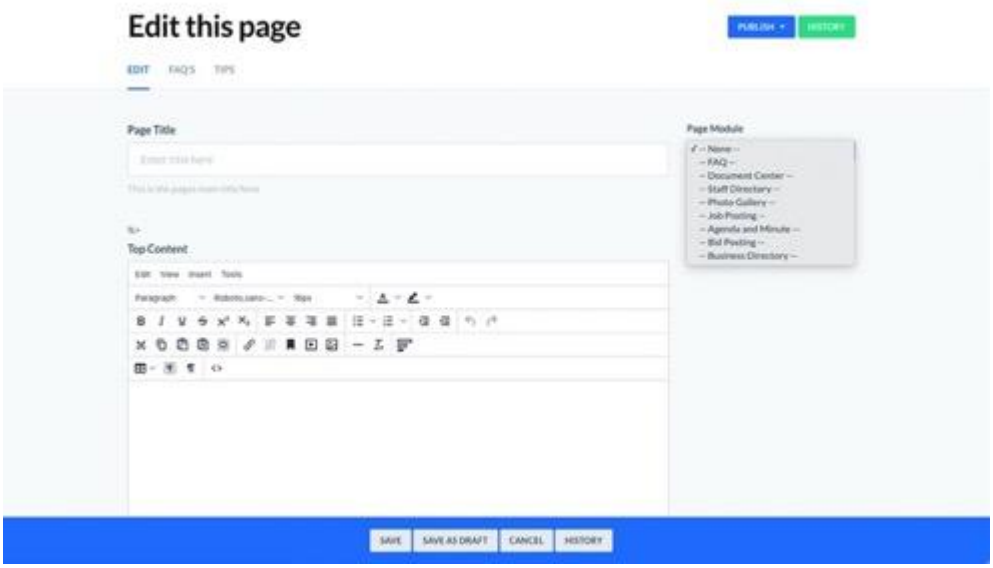
utton, and then ir

low.



3. Edit buttons appear on the page after the Login executes. Based on users roles/permissions, the appropriate buttons are displayed.

4. The input form appears as shown below. Content Editors can change banner, page heading and the content displayed in the center of the page. Notice the content is changed using a "Word Like" editor.



After the page is "saved", the page can be sent to an approver for review or immediately published to the web site.

Revize Support Includes

- 8AM – 8PM EST Phone Support (Monday thru Friday)
- 24X7X365 Portal and Email Support
- Staff provides assistance and answers all questions
- Dedicated support staff
- New/existing user training
- Free Training Refreshers
- Video tutorials and online training manual
- Automatic integration of enhancements
- Automatic upgrade of CMS modules, such as Calendar, Document Center, etc.
- Four major CMS upgrades per year
- Software and modules upgrades (automatic install)
- Server hardware and OS upgrades
- Immediate bug fixes/patches
- Round the clock server monitoring
- Data Center Network upgrades
- Security and antivirus software upgrades
- Firewall and router upgrades
- Bandwidth and network infrastructure upgrades
- Remote backup of all website assets
- Tape backup of all website assets
- Quarterly Newsletters on major feature updates
- Regular webinars on CMS features and usage

Did you know?

Revize updates your Content Management System an average of 4 times per year!

Thank You

For Considering Revize

Prepared by **Danny Callaway**
150 Kirts Blvd., Suite B, Troy, MI 48084
Ph: 213-300-5905 Fax: 866-346-8880
www.revize.com

Revize Web Services Sales Agreement

This Sales Agreement is between City of Mound, MN ("Client") and Revize LLC, aka Revize Software Systems, ("Revize"). Federal Tax ID# 20-5000179 Date: 04/17/24

CLIENT INFORMATION:		**REVIZE LLC:**
Client Name:	**The City of Mound, MN**	**Revize Software Systems**
Client Address:	**2415 Wilshire Boulevard**	**150 Kirts Blvd., Suite B**
Client Address 2:		**Troy, MI 48084**
Client City/State/Zip:	**Mound, MN 55364**	**248-269-9263**
Contact Name:	**Maggie Reisdorf** **952-472-0633** **maggiereisdorf@cityofmound.com**	
Billing Dept. Contact:		
Client Website Address:	**https://www.cityofmound.com/**	

The CLIENT agrees to purchase the following products and services provided by REVIZE:

Quantity	Description	Price
1	**Phase 1** – Project Planning and Analysis	**$750**
1	**Phase 2** – Discovery & Design from scratch - One concept, three rounds of changes, home page and inner page designs and layout, includes Responsive Web Design	**$3,000**
1	**Phase 3 & 4** – Revize Template Development - Set-up all CMS modules listed on the following page with I-framing or linking to any additional 3rd party web applications and CMS module updates	**$5,500**
1	**Phase 5** – Quality Assurance Testing	**$750**
1	**Phase 6** – Site map development/content reorganization and content migration from old website into new website including spell checking and style corrections – up to 450 web pages and documents (approximate amount on your website today). To help eliminate stale content, Revize will not be moving over any calendar event items	**$1,500**
1	**Phase 7** – Content Editing/Administrator Training, one-day virtual session	**$500**
1	**Phase 8** – Go Live	**Included**
1	**Revize Annual Fee, pre-paid**: Includes unlimited tech support, CMS software updates (up to 4 users), security software updates, and 24 hour website health monitoring. Website hosting on 4 redundant server farms included free of charge with SSL security certificate (10 GB storage space, 100 GB monthly bandwidth limit) with pre-paid annual fee	**$2,500**
	Grand Total (1st year) **Second Year and Onward Investment**	**$14,500** **$2,500/year**

Five-year agreement with free website design refresh during year four. The annual fee will be a locked-in rate of $2,500 for the first 5 years. If client cancels this sales agreement, without cause, before the sales agreement expiration date, the full amount of the 5-year agreement is still due. This agreement will automatically renew each year after five years of service, unless either party gives notice of cancelation by email and letter 60 days before the end of the annual one-year anniversary date.

5-Year Payment Plan – The Revize Client First Plan

The Revize Client First Plan offers clients an alternative payment plan that makes it easier to purchase a new website on your budget and spreads the one-time project design and development costs over a longer period of time.

Through a 5-year contract, The Revize Client First Plan dramatically lowers the one-time project development and start-up costs of launching a new website. What Revize does is combine the one-time and recurring fees and spreading them over the life of the contract, interest free. And because we value our continuing relationships with our customers, you will receive a website design refresh at the beginning of your fourth year with Revize, Free of Charge.

The Revize Client First Plan Annual Recurring Fees – Interest Free

Year 1:	1/5th of project costs + Annual Hosting, Support, Maintenance Fee
Year 2:	1/5th of project costs + Annual Hosting, Support, Maintenance Fee
Year 3:	1/5th of project costs + Annual Hosting, Support, Maintenance Fee
Year 4:	1/5th of project costs + Annual Hosting, Support, Maintenance Fee
Year 5:	1/5th of project costs + Annual Hosting, Support, Maintenance Fee

Revize requires a check for $4,900 to start this Initiative. The remaining balance is due per the following payment schedule (actual date will be when signed agreement is received):

Payment Amount	Payment Date
$4,900	04/23/2025
$4,900	04/23/2026
$4,900	04/23/2027
$4,900	04/23/2028

CLIENT also agrees and understands that:

a. The primary communication tool for this project and future tech support is the REVIZE customer portal found at https://support.revize.com.

b. During the project, CLIENT will respond to REVIZE inquiries within 48 hours of the request to avoid any delay in the project timeline.

c. CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.

For project timeline and details please refer to our proposal dated 01/26/24. CLIENT understands that the project completion date is highly dependent on their timely communication with REVIZE.

CLIENT also agrees and understands that:

a. The primary communication tool for this project and future tech support is the REVIZE customer portal found at https://support.revize.com.

b. During the project, CLIENT will respond to REVIZE inquiries within 48 hours of the request to avoid any delay in the project timeline.

c. CLIENT understands that project timelines will be delayed if they do not respond to Revize inquiries in a timely manner.

Terms:

1. ***Payments: All Invoices are due upon receipt. Work begins upon receiving initial payment.***
2. ***Additional content migration, if requested, is available for $4 per web page or document.***
3. ***Unless otherwise agreed, Revize does not migrate irrelevant records, calendar events, low quality images, or data that can reasonably be considered non-conforming to new website layout.***
4. ***Video/audio files are not permitted to be uploaded to web server. You can use a free service like YouTube or Revize offers streaming video server at additional cost.***
5. ***Unless otherwise noted in this agreement, if e-notify and Revize Newsletter system are included, a monthly allowance of 5,000 texts and 10,000 email sends are included for E-notify. 5,000 monthly email sends for Revize newsletter.***
6. ***This Sales Agreement is the only legal document governing this sale. If the contract is terminated before the expiration date, the full amount of the contract is still owed.***
7. ***Both parties must agree in writing to any changes or additions to this Sales Agreement.***
8. ***Proper jurisdiction and venue for any legal action or dispute relating to this Agreement shall be the State of Michigan.***
9. ***Pricing expires in 30 days***

AGREED TO BY:	***CLIENT***	***REVIZE***
Signature of Authorized Person:	_____	
Name of Authorized Person:	_____	***Danny Callaway***
Title of Authorized Person	_____	***Account Executive***
Date:	_____	***04/17/24***

Please sign and return to: danny@revize.com

The Following Applications & Features will be integrated into Your Website Project

Revize provides applications and features specifically designed for government websites. The applications and features are grouped into five categories:

- Constituent's Communication Center Apps
- Constituent's Engagement Center Apps
- Staff Productivity Apps
- Site Administration and Security Features
- Mobile Device and Accessibility Features

Constituent's Communication Center Apps

- Non-technical Website Editing Software
- Home Page Pop Up Alert
- E-Notification Center plus Text
- Document Center with Keyword Search Bar
- FAQs with Keyword Search Bar
- Staff Directory with Keyword Search Bar
- Changeable Home Page Photo Slider or Video Player
- Photo/Video Galleries
- Quick Link Buttons
- Online Web Forms
- Revize Web Calendars
- Sliding Feature Bar
- Language Translator – over 95 languages
- Website Search
- Searchable Document Center

Constituent's Engagement Center Apps

- News Center with Facebook/Twitter Integration
- Social Media Sharing App & Media Center
- Multi-use Listing Directory with picture, phone, email, Google navigator example: https://www.largo.com/facilities_directory/index.php
- "Share This" Social Media Flyout App

Staff Productivity Apps

- Employee Intranet with secure login gateway
- Image Manager
- iCal Integration
- Drag and Drop Menu Management
- Drag and Drop Photo Management
- Drag and Drop Document Management
- Link Checker
- Menu Manager
- Online Web Form Builder
- Website Content Archiving
- Website Content Scheduling

Site Administration and Security Features

- Audit Trail
- History Log
- URL Redirect Setup
- Roles and Permission-based Security Mode
- Secure Site Gateway
- Unique Login/Password for each Content Editor
- Web Statistics and Analytics

Mobile Device and Accessibility Features

- WCAG 2.1 AA ADA Compliant
- ADA Accessibility Widget
- Responsive Website Design (RWD) for great Mobile Phone viewing on any Smart - Phone Apple, Android, etc.

Service Level Agreement

Revize Maximum Response Times via Severity Level

- 1 hour for crisis issues
- 4-6 hours for critical issues
- 24 hours for normal issues

Crisis issues, determined by Revize, are defined as when a website error renders the CMS program or website completely unusable or nearly unusable or introduces a high degree of operational risk and no workaround is

available. Until this error is resolved, the website is essentially halted. Many users and or core program functionality are severely impacted.

Critical issues are defined as website errors that are an inconvenience, or causes a inconsistent behavior of the website, which does not impede the normal functioning of the website. It could be an error that occurs consistently and affects non-essential functions and is an inconvenience which impacts a small number of users. May also contain visual errors for the graphical display of the website that is not ideal but still functioning correctly.

Normal issues are defined as an error that has a small degree of significance or is a minor cosmetic issue or is a one-off case. A one-off case occurs when the error occurs and cannot be reproduced easily. These are errors that do not impact the daily use of the website. A low error is something that does not affect normal use, and can be accepted for a period, but the user would eventually want changed.

Technical Support Escalation

If an issue cannot be remedied by the Tech Support technician within 3 days, it will be escalated to the CTO, Ray Akshaya. If the problem is not resolved within 3 business days, then the Business Development Director, Joseph Nagrant, will assemble a team to work on the issue and have a conference call with the client explaining the resolution path the company will take to resolve the issue. If additional time is needed, the Business Development Director will contact the client and notify the client with an explanation and a follow update as agreed by both the client and Revize.

Revize Support

- 8 am – 8 pm EST Phone Support (Monday-Friday)
- 24x7x365 Portal & Email Support
- Dedicated Support Staff
- Training Refreshers
- Video Tutorials and Online Training Manual

Executive Summary

TO:	Honorable Mayor and City Council
FROM:	Sarah Smith, Community Development Director; Rita Trapp, Planning Consultant
DATE:	April 15, 2024
SUBJECT:	Public Hearing - Amendments to Mixed Use Districts and Definitions in Chapter 129 Zoning to Implement the 2023 Comprehensive Plan Amendment

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The City Council will hold a public hearing for review of proposed amendments to the zoning ordinance at its Tues., April 23, 2024 meeting.

As part of the 2024 zoning code updates, Staff reviewed the Mixed Use District regulations to determine consistency with the recently adopted comprehensive plan amendment. Staff identified a few areas of changes and worked with the Planning Commission to prepare an ordinance amendment. The changes proposed include:

1) Making senior living facilities and replacement apartment building conditional uses
2) Limiting building height in both mixed use districts to 35 feet
3) Limiting mixed use buildings with residential units from having a façade which faces a lot line longer than 200 feet. This change is intended to address the scale of future buildings since mixed use buildings with apartments are allowed. This change also requires the addition of the following definition for façade:

> *Façade means an exterior side of a building which faces, and is most nearly parallel to, a lot line. The façade shall include the entire building walls, including all wall faces, parapets, fascia, windows, doors, and visible roof structure of one complete elevation.*

The proposed ordinance also includes some organizational and clean-up edits. For example, since buildings with apartments may not be as common, the building design standards were reordered to put standards for apartments at the end.

PLANNING COMMISSION REVIEW AND RECOMMENDATION

The Planning Commission discussed the amendments at their March 19th and April 2nd meetings. The Planning Commission did recommend the proposed amendment. The minute excerpts from those meetings are attached for your reference.

REQUESTED ACTION

Given Staff and the Planning Commission recommendations for approval, the attached ordinance and resolution to allow for publication of the ordinance by summary are included. Members of the Council are advised that approval of the resolution to allow for publication by summary requires a 4/5's vote.

CITY OF MOUND
ORDINANCE NO. _____

AN ORDINANCE AMENDING THE MIXED USE ZONING DISTRICT REGULATIONS OF CHAPTER 129 (ZONING ORDINANCE) PERTAINING TO DEFINITIONS AND THE MIXED USE DOWNTOWN DISTRICT AND THE MIXED USE CORRIDOR DISTRICT REGULATIONS

The City Council of the City of Mound ordains:

SECTION 1. The City Council of the City of Mound hereby amends Chapter 129, Section 129-2 to add the following underlined text in alphabetical order:

> *Façade* means an exterior side of a building which faces, and is most nearly parallel to, a lot line. The façade shall include the entire building walls, including all wall faces, parapets, fascia, windows, doors, and visible roof structure of one complete elevation.

SECTION 2. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (b)(2) b.2 to add the following underlined text:

2. An existing multi-family structure may be remodeled or expanded as long as it meets the bulk regulations of the R-3 district. Any multi-family structure that is replaced must follow the standards in sections (c) through (e) below.

SECTION 3. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (c)(2) a to add the following underlined text:

a. Non-residential, mixed use, and multi-family residential being replaced shall be located no closer than 10 feet and no greater than 20 feet from the front property line.

SECTION 4. The City Council of the City of Mound hereby amends Chapter 129, Sections 129-137 (c)(5) and (6) to add the following underlined text and remove the following strikethrough text:

(5) Building height shall be limited to 35 feet. ~~the following:~~

	~~Mixed Use – Downtown~~	~~Mixed Use – Corridor~~
~~Dwelling, two-family, twin home, townhome, and rowhouse~~	~~35 feet~~	~~35 feet~~
~~All other uses~~	~~50 feet~~	~~50 eet~~

DRAFT

(6) All floors above the second story must be stepped back a minimum of 8 feet from the ground floor façade in non-residential, mixed use, or replacement multi-family buildings if the structure abuts or is across the street from residential uses located outside of a mixed use district or if all or part of the structure is located adjacent to a County Road. If the entire building is placed at the upper floor stepback setback, an additional stepback is not required for the upper floors.

SECTION 5. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (d) to add the following underlined text and remove the following strikethrough text:

(1) Developments may include uses mixed horizontally across multiple buildings or vertically where uses are mixed within one building.
(2) Designated pedestrian routes, including sidewalks and driveway crossings, shall be provided to connect each parking space to the front sidewalk, front entrance, and/or rear entrance. Driveways shall not be utilized as a designated pedestrian route.
(3) ~~(5)~~ All rooftop or ground mounted mechanical equipment and exterior trash and recycling storage areas shall be enclosed with materials compatible with the principal structure. Low profile, self-contained mechanical units, including solar energy panels and rooftop rainwater collection systems, which blend in with the building architecture are exempt from the screening requirement.
(4) ~~(6)~~ Outdoor storage of recreational vehicles, trailers, or equipment shall not be allowed unless expressly noted in the planned unit development.
(5) New mixed-use buildings with residential units or replacement multi-family shall provide the following:
    a. ~~(3)~~ Interior or exterior bicycle racks or storage shall be provided. No bicycles shall be allowed on individual unit decks or patios.
    b. ~~(4)~~ Private useable open space. Each multi-family residential development shall provide a minimum of 200 square feet per residential unit as private usable open space. Private usable open spaces will not count toward park dedication requirements. Usable open space means designed outdoor space intended for passive or active recreation that is accessible and suited to the needs of the development's residents, and shall generally have the following characteristics:
        1. Functional and aesthetic design that relates to the principal building or buildings, with clear edges, including seating, landscaping, recreational facilities, sidewalk connections, and other amenities;
        2. May be designed as courtyards, plazas, picnic areas, swimming pools, playground, rooftop patios/gardens, or trails within natural areas;
        3. Compatible with or expands upon existing pedestrian connections and public parks or open space;
        4. May include both private common areas for use by all residents of that development, as well as a private unit's open space for exclusive use by that unit's residents;
        5. Does not include driveways, parking areas, steep slopes, or stormwater ponds.

SECTION 6. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (e)(1)

DRAFT

to add the following underlined text and renumber the subsequent sections:

b. No individual mixed-use building with residential units shall have a facade facing a lot line that is longer than 200 feet.

SECTION 7. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (f) to add the following underlined text:

(1) Parking for residential units shall be provided on site and shall be specifically reserved for the use of residents. Visitor parking for residential units can be shared with other uses on site. ~~Designed~~ Designated residential unit spaces shall not be counted as part of any shared parking or joint parking agreement.

SECTION 8. The City Council of the City of Mound hereby amends Chapter 129, Section 129-137 (g) to add the following underlined text and remove the following strikethrough text:

Use	**MU-D**	**MU-C**
Dwelling, replacement apartment multiple-family	~~P~~ C	~~P~~ C
Senior Living Facility	~~P~~ C	~~P~~ C

SECTION 9. This ordinance becomes effective on the first day following the date of its publication, or upon the publication of a summary of the ordinance as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

Adopted by the City Council this 23rd day of April, 2024.

_____
Mayor Jason R. Holt

_____
Attest: Kevin Kelly, Clerk

Published in the **Laker** the _____ of May, 2024.

Effective the _____day of ____, 2024.

DRAFT

CITY OF MOUND
RESOLUTION NO. 24- _____

AUTHORIZING PUBLICATION OF
ORDINANCE ___-2024 BY TITLE AND SUMMARY

WHEREAS, the City Council of the City of Mound has adopted Ordinance No. ___-2024 amending Chapter 129 of the Mound City Code as a follow up to the 2023 Comprehensive Plan Amendment to clarify requirements and standards for the mixed use districts and establish a new definition for facade; and

WHEREAS, Minnesota Statutes, Section 412.191, subdivision 4, allows publication by title and summary in the case of lengthy ordinances; and

WHEREAS, the following summary of Ordinance No. ___- 2024 has been approved by the City Council of the City of Mound as clearly informing the public of the intent and effect of the Ordinance.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Mound has reviewed the following summary of the ordinance and approved its publication in accordance with Minnesota Statutes, Section 412.191, subdivision 4:

> Ordinance No. ___-2024 has been approved by the City Council of the City of Mound as a follow up to the 2023 Comprehensive Plan Amendment. The Ordinance amends sections 129-2 and 129-37 of Chapter 129 of the Mound City Code to clarify that replacement apartment buildings and senior living facilities are a conditional use; add the term façade and limit the façade wall length for any mixed use building with apartments to 200 feet; and limit the maximum height in both districts to 35 feet.

BE IT FURTHER RESOLVED that the City Clerk keep a copy of the entire text of the ordinance at city hall for public inspection and that the entire text of the ordinance is posted at Westonka Public Library in the City.

Passed by the City Council this 23rd day of April, 2024.

_____
Jason R. Holt, Mayor

_____
Attest: Kevin Kelly, City Clerk

MEETING MINUTE EXCERTPS - DRAFT
REGULAR PLANNING COMMISSION
APRIL 2, 2024

Chair Goode called the meeting to order at 7:02 pm.

ROLL CALL

Members present: David Goode, Jason Baker, Derek Archambault, Nick Rosener, Jake Savstrom, Drew Heal, Samantha Wacker, Kathy McEnaney

Members Absent: Kristin Young

Staff present: Rita Trapp and Jen Holmquist

Members of the public: Paul and Kristi Wolfe-15847 Lynette Street, Andover

APPROVAL OF MEETING AGENDA

MOTION by Baker to approve the agenda, as written; seconded by Savstrom. **MOTION** carried unanimously.

BOARD OF APPEALS

Planning Case No. 24-03 - Review/recommendation – proposed amendments to mixed use regulations in City Code Sec. 129-139 and City Code Sec. 129 (definitions) for consistency with 2023 amendments to the 2040 Mound Comprehensive Plan

Trapp stated that staff made the adjustments to the mixed-use districts that were discussed at the last meeting. The biggest change was limiting building height to 35 feet maximum. That eliminates the need for the chart. Staff also addressed the "bulk" of buildings. During previous discussions it was questioned if this was necessary. Staff thought it is better to have it in there. So, the recommended language is to limit the facade to be no longer than 200 feet. The idea is to prevent one giant wall. This is for a mixed use that includes residential. This would not include mixed use with retail and office.

There was discussion if the mixed use corridor designation should be retained. The uses in the current chart reflect existing uses and those uses would likely not be appropriate in downtown so it is recommended that the City retain both districts.. If commissioners are comfortable they can recommend approval to make the amendment to city code with these proposed changes. If that recommendation is received Staff will publish for a public hearing at a future city council meeting.

Savstrom asked if this is comprehensive plan guidance or city code. Trapp stated it would be city code. Savstrom clarified, if someone wanted a 250 foot building they would need to ask for a variance? Trapp confirmed yes or do a PUD. A PUD is required anyway because this district requires it but it would have to be specifically noted. The planning commission and the city council would have the opportunity to consider it. Savstrom likes this language.

MOTION by Baker to recommend city council approval of suggested changes to the mixed use district, as distributed; seconded by Savstrom. **MOTION** carried unanimously.

MEETING MINUTES
SPECIAL/RESCHEDULED PLANNING COMMISSION
MARCH 19, 2024

Chair Goode called the meeting to order at 7:00 pm.

ROLL CALL

Members present: David Goode, Kristin Young, Kathy McEnaney, Derek Archambault, Nick Rosener, Samantha Wacker, Jake Savstrom, Drew Heal

Members absent: Jason Baker

Others present: Sarah Smith, Rita Trapp and Jen Holmquist

APPROVAL OF MEETING AGENDA

Goode outlined two amendments to the agenda.

MOTION by Savstrom to approve the agenda, as amended; seconded by Rosener. **MOTION** carried unanimously.

BOARD OF APPEALS

Review / recommendation of Planning Case No. 24-03
Proposed amendments to mixed use regulations in City Code Sec. 129-139 consistency with 2023 amendments to the 2040 Comprehensive Plan

Goode outlined that the discussion will revolve around acceptance of mixed use development and appropriate building height. Trapp outlined the amendments to the code that require clarification. The Comprehensive Plan amendment left it necessary to adjust the mixed use districts. Staff identified where those standards should be changed as there wasn't clear direction on the items Chair Goode mentioned. We need to clarify how the city will handle mixed-use development, what would be acceptable and what is not. And clarification on acceptable building height. The Comp Plan amendment made it clear Mound does not want multi-family or apartment buildings. The city needs to clarify if someone were proposing an option with commercial on the bottom and apartments on the top. Trapp said the code should as clear as possible.

Trapp discussed acceptable building heights. The standard is 35 feet. The code states 35 feet and 50 feet. Trapp wondered if sticking with 35 feet (or about 2-1/2 stories) is desirable or should there be more flexibility?

Trapp opened the discussion on acceptable mixed use development. Is mixed-use development acceptable? Is there a limit to what that can look like?

Goode asked if staff has any guidance on this. Heal asked what other cities do. Trapp said other cities allow multi-family apartments so it is clearer. Trapp stated it seems like, at a minimum, allowing smaller scale mixed-use, like some of the existing buildings along Commerce makes sense. However, the guidance on bigger scale projects seems unclear.

Savstrom clarified this would include residential, commercial or a combination of the two. Trapp said the question is regarding residential and commercial, combined. Trapp outlined inquiries to reconvert structures that previously had apartments on the second floor, or having commercial in the middle with townhouses next to it. She said staff is trying to clarify what is okay.

McEnaney said in downtown right now, she would be comfortable with commercial on the bottom with an apartment on top. McEnaney thinks limiting the height to no more than 3 stories is acceptable. She said residents have said that the Artessa four story building is too big. Trapp asked for clarification. For example, if there is parking is on the bottom, or first story, then there would be a limit of two more stories. McEnaney confirmed. Savstrom agreed.

Rosener said he is in favor of allowing as much flexibility as we can, giving a lot of options for developers. He thinks commercial/residential mix would make for a pleasant walkable downtown where mixed use is concentrated. Residents have made it clear they don't want large apartment buildings, but outside of that, he would be in favor of allowing the mixture of commercial and residential.

Young wondered if there were examples from other lake communities like Excelsior and Wayzata. Young thought there were examples in Wayzata of commercial on the bottom and two residential stories above that. McEnaney said we are Mound. She would prefer to keep Mound charm.

Trapp said she is hearing that mixed use makes sense, mixed use on the same site with a commercial structure in the middle and town houses next to it but not necessarily apartments next to it. She wondered, if a proposal came in at three stories but the footprint was the size as Artessa, would that be acceptable?

Rosener wondered if the comp plan already includes guidance for density. Trapp confirms there is a maximum.

Savstrom asked if Trapp's question is asking if there needs to be a mixture of residential and commercial on one site, but not necessarily stacked? Trapp said her example was if there is a building the size of Artessa, but it's commercial on the first story and residential on the two stories above, would that be allowed? Or is that bigger than the city wants? If that is not what is wanted, then the code should be clear in relation to size, wall length, etc.

Heal said he doesn't think McMansions are desired downtown. He likes 2 stories, as long as it looks decent. He thinks that would help keep the Mound small feeling. Trapp will keep it at 35 feet. She said she is hearing that the commissioners would prefer not to have anything that is the scale of Artessa. She is hearing commercial and residential, but on a smaller scale than that project.

Savstrom wondered what the limit for footprint will be. Will it be limited to a certain square footage? Trapp said she will write the codes based on what she is hearing and the commissioners will see the language again.

Archambault asked if there are already limitations on density and there are limitations on height, why does it need to be more specific? Rosener asked how the city would get more explicit than what's already there?

Savstrom stated, breaking up a structure that would be the size of a cruise ship would be a way to place an additional constraint on it to change the architectural feel of the site. He gave the example of Commerce Place. If that was wiped out and a developer wanted to place one building on that site, it would be very large. Savstrom thought if there were restraints on the building footprint then you end up with separations required by the other code that would limit the use of the site in that manner.

Trapp stated that a lot of times potential developers will go straight to zoning code without reading the comp plan. So it will be important to make it clear what Mound will allow. Savstrom thought there might be an architectural aspect that he hadn't considered.

Trapp wanted to make sure she was hearing the direction the commissioners were wanting to go for the mixed use districts and it is good to clarify that apartments in the mixed use is okay as long as the scale is right. Trapp pointed out the information on page 10 of the agenda packet. The code provisions that she recommended changing consists of strike outs where language is proposed to be deleted and underlines where the language is proposed to be added. Trapp noted there should be provisions so that if an existing multi-family structure

wanted to redevelop there should be language to guide them how they can do that. That is why multi-family was not completely removed entirely. Things can be restructured if they are not clear. Existing structures would have to follow site design standards. Everything was left the same assuming the mixed use buildings will be allowed.

Archambault wondered how many three story or larger buildings there are in Mound. Trapp stated there are not many.

Rosener asked if the mixed use district were being simplified to one type. Trapp will look at the language and make it easier, if she can, as the corridor district may not be relevant anymore due to the height limits discussed.

Goode asked if staff wanted feedback or if an action was required by the commission. Trapp said she will bring this back with changes for the commissioners to see.

2024 MOUND FIRE DEPARTMENT ACTIVITY REPORT
Emergency Response and Firefighter Hours Detail

MONTH: **March**

		2024				2023			
		Month	Firefighter	YTD	YTD	Month	Firefighter	YTD	YTD
City	Call Type	Calls	Hours	Calls	Hours	Calls	Hours	Calls	Hours
MOUND	Fire	8	138	28	441	4	102	18	402
	Rescue	18	194	58	790	18	217	49	676
	Duty Officer	4	4	8	8	1	1	1	1
MINNETRISTA	Fire	3	120	8	200	2	36	5	85
	Rescue	1	15	20	303	7	87	21	319
	Duty Officer	1	1	1	1	2	2	2	2
SHOREWOOD	Fire	0	0	0	0	1	18	1	18
	Rescue	0	0	1	18	0	0	0	0
	Duty Officer	0	0	0	0	0	0	0	0
SPRING PARK	Fire	5	69	12	281	1	13	7	130
	Rescue	6	91	17	242	5	65	28	399
	Duty Offier	2	2	3	3	0	0	0	0
MUTUAL AID	Fire	0	0	5	66	2	38	3	68
	Rescue	0	0	0	0	0	0	0	0
STAND BY	Weather, Special Event, Etc.	0	0	0	0	0	0	0	0
Total Activity All Cities	**Fire**	16	327	53	988	10	207	34	703
	Rescue	25	300	96	1353	30	369	98	1394
	Duty Officer	7	7	12	12	3	3	3	3
	Stand By	0	0	0	0	0	0	0	0
	TOTAL	**48**	**634**	**161**	**2353**	**43**	**579**	**135**	**2100**

Monthly Activity by Call Category	2024	2023
COMMERCIAL	2	0
RESIDENTIAL	41	39
OTHER (OUTSIDE/ROADWAY/LAKE/OPEN AREA/MISC)	5	4
SERVICE CALLS (Smoke/CO Detectors)	4	4
LEGITIMATE FIRE ALARMS	2	1
FALSE FIRE ALARMS	2	3

MUTUAL AID AND TRAINING/DRILL SUMMARY	2024		2023	
Category	Month	YTD	Month	YTD
MUTUAL AID CALLS RECEIVED	1	3	1	1
MUTUAL AID CALLS GIVEN	0	5	2	3
TRAINING/DRILL HOURS	281.5	610.5	250	817

Mound Fire Department

Incident Reports - Mound

March, 2024

FIRE NO.	DATE	CITY	ADDRESS	FIRE/ RESCUE	DESCRIPTION	ACTION TAKEN	FF HOURS
119	3/6/2024	Mound	46XX Island View Dr	Fire	Fire - Structure	Extinguished	22
124	3/8/2024	Mound	53XX Shoreline Drive	Fire	Electrical Fire	No Incident Found upon Arrival	21
129	3/9/2024	Mound	27XX Tyrone Lane	Fire	Fire - Grass	Extinguished	19
137	3/15/2024	Mound	27XX Grove Lane	Fire	Gas Odor	Investigated - Nothing Found	16
141	3/18/2024	Mound	48XX Brunswick Road	Fire	Haz Cond - Gas Odor	Monitored - CO Levels Found	7
143	3/18/2024	Mound	58XX Idlewood Road	Rescue	Illegal Burn	Extinguished	28
149	3/23/2024	Mound	30XX Highland Blvd	Fire	Haz Cond - Gas Odor	Investigated - Overheated battery	15
159	3/29/2024	Mound	63XX Acorn Road	Fire	Alarm - Fire	Cancelled Enroute	10
			Total Fire Calls	**8**		**Total Fire Hours**	**138**
114	3/3/2024	Mound	18XX Commerce Blvd	Rescue	EMS	Cancelled Enroute	14
116	3/5/2024	Mound	20XX Commerce Blvd	Rescue	Assist	Assisted	11
117	3/5/2024	Mound	20XX Commerce Blvd	Rescue	Assist	Assisted	17
118	3/5/2024	Mound	18XX Commerce Blvd	Rescue	EMS	Transported	17
131	3/9/2024	Mound	56XX Grandview Blvd	Rescue	EMS	Transported	5
132	3/11/2024	Mound	43XX Wilshire Blvd	Rescue	EMS	No Transport	12
134	3/14/2024	Mound	27XX Halstead Lane	Rescue	Assist	Assisted	13
136	3/15/2024	Mound	24XX Wilshire Blvd	Rescue	EMS	Transported	15
138	3/16/2024	Mound	24XX Commerce Blvd	Rescue	EMS	Cancelled Upon Arrival	9
139	3/16/2024	Mound	20XX Commerce Blvd	Rescue	EMS	Transported	13
142	3/18/2024	Mound	20XX Commerce Blvd	Rescue	EMS	No Transport	9
150	3/23/2024	Mound	57XX Elm Road	Rescue	EMS	Transported	11
153	3/25/2024	Mound	60XX Cherrywood Road	Rescue	EMS	Transported	11
155	3/27/2024	Mound	18XX Commerce Blvd	Rescue	EMS	Transported	6
156	3/27/2024	Mound	27XX Halstead Lane	Rescue	EMS	Transported	6
157	3/27/2024	Mound	27XX Halstead Lane	Rescue	Assist	Assisted	5
158	3/28/2024	Mound	Swenson Park	Rescue	Assist	Transported	11
160	3/29/2024	Mound	27XX Halstead Lane	Rescue	Assist	Cancelled Enroute	9
			Total Rescue Calls	**18**		**Total Rescue Hours**	**194**
140	3/16/2024	Mound	23XX Auditors Road	Fire	Assist Police	Assist	1
151	3/24/2024	Mound	21XX Old School Rd	Fire	Alarm - CO	Detector at End of Life	1
152	3/24/2024	Mound	48XX Longford Road	Fire	Haz Cond - Wires Down	Removed Cable from Roadway	1
161	3/30/2024	Mound	16XX Dove Lane	Fire	Alarm - CO	Detector at End of Life	1
			Total Duty Officer Calls	**4**		**Total Duty Officer Hours**	**4**
			TOTAL FIRE, RESCUE & DUTY OFFICER HOURS	**30**		**TOTAL FIRE, RESCUE & DUTY OFFICER HOURS**	**336**

City of Mound Cash and Investment Balances - March 31, 2024

	As of 12-31-23	As of 01-31-24	As of 02-28-24	As of 03-31-24
General Fund (101)	**4,734,388**	**4,707,866**	**3,333,883**	**3,080,317**
Area Fire Services (222)	**481,513**	**357,062**	**413,388**	**496,729**
Dock Fund (281)	**360,996**	**419,515**	**509,876**	**535,868**
Transit District/Harbor District (285)	**418,470**	**428,901**	**430,150**	**477,901**
Debt Service Funds (3XX) *	**4,387,990**	**2,677,879**	**2,534,447**	**2,533,673**
Capital Project Reserve Funds				
401- Infrastructure/Street Replacement	2,077,504	2,065,220	2,058,698	2,034,116
403-Cap Reserve - Vehicles & Equip	735,209	733,214	459,220	464,532
404-Community Investment Fund	205,422	181,323	181,324	143,032
405-Cap Reserve City Buildings	299,191	299,191	299,191	299,191
427-Street Maintenance Fund	819,686	860,535	860,535	860,535
454-TIF 1-1 Harrison Bay	96,896	44,687	43,862	43,862
475-TIF 1-3 Mound Harbor District	510,046	469,243	469,243	469,243
Subtotal Capital Funds	**4,743,954**	**4,653,413**	**4,372,073**	**4,314,511**
Enterprise Funds				
Liquor (609)	1,213,462	1,199,133	1,186,953	1,249,677
Water (601)	(4,436,818)	(5,648,850)	(5,629,868)	(5,547,703)
Sewer (602)	1,070,628	(114,794)	(40,510)	23,449
Storm (675)	(1,775,533)	(2,102,022)	(2,092,875)	(2,083,741)
Recycling (670)	213,232	211,123	208,916	207,527
Subtotal Enterprise Funds	**(3,715,029)**	**(6,455,410)**	**(6,367,384)**	**(6,150,791)**
Unallocated Interest Income (884)	-	50,011	78,077	103,413
TOTAL ALL FUNDS - CASH & INVESTMENT BALANCE	**11,412,282**	**6,839,237**	**5,304,510**	**5,391,621**

*** Debt Service Fund Balance - prepaid special assessments**

CITY OF MOUND
EXPENSES - BUDGET REPORTING
MARCH 2024

Percentage of Budget **25.00%**

FUND	BUDGET	MARCH 2024 EXPENSE	YTD EXPENSE	VARIANCE	PERCENT EXPENDED	JAN	FEB	MAR
GENERAL FUND								
Council	83,474	4,035	17,589	65,885	21.07%	6,913	6,641	4,035
Promotions	42,960	506	7,544	35,416	17.56%	-	7,038	506
City Manager / City Clerk	259,861	13,808	80,131	179,730	30.84%	12,216	54,107	13,808
Elections	30,000	5,441	7,190	22,810	23.97%	1,706	43	5,441
Finance	537,047	43,825	123,670	413,377	23.03%	34,473	45,372	43,825
Assessing	142,000	1,523	1,523	140,477	1.07%	-	-	1,523
Legal	124,456	27,547	27,911	96,545	22.43%	-	364	27,547
Centennial Building	55,484	2,539	10,240	45,244	18.46%	2,757	4,944	2,539
City Hall - Wilshire	65,380	4,044	12,316	53,064	18.84%	1,652	6,620	4,044
Computer	47,000	1,595	9,566	37,434	20.35%	2,050	5,921	1,595
Police	2,146,529	247	1,034,185	1,112,344	48.18%	237	1,033,701	247
Emergency Preparedness	53,409	3,286	11,697	41,712	21.90%	2,378	6,033	3,286
Planning & Inspections	537,101	43,255	105,492	431,609	19.64%	21,862	40,375	43,255
Streets	1,149,506	68,065	160,052	989,454	13.92%	34,582	57,405	68,065
Parks	781,200	30,179	102,067	679,133	13.07%	25,596	46,292	30,179
Transfers	1,050,172	62,514	187,542	862,630	17.86%	62,514	62,514	62,514
Contingency	8,000	-	495	7,505	6.19%	495	-	-
TOTALS	**7,113,579**	**312,409**	**1,899,210**	**5,214,369**	**26.70%**	**209,431**	**1,377,370**	**312,409**
OTHER FUNDS								
Area Fire Services	1,606,384	93,394	424,693	1,181,691	26.44%	239,585	91,714	93,394
Docks	262,862	7,929	23,338	239,524	8.88%	7,525	7,884	7,929
Transit District Maintenance	73,572	5,498	16,743	56,829	22.76%	1,556	9,689	5,498
Capital Projects	-	23,464	23,464	(23,464)	n/a	-	-	23,464
Capital Replacement - Equipment	65,000	-	295,844	(230,844)	455.14%	-	295,844	-
Community Investment Reserve	120,000	26,199	26,199	93,801	n/a	-	-	26,199
Capital Replacement - Buildings	-	-	-	-	n/a	-	-	-
Sealcoating	-	-	-	-	n/a	-	-	-
TIF 1-1-Harrison Bay	-	-	52,209	(52,209)	n/a	52,209	-	-
TIF 1-3 - Mound Harbor	-	-	-	-	n/a	-	-	-
Water Utility	2,059,705	134,091	582,518	1,477,187	28.28%	259,242	189,185	134,091
Sewer Utility	2,377,325	183,344	678,363	1,698,962	28.53%	317,540	177,479	183,344
Liquor Store	728,229	52,312	150,336	577,893	20.64%	33,779	64,245	52,312
Recycling Utility	251,246	19,689	40,513	210,733	16.12%	1,158	19,666	19,689
Storm Water Utility	320,115	21,525	99,751	220,364	31.16%	56,701	21,525	21,525

CITY OF MOUND
REVENUE - BUDGET REPORTING
MARCH 2024

Percentage of Budget **25.00%**

FUND	BUDGET	MARCH 2024 REVENUE	YTD REVENUE	VARIANCE	PERCENT RECEIVED	JAN	FEB	MAR
GENERAL FUND								
Property Taxes	4,903,511	-	-	4,903,511	0.00%	-	-	-
Business Licenses & Permits	33,200	3,095	6,970	26,230	20.99%	1,300	2,575	3,095
Non-Business Licenses & Permits	211,200	14,359	38,043	173,157	18.01%	10,457	13,227	14,359
Intergovernmental	531,459	-	15,000	516,459	2.82%	15,000	-	-
Charges for Services	273,370	21,478	62,821	210,549	22.98%	19,291	22,052	21,478
City Hall Rent	38,000	2,120	8,506	29,494	22.38%	4,713	1,673	2,120
Fines & Forfeitures	28,000	3,744	8,239	19,761	29.43%	-	4,495	3,744
Special Assessments	12,000	-	-	12,000	0.00%	-	-	-
Street Lighting Fees	40,000	3,338	9,915	30,085	24.79%	3,237	3,340	3,338
Franchise Fees	589,500	10,937	10,937	578,563	1.86%	-	-	10,937
Transfers	300,000	-	-	300,000	0.00%	-	-	-
Miscellaneous	203,000	1,387	183,790	19,210	90.54%	181,901	502	1,387
TOTALS	**7,163,240**	**60,458**	**344,221**	**6,819,019**	**4.81%**	**235,899**	**47,864**	**60,458**
OTHER FUNDS								
Area Fire Services	1,606,384	164,635	448,346	1,158,038	27.91%	120,385	163,326	164,635
Docks	209,400	33,930	197,215	12,185	94.18%	65,040	98,245	33,930
Transit District Maintenance	153,650	53,250	77,950	75,700	50.73%	13,000	11,700	53,250
Water Utility	2,154,000	153,324	468,254	1,685,746	21.74%	157,670	157,260	153,324
Sewer Utility	3,070,000	223,962	661,079	2,408,921	21.53%	215,225	221,892	223,962
Liquor Store	3,850,000	277,723	812,234	3,037,766	21.10%	244,569	289,942	277,723
Recycling Utility	252,000	20,005	59,143	192,857	23.47%	18,953	20,185	20,005
Storm Water Utility	140,000	11,679	35,025	104,975	25.02%	11,678	11,668	11,679
Interest Income	-	47,637	103,143	(103,143)	n/a	35,896	19,610	47,637

MEETING MINUTES
SPECIAL/RESCHEDULED PLANNING COMMISSION
MARCH 19, 2024

Chair Goode called the meeting to order at 7:00 pm.

ROLL CALL

Members present: David Goode, Kristin Young, Kathy McEnaney, Derek Archambault, Nick Rosener, Samantha Wacker, Jake Savstrom, Drew Heal

Members absent: Jason Baker

Others present: Sarah Smith, Rita Trapp and Jen Holmquist

APPROVAL OF MEETING AGENDA

Goode outlined two amendments to the agenda.

MOTION by Savstrom to approve the agenda, as amended; seconded by Rosener. **MOTION** carried unanimously.

REVIEW OF JANUARY 2, 2024 REGULAR MEETING MINUTES and FEBRUARY 20, 2024 SPECIAL MEETING WORKSHOP MINUTES

MOTION by Savstrom to approve the January 2, 2024 regular meeting minutes as written; seconded by McEnaney. MOTION carried unanimously.

MOTION by Savstrom to approve the February 20, 2024 special meeting workshop minutes as written; seconded by Heal. MOTION carried unanimously.

BOARD OF APPEALS

Review / recommendation of Planning Case No. 24-03
Proposed amendments to mixed use regulations in City Code Sec. 129-139 consistency with 2023 amendments to the 2040 Comprehensive Plan

Goode outlined that the discussion will revolve around acceptance of mixed use development and appropriate building height. Trapp outlined the amendments to the code that require clarification. The Comprehensive Plan amendment left it necessary to adjust the mixed use districts. Staff identified where those standards should be changed as there wasn't clear direction on the items Chair Goode mentioned. We need to clarify how the city will handle mixed-use development, what would be acceptable and what is not. And clarification on

acceptable building height. The Comp Plan amendment made it clear Mound does not want multi-family or apartment buildings. The city needs to clarify if someone were proposing an option with commercial on the bottom and apartments on the top. Trapp said the code should as clear as possible.

Trapp discussed acceptable building heights. The standard is 35 feet. The code states 35 feet and 50 feet. Trapp wondered if sticking with 35 feet (or about 2-1/2 stories) is desirable or should there be more flexibility?

Trapp opened the discussion on acceptable mixed use development. Is mixed-use development acceptable? Is there a limit to what that can look like?

Goode asked if staff has any guidance on this. Heal asked what other cities do. Trapp said other cities allow multi-family apartments so it is clearer. Trapp stated it seems like, at a minimum, allowing smaller scale mixed-use, like some of the existing buildings along Commerce makes sense. However, the guidance on bigger scale projects seems unclear.

Savstrom clarified this would include residential, commercial or a combination of the two. Trapp said the question is regarding residential and commercial, combined. Trapp outlined inquiries to reconvert structures that previously had apartments on the second floor, or having commercial in the middle with townhouses next to it. She said staff is trying to clarify what is okay.

McEnaney said in downtown right now, she would be comfortable with commercial on the bottom with an apartment on top. McEnaney thinks limiting the height to no more than 3 stories is acceptable. She said residents have said that the Artessa four story building is too big. Trapp asked for clarification. For example, if there is parking is on the bottom, or first story, then there would be a limit of two more stories. McEnaney confirmed. Savstrom agreed.

Rosener said he is in favor of allowing as much flexibility as we can, giving a lot of options for developers. He thinks commercial/residential mix would make for a pleasant walkable downtown where mixed use is concentrated. Residents have made it clear they don't want large apartment buildings, but outside of that, he would be in favor of allowing the mixture of commercial and residential.

Young wondered if there were examples from other lake communities like Excelsior and Wayzata. Young thought there were examples in Wayzata of commercial on the bottom and two residential stories above that. McEnaney said we are Mound. She would prefer to keep Mound charm.

Trapp said she is hearing that mixed use makes sense, mixed use on the same site with a commercial structure in the middle and town houses next to it but not necessarily apartments next to it. She wondered, if a proposal came in at three stories but the footprint was the size as Artessa, would that be acceptable?

Rosener wondered if the comp plan already includes guidance for density. Trapp confirms there is a maximum.

Savstrom asked if Trapp's question is asking if there needs to be a mixture of residential and commercial on one site, but not necessarily stacked? Trapp said her example was if there is a building the size of Artessa, but it's commercial on the first story and residential on the two stories above, would that be allowed? Or is that bigger than the city wants? If that is not what is wanted, then the code should be clear in relation to size, wall length, etc.

Heal said he doesn't think McMansions are desired downtown. He likes 2 stories, as long as it looks decent. He thinks that would help keep the Mound small feeling. Trapp will keep it at 35 feet. She said she is hearing that the commissioners would prefer not to have anything that is the scale of Artessa. She is hearing commercial and residential, but on a smaller scale than that project.

Savstrom wondered what the limit for footprint will be. Will it be limited to a certain square footage? Trapp said she will write the codes based on what she is hearing and the commissioners will see the language again.

Archambault asked if there are already limitations on density and there are limitations on height, why does it need to be more specific? Rosener asked how would the city get more explicit than what's already there?

Savstrom stated, breaking up a structure that would be the size of a cruise ship would be a way to place an additional constraint on it to change the architectural feel of the site. He gave the example of Commerce Place. If that was wiped out and a developer wanted to place one building on that site, it would be very large. Savstrom thought if there were restraints on the building footprint then you end up with separations required by the other code that would limit the use of the site in that manner.

Trapp stated that a lot of times potential developers will go straight to zoning code without reading the comp plan. So it will be important to make it clear what Mound will allow. Savstrom thought there might be an architectural aspect that he hadn't considered.

Trapp wanted to make sure she was hearing the direction the commissioners were wanting to go for the mixed use districts and it is good to clarify that apartments in the mixed use is okay as long as the scale is right. Trapp pointed out the information on page 10 of the agenda packet. The code provisions that she recommended changing consists of strike outs where language is proposed to be deleted and underlines where the language is proposed to be

added. Trapp noted there should be provisions so that if an existing multi-family structure wanted to redevelop there should be language to guide them how they can do that. That is why multi-family was not completely removed entirely. Things can be restructured if they are not clear. Existing structures would have to follow site design standards. Everything was left the same assuming the mixed use buildings will be allowed.

Archambault wondered how many three story or larger buildings there are in Mound. Trapp stated there are not many.

Rosener asked if the mixed use district were being simplified to one type. Trapp will look at the language and make it easier, if she can, as the corridor district may not be relevant anymore due to the height limits discussed.

Goode asked if staff wanted feedback or if an action was required by the commission. Trapp said she will bring this back with changes for the commissioners to see.

OLD/NEW BUSINESS

A. Review/recommendation - annual review of Planning Commission Work Rules (tabled at January 2, 2024 meeting)

Goode introduced the discussion for the Planning Commission Work Rules.

Smith stated that the City Council will be changing the meeting start time from 7 pm to 6 pm, starting in May. The planning commission work rules outline all meeting items, to include what a quorum is, cancellations, meeting protocols and start time. Smith wanted to start a discussion if the commissioners would like to consider a time change for the Planning Commission, as well. Smith asked if the commissioners had any questions or suggestions for the work rules. Smith outlined some examples of work rules discussions from the past.

Goode asked for discussion on start time. Wacker thought it's better to be consistent across all bodies. She believes it will be easier on residents to remember, if all bodies start at the same time. Heal asked if the block of 4 hours would shift from 6-10. Smith confirmed. Savstrom would prefer to keep the start time at 7. His long commute would affect his ability to commit to the commission. Rosener said that he thought this would be a hard time to switch since people have committed to this time. He would be open to exploring an earlier start time with the beginning of the next year. Archambault thought 6 would be an easier start time for families. Heal would be okay with 6 start time. Wacker thought maybe it would be a good idea to see how the move changes attendance for the council. Goode asked if the time should stay the same and then see if the commission wants to make a change towards the end of the year.

Archambault asked why the council was making the change. McEnaney said it was surrounded around family time for the council. She also said staff's time was a consideration because they sit in their office until 7:00. McEnaney said the topic has been on the agenda for several meetings and there has been no negative feedback from the public.

Heal asked how staff felt. Smith said it doesn't matter to staff, though it would be nice to be done earlier.

MOTION by Rosener to table the topic until October to allow time to see how the time change effects the council attendance; seconded by Wacker. **MOTION** carried 4-3 with McEnaney abstaining from the vote.

Yes: Rosener, Wacker, Savstrom, Goode

No: Young, Heal, Archambault

McEnaney abstained

Archambault thought it would be better to stay consistent with what the City Council does, as the considerations they applied in making their decision also apply equally to the Planning Commission.

Archambault asked if McEnaney is recognized as a fully voting member. Smith confirmed. He wondered if that should be clarified in the work rules.

MOTION by Savstrom to amend the work rules to clarify that the council liaison is a full voting member and approve the other work rules for 2024, as written; seconded by Rosener. **MOTION** carried unanimously.

B. Review/recommendation – 2024 Planning Commission Work Plan and Staff Project List

Smith presented the Planning Commission Work Plan and the 2024 Staff Project List from the joint workshop with the city council. Smith said the project list includes three items; property maintenance, study of environmental initiatives and becoming an age friendly community.

Wacker asked if the City Council will expect the items on the project list have deadlines, or are they just topics the commission should explore? Smith said there was no directive for schedule from the council.

MOTION by Archambault to recommend the City Council approve the 2024 Planning Commission Work Plan and the 2024 Staff Project List; seconded by Savstrom. **MOTION** carried unanimously.

C. Review/recommendation – 2024 Work Plan Items (ADUs, Solar, Electric Vehicles)

Trapp started the discussion on ADUs, Solar and Electric Vehicles. She stated regulations were not drafted because more discussion is needed. Trapp stated she is going to walk through each topic separately. In many cases the choices she will provide aren't mutually exclusive.

ACCESSORY DWELLING UNITS (ADUs)

Trapp stated that an Accessory Dwelling Unit (ADU) is a self-contained residential unit with its own living room, kitchen and bathroom. There is no specific statement that says an ADU has to have a bedroom so a studio would be allowed, but they can have a bedroom. ADUs are a permanent installation and is a legal part of a larger single family property.

Trapp outlined the 12 policy topics that will be discussed in regards to ADUs. She will walk through the topics and get commissioners' input and she can come back with additional information if the commission have specific topics they want clarity on.

Trapp said it would make sense if ADUs were only allowed in Zoning Districts with single-family properties. Archambault asked if the code already says anything about this. Trapp said right now it's required to be tied together with a door that connects the ADU to the principal structure. This would make them completely different structures with fire wall separation and could be a completely separate unit. ADUs may be constructed as a conversion in an attached structure or it can be a detached structure. No limits.

Trapp showed some examples. The assumption is one ADU would be allowed per single family lot. Rosener clarified it would be one ADU, not one accessory structure. Trapp confirmed. Commissioners agreed one ADU per lot.

Trapp asked if lot size matter? Should there be a limit? They could be allowed on any lot, regardless of size. If that were the decision, language regarding lot size wouldn't even be included. It would just say they are allowed. ADU could be limited to minimum lot size based on zoning district, 10,000 sq.ft. for R1 and 6,000 sq.ft. for R1a and R2. Trapp noted there are a lot of small, non-conforming lots in Mound so that could impact who could have one. The other option is you can say ADUs are only allowed on a minimum lot size and could pick a specific number. Rosener asked what other constraints are in code other than lot size. Trapp said hardcover, accessory structure coverage, and setbacks for example. Savstrom does not like the first option because it should be stated that it's allowed but you have to meet all the other requirements. Trapp said there will be a section that lists all the standards for ADUs. In the use table it will be indicated that it is permitted but you have to follow the standards in that section.

Heal asked the difference between the first and second option. Trapp said for the first one it's permitted but you must follow the other rules. If it's linked to lot size based on zoning district, any already non-conforming lot could not have one. Another consideration is if it were an internal ADU, then would lot size even matter? Savstrom said if it's already a non-conforming lot, he would rather not intensify the non-conformity. Smith offered that residents are allowed to build a garage, even if they don't meet minimum lot size. Lot size is considered an existing condition. It was determined that lot size was not needed.

If reference to size of the ADU, Trapp stated this is the most complicated. There are so many different sizes of houses and many different things to consider. She said it may become necessary to differentiate between a detached structure vs. what's inside a house. Language can be added that detached ADUs shall meet the structure area requirement for an accessory structure. Trapp shared a graphic that showed if the structure was allowed to be 15% of the lot, how big it could be. Code states the accessory structure limits and those will remain in place. One option is to state that ADUs should follow the detached accessory structure code. Another option is to state the size can be the ADU cannot exceed a certain percentage of the lot size. Other communities state that an ADU can be a certain percentage of the principal structure. The issue with that option is that if someone wanted to put it into a basement, there would have to be a way that only a portion of a basement could be used for the ADU, it couldn't be the entire basement. Wacker wondered if these would count as extra square footage for property value. Trapp wasn't sure of the answer. Some communities pick an allowed size range and say they must conform to all other building codes.

Young asked what differentiates this from being a duplex. Trapp said the owner on the structure usually needs to be the owner of the ADU and must live on the site. Rosener asks if there is a building code that states how small a unit can be. Trapp said, generally it's around 250 sq.ft. but there isn't a specific number. Savstrom said he would prefer to have a minimum as he does not want the units to be small closets.

Rosener thought the ADU would be small if a percentage was mandated. He would be in favor of a minimum.

Trapp presented the different ways occupancy can be determined. You can limit it to a certain number of occupants per bedroom, it can be square footage for one person vs. two people. Goode asked if staff had a suggestion. Trapp thought having it based on per bedroom vs. square footage is hard. Archambault wondered if this is regulated on a principal structure. Trapp said no. Young asked about occupancy limits for apartments. Trapp said no, not in the zoning code.

Occupancy is not covered in zoning, that is determined by building code. Archambault said some of the options would be hard to enforce. Savstrom would be okay with not addressing occupancy in the zoning code as long as it's covered in building code. Trapp will gather that information from the building official and come back. Wacker wondered if there are standards

for heating. Trapp confirmed they will have to meet building code requirements for a permanent dwelling. Trapp also said a size range could be established.

Trapp discussed setbacks. She thinks it makes sense to say an attached ADU will meet principal structure setbacks. Detached ADUs require more conversation. Trapp provided a graphic and outlined current accessory structure setback requirements. How far should a structure be required to be in the back yard or side yard? Building code/fire code says they need to be 5 feet away from the setback.

Archambault thought it makes sense to be stricter about ADUs vs. accessory structures. Smith outlined the current primary structure setbacks in each residential district. Rosener thought the principal structure setback makes sense. Wacker wondered if the commons rules will affect any lakeshore setbacks. Lakeshore setback is 50 feet from the ordinary high water mark. That is the number and it can't be closer. Savstrom thinks it's cleaner if we stick to principal structure standards. Trapp stated that will make it difficult for some properties as most homes are built to those primary structure setbacks. Savstrom stated that didn't change his opinion. Rosener thought a different option somewhere in between the primary and accessory structure setbacks might be better. Trapp stated a resident could apply for a variance if there are special circumstances. Savstrom thought that would be a better option than to attach ambiguity to the code.

Trapp discussed parking and offered some options. Should there be one stall per person, one per bedroom? If requirements are established that means they would have to demonstrate that there is room for additional parking. Rosener pointed out that ADUs can be for college students or aging parents who may not have vehicles so he would be in favor of not specifying. Heal thought it's okay to leave it out. Savstrom thought it would be better to require an additional stall. Wacker thinks there should be language that specifies that at least one dedicated spot is required.

Trapp discussed owner occupancy. Does the owner need to continue to occupy at least one of the dwelling units? Rosener thought that would discourage renting the primary structure. Trapp pointed out the owner can occupy the bigger or the smaller structure. Commissioners agreed the owner should occupy one of the units.

Trapp discussed design considerations. She stated this topic has a lot of options and it can be more than one. Should an ADU be required to follow the design of the principal structures. Separate entrance required? Can you limit the windows overlooking a neighboring property? A walkway is usually required. McEnaney said the design should complement the principal structure. Archambault would be comfortable with stricter regulations on a detached structure and he thought a walkway should be required. Rosener wondered if there are any accessibility requirements. Trapp said that would be per building code.

Trapp discussed administrative options. Can a property be split as long as it meets zoning code requirements? Savstrom wondered if the detached ADU would have separate utilities. Trapp

said the utility billing conversation will be a technical discussion and she would bring that language back after those conversations take place. Savstrom thinks the language should be that principal lots cannot be split. Rosener and Archambault agree.

Trapp discussed procedure. If they meet the standards, it's a building permit. It can be required that owners go through a registration process. You could require owners to go through a CUP process knowing that is a longer process and would involve more fees for the resident. Archambault thought as long as the rules specified, there should be no reason it can't be just a building permit. Rosener clarified that there are no long term rental licensing requirements currently. Smith confirmed.

Rosener asked if someone wanted to use an ADU as an office would there be any different language. Trapp said this is specific to the dwelling part but noted what constitutes a kitchen should be defined. Wacker can see there be some abuse and she thinks a kitchen/bathroom definition is important. It will be a requirement that these units are hooked up to municipal sewer and water.

Young thought a lakeshore owner might want a "bunk house" where no one would stay full time. If they met all the requirements they could have a bunk house. No one has to live in it. This is just saying that if you want a structure that can be lived in, it needs to meet all these minimum requirements.

Would a guest house be an option? Trapp said that if someone wanted to build a structure so people can stay over a weekend, they can do that, as long as it meets these standards.

Rosener pointed out Mound has a ban on short term rentals. Trapp confirmed. Owners would not be allowed to rent these on a short term basis.

Savstrom said there is only one curb opening allowed per lot. Would we need to add anything? Trapp will consider that and write something in there if she thinks it's necessary.

Trapp asked if anyone had any other thoughts on ADUs. There were no comments.

SOLAR

Trapp began the discussion about solar. Solar is not specifically stated in the code but they have been allowed. This would be an allowed accessory use. This isn't in the code, so adding that language will make it clear. Only roof mounted will be allowed. They can't be part of parking lot canopy shading. The language won't limit the type of building or the zoning district.

Savstrom thought a commercial building might have trouble due to the pitch of the roof or the 10-inch height limit. Flush mounted is the preference and Trapp will address the pitch needed on a flat roof. The intent to make them less noticeable.

Trapp asked if solar should be constrained by aesthetics? Maybe we don't need to have any language. Archambault thought only allowing roof mounted systems maybe we don't need to mention it.

Rosener asked if glare is a problem. Trapp didn't think there is much of an issue with roof mounted.

Trapp pointed out some cities regulate that you have to have the collection system placed underground. But since ground mounted systems aren't allowed, this language may not be necessary. Heal stated he has a system that is mounted to the side of a building so he would have issues with requiring the be underground. His system ties into the electrical box on the side of the house. He thinks that should be allowed, as long as it doesn't look ugly.

Trapp discussed abandonment of a nonfunctional system. Commissioners agreed with the proposed language.

The procedure for installing a system would be to obtain a building permit.

ELECTRIC VEHICLE CHARGERS (EVC)

From earlier discussions Trapp understood the city intends to allow them but will not take any proactive steps, at this time. They will be a permitted use in all zoning districts. Heal wondered if the city will install EVCs in public parking spaces. Staff will look into it to see if the financials can allow. Young asked if there have been requests. None that staff can remember. The conversation is, will new commercial be required to install them? Rosener thought he remembered a discussion regarding levels 1 2 and 3 pertained to "allowing it", "ready but you don't have the system" and "ready to use".

Trapp outlined the levels from the previous discussion. For this slide Level 1 2 and 3 is about charging capacity and how fast it charges.

Trapp said some cities require them for any new commercial. Goode pointed out that EVs are coming and the discussion will continue to change. Rosener thought it would be good to include requirements for commercial new structures over a certain size should have the infrastructure in place, if not actually require chargers be installed. Heal agreed. Trapp said we can gather more information and revisit this later. Archambault would also like to see more requirements but didn't think the city council was favorable. Young wondered if there is an advantage to promoting these systems based on environmental impact.

Trapp said this is the next evolution of cars. The commission is being asked if this is the right time and should be planning for it. Heal would rather be proactive than reactive. Rosener said the planning commission and city council can raise the bar for developers in the city. Young thought a position statement that outlines why it's important for the community. Wacker would like feedback from the community to see if it would be of value to residents. Savstrom is

against putting in infrastructure that won't be used. He doesn't think the city should foot the bill for people to charge their vehicles without cost. Archambault said we aren't restricting it in residential and he wonders if we should require them in commercial properties. Archambault thought the principal users of EV charges at commercial properties won't be Mound residents. It will be someone visiting Mound from further away.

Trapp wondered if staff should investigate some more and bring it back or wait until the next workshop. McEnaney said she thinks the council was in favor of gathering more information but not mandating anything. McEnaney would be most interested in how much it costs. Trapp outlined some provisions that other cities have in place as minimum requirements. ADA, lighting, signage indicating only EV Parking, equipment shall be protected by wheel stops or bollards. The commissioners agreed with that language.

Trapp will draft the regulations based on the discussion and will bring it back when it makes sense to do so. And after that it would go to a public hearing.

D. Council liaison and staff report/update

McEnaney does not have any updates.

Smith said special events are ramping up. Building permits are busy.

Goode asked if Artessa will have an open house when construction is complete. Smith anticipates that will be the case but she hasn't heard anything yet.

ADJOURNMENT

MOTION by Savstrom to adjourn at 9:10 p.m.; seconded by Archambault, **MOTION** carried unanimously.

Submitted by Jen Holmquist

PARKS AND OPEN SPACE COMMISSION MEETING MINUTES
March 14, 2024

The Mound Parks and Open Spaces Commission met on Thursday, March 14, 2024, at 7:00pm in the Council Chambers at the Centennial Building.

Present:	Chair Stehlik, Commissioners Blievernicht and Kahn, City Council Representative Pugh
Absent:	Commissioner Mills
Others Present:	City Manager Jesse Dickson
Public Present:	Tyler Pieper

1. **Call to Order**
   The meeting was called to order by Chair Stehlik at 7:00pm.

2. **Administer Oath of Office to Commissioner Mills**
   Commissioner Mills was absent from the meeting; oath to be administered at April meeting.

3. **Roll Call**
   Present: Chair Stehlik, Commissioners Blievernicht and Kahn, City Council Representative Pugh.
   Absent: Commissioner Mills

4. **Approval of Agenda**
   Motion by Blievernicht, second by Kahn; Motion carried 4-0.

5. **Approve Minutes from 1-11-24 Meeting**
   Commissioner Kahn requested a correction to the "Selection of Chair and Vice Chair" portion of the 1-11-24 minutes to reflect that then-Chair Blievernicht was the Commissioner stepping down from Chair.

   Motion by Blievernicht to approve the minutes as amended, second by Kahn. Motion carried 4-0.

6. **Comments and Suggestions from Citizens Present**

7. **Belmont Native Plant Proposal**

   Tyler Pieper presented a plan to amend the Belmont Park native plant gardens that he is currently maintaining. After presentation and discussion, Commissioner Kahn requested Mr. Pieper speak with Public Works staff regarding the new tree in the existing garden and a reallocation of the plant beds near the current garden instead of near the road.

   Mr. Pieper thanked the Commissioners and planned to resubmit an amended plan for Belmont Park for the POSC April meeting.

8. **Adopt a Greenspace Kick Off Discussion**

   The Commissioners discussed the annual Adopt a Greenspace program. It was determined that there needs to be a system for checking in on current adopters to verify their continuing desire to stay in the program. Commissioner Blievernicht wondered what the role of the POSC is in park maintenance as it relates to the City Public Works Department.

   The Commissioners agreed that receiving feedback from the Parks Department on its forms would be helpful going forward. Staff volunteered to begin reaching out to adopters.

9. **2024 Park and Open Spaces Project Priorities**

The Commissioners discussed priorities for the year. First, naming the park in conjunction with the City project in the Mound Harbor District. Second, the POSC would like to refine its general park change suggestion form to work in partnership with the Parks Department.

The Commissioners requested the park inventory portion of the City's CIP.

10. **2024 Spring Park Review Visits**

The Commissioners reviewed the list of parks that each is tasked with monitoring for the year, which are broken into five groups. It was determined that the Commission would wait to decide on moving to a two year system. The park groups were assigned as follows:

A: Commissioner Blievernicht
B: Commissioner Mills
C: Commissioner Kahn
D: City Council Member Pugh
E: Chair Stehlik

11. Reports

12. **Adjourn**

Motion by Commissioner Kahn to adjourn the meeting at 8:50pm, second by Commissioner Blievernicht. Motion carried 4-0.