
6:00 p.m. Economic Development Authority meeting– Council Chambers

- 1. Call to order**
 - a. Roll call.
- 2. Approve agenda.**
- 3. Minutes**
 - a. Minutes of June 3, 2024 EDA meeting
- 4. Consent items**
 - a. Approve EDA disbursements
 - b. Resolution in support of LCA pre-development grant application for Loffler Crossing – Ward 2
- 5. Public hearings – none.**
- 6. Regular business – none.**
- 7. Communications and announcements – none.**
- 8. Adjournment.**

6:15 p.m. City council meeting– Council Chambers

- 1. Call to order**
 - a. Roll call.
 - b. Pledge of Allegiance.
- 2. Approve agenda.**
- 3. Presentation**
 - a. Retirement recognition for Fire Chief Steve Koering
- 4. Minutes**
 - a. Minutes of June 10, 2024 study session
 - b. Minutes of June 17, 2024 city council meeting
- 5. Consent items**
 - a. Approve city disbursements
 - b. Resolution accepting tree donations
 - c. Resolution authorizing St. Louis Park to enter into a memorandum of agreement to participate in the Twin Cities Commercial Energy Efficiency Collaboration
 - d. Resolution approving grant funding assistance for Cedar Lake Road and Louisiana Avenue improvements project – Ward 4
 - e. Approve temporary extension of licensed premises – Ullsperger Brewing – Ward 4

- f. Approve temporary on-sale liquor license – Church of the Holy Family
- g. Resolution authorizing special assessment for installation of high efficiency windows at 6211 Hamilton Street – Ward 1
- h. Resolution authorizing a funding award of the non-profit capacity building program

6. Public hearing

- a. Approve on-sale intoxicating liquor license with Sunday sales for Wells Roadside LLC – Ward 2

7. Regular business – none.

8. Communications and announcements – none.

9. Adjournment.

Following city council meeting - study session– Council Chambers

Discussion items

1.	2024 state legislative recap
2.	Base budget and fee update

Written reports

3.	Volunteer involvement in environmental stewardship programs
4.	Environmental Stewardship system wrap-up

Members of the public can attend St. Louis Park Economic Development Authority and city council meetings in person. At regular city council meetings, members of the public may comment on any item on the agenda by attending the meeting in-person or by submitting written comments to info@stlouisparkmn.gov by noon the day of the meeting. Official minutes of meetings are available on the city website once approved.

Watch St. Louis Park Economic Development Authority or regular city council meetings live at bit.ly/watchslpcouncil or at www.parktv.org, or on local cable (Comcast SD channel 14/HD channel 798).

Recordings of the meetings are available to watch on the city's YouTube channel at www.youtube.com/@slpcable, usually within 24 hours of the meeting's end.

City council study sessions are not broadcast.

Generally, it is not council practice to receive public comment during study sessions.

The council chambers are equipped with Hearing Loop equipment and headsets are available to borrow.

If you need special accommodations or have questions about the meeting, please call 952.924.2505.

**Unofficial minutes
EDA meeting
St. Louis Park, Minnesota
June 3, 2024**

1. Call to order.

President Dumalag called the meeting to order at 6:22 p.m.

a. Roll call

Commissioners present: President Dumalag, Paul Baudhuin, Sue Budd, Yolanda Farris, Margaret Rog

Commissioners absent: Nadia Mohamed and Tim Brausen

Staff present: City manager (Ms. Keller), city attorney (Ms. Schmidt), engineering director (Ms. Heiser), engineering project manager (Mr. Sullivan), public works director (Mr. Hall), park superintendent (Mr. Umphrey), police chief Kruelle, deputy city clerk (Ms. Scott-Lerdal)

2. Approve agenda.

It was moved by Commissioner Budd, seconded by Commissioner Baudhuin, to approve the EDA agenda as presented.

The motion passed 5-0 (Commissioners Mohamed and Brausen absent).

3. Minutes.

a. EDA meeting minutes of May 20, 2024

It was moved by Commissioner Rog, seconded by Commissioner Farris, to approve the EDA meeting minutes of May 20, 2024, as presented.

The motion passed 5-0 (Commissioners Mohamed and Brausen absent).

4. Consent items.

a. Approve EDA disbursements

b. EDA Resolution No. 24-10 approving amended and restated contract with Metropolitan Consortium of Community Developers

It was moved by Commissioner Baudhuin, seconded by Commissioner Budd, to approve the consent items as listed; and to waive reading of all resolutions.

The motion passed 5-0 (Commissioners Mohamed and Brausen absent).

Commissioner Rog asked whether the new fund to help businesses reconfigure space in the city included the proposed Wells Roadside location. Ms. Keller stated she would verify the specifics of the recipients and report back to the Economic Development Authority. Commissioner Rog stated she assumes this is the case and is pleased to see the funding applied to businesses.

5. **Public hearings - none.**
6. **Regular business - none.**
7. **Communications and announcements - none.**
8. **Adjournment.**

The meeting adjourned at 6:25 p.m.

Melissa Kennedy, EDA secretary

Lynette Dumalag, EDA president

Executive summary

Title: Approve EDA disbursements

Recommended action: Motion to approve EDA disbursement claims for the period May 29-June 26, 2024.

Policy consideration: Does the EDA approve the disbursements listed for the period ending June 26, 2024?

Summary: The finance division prepares this report monthly for the EDA to review and approve. The attached report shows both EDA disbursements paid by physical check and those by wire transfer or Automated Clearing House (ACH) when applicable.

Financial or budget considerations: Review and approval of disbursements by the EDA is required and provides another layer of oversight to further ensure fiscal stewardship.

Strategic priority consideration: Not applicable.

Supporting documents: EDA disbursement summary

Prepared by: Estela Mulugeta, accounting specialist

Reviewed by: Amelia Cruver, finance director

Approved by: Kim Keller, city manager

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
CENTERPOINT ENERGY	EDA - 4300 36 1/2 G&A	HEATING GAS	338.91
			<u>338.91</u>
GUARANTY COMMERCIAL TITLE INC	ESCROWS	GENERAL	416,250.00
			<u>416,250.00</u>
HKGI	Development - EDA G&A	PLANNING	5,747.50
			<u>5,747.50</u>
KENNEDY & GRAVEN	EDA - Beltline SWLRT G&A	LEGAL SERVICES	980.00
	EDA - 4300 36 1/2 G&A	LEGAL SERVICES	1,274.00
	Wooddale Station TIF G&A	LEGAL SERVICES	75.00
	Development - EDA G&A	LEGAL SERVICES	988.00
			<u>3,317.00</u>
WHIPPER SNAPPER LAWN SERVICE	EDA - Wooddale G&A	LAND MAINTENANCE	259.80
	EDA - Mtka Blvd Prop G&A	LAND MAINTENANCE	259.80
	Hwy 7 & Louisiana G&A	LAND MAINTENANCE	259.80
			<u>779.40</u>
XCEL ENERGY	EDA - 4300 36 1/2 G&A	ELECTRIC SERVICE	135.16
			<u>135.16</u>
		Report Totals	<u><u>426,567.97</u></u>

Executive summary

Title: Resolution in support of a LCA pre-development grant application for Loffler Crossing - Ward 2

Recommended action: Motion to adopt EDA resolution authorizing the submission of a grant application to the Metropolitan Council pre-development grant program on behalf of Loffler Companies related to proposed pre-development work at 3745 Louisiana Avenue.

Policy consideration: Does the EDA support submitting a grant application on behalf of Loffler Companies to assist with proposed pre-development site activities at 3745 Louisiana Avenue?

Summary: In January 2021, Loffler Companies purchased the former Sam's Club property located at 3745 Louisiana. From 2021 through 2023, Loffler Companies completed a major renovation of the building, which serves as its corporate headquarters and consolidated warehouse. The award-winning facility is now home to more than 500 employees.

Prior to Loffler Companies' purchase of the property, the city completed a [planning study](#) for the 13 acre site, which envisioned portions of the large, southern parking lot be used for multi-family residential and ground floor commercial spaces. Loffler Companies is interested in pursuing additional development on its property potentially along the lines of the city's vision.

The property has a history of contamination due to its proximity to the former Reily Tar facilities (a State Superfund Site), and the former National Lead facility, as well as other adverse impacts left behind from former users of the site. Loffler Companies intends to complete an environmental investigation study of the site, which will be used to inform where future development should best occur. Following the site investigation, Loffler Companies would like to pursue pre-development work such as developing concept site plans, concept renderings, project pro-forma, and conducting additional community engagement to refine a development proposal for the site.

Financial or budget considerations: The EDA is the designated applicant for the grant but has no financial obligations other than to serve as the conduit for any grant funds awarded.

Strategic priority consideration: St. Louis Park is committed to providing a broad range of housing and neighborhood oriented development.

Supporting documents: Map of property; resolution

Prepared by: Jennifer Monson, redevelopment administrator

Reviewed by: Greg Hunt, economic development manager

Karen Barton, community development director, EDA executive director

Approved by: Kim Keller, city manager

Loffler Site 3745 Louisiana Ave. S.



EDA Resolution No. 24 - ____

Authorizing application for the Metropolitan Council tax base revitalization account on behalf of Loffler Companies

Whereas, the City of St. Louis Park is a participant in the Livable Communities Act's Housing Incentives Program for 2024 as determined by the Metropolitan Council, and is therefore eligible to make application for funds under the LCA Livable Communities Act Programs; and

Whereas, the St. Louis Park Economic Development Authority (authority) has identified a TOD project site within the city that meets the pre-development grant's purposes and criteria and is consistent with and promotes the purposes of the Metropolitan Livable Communities Act and the policies of the Metropolitan Council's adopted metropolitan development guide; and

Whereas, the authority has the institutional, managerial, and financial capability to ensure adequate project administration; and

Whereas, the authority certifies that it will comply with all applicable laws and regulations as stated in the contract agreements; and

Whereas, the authority acknowledges LCA grants are intended to fund programs that share the goals of creating more housing choice, supporting living wage jobs, and achieving more equitable development outcomes; and

Whereas, the authority agrees to act as legal sponsor for the project contained in the pre-development grant application submitted on July 22, 2024;

Now, therefore, be it resolved that the president and executive director are hereby authorized to apply to the Metropolitan Council for a pre-development grant on behalf of the authority and to execute such agreements as are necessary to implement the project on behalf of the applicant.

Reviewed for administration:

Adopted by the Economic Development Authority July 8, 2024

Karen Barton, executive director

Lynette Dumalag, president

Attest

Melissa Kennedy, city clerk

Executive summary

Title: Retirement recognition for Fire Chief Steve Koering

Recommended action: Present certificate to Chief Koering in honor of his years of service to the City of St. Louis Park's Fire Department.

Policy consideration: None at this time.

Summary: Fire Chief Steve Koering's legacy is one of service. He is known as an advocate, not only for the City of St. Louis Park and its residents, but for the fire service as a whole. His numerous accomplishments encompass a career dedicated to the improvement of emergency services, streamlining processes and uplifting his fellow firefighters and staff.

Throughout his career, Chief Koering has received many awards, including the 2023 Minnesota Fire Officer of the Year Award, which recognized his leadership and innumerable contributions to the fire service.

The St. Louis Park mayor, city council, city staff, residents and fire department express their sincerest gratitude and honor Chief Koering's lasting legacy of service to the fire service. Upon his retirement, we wish him congratulations.

Financial or budget considerations: None.

Strategic priority consideration: Not applicable.

Supporting documents: Discussion

Prepared by: Sue Rasmussen, fire administration
Barb Lamfers, HR technician

Reviewed by: Rita Vorpahl, HR director

Approved by: Kim Keller, city manager

Discussion

Chief Steve Koering's career in the fire service spans 35 years. He served the City of Eden Prairie from 1989 to 2013 as an Assistant Chief, Lieutenant and Firefighter. On Nov. 18, 2013, he began his employment with the City of St. Louis Park. During his time with the St. Louis Park Fire Department, his numerous achievements illustrate his passion for helping his department grow through dedication to public service and safety.

He developed two five-year strategic plans with priorities on firefighter safety, public safety, community health, race equity and community risk reductions and many other areas.

Among his accomplishments are the following:

- Successful application and receipt of two federally funded SAFER Grants for the fire department, resulting in hiring of five new firefighters
- Increased daily staffing levels to improve reliability and response to the residents of St. Louis Park
- Established a Leadership Academy to prepare future leaders in the fire department, with graduates filling over 75% of the line officer positions
- Orchestrated the improved fire department's ISO rating (a nationally recognized standard for fire department capabilities) translating to lower property and casualty insurance premiums
- As Emergency Manager, he led the St. Louis Park's response to the COVID-19 pandemic for nearly 30 months, providing guidance and direction to city leaders
- He made Community Health a priority

The Chief has served on numerous committees:

- He is on the Career and College Readiness Executive Board with the St. Louis Park High School, supporting pathways for underserved students into health care and public safety careers
- He is an active member of Women in Fire International, supporting career path and promotional opportunities specifically for women
- He is a member of the Hennepin County Fire Chiefs, Metro Fire Chiefs and Minnesota State Fire Chiefs Association since 2003, serving as a past Board Member and President
- He is a member of the International Association of Fire Chiefs since 2001, as part of the EMS Committee, Volunteer Combination Officers Section, Great Lakes and Affordable Care Act Taskforce
- He served the Minnesota Ambulance Association board as the MSFCA representative
- Since 2013, he has served on the logistics team for the Fallen Firefighter Memorial
- Co-founded and serves as the current Board President of the Southwest Joint Powers Association to standardize the purchasing and quality of equipment, growing the organization from two to 42 fire departments
- He has served on the Minnesota Type III Incident Management Team since 2006, providing operational, tactical and advisory support following tornados, floods and other natural disasters and additionally planning, logistics, finance and command assistance to local agencies

Unofficial minutes
City council study session
St. Louis Park, Minnesota
June 10, 2024

The meeting convened at 6:04 p.m.

Council members present: Mayor pro tem Sue Budd, Paul Baudhuin, Tim Brausen, Yolanda Farris, Lynette Dumalag, Margaret Rog

Council members absent: Mayor Nadia Mohamed

Staff present: Deputy city manager (Ms. Walsh), planning manager (Mr. Walther), natural resources manager (Mr. Bahe), associate planner (Ms. Champoux), community development director (Ms. Barton), building and energy director (Mr. Hoffman), sustainability manager (Ms. Ziring), sustainability specialist (Ms. Rabine), sustainability specialist (Ms. Pottorff), park superintendent (Mr. Umphrey)

Guests: none

Discussion items

1. Tree preservations policy changes

Mr. Walther introduced the item and Ms. Champoux presented the staff report. The policy question was whether the council supports the proposed amendments to the tree protection policy in city code.

Council Member Dumalag stated that she supports the proposed amendments.

Council Member Baudhuin also stated his support. He asked what the trunk diameter used for new-planted trees is; whether the 30-inch diameter requirement applies to commercial properties only. Mr. Walther indicated the minimum size of new tree plantings is 2.5-caliper-inches. The tree preservation code applies to commercial properties of all kinds (e.g. multifamily, retail, office, industrial, etc.) and residential subdivisions. Mr. Walther confirmed that the 30-inch diameter heritage tree definition would apply to all these types of properties.

Council Member Baudhuin asked how the cities' tree preservation incentive programs, such as injections to protect Ash trees from Emerald Ash Borer, are being communicated to the public. Mr. Bahe stated that the information is widely distributed.

Council Member Baudhuin expressed his desire for the city to provide greater technical support, such as greater protections for significant trees that have not yet met the heritage tree preservation size. Mr. Walther noted that significant trees are protected and the replacement requirements increase based on the size of the trees removed, even before they reach the heritage tree designation.

Council Member Brausen stated his support for the proposed amendments. He asked city staff to continue to explore ways to evaluate the components of the tree canopy that is privately owned. He asked staff to confirm that variances would be approved in order to preserve trees. Mr. Walther described how preserving trees alone may not satisfy the state-mandated findings required for granting variances, but it can be one of the considerations when evaluating variances, and staff does seek and suggest ways to preserve trees, meet city code requirements and achieve the applicant's goals.

Council Member Brausen asked staff to consider a heritage tree policy for exempt properties (such as single-family and two-family residential properties), including methods to discourage heritage tree removal.

Council Member Rog asked if city staff would also consider applying the tree preservation codes to one and two-unit residential building projects that currently require a construction management plan, such as when houses are demolished and rebuilt, and when there are significant house additions. She stated her support for a tree protection permit, though she added her concerns regarding potential loopholes in the permit process, such as allowing up to 20% of the total significant tree inches on a lot to be removed without replacement.

Council Member Rog asked if city code has been effective for stopping tree removal. Mr. Walther stated that it is difficult to evaluate efficacy. He recalled situations where trees were protected and preserved, but staff has not aggregated that data for reporting. Mr. Walther shared anecdotal observations from other cities with heritage tree preservation ordinances. These cities are observing that increased fees for tree removal have saved trees and impacted decisions made by residents and commercial developers.

Council Member Rog stated that she is very passionate about this policy and pointed out that the permit process is a very good starting place.

Council Member Brausen asked if other cities have applied heritage tree preservation ordinances to all properties. Ms. Champoux explained that the City of Wayzata applies their code to all properties. Mr. Walther clarified that their rules apply to properties that are issued building permits or erosion control permits; not all properties at all times.

Council Member Farris stated that she is in support of the proposed amendments. She asked if city assistance was possible for necessary tree removals and injections to prevent the destruction of the emerald ash borer. Mr. Bahe shared some of the programs the city currently offers.

Mayor pro tem Budd agreed with the proposed amendments as well. She asked about a possible incentive for heritage tree preservation on private property, and what landscaping requirements entail. She asked staff to monitor the results of the proposed amendments – particularly, the potential extension to construction management plan projects – of the tree preservation policy, should they be adopted formally.

The next steps include a public hearing at the planning commission and council formal consideration of an ordinance in the third quarter of 2024.

2. Environmental Stewardship dashboard presentation

Ms. Rabine presented the report and demonstrated the Environmental Stewardship dashboard on the city website by navigating the dashboard's features.

Council Member Brausen asked if staff could add goal lines to the Energy tab of the dashboard. Ms. Rabine clarified that staff's original intent was to add goal lines to the data, but due to how the data is collected and combined, were unable to do so.

Ms. Rabine pointed out how the Waste Reduction & Reuse tab on the dashboard includes residential data only, as the city does not have the ability to track waste tonnage generated by private commercial haulers. She indicated the Regional Indicator Initiatives, a separate website page linked on the Environmental Stewardship landing page, is the best location to look up current estimates on total residential and commercial waste.

Council members discussed potential future improvements to the Transportation tab, including showing electric vehicle registration numbers and overall greenhouse gas emissions associated with transportation, in order to more closely align with the Climate Action Plan goal.

Council Member Rog indicated she would like to see data on overall water consumption over time on the dashboard's Water tab. She also asked whether staff could add the city's overall tree canopy percentage to the Tree tab. Staff confirmed that the city has this data available and will add it to the dashboard.

Written reports

- 3. Revised Environmentally Preferred Purchasing Policy (EP3)**
- 4. Connected infrastructure system wrap-up**
- 5. Preliminary site plan concept for Economic Development Authority's Minnetonka Boulevard properties – Ward 1**

Council Member Dumalag noted her appreciation that unfunded projects were specified in the Connected infrastructure system wrap-up report.

Regarding the report for the preliminary site plan concept for Economic Development Authority's Minnetonka Boulevard properties, Council Member Brausen asked staff to closely review design features. He would like to see energy savings utilized in the materials used, and though it may lead to higher costs initially, the savings would be realized over time. He asked staff to seek subsidies where possible.

Council Member Rog added that she likes how this project prioritizes residents' ability to both live and work in St. Louis Park.

Communications/meeting check-in (verbal)

The meeting adjourned at 8:55 p.m.

Unofficial minutes
City council meeting
St. Louis Park, Minnesota
June 17, 2024

1. Call to order.

Mayor Mohamed called the meeting to order at 6:17 p.m.

- a. Pledge of allegiance**
- b. Roll call**

Council members present: Mayor Nadia Mohamed, Paul Baudhuin, Tim Brausen, Sue Budd, Yolanda Farris, Margaret Rog

Council members absent: Lynette Dumalag

Staff present: Deputy city manager (Ms. Walsh)
Guests: Minnesota VITFriends representative Alicia Roufs

2. Approve agenda.

It was moved by Council Member Baudhuin, seconded by Council Member Farris, to approve the agenda as presented.

The motion passed 6-0 (Council Member Dumalag absent).

3. Presentations.

- a. Proclamation observing “World Vitiligo Day” on June 25, 2024**

Mayor Mohamed read the proclamation into the record.

Alicia Roufs spoke about Vitiligo awareness in the state. She noted an upcoming film premiere on Vitiligo in St. Louis Park on June 15 at 4:30 p.m. at the Showcase Theatre and information on support groups in Minnesota.

Council Member Baudhuin stated he is proud to make this proclamation today and noted it will help break down stigmas.

4. Minutes.

- a. Minutes of May 28, 2024 city council study session**

Council Member Rog requested a revision to page 1, paragraph 2, to state: “Council Member Rog asked what the process is for residents to get discounts on flood insurance.”

Council Member Rog requested a revision to page 2, paragraph 2, to state: “Council Member Rog asked about the Lake Forest area and noted she heard it was filled in to build homes.”

It was moved by Council Member Rog, seconded by Council Member Brausen, to approve the May 28, 2024 city council study session minutes as amended.

The motion passed 6-0 (Council Member Dumalag absent).

b. Minutes of June 3, 2024 city council meeting

Council Member Bauduin requested a revision to page 7, paragraph 4, to state: “27th Street and Minnetonka Boulevard.”

Council Member Rog requested a revision to page 5, paragraph 2, to state: “she asked Three Rivers to address the plan for snow removal in winter as well as the plan for stormwater storage” and on page 7, paragraph 5, to state: “rather this route recommendation is driven by regional needs.”

It was moved by Council Member Bauduin, seconded by Council Member Rog, to approve the June 3, 2024 city council meeting minutes as amended.

The motion passed 6-0 (Council Member Dumalag absent).

5. Consent items.

- a. Approve appointment to Planning Commission
- b. **Resolution No. 24-074** approving 2023 calendar year financial transfers
- c. **Resolution No. 24-075** confirming to not waive statutory tort limits in insurance coverage
- d. Approve licensed premises amendment for Ullsperger Brewing LLC – Ward 4
- e. Reject bids for the Wolfe Park streetlight replacement project (5024-4101) – Ward 2
- f. **Resolution No. 24-076** appointing election workers for the August 13, 2024 state primary election
- g. **Resolution No. 24-077** authorizing special assessment for sewer service line repair at 6919 Eliot View Road – Ward 4

Council Member Brausen asked to make a comment regarding consent item 5a to appoint Sylvie Hyman to the planning commission. He thanked the new commissioner for being willing to serve.

Mayor Mohamed thanked all those who applied and interviewed for the vacant position on the Planning Commission.

Council Member Rog asked to make a comment regarding consent item 5d. She noted that the premises amendment would allow a maximum of six outdoor seats to open at Ullsperger Brewing.

It was moved by Council Member Budd, seconded by Council Member Farris, to approve the consent items as listed; and to waive reading of all resolutions and ordinances.

The motion passed 6-0 (Council Member Dumalag absent).

- 6. Public hearings – none.**
- 7. Regular business – none.**
- 8. Communications and announcements.**

Council Member Brausen commented on the past weekend’s activities at Parktaclar and thanked residents for coming out to participate. He also remarked on the celebration for Juneteeth, stating while he was not able to attend, he was happy to know that many did attend and that it was a successful celebration.

Mayor Mohamed noted she was unable to attend the Juneteenth celebration as well, as she was attending Eid celebrations, and that it was a beautiful and amazing day.

9. Adjournment.

The meeting adjourned at 6:37 p.m.

Melissa Kennedy, city clerk

Nadia Mohamed, mayor

Executive summary

Title: Approve city disbursements

Recommended action: Motion to approve city disbursement claims for the period of May 29-June 26, 2024.

Policy consideration: Does the city council approve city disbursements for the period ending June 26, 2024?

Summary: The finance department prepares this report monthly for the city council to review and approve. The attached report shows both city disbursements paid by physical check and those by wire transfer or Automated Clearing House (ACH) when applicable.

Financial or budget considerations: Review and approval of the information by council is required by the city charter and provides another layer of oversight to further ensure fiscal stewardship.

Strategic priority consideration: Not applicable.

Supporting documents: Disbursement summary

Prepared by: Estela Mulugeta, accounting specialist

Reviewed by: Amelia Cruver, finance director

Approved by: Kim Keller, city manager

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
ALDEN POOL AND MUNICIPAL SUPPLY CO	Water G&A	OTHER IMPROVEMENT SERVICE	6,953.15
			6,953.15
ALEX & JOY SCHMIDT	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	3,000.00
			3,000.00
ALLEGION ACCESS TECH LLC	REC CENTER BUILDING	OTHER CONTRACTUAL SERVICES	612.00
			612.00
ALTEC INDUSTRIES INC	GENERAL REPAIR	EQUIPMENT MTCE SERVICE	1,624.02
			1,624.02
AMAZON CAPITAL SERVICES	Public Saftey Aid G&A	REFUNDS & REIMBURSEMENTS	228.94
	Public Saftey Aid G&A	GENERAL SUPPLIES	429.07
	IT G&A	OTHER	78.32
	Facilities Maintenance G&A	GENERAL SUPPLIES	608.35
	Police G&A	OTHER CONTRACTUAL SERVICES	995.00
	Building and Energy G&A	OFFICE SUPPLIES	47.04
	PLAYGROUNDS	GENERAL SUPPLIES	39.98
			1,968.82
AMERICAN ENGINEERING TESTING INC	Street Capital G&A	GENERAL PROFESSIONAL SERVICES	3,157.63
	Pavement Management G&A	GENERAL PROFESSIONAL SERVICES	16,362.24
	Water G&A	GENERAL PROFESSIONAL SERVICES	3,157.63
	Sewer Capital G&A	GENERAL PROFESSIONAL SERVICES	2,009.40
	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	4,018.80
			28,705.70
AMERICAN PRESSURE, INC.	PARK GROUNDS MAINTENANCE	GENERAL SUPPLIES	63.11
			63.11
ARC DOCUMENT SOLUTIONS, LLC	IT G&A	EQUIPMENT MTCE SERVICE	407.65
			407.65
ASPEN MILLS	Fire Department G&A	EMERGENCY PREPAREDNESS	606.00
			606.00
AXON ENTERPRISE, INC.	Technology G&A	EQUIPMENT MTCE SERVICE	43,455.20
			43,455.20
AYERS-JOHNSON JOSEPH	Employee Benefits G&A	TUITION	536.00

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
			536.00
BARNUM COMPANIES, INC.	Facilities Maintenance G&A	BUILDING MTCE SERVICE	295.00
			295.00
BEAUVAIS BEAUX	Fire Department G&A	SEMINARS/CONFERENCES/PRESENTAT	408.02
			408.02
BENNY RENAT	Water G&A	GENERAL CUSTOMERS	39.67
			39.67
BOLTON & MENK INC	Street Capital G&A	GENERAL PROFESSIONAL SERVICES	422.23
	Pavement Management G&A	GENERAL PROFESSIONAL SERVICES	1,949.16
	Water G&A	GENERAL PROFESSIONAL SERVICES	665.11
	Sewer Capital G&A	GENERAL PROFESSIONAL SERVICES	117.60
	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	322.40
			3,476.50
BOUND TREE MEDICAL, LLC	Fire Department G&A	OPERATIONAL SUPPLIES	222.78
			222.78
BRAUN INTERTEC CORPORATION	Street Capital G&A	GENERAL PROFESSIONAL SERVICES	1,546.80
	Pavement Management G&A	GENERAL PROFESSIONAL SERVICES	6,655.20
	Water G&A	GENERAL PROFESSIONAL SERVICES	2,930.40
	Sewer Capital G&A	GENERAL PROFESSIONAL SERVICES	123.60
	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	744.00
			12,000.00
BUDGET PLUMBING CORP	Building and Energy G&A	PLUMBING	121.88
			121.88
BUSINESS ESSENTIALS	Comm & Marketing G&A	OFFICE SUPPLIES	733.96
			733.96
CANON FINANCIAL	IT G&A	EQUIPMENT MTCE SERVICE	3,410.95
			3,410.95
CENTERPOINT ENERGY	Facilities Maintenance G&A	HEATING GAS	3,425.54
	Water G&A	HEATING GAS	2,222.16
	Sewer G&A	HEATING GAS	293.62
	Park Maintenance G&A	HEATING GAS	453.71

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
	REC CENTER BUILDING	HEATING GAS	4,541.23
			10,936.26
CENTRAL SQUARE	Police E-911 Restriction G&A	COMPUTER SERVICES	1,733.00
			1,733.00
CENTURY LINK	Technology G&A	TELEPHONE	327.77
			327.77
CHUX	INSTRUCTIONAL SKATING LESSONS	OPERATIONAL SUPPLIES	3,767.00
			3,767.00
CINTAS CORPORATION	Facilities Maintenance G&A	OPERATIONAL SUPPLIES	38.62
	Westwood G&A	GENERAL SUPPLIES	332.42
	REC CENTER BUILDING	GENERAL SUPPLIES	150.72
	Aquatic Division G&A	OPERATIONAL SUPPLIES	230.74
	Vehicle Maintenance G&A	OPERATIONAL SUPPLIES	174.18
			926.68
CLARKE LISA	Assessing G&A	MILEAGE-PERSONAL CAR	229.14
			229.14
COLE PAPERS	Facilities Maintenance G&A	GENERAL SUPPLIES	421.02
			421.02
COMCAST	Technology G&A	OTHER CONTRACTUAL SERVICES	53.24
			53.24
CORPORATE MECHANICAL	Park Improve Capital G&A	IMPROVEMENTS OTHER THAN BUILDI	37,701.10
			37,701.10
CREATIVE RESOURCES	YOUTH PROGRAMS	OPERATIONAL SUPPLIES	395.00
			395.00
CRYSTEEL TRUCK EQUIPMENT INC	General Fund BS	INVENTORY	1,783.08
			1,783.08
CUMMINS SALES AND SERVICE	Facilities Maintenance G&A	OTHER CONTRACTUAL SERVICES	1,710.16
			1,710.16
DELEGARD TOOL CO	Park Maintenance G&A	GENERAL SUPPLIES	236.62

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
	Vehicle Maintenance G&A	GENERAL SUPPLIES	236.62
			473.24
DO-GOOD.BIZ INC	Comm & Marketing G&A	POSTAGE	1,460.00
	Comm & Marketing G&A	PRINTING & PUBLISHING	304.40
	Sidewalks & Trails G&A	GENERAL PROFESSIONAL SERVICES	89.08
	Street Capital G&A	GENERAL PROFESSIONAL SERVICES	16.11
	2023 MSA Street Capital G&A	GENERAL PROFESSIONAL SERVICES	178.15
	Pavement Management G&A	GENERAL PROFESSIONAL SERVICES	69.32
	Water G&A	GENERAL PROFESSIONAL SERVICES	42.02
	Sewer Capital G&A	GENERAL PROFESSIONAL SERVICES	4.16
	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	13.50
			2,176.74
ECM PUBLISHERS INC	Administrative Operations G&A	OTHER CONTRACTUAL SERVICES	612.48
			612.48
ENTERPRISE FM TRUST	Vehicles & Equipment G&A	RENTAL EQUIPMENT	2,766.76
			2,766.76
ESP INC	PICNIC SHELTERS	BUILDING MTCE SERVICE	977.00
			977.00
ESRI	General Fund BS	PREPAID EXPENSES	28,333.00
	Technology G&A	EQUIPMENT MTCE SERVICE	14,167.00
			42,500.00
ESS BROTHERS & SONS INC	Storm Water Utility G&A	OTHER IMPROVEMENT SERVICE	10,172.00
			10,172.00
FASTENAL COMPANY	Fire Department G&A	PROTECTIVE CLOTHING	214.81
			214.81
FERGUSON WATERWORKS	Water G&A	OTHER IMPROVEMENT SERVICE	982.16
			982.16
FERRELLGAS	REC CENTER BUILDING	MOTOR FUELS	12.00
	Vehicle Maintenance G&A	MOTOR FUELS	71.83
			83.83
FINEPOINT TECHNOLOGY LLC	Cable TV G&A	OTHER CONTRACTUAL SERVICES	6,635.00

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
			6,635.00
FISCHER BROS LLC	Park Improve Capital G&A	IMPROVEMENTS OTHER THAN BUILDI	66,300.00
			66,300.00
FRIEDERICH NIKKI	Organized Rec G&A	MILEAGE-PERSONAL CAR	63.65
			63.65
FRIEND KENNETH	Water G&A	GENERAL CUSTOMERS	476.22
			476.22
GALLS, LLC - DBA UNIFORMS UNLIMITED	Police G&A	OPERATIONAL SUPPLIES	222.45
			222.45
GERBER COLLISION- MIDWEST INC	Insurance G&A	UNINSURED LOSS	6,074.34
			6,074.34
GLEASON PRINTING	Solid Waste G&A	ADVERTISING	575.00
			575.00
GOLDEN ROFFING & REMODELING	Building and Energy G&A	BUILDING	282.76
			282.76
GRAPHIC SOURCE INC	Organized Rec G&A	GENERAL SUPPLIES	2,090.00
			2,090.00
GREENER JACOB	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	3,000.00
			3,000.00
GUARDIAN FLEET SAFETY	Vehicles & Equipment G&A	MACHINERY & AUTO EQUIPMENT	54,418.92
			54,418.92
HARRIS MARI	SPECIAL EVENTS	OTHER CONTRACTUAL SERVICES	350.00
			350.00
HAWKINS INC	AQUATIC PARK MAINTENANCE	OPERATIONAL SUPPLIES	2,336.59
			2,336.59
HEDBERG HOME	Storm Water Utility G&A	EQUIPMENT PARTS	539.20
			539.20

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
HENNEPIN COUNTY INFORMATION TECHNOLOGY	Police G&A	EQUIPMENT MTCE SERVICE	3,722.52
			<u>3,722.52</u>
HENNEPIN COUNTY TREASURER	Police G&A	GENERAL PROFESSIONAL SERVICES	6,124.25
			<u>6,124.25</u>
HIRSHFIELD'S PAINT MFG INC	PARK GROUNDS MAINTENANCE	OTHER IMPROVEMENT SUPPLIES	1,975.68
			<u>1,975.68</u>
HKGI	Development - EDA G&A	PLANNING	5,747.50
			<u>5,747.50</u>
HOLLYWOOD PYROTECHNICS INC	SPECIAL PROGRAMS	OTHER CONTRACTUAL SERVICES	20,000.00
			<u>20,000.00</u>
HOME DEPOT CREDIT SERVICES	Water G&A	OTHER IMPROVEMENT SERVICE	278.46
	Park Maintenance G&A	GENERAL SUPPLIES	188.08
			<u>466.54</u>
IMPACT POWER TO CONNECT	Water G&A	POSTAGE	507.90
	Sewer G&A	POSTAGE	507.89
	Solid Waste G&A	POSTAGE	507.89
	Solid Waste G&A	PRINTING & PUBLISHING	2,494.70
	Storm Water Utility G&A	POSTAGE	507.89
			<u>4,526.27</u>
INDELCO	Water G&A	OTHER IMPROVEMENT SERVICE	74.88
			<u>74.88</u>
INVER GROVE FORD	GENERAL REPAIR	EQUIPMENT MTCE SERVICE	3,317.93
			<u>3,317.93</u>
I-STATE TRUCK CENTER	General Fund BS	INVENTORY	22.29
			<u>22.29</u>
J & F REDDY RENTS	Park Maintenance G&A	GENERAL SUPPLIES	185.00
			<u>185.00</u>
JACKSON ANGELIA	PARK BUILDINGS	REFUNDS & REIMBURSEMENTS	210.00
			<u>210.00</u>

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
JERRY'S HARDWARE	General Fund BS	INVENTORY	6.04
			6.04
JOHNSON PAPER & SUPPLY CO.	Facilities Maintenance G&A	GENERAL SUPPLIES	900.81
	REC CENTER BUILDING	GENERAL SUPPLIES	1,851.26
			2,752.07
JOPPA LANE COMPANY LLP	Climate Investment G&A	OTHER CONTRACTUAL SERVICES	5,000.00
			5,000.00
JUREK JESSIE	Assessing G&A	MILEAGE-PERSONAL CAR	46.23
			46.23
KLAUSTERMEIER MORGAN	Water G&A	GENERAL CUSTOMERS	661.22
			661.22
KLEIN UNDERGROUND LLC	Water G&A	OTHER IMPROVEMENT SERVICE	1,247.25
			1,247.25
KROOK ALEX	Organized Rec G&A	MILEAGE-PERSONAL CAR	16.55
			16.55
KRUELLE, BRYAN	Employee Benefits G&A	TUITION	2,580.00
			2,580.00
LAPCINSKI NATASHA	Administrative Operations G&A	SEMINARS/CONFERENCES/PRESENTAT	4,687.50
			4,687.50
LAWSON PRODUCTS INC	General Fund BS	INVENTORY	204.50
			204.50
LEICA GEOSYSTEMS INC	Engineering G&A	OPERATIONAL SUPPLIES	510.10
			510.10
LEIFELD DREANNA	Water G&A	GENERAL CUSTOMERS	344.31
			344.31
LEONHARDT TOM	Engineering G&A	OPERATIONAL SUPPLIES	199.95
			199.95
LIBERTY TIRE	GENERAL REPAIR	CLEANING/WASTE REMOVAL SERVICE	136.60

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
			136.60
LITTLE TARA	Water G&A	GENERAL CUSTOMERS	157.28
			157.28
LOCKGUARD LOCKSMITHS	REC CENTER BUILDING	OTHER CONTRACTUAL SERVICES	668.00
			668.00
LOFFLER	IT G&A	EQUIPMENT MTCE SERVICE	283.20
			283.20
LOFFLER COMPANIES	IT G&A	EQUIPMENT MTCE SERVICE	711.58
			711.58
LOGIS	General Fund BS	PREPAID EXPENSES	3,079.86
	IT G&A	COMPUTER SERVICES	1,520.14
	Technology G&A	OFFICE EQUIPMENT	157.50
	Technology G&A	COMPUTER SERVICES	27,723.75
			32,481.25
MANTEY KALI	Water G&A	GENERAL CUSTOMERS	214.26
			214.26
MARTIN MARIETTA MATERIALS	Water G&A	OTHER IMPROVEMENT SERVICE	1,573.65
			1,573.65
MENARDS	Sewer G&A	OPERATIONAL SUPPLIES	24.15
	Westwood G&A	OFFICE SUPPLIES	18.97
			43.12
MID AMERICA BUSINESS SYSTEMS	General Fund BS	PREPAID EXPENSES	397.50
	Technology G&A	OFFICE EQUIPMENT	397.50
			795.00
MINNEAPOLIS FINANCE DEPT	Police G&A	OTHER CONTRACTUAL SERVICES	372.00
			372.00
MN FIRE SERVICE CERTIFICATION BOARD	Fire Department G&A	TRAINING	588.00
			588.00
MSC INDUSTRIAL SUPPLY CO.	General Fund BS	INVENTORY	28.40

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
	GENERAL REPAIR	GENERAL SUPPLIES	27.52
			55.92
MTI DISTRIBUTING CO	General Fund BS	INVENTORY	743.67
	PARK EQUIPMENT MAINTENANCE	GENERAL SUPPLIES	626.73
			1,370.40
MUSCO SPORTS LIGHTING LLC	PARK EQUIPMENT MAINTENANCE	OTHER CONTRACTUAL SERVICES	1,900.00
			1,900.00
NAC MECHANICAL ELECTRICAL SERVICES	Building and Energy G&A	DUE TO OTHER GOVTS	.60
	Building and Energy G&A	PLUMBING	96.00
			96.60
NAPA (GENUINE PARTS CO)	General Fund BS	INVENTORY	334.79
	Vehicle Maintenance G&A	SMALL TOOLS	29.70
			364.49
NATHANSON, BRIDGET	Assessing G&A	MILEAGE-PERSONAL CAR	32.16
			32.16
NEALE MATT	Water G&A	GENERAL CUSTOMERS	192.91
			192.91
NICHOLS ALICIA	Administrative Operations G&A	SEMINARS/CONFERENCES/PRESENTAT	4,687.50
			4,687.50
NORTHERN SAFETY TECHNOLOGY INC	General Fund BS	INVENTORY	1,393.16
			1,393.16
ODP BUSINESS SOLUTIONS LLC	Administrative Operations G&A	OFFICE SUPPLIES	79.99
	Administrative Operations G&A	GENERAL SUPPLIES	322.05
	Assessing G&A	OFFICE SUPPLIES	96.86
	Finance G&A	OFFICE SUPPLIES	103.62
	Finance G&A	GENERAL PROFESSIONAL SERVICES	140.36
			582.90
OELRICH JETHRO	Assessing G&A	MILEAGE-PERSONAL CAR	126.63
			126.63
O'HARA EOIN	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	100.00

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
			100.00
ON SITE SANITATION	PORTABLE TOILETS	OTHER CONTRACTUAL SERVICES	160.00
			160.00
OUT BACK NURSERY, INC.	Municipal Buildings G&A	IMPROVEMENTS OTHER THAN BUILDI	447.65
			447.65
OVERHEAD DOOR CO	Facilities Maintenance G&A	BUILDING MTCE SERVICE	571.45
			571.45
PHILIP'S TREE CARE LLC	PARK GROUNDS MAINTENANCE	GENERAL SUPPLIES	1,708.06
	PARK GROUNDS MAINTENANCE	OTHER CONTRACTUAL SERVICES	1,836.78
			3,544.84
PLAYPOWER LT FARMINGTON INC	Park Maintenance G&A	OPERATIONAL SUPPLIES	306.72
			306.72
POMP'S TIRE SERVICE INC	General Fund BS	INVENTORY	401.20
			401.20
PREMIUM WATERS	Fire Department G&A	OPERATIONAL SUPPLIES	82.88
			82.88
PRIMACY STRATEGY GROUP LLC.	Adminstrative Operations G&A	LEGAL SERVICES	5,000.00
			5,000.00
QUALITY FLOW SYSTEMS INC	Sewer G&A	OTHER IMPROVEMENT SERVICE	41,837.00
	Storm Water Utility G&A	OTHER IMPROVEMENT SERVICE	120.00
			41,957.00
RED WING BUSINESS ADVANTAGE ACCOUNT	Facilities Maintenance G&A	OPERATIONAL SUPPLIES	215.98
	Building and Energy G&A	GENERAL SUPPLIES	250.00
			465.98
RED WING STORE	Public Works G&A	OPERATIONAL SUPPLIES	247.48
			247.48
REDPATH & COMPANY LLC	Finance G&A	AUDITING AND ACCOUNTING SERVIC	23,122.00
			23,122.00

City council meeting of July 8, 2024 (Item No. 5a)
 Title: Approve city disbursements

CITY OF ST LOUIS PARK
 Council Check Summary
 5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
ROBERT B HILL CO	REC CENTER BUILDING	GENERAL SUPPLIES	420.57
			420.57
ROBERT HALF TECHNOLOGY	Fire Department G&A	GENERAL PROFESSIONAL SERVICES	750.39
			750.39
ROSEVILLE MIDWAY FORD	General Fund BS	INVENTORY	56.56
			56.56
S & S WORLDWIDE INC	PLAYGROUNDS	GENERAL SUPPLIES	261.33
			261.33
SCHWEGMAN RACHEL	Water G&A	GENERAL CUSTOMERS	71.89
			71.89
SCOTT COUNTY TREASURER	Police G&A	TRAINING	3,250.00
			3,250.00
SETS DESIGN INC.	Dispatch Division G&A	OPERATIONAL SUPPLIES	300.00
			300.00
SHRED-IT	Finance G&A	GENERAL PROFESSIONAL SERVICES	24.83
	Police G&A	OTHER CONTRACTUAL SERVICES	674.10
	REC CENTER	GENERAL PROFESSIONAL SERVICES	22.23
			721.16
SICORA DESIGN BUILD INC.	Storm Water Utility BS	GENERAL	1,500.00
			1,500.00
SPS COMPANIES INC	Water G&A	OTHER IMPROVEMENT SERVICE	68.30
			68.30
STEVE LUCAS PHOTOGRAPHY	Fire Department G&A	GENERAL PROFESSIONAL SERVICES	600.00
			600.00
STRATUS BUILDING SOLUTIONS OF ST. PAUL	Facilities Maintenance G&A	OTHER CONTRACTUAL SERVICES	1,400.00
	AQUATIC PARK MAINTENANCE	OTHER CONTRACTUAL SERVICES	1,190.00
			2,590.00
STREICHER'S	Police G&A	OPERATIONAL SUPPLIES	12,310.91
	Police G&A	POLICE EQUIPMENT	57.98

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
			12,368.89
SUBURBAN TIRE WHOLESale	General Fund BS	INVENTORY	355.32
			355.32
SYSCO-MINNESOTA INC	CONCESSIONS	CONCESSION SUPPLIES	1,993.84
			1,993.84
TALKPOINT TECHNOLOGIES INC	Dispatch Division G&A	OPERATIONAL SUPPLIES	210.00
			210.00
TERMINIX COMMERCIAL	REC CENTER BUILDING	OTHER CONTRACTUAL SERVICES	131.00
			131.00
THE MPX GROUP	Comm & Marketing G&A	OFFICE SUPPLIES	48.00
			48.00
THE STANDARD	Administrative Operations G&A	LIFE INSURANCE	161.90
	Administrative Operations G&A	LONG TERM DISABILITY	139.02
	REI G&A	LIFE INSURANCE	13.45
	REI G&A	LONG TERM DISABILITY	10.61
	Human Resources G&A	LIFE INSURANCE	90.39
	Human Resources G&A	LONG TERM DISABILITY	74.46
	Comm & Marketing G&A	LIFE INSURANCE	98.88
	Comm & Marketing G&A	LONG TERM DISABILITY	81.71
	IT G&A	LIFE INSURANCE	105.02
	IT G&A	LONG TERM DISABILITY	82.83
	Assessing G&A	LIFE INSURANCE	115.40
	Assessing G&A	LONG TERM DISABILITY	93.51
	Finance G&A	LIFE INSURANCE	121.42
	Finance G&A	LONG TERM DISABILITY	100.77
	Community Development G&A	LIFE INSURANCE	270.93
	Community Development G&A	LONG TERM DISABILITY	219.83
	Police G&A	LIFE INSURANCE	1,223.42
	Police G&A	LONG TERM DISABILITY	981.23
	Dispatch Division G&A	LIFE INSURANCE	140.89
	Dispatch Division G&A	LONG TERM DISABILITY	111.21
	Fire Department G&A	LIFE INSURANCE	630.24
	Fire Department G&A	LONG TERM DISABILITY	509.76
	Building and Energy G&A	LIFE INSURANCE	357.66
	Building and Energy G&A	LONG TERM DISABILITY	298.75

Council Check Summary

5/29/2024 - 6/26/2024

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
	Sustainability G&A	LIFE INSURANCE	50.74
	Sustainability G&A	LONG TERM DISABILITY	40.04
	PUBLIC WORKS G & A DEACTIVATE	LIFE INSURANCE	53.22
	PUBLIC WORKS G & A DEACTIVATE	LONG TERM DISABILITY	41.85
	Engineering G&A	LIFE INSURANCE	218.42
	Engineering G&A	LONG TERM DISABILITY	183.90
	Public Works G&A	LIFE INSURANCE	242.73
	Public Works G&A	LONG TERM DISABILITY	195.02
	Cable TV G&A	LIFE INSURANCE	41.65
	Cable TV G&A	LONG TERM DISABILITY	32.75
	Housing Rehab G&A	LIFE INSURANCE	23.48
	Housing Rehab G&A	LONG TERM DISABILITY	18.49
	Water G&A	LIFE INSURANCE	113.99
	Water G&A	LONG TERM DISABILITY	89.72
	Sewer G&A	LIFE INSURANCE	39.18
	Sewer G&A	LONG TERM DISABILITY	30.97
	Solid Waste G&A	LIFE INSURANCE	53.45
	Solid Waste G&A	LONG TERM DISABILITY	41.40
	Storm Water Utility G&A	LIFE INSURANCE	98.65
	Storm Water Utility G&A	LONG TERM DISABILITY	77.65
	Employee Benefits G&A	LIFE INSURANCE	7,556.95
	Organized Rec G&A	LIFE INSURANCE	241.43
	Organized Rec G&A	LONG TERM DISABILITY	194.89
	Park Maintenance G&A	LIFE INSURANCE	161.54
	Park Maintenance G&A	LONG TERM DISABILITY	127.53
	Natural Resources G&A	LIFE INSURANCE	21.00
	Natural Resources G&A	LONG TERM DISABILITY	16.61
	Westwood G&A	LIFE INSURANCE	92.87
	Westwood G&A	LONG TERM DISABILITY	73.18
	Rec Center Gen Division G&A	LIFE INSURANCE	98.18
	Rec Center Gen Division G&A	LONG TERM DISABILITY	77.37
	Vehicle Maintenance G&A	LIFE INSURANCE	96.64
	Vehicle Maintenance G&A	LONG TERM DISABILITY	76.29
			<hr/>
			16,555.07
TIMESAVER OFF SITE SECRETARIAL	Administrative Operations G&A	OTHER CONTRACTUAL SERVICES	<hr/>
			471.50
TNC INDUSTRIES INC	Facilities Maintenance G&A	GENERAL SUPPLIES	653.00
	Facilities Maintenance G&A	BUILDING MTCE SERVICE	<hr/>
			1,257.00
			<hr/>
			1,910.00

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
TRAVIS & LILI LENNOX	ESCROWS	PMC ESCROW	800.00 800.00
TRI-STATE BOBCAT	General Fund BS	INVENTORY	289.08 289.08
TWIN CITY EPOXY COATINGS LTD	Facilities Maintenance G&A	GENERAL SUPPLIES	3,000.00 3,000.00
VERIFIED CREDENTIALS LLC.	Human Resources G&A	RECRUITMENT	145.00 145.00
VERIZON	IT G&A	DATACOMMUNICATIONS	8,891.73 8,891.73
VESSCO INC	Water G&A	OTHER IMPROVEMENT SERVICE	2,929.86 2,929.86
VETERAN ELECTRIC	Public Saftey Aid G&A Park Improve Capital G&A Park Maintenance G&A	OTHER CONTRACTUAL SERVICES IMPROVEMENTS OTHER THAN BUILDI ELECTRIC SERVICE	4,100.00 5,548.00 1,700.00 11,348.00
VINCENT PROMOTIONS LLC	Police G&A	OPERATIONAL SUPPLIES	1,879.24 1,879.24
WASTE CONTAINER SYST	Solid Waste G&A	YARD WASTE SERVICE	85,584.08 85,584.08
WATSON CO INC	CONCESSIONS	CONCESSION SUPPLIES	338.86 338.86
WELLS JULIE	Neighborhood G&A	OTHER CONTRACTUAL SERVICES	149.92 149.92
WEST, JASON	Organized Rec G&A	TRAVEL/MEETINGS	351.50 351.50
WHITewater CDJR OF ST CHARLES INC	Vehicles & Equipment G&A	MACHINERY & AUTO EQUIPMENT	41,550.00 41,550.00

<u>Vendor</u>	<u>BU Description</u>	<u>Object</u>	<u>Amount</u>
WILDLIFE MANAGEMENT SERVICES, INC.	Facilities Maintenance G&A	OTHER CONTRACTUAL SERVICES	999.00
			999.00
WM MUELLER & SONS INC	Public Works G&A	OTHER IMPROVEMENT SUPPLIES	654.72
			654.72
WSB ASSOC INC	Sidewalks & Trails G&A	GENERAL PROFESSIONAL SERVICES	67.73
	Street Capital G&A	GENERAL PROFESSIONAL SERVICES	158.03
	Pavement Management G&A	GENERAL PROFESSIONAL SERVICES	925.57
	Water G&A	GENERAL PROFESSIONAL SERVICES	835.27
	Sewer Capital G&A	GENERAL PROFESSIONAL SERVICES	90.30
	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	180.60
			2,257.50
WW GOETSCH ASSOCIATES INC	Park Maintenance G&A	MAINTENANCE	2,970.00
	AQUATIC PARK MAINTENANCE	EQUIPMENT MTCE SERVICE	2,536.00
			5,506.00
XCEL ENERGY	Facilities Maintenance G&A	ELECTRIC SERVICE	12,709.81
	Facilities Maintenance G&A	INTEREST/FINANCE CHARGES	224.01
	Water G&A	ELECTRIC SERVICE	29,317.58
	Water Reilly G&A	ELECTRIC SERVICE	1,260.54
	Sewer G&A	ELECTRIC SERVICE	4,712.80
	Park Maintenance G&A	ELECTRIC SERVICE	5,313.20
			53,537.94
YOUNG ENV. CONSULTING GROUP, LLC.	Storm Water Utility G&A	GENERAL PROFESSIONAL SERVICES	2,425.11
			2,425.11
ZIP PRINTING	Assessing G&A	POSTAGE	506.51
			506.51
Report Totals			830,587.27

Executive summary

Title: Resolution accepting tree donations

Recommended action: Motion to adopt resolution accepting donations for shade trees.

Policy consideration: Does the city council wish to accept these gifts with restrictions on their use?

Summary: State statute requires city council's acceptance of donations. This requirement is necessary in order to make sure the city council has knowledge of any restrictions placed on the use of each donation prior to it being expended.

- Donations for memorial shade trees to be planted:
 - Elizabeth Langhans, \$300 honoring Kathleen Sands, to be placed in Ainsworth Park
 - Mark, Holly, Alison and Jack Johnson, \$300 honoring Stuart Miklas Remick, to be placed in Edgebrook Park

Financial or budget considerations: These donations will be used for the purchase and planting of trees in Ainsworth and Edgebrook Parks.

Strategic priority consideration: St. Louis Park is committed to creating opportunities to build social capital through community engagement.

Supporting documents: Resolution

Prepared by: Stacy M. Voelker, administrative coordinator

Reviewed by: Mike Bahe, natural resources manager
Jason T. West, director of parks and recreation

Approved by: Kim Keller, city manager

Resolution No. 24 - ____

**Accepting donations totaling \$600
for memorial trees to be planted in various parks**

Whereas, the City of St. Louis Park is required by state statute to authorize acceptance of any donations; and

Whereas, the city council must also ratify any restrictions placed on the donation by the donor; and

Whereas, Elizabeth Langhans donated \$300 to purchase a red oak to be placed in Ainsworth Park honoring Kathleen Sands, and Mark, Holly, Alison and Jack Johnson donated \$300 to purchase a river birch to be placed in Edgebrook Park honoring Stuart Miklas Remick.

Now therefore be it resolved by the city council of the City of St. Louis Park that these gifts are hereby accepted with thanks to Elizabeth Langhans and Mark, Holly, Alison and Jack Johnson with the understanding that the gifts must be used for trees at Ainsworth and Edgebrook Parks.

Reviewed for administration:

Adopted by the city council July 8, 2024

Kim Keller, city manager

Nadia Mohamed, mayor

Attest:

Melissa Kennedy, city clerk

Executive summary

Title: Resolution authorizing St. Louis Park to enter into a memorandum of agreement to participate in the Twin Cities Commercial Energy Efficiency Collaboration

Recommended action: Motion to adopt resolution authorizing St. Louis Park to enter into a memorandum of agreement to participate in the Twin Cities Commercial Energy Efficiency Collaboration.

Policy consideration: Does the city council wish to enter into a memorandum of agreement to participate in the Twin Cities Commercial Energy Efficiency Collaboration?

Summary: The City of Minneapolis (as lead applicant for a coalition of cities, including St. Louis Park) submitted a grant application to the EPA's Climate Pollution Reduction Grant to propose the *Twin Cities Commercial Energy Efficiency Collaboration*.

Under the *Twin Cities Commercial Energy Efficiency Collaboration*, the City of Minneapolis will lead a coalition of local governments from the Twin Cities metro area to provide cost sharing funds to eligible businesses, property owners, nonprofits and government organizations through the use of municipal cost share programs (in St. Louis Park, this is the Climate Champions program). This grant will provide program dollars to those cities that have started a cost share program (including St. Louis Park), help establish a cost share program in St. Paul and provide a turnkey program to other cities who would like to participate but are but are not interested in starting their own cost share program.

A response from EPA on the status of the funding award is expected in July 2024. The cities and organizations in the coalition must sign and submit a Memorandum of Agreement to the EPA by August 1, 2024. The city attorney reviewed the Memorandum of Agreement and had no changes.

Financial or budget considerations: If awarded, \$2 million will be available each year from 2025 through 2028 for all cities in the coalition to share. St. Louis Park would be reimbursed on a first-come, first-served basis for cost sharing expenses under Climate Champions for Business, Multifamily or Organizations. The fund will set aside 50% of the funding for federally-defined environmental justice communities to ensure the collaboration meets and surpasses the federal Justice 40 requirements.

Strategic priority consideration: St. Louis Park is committed to continue to lead in environmental stewardship.

Supporting documents: Resolution
Memorandum of Agreement

Prepared by: Emily Ziring, sustainability manager

Reviewed by: Brian Hoffman, building and energy director

Approved by: Kim Keller, city manager

Resolution No. 24 - __

Approving a memorandum of agreement to participate in the Twin Cities Commercial Energy Efficiency Collaboration

Be it resolved by the city council (the “city council”) of the City of St. Louis Park, Minnesota as follows:

Whereas, the City of Minneapolis has recently proposed that the City of St. Louis Park enter into a memorandum of agreement in order to participate in the United States Environmental Protection Agency’s Climate Pollution Reduction Grant-funded *Twin Cities Commercial Energy Efficiency Collaboration* (the “Agreement”); and

Whereas, other prospective parties to the Agreement include the Cities of Minneapolis, Saint Paul, Bloomington, Burnsville, Eagan, Eden Prairie, Edina, Hopkins, Inver Grove Heights, Richfield, and Roseville, as well as the Midway Chamber of Commerce, the African Economic Development Solutions, the Lake Street Council, and Energy Smart (the “Prospective Parties”); and

Whereas, under the Agreement, the Prospective Parties would form a coalition of local governments and nonprofits from the Twin Cities Metropolitan Area to distribute the grant funding to eligible businesses, property owners, nonprofits and government organizations for commercial energy efficiency improvements and projects (the “Project”); and

Whereas, the Agreement has been reviewed and approved by the City Attorney; and

Whereas, Minneapolis has provided a deadline for the execution of the Agreement of August 1, 2024; and

Now therefore be it resolved that the city council of the City of St. Louis Park hereby approves the Agreement subject to the following conditions:

1. That the above recitals are incorporated into this Resolution as findings as if fully set forth herein.
2. City staff are hereby authorized and directed to take any other actions deemed reasonable and necessary to carry out the intent of this Resolution.

Reviewed for administration:

Adopted by the city council July 8, 2024

Kim Keller, city manager

Nadia Mohamed, mayor

Attest

Melissa Kennedy, city clerk

MEMORANDUM OF AGREEMENT

BETWEEN

**THE CITY OF MINNEAPOLIS, MINNESOTA,
THE CITY OF ST. PAUL, MINNESOTA,
THE CITY OF BLOOMINGTON, MINNESOTA,
THE CITY OF BURNSVILLE, MINNESOTA,
THE CITY OF EAGAN, MINNESOTA,
THE CITY OF EDEN PRAIRIE, MINNESOTA,
THE CITY OF EDINA, MINNESOTA,
THE CITY OF HOPKINS, MINNESOTA,
THE CITY OF INVER GROVE HEIGHTS, MINNESOTA,
THE CITY OF RICHFIELD, MINNESOTA,
THE CITY OF ROSEVILLE, MINNESOTA,
THE CITY OF ST. LOUIS PARK, MINNESOTA,**

**REGARDING THE
CLIMATE POLLUTION REDUCTION GRANT
TWIN CITIES COMMERCIAL ENERGY EFFICIENCY COLLABORATION**

PREAMBLE

WHEREAS, the Minnesota Cities of Minneapolis, St. Paul, Bloomington, Burnsville, Egan, Eden Prairie, Edina, Hopkins, Inver Grove Heights, Richfield, Roseville and St. Louis Park seek to lead a coalition of local governments from the Twin Cities Metropolitan area to provide grant funding to eligible businesses, property owners, nonprofits and government organizations through a program built on the foundation of success Minneapolis has had with the Minneapolis Green Cost Share program. With the funding made available through the Climate Pollution Reduction Grant recently awarded to several Minnesota units of government the participating Minnesota cities that are parties to this agreement will expand the Green Cost Share program to those parties by providing program dollars to support Green Cost Share programs in those cities; and

WHEREAS, the Minnesota Cities of Minneapolis, St. Paul, Bloomington, Burnsville, Egan, Eden Prairie, Edina, Hopkins, Inver Grove Heights, Richfield, Roseville and St. Louis Park are authorized to work cooperatively pursuant to the authority contained in Minnesota Statutes § 471.59, commonly known as the Joint Powers Act.

NOW, THEREFORE, the Minnesota Cities of Minneapolis, St. Paul, Bloomington, Burnsville, Egan, Eden Prairie, Edina, Hopkins, Inver Grove Heights, Richfield, Roseville and St. Louis Park enter into this Memorandum of Agreement and agree as follows:

I. SCOPE OF THIS MEMORANDUM OF AGREEMENT

The parties to this Memorandum of Agreement agree that the Project Narrative of the CPRG Twin Cities Commercial Energy Efficiency Collaboration, attached as Exhibit A, will describe the manner in which this collaboration will bind the parties and be carried out including the:

- a. The description of the project partners;
- b. The description of how the program will work by ensuring benefits to designated communities;
- c. The description of how the program will seek to reduce greenhouse gas emissions from commercial and public buildings by promoting energy efficiency, renewable energy, electrification, and lower-carbon design, materials, and fuels;
- d. The description of how the program will seek to support Climate Pollution Reduction Grant program goals;
- e. The description of how the parties will demonstrate funding need;
- f. The performance measures to be administered by Energy Smart and the City of Minneapolis;
- g. The timelines for this program;
- h. The program focus on low income and disadvantages communities; and

i. The other relevant portions of Exhibit A.

II. PARTICIPATING PARTIES' RESPONSIBILITIES

The Minnesota cities that are parties to this Memorandum of Understanding agree that they are accountable to the City of Minneapolis and accept full responsibility for effectively carrying out the full scope of work and the proper financial management of the program.

III. GOVERNMENT DATA

The parties acknowledge that this Agreement, as well as any data created, collected, stored, or maintained under the terms of this Agreement, are "Government Data" within the meaning of the Minnesota Government Data Practices Act (MGDPA) (Minnesota Statutes chapter 13). The civil remedies of Minn. Stat. §13.08 apply to the release of the data governed by the MGDPA.

IV. CONTACTS

The primary contacts of each party to this Agreement are:

(name, title, email, phone)

City of Minneapolis:

City of Saint Paul:

City of Bloomington:

City of Burnsville:

City of Eagan:

City of Eden Prairie:

City of Edina:

City of Hopkins:

City of Inver Grove Heights:

City of Richfield:

City of Roseville:

City of St. Louis Park:

The parties agree that if there is a change regarding the information in this section, the party making the change will notify the other party in writing of such change.

V. RESOLUTION OF DISAGREEMENTS

Should disagreement arise on the interpretation of the provisions of this MOA, or amendments and/or revisions thereto, that cannot be resolved at the operating level, the area(s) of disagreement shall be stated in writing by each party and presented to the other parties for consideration. If agreement on interpretation is not reached within thirty (30) days, the parties shall forward the written presentation of the disagreement to their respective higher officials for appropriate resolution.

VI. LIABILITY

Each party agrees that it will be responsible for its own acts and the results thereof to the extent authorized by law and shall not be responsible for the acts of the other party and the results thereof.

Subject to the limitations of Minnesota Statutes sections 466.01 to 466.15 and other applicable law, every municipality is subject to liability for its torts and those of its officers, employees and agents acting within the scope of their employment or duties whether arising out of a governmental or proprietary function, in accordance with Minn. Stat. §466.02.

VII. EFFECTIVE DATE OF THE AGREEMENT AND AGREEMENT AMENDMENT

This Agreement will become effective when signed by all parties. This Agreement may be amended only by written agreement of the parties.

VIII. TERMINATION OF AGREEMENT

This agreement will terminate upon written notice of the final close out report that the City of Minneapolis will submit to the parties or seven (7) years from the effective date of this Memorandum of Agreement.

BY THEIR SIGNATURES, THE UNDERSIGNED REPRESENT THAT THEY HAVE THE AUTHORITY TO BIND THE PARTIES THEY REPRESENT.

(Official Signature Blocks of Each City Pursuant to their Contracting and Procurement Policies)

THE CITY OF MINNEAPOLIS, MINNESOTA

THE CITY OF SAINT PAUL, MINNESOTA

THE CITY OF BLOOMINGTON, MINNESOTA

THE CITY OF BURNSVILLE, MINNESOTA

THE CITY OF EAGAN, MINNESOTA

THE CITY OF EDEN PRAIRIE, MINNESOTA

THE CITY OF EDINA, MINNESOTA

THE CITY OF HOPKINS, MINNESOTA

THE CITY OF INVER GROVE HEIGHTS, MINNESOTA

THE CITY OF RICHFIELD, MINNESOTA

THE CITY OF ROSEVILLE, MINNESOTA

THE CITY OF ST. LOUIS PARK, MINNESOTA

Executive summary

Title: Resolution approving grant funding assistance for Cedar Lake Road and Louisiana Avenue Improvements project

Recommended action: Motion to approve resolution for Cedar Lake Road and Louisiana Avenue Improvements project grant funding assistance (4023-1100 and 4024-1100)

Policy consideration: None

Summary: As a part of the 2023 state legislative session, the State of Minnesota appropriated \$5,000,000 to the City of St. Louis Park for a grant to complete the Cedar Lake Road and Louisiana Avenue Improvements projects. To enter into the grant agreement with the state, the city is required to demonstrate that we have budgeted for and obligated the funds needed to complete the project. To do this, the state has requested that the city provide them with a resolution committing \$11,222,039.32 in city financing to complete the project. This funding was a part of the 2024 CIP adopted by council in December 2023, but this resolution provides the clarity and simplicity needed from the state to demonstrate full funding of the project.

Financial or budget considerations: This project is included in the city's capital improvement plan (CIP). The total project cost for the 2024-2026 construction of Cedar Lake Road and Louisiana Avenue is estimated at \$28,252,970. What follows is a summary of the funding sources for this project:

Funding source	
Municipal state aid	\$3,030,930.68
City general funds	\$6,635,864.32
City stormwater funds	\$1,141,470.00
City sanitary sewer funds	\$84,800.00
City water funds	\$3,359,905.00
State appropriation	\$5,000,000.00
Congressionally directed spending (federal)	\$2,000,000.00
Federal aid	\$7,000,000.00
Total	\$28,252,970.00

Strategic priority consideration: St. Louis Park is committed to providing a variety of options for people to make their way around the city comfortably, safely and reliably.

Supporting documents: Resolution

Prepared by: Debra Heiser, engineering director

Reviewed by: Amelia Cruver, finance director

Approved by: Kim Keller, city manager

Resolution No. 24 - __

**Approving grant funding assistance for Cedar Lake Road and Louisiana Avenue Improvements project
City project nos. 4023-1100 and 4024-1100
SAPs 163-296-006 and 163-296-007**

Whereas, under the provisions contained in Minnesota Laws of 2023, regular session, Chapter 71, Article 1, section 10, Subdivision 20, the State of Minnesota has appropriated \$5,000,000 to the City of St. Louis Park (the “city”) for a grant to complete the proposed project described as “acquire property or interests in property for and predesign, design, and construct improvements to Cedar Lake Road from Jordan Avenue to Kentucky Avenue and Louisiana Avenue from Wayzata Boulevard to the railroad bridge south of Cedar Lake Road.”; and

Whereas, the city has the legal authority to apply for financial assistance, and the institutional, administrative, and managerial capability to ensure adequate acquisition, construction, maintenance and protection of the proposed project; and

Whereas, the city has not incurred any reimbursable expenses prior to the effective date of the session law providing the state appropriation; and

Whereas, the city has not violated any Federal, State, or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice; and

Whereas, upon approval of its application by the state, the city may enter into an agreement with the State of Minnesota for the above-referenced project, and the city certifies that it will comply with all applicable laws and regulations as stated in the contract agreement

Be it resolved the city hereby pledges to complete the project or phase if it exceeds the total funding provided by the proposed \$5,000,000 grant from the Minnesota Department of Transportation; and

Be it resolved the city has the financial capability to provide any required matching funds and that the source of city’s matching funds shall be: Municipal state aid- \$3,030,930.68, City general funds- \$6,635,864.32, City stormwater funds- \$1,141,470.00, City sanitary sewer funds- \$84,800.00, City water funds- \$3,359,905.00 and will not include other State funding sources; and

Be it resolved by the city council of the City of St. Louis Park, Minnesota, that the mayor and the city manager are hereby authorized to execute such agreements as are necessary to implement the project on behalf of the city.

Reviewed for administration:

Adopted by the city council July 8, 2024

Kim Keller, city manager

Nadia Mohamed, mayor

Attest

Melissa Kennedy, city clerk

Executive summary

Title: Approve temporary extension of licensed premises - Ullsperger Brewing - Ward 4

Recommended action: Motion to approve temporary extension of the licensed premises for one-day events at Ullsperger Brewing, located at 2314 Louisiana Avenue South.

Policy consideration: Does the applicant meet the requirements for temporary extension of their licensed premises for three special one-day events?

Summary: Ullsperger Brewing, located at 2314 Louisiana Avenue South, has requested a temporary extension of their licensed premises for three, one-day events. The events are planned to celebrate the brewery's one-year anniversary. These events are proposed between 6 p.m. and 11 p.m. for 8/10/24, 9/21/24 and 10/26/24 – all dates are Saturdays. The applicant has proposed expanding the licensed premises temporarily to the area immediately adjacent to the licensed premises for the events. The two neighboring businesses adjacent to the event will be closed during the proposed times. Ullsperger Brewing has also obtained permission from the landlord and the other businesses open at the Westwood Shopping Center.

Approximately 25-50 guests are expected to attend each event and any amplified music will conclude by 11 p.m. Fence barriers around the event space will control entry and exit from the proposed area. Parking spaces will be available throughout the Westwood Shopping Center parking lot. The event area will consume about three of the approximately 85 available parking spaces.

Staff reviewed the request and found no concerns with the proposed plans, including the police and fire departments, who will ensure precautions for safety. This application is the first by Ullsperger Brewing for a temporary extension of licensed premises. Similar license holders have successfully held events of this type in the past with no major issues reported.

St. Louis Park City Code Section 3-106 states that “proposed enlargement or substantial alteration which changes the character of the licensed establishment or extension of a premise previously licensed shall not be allowed unless the city council approves an amendment to the liquor license”. If approved, the temporary extension of the licensed premises will be valid only for the dates and times outlined in the request.

Financial or budget considerations: Not applicable.

Strategic priority consideration: St. Louis Park is committed to creating opportunities to build social capital through community engagement.

Supporting documents: Exhibit A - Letter of request

Prepared by: Amanda Scott-Lerdal, deputy city clerk

Reviewed by: Melissa Kennedy, city clerk

Approved by: Kim Keller, city manager

Fwd: Anniversary Parking Lot Part at Ullsperger Brewing

Ullsperger Brewing <ullspergerbrewing@gmail.com>

Tue 6/11/2024 1:50 PM

To:Amanda Scott-Lerdal <AScottLerdal@stlouisparkmn.gov>

📎 1 attachments (25 KB)

Waiver of Liability Ullsperger Brewing 2024.doc;

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Amanda,

Please see attached Request for temporary extension of our licensed premise. This will be for 3 upcoming one time events.

Letter of Request

Ullsperger Brewing, located at 2314 Louisiana S. is requesting a temporary extension of our licensed premise for several one-day events.

Sat Aug 10 2024

Sat Sept 21 2024

Sat Oct 26 2024

Hours

6 pm - 11 pm

Event Boundaries

The Event Boundaries will be the 3 parking spaces in front of Ullsperger Brewing, Occupying 18ft x 18ft

How Consumption will be regulated and secured

Consumption will be regulated by trained Ullsperger Brewing Employees. Owner Dan Ullsperger has completed Minnesota Responsible Alcohol Manager Course through servingalcohol.com, and has created policy, procedure and training to all employees.

Customers will be served at the taproom Point of Sale terminal like any other taproom sale.

Customers will be allowed to carry alcohol out to a fenced event area in front of the store, which is in the eyesight of servers behind the bar of the taproom.

Impact to business neighbors and reporting their consent

The landlord has approved the request. (attached)

Jerry's Hardware and Tax Shop both close at 6 pm on Saturdays.

Sound Volume Level

Sound will not exceed 100 db and is expected to be about 70 db. (Normal music listening volume)

Parking Plan

Customers may still use all available parking spaces at Westwood Shopping Center. The three occupied by this event will not impact availability and does not extend into normal parking lot traffic.

Event Area - Highlighted

(See Attachments)

Fence Barriers - Green Border

(See Attachments)

Dan Ullsperger
Owner
Ullsperger Brewing
2314 Louisiana Ave S
St. Louis Park, MN 55426
952-378-0857
ullspergerbrewing.com





Executive summary

Title: Approve temporary on-sale intoxicating liquor license – Church of the Holy Family

Recommended action: Motion to approve a temporary on-sale intoxicating liquor license for the Church of the Holy Family at 5925 West Lake Street on September 7, 2024.

Policy consideration: Does the applicant meet the requirements for issuance of a temporary on-sale intoxicating liquor license?

Summary: The Church of the Holy Family applied for a temporary on-sale intoxicating liquor license for a fundraising event taking place on Sept. 7, 2024. The fundraiser will be held at Crusader Hall, 5925 West Lake Street and liquor will be served between the hours of noon – 11:00 p.m.

The police department completed a background investigation on the principals and found no reason to deny the temporary license. The applicant meets all requirements for the issuance of the license, and staff recommends approval.

Financial or budget considerations: The fee for a temporary liquor license is \$100 per day of the event.

Strategic priority consideration: St. Louis Park is committed to creating opportunities to build social capital through community engagement.

Supporting documents: None.

Prepared by: Amanda Scott-Lerdal, deputy city clerk

Reviewed by: Melissa Kennedy, city clerk

Approved by: Kim Keller, city manager

Executive summary

Title: Resolution authorizing special assessment for installation of high efficiency windows at 6211 Hamilton Street - Ward 1

Recommended action: Motion to adopt resolution authorizing the special assessment for the installation of 55 new high efficiency windows, as well as spray foam insulation surrounding the windows, at the 6211 Hamilton Street multifamily property located at 6211 Hamilton Street, St. Louis Park, MN P.I.D. 16-117-21-32-0090.

Policy consideration: The proposed action is consistent with policy previously established by the city council.

Summary: Geoff Markham, registered agent/owner of Nina Flats, LLC, has recently acquired the 6211 Hamilton Street property, an eight-unit multifamily property, known as Nina Flats. Markham has requested the city authorize the installation of 55 high efficiency windows, as well as spray foam insulation surrounding the windows, and assess the cost against the property in accordance with the city's special assessment policy.

This is the second project to be proposed through the special assessment for energy improvement program since it was adopted by the city council in 2022. Proposals for this window project were collected, submitted and approved by city staff for feasibility. The property owner has petitioned the city to authorize the installation and specially assess the cost. The total eligible cost has been determined to be \$32,825.19.

Financial or budget considerations: The city has funds in place to finance the cost of this special assessment.

Strategic priority consideration: St. Louis Park is committed to continue to lead in environmental stewardship.

Supporting documents: Resolution
Petition

Prepared by: Ellie Rabine, sustainability specialist

Reviewed by: Emily Ziring, sustainability manager

Approved by: Kim Keller, city manager

Resolution No. 24-____

**Authorizing the special assessment for the installation of high efficiency windows at 6211 Hamilton Street, St. Louis Park, MN
P.I.D. 16-117-21-32-0090**

Whereas, the property owners at 6211 Hamilton Street have petitioned the City of St. Louis Park to authorize a special assessment for the installation of high efficiency windows at 6211 Hamilton Street; and

Whereas, the property owners have agreed to waive the right to a public hearing, right of notice and right of appeal pursuant to Minnesota Statute, Chapter 429; and

Now therefore be it resolved by the city council of the City of St. Louis Park, Minnesota, that:

1. The petition from the property owners requesting the approval and special assessment for the high efficiency windows is hereby accepted.
2. The high efficiency window installation, if done in conformance with the proposal approved for feasibility by the Department of Building and Energy, is hereby accepted.
3. The total cost for the high efficiency window installation is accepted at \$32,825.19.
4. The property owners have agreed to waive the right to a public hearing, notice and appeal from the special assessment; whether provided by Minnesota Statutes, Chapter 429, or by other statutes, or by ordinance, City Charter, the constitution, or common law.
5. The property owners have agreed to pay the city for the total cost of the above improvements through a special assessment over a ten (10) year period at the interest rate of 5.5%.
6. The property owners have executed an agreement with the city and all other documents necessary to implement the special assessment and all costs associated therewith.

Reviewed for administration:

Adopted by the city council July 8, 2024.

Kim Keller, city manager

Nadia Mohamed, mayor

Attest:

Melissa Kennedy, city clerk

CITY OF ST LOUIS PARK

**PETITION FOR PUBLIC IMPROVEMENT AND ASSESSMENT AGREEMENT
ENERGY IMPROVEMENT FOR THE PROPERTY LOCATED AT 6211 HAMILTON STREET, ST. LOUIS
PARK, MN 55416**

AGREEMENT made as of July 1, 2024, between the City of St. Louis Park, a Minnesota corporation ("City") and, Nina Flats LLC of 6211 Hamilton Street property ("Property Owner(s)", concerning special assessment on energy improvement on property located at 6211 Hamilton Street, St. Louis Park, MN, 55416, Hennepin County P.I.D. number **16-117-21-32-0090**,

The City and the Property Owner agree as follows:

- 1) **Property Owner(s).** The Property Owner's authorized representative is Geoff Markham.
- 2) **Subject Property.** The Property Owner is the fee owner of the property legally described in Attached "Exhibit A" incorporated by reference herein.
- 3) **Purpose of Agreement.** Pursuant to Minnesota Statutes, Chapter 429.031 subd. 3 and upon condition of approval, St. Louis Park Resolution 24-081, the Property Owner petitioned the City on July 1, 2024, to facilitate the installation of 55 high efficiency windows, as well as spray foam insulation surrounding the windows, on the building at the Benefited Property and then to specially assess the cost of the installation against the Benefitted Property. The Property Owner's chosen proposal attached as "Exhibit B" is incorporated into this agreement by reference. Additional details on window specifications, including efficiency ratings as provided by the vendor, are attached as "Exhibit C." The City Council has determined that it is in the best interest of the public for the City to facilitate the installation of high efficiency windows in the Benefited Property to promote public health, safety, and welfare. The amended resolution is St. Louis Park Resolution 24-081, upon condition of approval.
- 4) **Administrative Fee.** An administrative fee of \$750.00 for the processing of the special assessment shall be received by the city prior to the release of special assessment funds.
- 5) **The Improvement Project.** The Project shall consist of the installation of 55 high efficiency windows on the commercial/multifamily building, as well as spray foam insulation surrounding the windows, at the Benefited Property in conformance with proposals for feasibility as described in Exhibit B and as approved by the St. Louis Park Building and Energy Department.
- 6) **Responsibility.** The Property Owner shall assume all responsibility for the installation, operation, and maintenance of the high efficiency windows, including all construction contracts.

7) **Amount to be assessed.** The total estimated cost of the project, based on the lowest responsible bid, is \$32,825.19, all of which is proposed to be assessed against the Benefited Property as described in Paragraph 2 above. It is hereby agreed that the full cost of the project and minus the administrative fee of \$750.00 will be assessed against the property. The total Special Assessment against the property will be \$32,825.19.

To the extent that the project is not completed according to this agreement, the City may still record this agreement and assess the costs incurred against the Benefited Property.

Waiver of Notice and Hearing. In connection with this improvement, the Property Owner agrees to waive and does waive any and all rights to public hearing and right to any notice, whether provided by Minnesota Statutes, Chapter 429, or any other statute or by ordinance, City Charter, constitution, or common law.

8) **Waiver of Right of Appeal.** In connection with this improvement, the Property Owner agrees to waive and does waive any and all rights to appeal from the special assessment set forth above, whether provided by Minnesota Statutes, Chapter 429, or any other statute or by ordinance, City Charter, constitution, or common law.

9) **Implementation.** Each party to this agreement agrees to execute any other documents upon request of the City, necessary to implement the waivers of notice, hearing and right of appeal for the special assessment for the improvement project.

10) **Payment.** The Property Owner agrees to pay the City for the cost of the above improvements through a special assessment in accordance with the following terms:

- a) The assessment shall be paid in equal installments over ten (10) years at five point five percent (5.5%) interest on the unpaid balance and in accordance with all provisions of the City policy for special assessments for energy improvements.
- b) Interest shall begin to accrue on any portion of the special assessment funds from the time that portion is released by the City.

11) **Release of Funds.** The City shall release the special assessment funds directly to the contractor for the total amount of \$32,825.19, after receiving the administrative fee of \$750 and the following steps have been completed:

- a) After the City has completed the final inspection and determined that the installation of the high efficiency windows and spray foam insulation is in conformance with the applicable City ordinances and State laws, the Property Owner will provide the following documents to the City to allow the City to release the Project Completion Balance to the contractor:

1. A sworn construction statement stipulating the contractors and suppliers involved in the high efficiency window and spray foam installation on the Benefited Property, and
2. A written notice from the Property Owner that they have determined the installation of the high efficiency windows and spray foam insulation has been substantially completed as stipulated in their contract with their contractor, and
3. Evidence of receipt of a lien waiver from the contractors and suppliers for the improvement project on the Benefited Property.

13) **Indemnification.** The Property Owner shall indemnify and hold harmless the City and its officers, agents, and employees from and against all claims, damages, losses, or expenses, including attorneys' fees, which may be suffered or from which they may be held liable, arising out of or resulting from the assertion against them of any claims, debts or obligations in consequence of the performance of this agreement by the City, its employees, agents or subcontractors.

14) **Certification of Encumbrances or Contract for Deed.** Each party to this agreement certifies that the property described in Paragraph 1 above, is owned by that party in fee simple and is free and clear of all encumbrances or Contracts for Deed except as follows: None.

15) **Right to Record.** It is agreed that the City may record this document in the chain of title of the Benefited Property legally described above.

This agreement has been entered into as of the 1 day of July 2024.

FOR THE CITY OF ST. LOUIS PARK:

Attest:

City Clerk

(seal)

Mayor

City Manager

Accounting Records Posted:

Finance Manager

*** FOR THE PROPERTY OWNER:**

ADDITIONAL ENCUMBRANCE(S)

PROPERTY OWNER(S)


* All signatures of owners or encumbrances must be acknowledged by a Notary Public.

STATE OF MINNESOTA)
) SS.
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 1 day of July 2024, by

 _____, Property Owner(s)



Notary Public



THIS AGREEMENT WAS DRAFTED BY: St. Louis Park Building & Energy Department
5005 Minnetonka Boulevard, St. Louis Park, MN 55416
952.924.2588

EXHIBIT A

Property ID number: 16-117-21-32-0090



EXHIBIT B

JB Construction Company proposal dated 1/22/2024 (attached)

EXHIBIT C

Hayfield Window & Door Co. Customer Quote dated 1/22/2024 (attached)



Brady Duesterhoeft
 Cell: 651-428-7789
BRADY@JBCONSTRUCTIONCOMPANY.COM

John Hanson
 Cell: 612-221-1721
JOHN@JBCONSTRUCTIONCOMPANY.COM

DATE: 1/22/2024

JB Construction Company
 5255 East River Road #205
 Fridley, MN 55421

Minnesota Weatherization Specialists
 5255 East River Road #205
 Fridley, MN 55421

Proposal for:
6211 HAMELTON - ST. LOUIS PARK, MN

BASE BID WINDOWS & TYVEK INSTALL - INCLUDES Wrap

exterior windows in alum coil + kitchen window Install
 Hayfield Windows to Dupont/Tyvek Spec Remove storms
 and blinds
 Coil Stock Material
 Trash removal

<u>QTY</u>	<u>PRICE PER</u>	<u>GRAND TOTAL</u>
55	\$ 50.00	\$2,750.00
55	\$ 140.00	\$7,700.00
55	\$ 25.00	\$1,375.00
8	\$ 110.00	\$880.00
		\$850.00
		\$13,555.00

WINDOW/DOOR SUPPLY ITEMS

Hayfield single hung windows including sales tax.

<u>GRAND TOTAL</u>
\$19,270.19
\$19,270.19

Total for labor and Windows:

\$32,825.19

TO USE VECTOR ADVANTAGE WINDOWS IN LIEU OF HAYFIELD DEDUCT \$2,795.60 Remove the laundry room & boiler room windows (4) deduct \$1,401.36

WINDOW/DOOR PKG NOTES:

VECTOR ENVISION DOUBLE HUNG & FIXED

total quantity windows: **55**
 total quantity doors: **NA**
 exterior / interior color : **WHITE / WHITE**
 performance grade : **PG 40**
see quote report for exact unit specs, sizes, etc

LABOR NOTES:

NO jobsite mulls included in labor pricing, assumed all factory mulls.
No building permits figured.
 Spray foam entire interior perimeter of windows and 3 sides of doors. Silicone on sill and up 6" each jamb. NO metal flashings included.
 NO bucked windows figured, additional costs and warranty concerns if bucked openings exist.
 Standard equipment figured, no special measured equipment such as swing stage, scaffolding, etc. Extra mobilizations will require additional charges.

Thank you



P.O. Box 25
 Hayfield, MN 55940-0025
 Phn: 507-477-3224
 Fax: 507-477-3605

Quote # 96495
PO #
Order Date: Quote Not Ordered
Est. Ship Date: Quote Not Ordered
Owner: John Hanson

Customer: _____

Ship To: _____

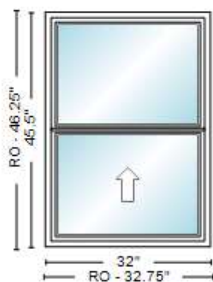
Job Information: _____
 Quote Name: 6211 HAMILTON ST. LOUIS
 PARK
 Project Name: Unassigned Project
 Client ID: 2922

***** ALL UNITS VIEWED FROM OUTSIDE LOOKING IN *****

Line Item	Quantity	Description:
-----------	----------	--------------

1 19

Room: BEDROOMS



As Viewed From OUTSIDE

201 Series, Single Hung
 Sash Split = Even , 22.75"
 E.S. 32" x 45.5"
 RO 32.75" x 46.25"

Interior Color White
 Exterior Color White
 BetterVue Fiberglass Half Screen, Screen Color White
 Hardware Color White

LowE
 Double Glazed
 Not Tempered
 No Tint
 Obscure Pattern
 Argon Filled
 1/8" (3.1 mm)

No Nailing Fins
 Sill Adapter White

Does Not Meet Egress

Clear Opening = 3.225803 sq. ft., must be (greater than or equal to) 5.7 sq. ft. to meet egress
 Clear Opening Width = 27.125 inches, must be (greater than or equal to) 20 inches to meet egress
 Clear Opening Height = 17.125 inches, must be (greater than or equal to) 24 inches to meet egress
 CPD (Certified Products Directory) = HWD-A-3-00119-00001 U-Factor = 0.28 SHGC (Solar Heat Gain
 Coefficient) = 0.37 CR (Condensation Resistance) = 61 VT (Visible Transmittance) = 0.56

Quote # 96495

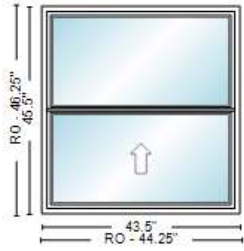
***** ALL UNITS VIEWED FROM OUTSIDE LOOKING IN *****

Minnesota Weatherization Spec

Line Item	Quantity	Description:
-----------	----------	--------------

2 18

Room: LIVING ROOM



As Viewed From OUTSIDE

201 Series, Single Hung
 Sash Split = Even , 22.75"
 E.S. 43.5" x 45.5"
 RO 44.25" x 46.25"

Interior Color White
 Exterior Color White
 BetterVue Fiberglass Half Screen, Screen Color White
 Hardware Color White

LowE
 Double Glazed
 Not Tempered
 No Tint
 Obscure Pattern
 Argon Filled
 1/8" (3.1 mm)

No Nailing Fins
 Sill Adapter White

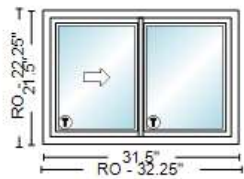
Does Not Meet Egress

Clear Opening = 4.593424 sq. ft., must be (greater than or equal to) 5.7 sq. ft. to meet egress
 Clear Opening Width = 38.625 inches, must be (greater than or equal to) 20 inches to meet egress
 Clear Opening Height = 17.125 inches, must be (greater than or equal to) 24 inches to meet egress
 CPD (Certified Products Directory) = HWD-A-3-00119-00001 U-Factor = 0.28 SHGC (Solar Heat Gain Coefficient) = 0.37 CR (Condensation Resistance) = 61 VT (Visible Transmittance) = 0.56

Line Item	Quantity	Description:
-----------	----------	--------------

3 6

Room: BATHROOM OPT



As Viewed From OUTSIDE

201 Series, Single Slider
 Sash Split = Even , 15.75"
 E.S. 31.5" x 21.5"
 RO 32.25" x 22.25"

Interior Color White
 Exterior Color White
 BetterVue Fiberglass Half Screen, Screen Color White
 Hardware Color White

LowE
 Double Glazed
 Tempered
 No Tint
 Obscure Pattern
 Argon Filled
 1/8" (3.1 mm)

No Nailing Fins
 Sill Adapter White

Does Not Meet Egress

Clear Opening = 1.399848 sq. ft., must be (greater than or equal to) 5.7 sq. ft. to meet egress
 Clear Opening Width = 12.125 inches, must be (greater than or equal to) 20 inches to meet egress
 Clear Opening Height = 16.625 inches, must be (greater than or equal to) 24 inches to meet egress
 CPD (Certified Products Directory) = HWD-A-4-00120-00001 U-Factor = 0.28 SHGC (Solar Heat Gain Coefficient) = 0.37 CR (Condensation Resistance) = 62 VT (Visible Transmittance) = 0.56

City council meeting of July 8, 2024 (Item No. 5g)

Title: Resolution authorizing special assessment for installation of
high efficiency windows at 6211 Hamilton Street - Ward 1

Customer Quote

Quote # 96495

***** ALL UNITS VIEWED FROM OUTSIDE LOOKING IN *****

Minnesota Weatherization Spec

Executive summary

Title: Resolution authorizing a funding award of the non-profit capacity building program

Recommended action: Motion to adopt resolution authorizing the non-profit capacity building program award in the amount of \$68,792 to St. Louis Park Emergency Program (STEP).

Policy consideration: Does the city council approve the recommended award?

Summary: Through the 2024 budget process, the council authorized the use of \$250,000 in one-time funds to create a program for capital projects that align with the city's strategic priorities for non-profits that serve St. Louis Park residents.

Staff developed program guidelines and opened a public request for proposals. Two proposals were received. Staff reviewed the proposals to ensure alignment with the program guidelines and through that process is recommending that council approve a funding award to St. Louis Park Emergency Program (STEP) in the amount of \$68,792.

Financial or budget considerations: The funds for this one-time program were authorized by council and budget for in the 2024 budget.

Strategic priority consideration: Not applicable.

Supporting documents: Resolution

Prepared by: Cheyenne Brodeen, administrative services director

Approved by: Kim Keller, city manager

Resolution No. 24-_____

Authorizing a funding award of the non-profit capacity building program to St. Louis Park Emergency Program (STEP)

Whereas, the city council authorized a one-time funding allocation in the amount of \$250,000 for a program that supports local non-profits in St. Louis Park for capital projects that align with the city’s strategic priorities; and

Whereas, two applicants responded to the call for proposals and were evaluated by a committee city staff; and

Whereas, the committee recommends the city council fund St. Louis Park Emergency Program (STEP) proposal for a total of \$68,792;

Now therefore be it resolved that the city council of the City of St. Louis Park, Minnesota, authorizes execution of a funding agreement with the following organization based on the review committee’s recommendation and the applicants’ proposal:

1. St. Louis Park Emergency Program (STEP) is awarded a maximum of \$68,792.

Reviewed for administration:

Adopted by the city council July 8, 2024

Kim Keller, city manager

Nadia Mohamed, mayor

Attest:

Melissa Kennedy, city clerk

Executive summary

Title: Approve on-sale intoxicating liquor license with Sunday sales for Wells Roadside LLC – Ward 2

Recommended action:

- Mayor to open public hearing, take public testimony and close public hearing.
- Motion to approve application from Wells Roadside LLC dba Wells Roadside for an on-sale intoxicating liquor license with Sunday sales for the premises at 3712 Quebec Avenue South.

Policy consideration: Does the applicant meet the requirements for issuance of an on-sale intoxicating liquor license?

Summary: The city received an application from Wells Roadside LLC dba Wells Roadside for an on-sale intoxicating liquor license with Sunday sales for the premises located at 3712 Quebec Avenue South. The premises will consist of approximately 726 square feet with an outdoor-only seating capacity of 125. The restaurant is described on the application as a “quick service restaurant with drive-in and patio seating”. The co-owners of Wells Roadside are Lucas Derheim and David Benowitz; Benowitz will also serve as on-site manager. The application meets the requirements of the zoning and building divisions.

The police department has run a full background investigation, and nothing was discovered that would warrant denial of the license. The application and police report are on file in the city clerks’ office. The required notice of the public hearing was published June 20, 2024. If approved, the license will not be issued until all requirements have been met with the city, Hennepin County, and the State Alcohol and Gambling Enforcement Division.

Financial or budget considerations: Fees for this applicant include \$500 for the police background investigation and \$2,470.84 for the prorated on-sale liquor license and Sunday sales license fees.

Strategic priority consideration: Not applicable.

Supporting documents: None.

Prepared by: Amanda Scott-Lerdal, deputy city clerk

Reviewed by: Melissa Kennedy, city clerk

Approved by: Kim Keller, city manager

Executive summary

Title: 2024 state legislative recap

Recommended action: None at this time. The purpose of this report is to inform council of the results of the 2024 legislative session and the impacts to St. Louis Park.

Policy considerations: None.

Summary: After a momentous 2023 legislative session, the 2024 Legislature ultimately ended on a more chaotic note. In the final days of the session, Governor Walz and the DFL legislative majority negotiated a bonding bill in the amount of \$1.3 billion, which included \$2.766 million for the city's priority bonding project for Oxford & Louisiana area infrastructure improvements. In the end, the bill did not secure necessary Republican votes to reach the 2/3rd majority vote required for passage.

However, there were still several laws that passed that will impact the City of St. Louis Park and that were identified as city legislative priorities. These include changes to the residential energy code, cannabis regulation, comprehensive plan environmental review clarification and a new EMS state agency. These updates are highlighted in the table below, using the 2024 Law Summaries recently published by the League of Minnesota Cities. Note that this table is not meant to provide a full view of all the laws passed this year, but rather, feature those that have been recognized as a high priority for council and staff.

During the 2024 session the city worked with Park Street Public, a government relations firm, to represent city interests at the State Capitol. Park Street Public staff are here this evening to speak about the general impacts on the city resulting from new legislation. An overview of 2025 policy priority recommendations will be provided later in the year.

Financial or budget considerations: N/A

Strategic priority consideration: The legislative positions directly align with all five of the strategic priorities by design.

Supporting documents: Discussion

2024 Legislative Priorities

Prepared by: Annie Pottorff, sustainability specialist

Reviewed by: Cheyenne Brodeen, administrative services director

Approved by: Kim Keller, city manager

Discussion

2024 City Legislative Priority	2024 Passed Legislation
<p>Advanced state energy code – Legislation for an advanced commercial state energy code was passed in 2023. Support continued adoption of improved residential energy codes for efficient building standards, which will reduce household energy use and decrease carbon emissions.</p>	<p>Residential energy code adoption requirement – MN Department of Labor and Industry (DLI) are now required to act on a new model residential energy code beginning in 2026 by adopting each new published edition of the International Energy Conservation Code or a more efficient standard. The residential energy code in effect in 2038 and thereafter must achieve a 70% reduction in annual net energy consumption or greater and residential energy codes adopted between 2026 and 2038 must incrementally move toward achieving the 70% reduction in net energy consumption. The provision also includes annual reporting requirements from DLI by Jan. 15 following each new code adoption. Effective for codes adopted after Jan. 1, 2026.</p>
<p>Extended Producer Responsibility (EPR) – Support adoption of extended producer responsibility (EPR) legislation for packaging in order to reduce environmental and financial impacts of disposal of non-recyclable or non-reusable packaging products.</p>	<p>EPR – The new EPR system requires the Minnesota Pollution Control Agency (MPCA) to complete a needs assessment by December 31, 2025, and businesses must submit a stewardship plan to the MPCA by October 1, 2028 in an effort to reduce non-recyclable waste. This act aims to hold manufacturers of packaging waste accountable by collecting fees based on the type and total weight of waste produced. The fees will then be used to pay for recycling efforts statewide. It also requires all packaging to be recyclable, reusable or compostable by 2032.</p>
<p>Urban forests are facing numerous threats from Dutch elm disease, oak wilt, drought, storms and emerald ash borer. Related costs put pressure on city budgets. The state currently has no program to assist cities in recovering expenses due to damage from Emerald Ash Borer. Support establishing an ongoing state grant program with at least \$15 million per year that is usable for urban forest management.</p>	<p>Community tree planting – \$5 million in funds for grants to local and tribal governments for planting community shade trees, primarily to replace those lost to emerald ash borer. Another \$3.188 million was established through the Metropolitan Council for a similar program available to local governments in the seven-county metropolitan area.</p>
<p>Adult use cannabis – Support a regulatory framework that maintains or expands local</p>	<p>Adult-use cannabis – Significant changes include the following:</p>

<p>control and removing the fee-cap for local service. Future state regulations should allow cities to manage related registration fees so they may recoup the necessary compliance costs.</p>	<ul style="list-style-type: none"> • A “vetted” lottery to distribute cultivation and retail licenses rather than a strictly points-based system. • Caps on the numbers of licenses that will be granted in the first rollout of the industry next spring. • The transfer of the decade-old Office of Medical Cannabis to the new Office of Cannabis Management in July rather than next March. That provides OCM already adopted cultivation rules and brings in inspection and enforcement personnel already in the field. • The elimination of current law prohibiting bars and restaurants from serving a THC beverage and an alcoholic beverage to the same person within five hours.
<p>Comprehensive planning – Support exempting comprehensive plans from the Minnesota Environmental Rights Act (MERA), just as they are similarly exempted from the Minnesota Environmental Policy Act. Comprehensive plans are legislative policy documents separate from executive and judicial powers.</p>	<p>Metro area comprehensive plans not subject to environmental review – Minn. Stat. § 473.145 is amended to make it so that, notwithstanding any other provision of law, no decision adopting or authorizing a comprehensive plan that is reviewed and found adequate by the Metropolitan Council shall be subject to the requirements of Chapter 116D, which encompasses a variety of forms of environmental review. An additional rider is provided in article 1, section 51 that specifies that comprehensive plans for cities of the first class in the metropolitan area are deemed to not cause or be likely to cause pollution, impairment, or destruction mandating further environmental review.</p>
<p>Earned Sick and Safe Time (ESST) – The 2023 legislature enacted a statewide law requiring all employers to provide employees one hour of sick and safe time for every 30 hours worked. The city supports legislative clarification on the application of these rules for unique and limited city positions including seasonal employees.</p>	<p>Earned sick and safe time (ESST) modifications include:</p> <ul style="list-style-type: none"> • Employers must permit employees to use all paid leave provided to them in accordance with the ESST law when the paid leave may otherwise be used for personal injury or illness. • Clarifies which employees are covered under the ESST law, including that an employee is eligible for ESST immediately upon employment, provided the employee is anticipated to work at least 80 hours in one year for the employer in Minnesota. • Clarifies ESST must be paid at an employee’s “base rate,” which is now specifically defined. • Employers can only require employees to provide reasonable documentation establishing their leave is covered by the ESST statute when the absence lasts for more than three consecutive scheduled workdays. • Employees can use ESST leave for funeral-related reasons. • Paid on-call firefighters and volunteer ambulance attendants will be exempt from ESST, and use of ESST will be limited for certain employees responding to weather events.

<p>Emergency medical services (EMS) – Support a solution for EMS services that balances the needs of residents and providers statewide. Current regulations do not require ambulance services to disclose important data points that would ensure a community is receiving quality services. Support allowing local units of government to designate which licensed provider may serve their communities and to determine the appropriate level of service.</p>	<p>Office of Emergency Medical Services is established and funding – \$24 million is available in emergency aid to Minnesota’s Emergency Medical Services in greater Minnesota and \$6 million for a pilot program aimed at improving EMS delivery in Northeastern parts of the state. This bill also created a new Office of Emergency Medical Services to oversee Minnesota’s EMS network effective January 1, 2025.</p>
<p>Railway safety – Railways connect local and regional economies to the global marketplace and generate billions of dollars in economic activity. Recent high-profile freight train derailments, however, have highlighted safety concerns in an industry that travels through thousands of communities, including St. Louis Park. Support accountability, safety and funding of accident prevention, as well as new rules around railway safety.</p>	<p>Railroad accident report contact modified – Within 15 minutes of a rail incident involving a confirmed discharge or release of oil or other hazardous substances, a railroad must contact the applicable emergency manager and applicable fire department through the local public safety answering point. This modifies the current law that requires the railroad to contact the fire chief.</p> <p>Wayside detectors study required – Commissioner of MnDOT to conduct a comprehensive study on wayside detector systems and other rail inspection technologies.</p>
<p>N/A</p>	<p>Minnesota Voting Rights Act (MNVRA) – Establishes the right for voters to sue against racially discriminatory voting policies, makes it easier for voters experiencing discrimination to seek justice through the court system and through non-court processes, and requires courts interpret election-related laws in favor of voters.</p>
<p>N/A</p>	<p>School resource officer (SRO) authority clarified and training required – Key changes pertaining to school resources officers (SROs) included removal of clause stating that an employee or agent of a district includes an SRO. This removes SROs from the list of employees who are not authorized to use prone restraints and certain physical holds.</p>

N/A	Small electric outdoor equipment grant program established – This program was appropriated \$1,000,000 to help Minnesotans switch to electric outdoor equipment, such as lawnmowers and string trimmers. The program will be developed with the input of environmental justice communities and will prioritize residents that experience the worst impacts of air pollution.
N/A	Geothermal planning grants – This new grant program appropriated \$1.2 million to support local governments in the “pre-design” phase of geothermal projects.

Select bills that did not become law in 2024:

- Bonding bill
- Local government replacement account mandate
- Local sales tax general law changes (local sales tax moratorium remains in place through the 2025 legislative session)
- Unlimited remote participation in public meetings
- Ranked choice voting
- “Missing Middle Housing” zoning and land use preemption bill
- Multifamily residential developments allowed by right in commercial area
- Prohibition of corporate purchase of single-family homes
- Discrimination based on source of income prohibited
- Local sales tax general law changes
- Prevailing wage for certain tax increment financing projects
- Broadband franchise authorization

While the two city bonding requests were not successful, next steps have been identified:

1. **Oxford & Louisiana Area infrastructure investment** – planned improvements include repairs to sidewalks, water and sewer facilities, and upgrades related to traffic and pedestrian safety.
 - a. This project was the city’s primary focus for bonding support. Staff recommends that it be brought forward for bonding support as a part of the 2025 session.
2. **TH100 Service Road Loop Investments** – project will feature a new trail for bicycles and pedestrians with safety and accessibility improvements.
 - a. This project has been pushed out in the 10-year CIP in order to accommodate the addition of Hennepin County’s Minnetonka Boulevard Phase 2 & 3 reconstruction. Staff does not recommend it be reintroduced in 2025.

Staff continue to research additional positions and priorities as they emerge throughout the year. Priorities that were identified last year will be analyzed and considered for inclusion in the city’s 2025 legislative priorities.

Staff also continue to align priorities with the League of Minnesota Cities.

Additional Resources

League of Minnesota Cities: [2024 Law Summaries](#)



City of St. Louis Park 2024 Legislative Priorities

Strategic Priorities

The St. Louis Park City Council adopted the following strategic priorities in 2018. These priorities guide long-range planning as well as daily decisions and activities.

St. Louis Park is committed to:

Being a leader in racial equity and inclusion in order to create a more just and inclusive community for all.

Continue to lead in environmental stewardship.

Providing a broad range of housing and neighborhood-oriented development.

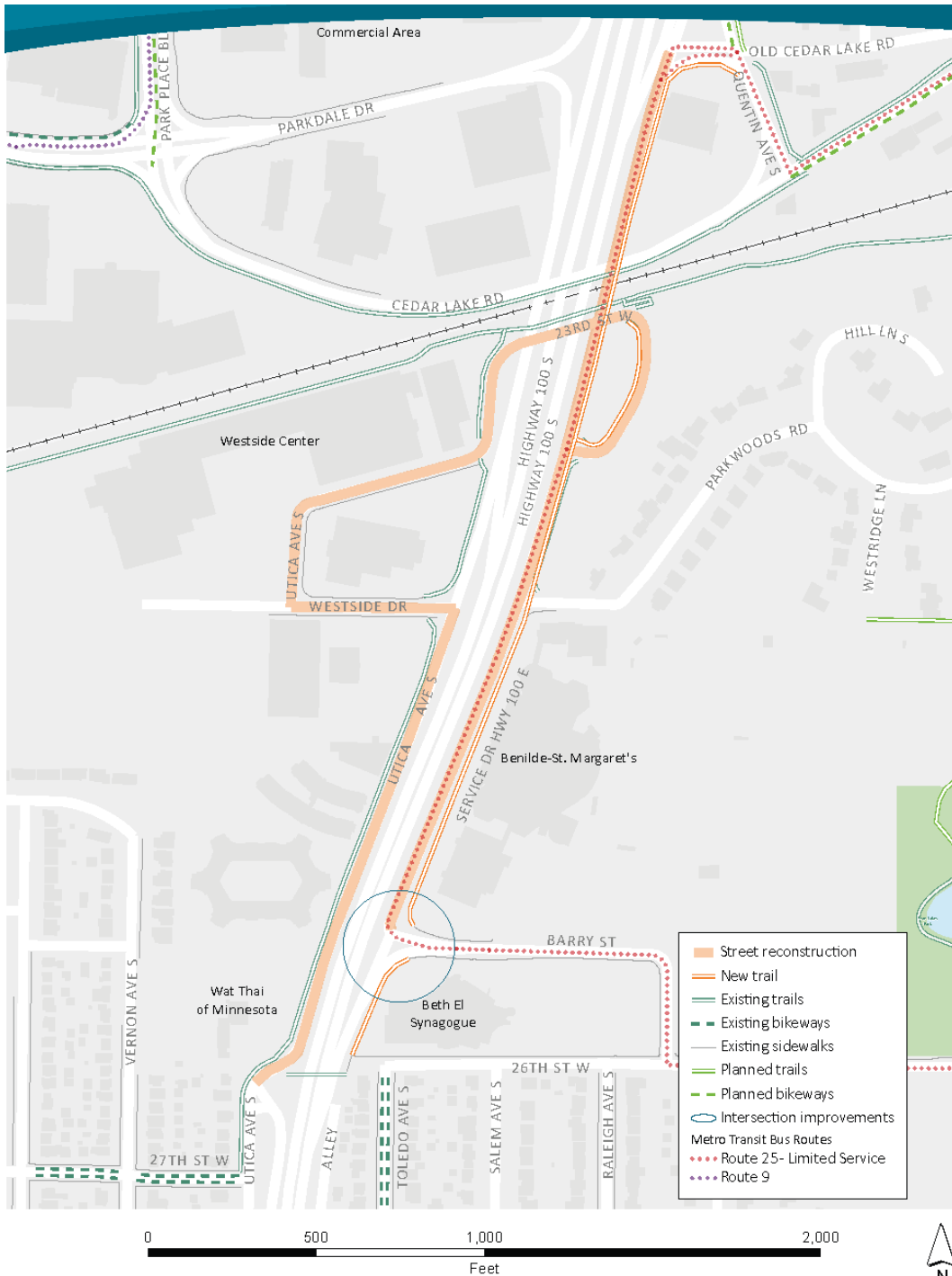
Providing a variety of options for people to make their way around the city comfortably, safely and reliably.

Creating opportunities to build social capital through community engagement.

Capital investment priorities

1. TH100 Service Road Loop Investments

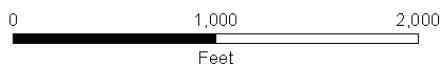
Replace outdated infrastructure, increase community connectivity and improve safety for all. This project will feature new LED streetlighting, enhanced pedestrian crossings, replacement of aging pavement and modifications to existing intersections. To create a new bicycle and pedestrian facility, this project also includes the construction of the West End trail connection along the East TH100 service drive, which will make it easier and safer for people to move through the area to access destinations and transit.



2. Oxford / Louisiana Area infrastructure investment

Increase access to businesses and healthcare, promote climate preparedness and enhance pedestrian connectivity.

The planned public improvements for the Oxford/Louisiana area include construction and repair of aging sidewalks; critical repairs to water, sewer, and storm sewer facilities; general improvements or upgrades related to traffic and pedestrian safety, including replacement of streetlights, striping, and signs; replacement or repair of pavement, curb, and gutter; roundabout construction; stormwater quality improvements and flood storage.



Climate, Energy, and Buildings

The City of St. Louis Park supports innovative strategies in the pursuit of a more sustainable climate worldwide, including the adoption of near-term emission reduction targets as described in the city's Climate Action Plan.

Advanced state energy code

Legislation for an advanced commercial state energy code was passed in 2023. Support continued adoption of improved residential energy codes for efficient building standards, which will reduce household energy use and decrease carbon emissions.

Amend state health code

Reduce barriers for businesses to use refillable containers for food and beverages to reduce single-use packaging waste.

Construction codes

Oppose legislation that would reduce the current minimum building and energy code standards or limit future adoptions of improved energy conservation standards and support improved access to recycling.

Compost use

Adopt a food waste compost requirement in MNDOT specs to support markets for compost use by providing a uniform standard to be used in city, county and state projects and close the circle between food waste collection, composting and compost use.

Environment and sustainability

Support the adoption of ambitious policies and the creation of innovative programs to reach the goals of the state's Climate Action Framework and the St. Louis Park Climate Action Plan.

Extended producer responsibility

Support adoption of extended producer responsibility (EPR) legislation for packaging in order to reduce environmental and financial impacts of disposal of non-recyclable or non-reusable packaging products.

Fee-for-service programs

Support maintaining minimum standards for building safety, longevity, and energy conservation, and allow local governments to continue with fee-for-service permitting and inspection to help fund quality city programs. Agreement with the League of Minnesota Cities position which seeks authority for cities to charge fees that are reasonably related to the cost of providing the service, permit or license.

Solid waste management tax

Eliminate the diversion of solid waste management tax revenue to the general fund for other purposes and provide to local government for recycling programs as originally intended, through increasing SCORE recycling grants. Increase fees on construction and demolition waste disposal to fund reuse and recycling of building materials. Direct funding for zero waste programs to areas of environmental justice concern.

Residential fire sprinklers

Oppose efforts that prohibit future adoption of residential fire sprinkler codes. Previous unsuccessful legislative efforts have attempted to prevent the state building code from requiring residential fire sprinkler systems, which poses safety risk.

Smart salting

Support the creation of incentives for private salt applicators to reduce the volume of salt they apply to improve the effectiveness of salt application while reducing chloride pollution in waterways.

Urban forest management

Urban forests are facing numerous threats from Dutch elm disease, oak wilt, drought, storms and emerald ash borer. Related costs put pressure on city budgets. The state currently has no program to assist cities in recovering expenses due to damage from Emerald Ash Borer. Support establishing an ongoing state grant program with at least \$15 million per year that is usable for urban forest management.

Building and Energy Director Brian Hoffman
Email: bhoffman@stlouisparkmn.gov
Phone: (952) 924-2584

Economic Development

The City of St. Louis Park supports a thriving local economy of small and large businesses and strives to create a place where people can live, work, and play.

Affordable Commercial Center

Small businesses are struggling to find affordable commercial space, which is vital to their long-term success. Affordable ownership opportunities are also key to the ability of small businesses to build assets and generational wealth. One way to effectively address these needs is to provide opportunities through a commercial land trust model. St. Louis Park has acquired a commercial building and is currently working with a commercial land trust to rehab and subdivide the building into multiple spaces that will be sold to small businesses enabling them to secure affordable space and build wealth. Taking the land costs out of the equation allows for the creation of affordable commercial space that remains affordable in perpetuity.

Cable and telecommunications

Oppose the preemption of local authority to manage public rights-of-way and land use for cable and telecommunications infrastructure, and the preemption of local franchise authority. This infrastructure is essential for the efficient, equitable and affordable delivery of local government services and policies should strengthen local authority to manage telecommunication networks.

DEED program funding

Support the continued annual funding of DEED programs at stable, sustainable or increased levels, as well as tools to invest in underserved areas of the state that would allow all regions to better prosper.

Property tax reduction for commercial properties purchased under community/commercial land trust arrangements

Support a property tax classification rate reduction for commercial properties purchased under community/commercial land trust arrangements (similar to the 4d(2) classification rate established for homesteads purchased through community land trusts) to stimulate the creation and purchase of affordable commercial properties for limited income entrepreneurs throughout the state.

Community Development Director Karen Barton
Email: kbarton@stlouisparkmn.gov
Phone: (952) 924-2684

General Government continued

The City of St. Louis Park supports good governance in the form of legal authority to help residents to thrive.

Adult use cannabis

Support a regulatory framework that maintains or expands local control and removing the fee-cap for local service. Future state regulations should allow cities to manage related registration fees so they may recoup the necessary compliance costs.

Aircraft noise

Support evaluating the effects of consolidated flight tracks because of RNAV on departures.

Cable franchising authority

Support congress to recognize, support and maintain the exercise of local franchising authority. Municipal cable franchising is key to providing uniform quality, access and pricing to city residents.

Comprehensive planning

Support exempting comprehensive plans from the Minnesota Environmental Rights Act (MERA), just as they are similarly exempted from the Minnesota Environmental Policy Act. Comprehensive plans are legislative policy documents separate from executive and judicial powers.

Earned Sick and Safe Time

The 2023 legislature enacted a law requiring all employers to provide employees one hour of sick and safe time for every 30 hours worked. Support legislative clarification on the application of these rules for unique and limited city positions including seasonal employees.

Employer Mandates

Oppose any employer mandates that diminish the inherent managerial rights as they pertain to collective bargaining. Limiting public employers from determining the number of personnel hired could hinder the city's crisis response and subjects cities to risk if they are unable to meet bargained terms due to external challenges such as a competitive labor market.

Levy limits

Oppose levy limits or other proposed restrictions for local government budgets. Many local factors impact the annual decision-making around the property tax levy, including other non-tax revenue forecasts, infrastructure needs and changes to the local tax base and tax increment financing districts. Local control over the tax levy is a key tool in the city's toolbox for achieving long-term financial stability.

General Government

Local Control

Support local control as a principle that applies to many issues. Local governments must have sufficient authority and flexibility to meet the challenges of governing and providing residents with public services.

Open Meeting Law

Support including virtual options for open meetings. City responses to COVID-19 illustrated that remote participation can allow for meaningful public interaction. Cities are in need of continued flexibility to utilize technology for meetings to protect the health of elected officials, city staff and the public and to keep pace with changes to remote technology in the future.

Public health insurance

The 2023 legislative session expanded Minnesota's state-funded health insurance program to let residents with incomes above 200% of the federal poverty level enroll as well as undocumented Minnesotans. Support the continued expansion of the state's public health insurance program MinnesotaCare, allowing all Minnesotans to buy in to the program.

Safeguard public code employees

Support League of Minnesota Cities' policy related to assaults on code compliance officials and inspectors. Because of the nature of their job, code enforcement officials can be subjected to verbal assaults, threats and physical violence. Under current law, an assault on a code enforcement official not enumerated in Minn. Stat. § 609.2231, subd. 6, while performing official business can only be charged as fifth degree assault, a misdemeanor, unless it results in substantial bodily harm. All code enforcement officials should be afforded the same protections under Minnesota Statutes, and the legislature should amend the statute to expand the employees covered by the statute.

City Manager Kim Keller
Email: kkeller@stlouisparkmn.gov
Phone: (952) 924-2526

Housing

The City of St. Louis Park supports housing for all residents in the city including policies that build and maintain housing and aid in associated costs.

Housing TIF District Modifications

Support

- Modifications to the existing Housing TIF District requirements to allow for greater flexibility for the creation of more deeply affordable housing for households at or below 30% area median income.
- Creation of transit-oriented TIF Districts.
- Expand authority for all cities to transfer unobligated pooled increment from a housing or redevelopment TIF District to support a local housing trust fund for any eligible expenditure under Minn. Stat. 462C.16

Prohibition on discrimination

Support a statewide prohibition on discrimination against source of income for renters receiving rental assistance.

Support Voucher Acceptance

Support additional funding for the housing choice voucher programs and other rental assistance programs and financial, tax and/or other incentives for rental property owners to participate in these programs.

Corporate ownership of single-family homes

Support additional research on the impacts of home ownership by corporate entities and encourage increased access to housing through homeownership to Minnesota families to build equity and wealth.

Rental rehab loan program

Support the establishment of a statewide housing rehab loan program to facilitate the preservation of NOAH multi-family residential rental properties and encourage owners to retain the affordability of their developments.

TOD Housing Fund

Support the statewide creation of a transit-oriented development affordable housing fund and the creation of a transit-oriented TIF District.

Public Safety

The City of St. Louis Park supports public safety policies and rules that help our front-line workers and ensure equitable and safe outcomes for residents.

Criminal background checks

Support preventing individuals who are not legally able to purchase a gun from doing so without background checks at gun shows, online, or in private transactions.

Emergency medical services

Support a solution for EMS services that balances the needs of residents and providers statewide. Current regulations do not require ambulance services to disclose important data points that would ensure a community is receiving quality services. Support allowing local units of government to designate which licensed provider may serve their communities and to determine the appropriate level of service.

Expansion of legal fireworks

Oppose legislation that expands fireworks in Minnesota. Fireworks can cause serious injuries and fires. The legal sale of consumer fireworks undermines fire prevention efforts, and their sale and use increase local public safety enforcement, emergency response and fire-suppression costs.

Gun violence protective orders

Support allowing law enforcement in certain cases to temporarily remove any guns in an individual's possession and to prohibit new gun purchases for the duration of the order.

Police Chief Bryan Kruelle
Email: bkruelle@stlouisparkmn.gov
Phone: (952) 924-2128

Health insurance coverage for disabled public safety officers

Support this mandate being fully funded by the state in perpetuity. In 2023, a bill passed reinstating full funding to reimburse employers for the cost of continued health insurance for duty disabled peace officers and firefighters, but this is one-time funding that is expected to run out in approximately three years.

Mandated law enforcement training

Support continuing the Peace Officer Standards and Training (POST) Board training reimbursement allocation to local agencies. Current funding is not permanent and sunsets in 2024.

Race Data Collected on Minnesota Driver's License and State Identification

Support the Minnesota Department of Public Safety to require individuals self-identify their race when applying for a driver's license or state identification. This anonymized, aggregated data would be shared with the Office of Traffic Safety for research, analysis and reporting to monitor traffic stop disparities.

Fire Chief Steve Koering
Email: skoering@stlouisparkmn.gov
Phone: (952) 292-0281

Transportation and Infrastructure

The City of St. Louis Park supports providing a variety of options for people to make their way around the city comfortably, safely, and reliably.

TH100 service road loop investment

Seeking funding

The service roads and new trail connection in this project will provide regional as well as local connections to homes, schools, places of worship and parks. This project is needed to reconstruct roads at the end of their useful life, remove barriers to active transportation and transit and improve safety for all modes. Support bonding for this regional project.

Oxford and Louisiana Area investment

Seeking funding

This project is needed to repair existing infrastructure, create active transportation connections to transit and promote environmental sustainability and climate preparedness. Support bonding for this regional project.

Transportation funding

A comprehensive transportation system is a vital component for meeting the physical, social and economic needs of our state and metropolitan region. Support sufficient and stable statewide transportation funding, for all modes of travel and local control to serve long-term needs.

Metro Green Line Extension

Support the continued work and completion of the Metro Green Line Extension Project to provide businesses, residents and visitors with multiple transportation options.

Engineering Director Deb Heiser
Email: dheiser@stlouisparkmn.gov
Phone: (952) 924-2551

Texas Ave. and Minnetonka Blvd.

Texas Avenue between Lake Street and Wayzata Boulevard is one of the few continuous north-to-south roadway connections in St. Louis Park. To finish the upgrade of the Texas Ave. corridor, the new intersection would include separated bicycle facilities, sidewalk, improved driver sightlines, signal replacement and ADA upgrades.

Support Hennepin County partnering in Texas Avenue/ Minnetonka Blvd intersection reconstruction.

Redesign CSAH 25

The city and county have developed a long-term vision to transform the CSAH 25 Corridor into a multimodal urban boulevard. Support Hennepin County's funding of rehabilitation/reconstruction of CSAH 25.

Transit financing

Support stable and growing revenue sources to fund the operating budget for all regional transit providers now and into the future.

Railway safety

Railways connect local and regional economies to the global marketplace and generate billions of dollars in economic activity. Recent high-profile freight train derailments, however, have highlighted safety concerns in an industry that travels through thousands of communities, including St. Louis Park.

Support accountability, safety and funding of accident prevention, as well as new rules around railway safety.

Executive summary

Title: Base budget and fee update

Recommended action: For discussion purposes only.

Policy consideration:

1. Does the council support the proposed fee increases for 2025?
2. Does the council support budgeting community development staff time out of the general fund and re-aligning the associated levies?

Summary: The first step in the budget process is to project the base budget – how much does it cost in 2025 to support the approved people and programs included in the current year and how much non-property tax revenue do we expect to bring in? This report lays out the base budget and assumptions driving cost and revenue projections as a primer for the budget deliberations for 2025.

Staff is also recommending two changes as a part of the base budget, which are laid out in the report.

1. The rate the city charges for fees impacts 2025 revenue projections and the recommended fee increases are included in this report. Staff is recommending inflationary or no changes to most fees, and a meaningful increase in license fees so that the city may fully recover costs for that work.
2. Staff is recommending restructuring our levies and personnel spending to make our budget more transparent and save staff time on internal transfers and invoicing.

Financial or budget considerations: This report lays out the starting point for 2025 budget decision-making. Council will receive a report and presentation on July 15, 2024 with recommendations on new operating budget items and on Aug. 12, 2024 with new capital budget items.

Strategic priority consideration: Not applicable.

Supporting documents: Appendix A – 2025 Fees
Appendix B – License Fee comparison to neighboring cities

Prepared by: Amelia Cruver, finance director

Reviewed by: Cheyenne Brodeen, administrative services director

Approved by: Kim Keller, city manager

Discussion

Background

This is the first official step in the 2025 budget process. The report and subsequent discussion will lay out our budget development process, key context for next year's revenues and expenditures and known information about the 2025 base budget. Staff and council will also discuss next steps and the timeline for adopting the annual budget.

In preparation for the 2025 budget process, all city departments reviewed their budget to actual performance for 20223 (the most recently closed fiscal year). High-level takeaways show that many departments were underspent overall, with a few exceptions for unforeseen, one-time events. This shows that inflationary pressures are not as large a factor in ongoing non-personnel spending as they were during the past few years. Revenues were eight (8) percent over budget, driven by charges for services and intergovernmental revenues which reflects the one-time Public Safety Aid received from the state. Public Safety Aid dollars were allocated as a part of the 2024 budget process and are now classified as restricted fund balance for these uses. This increase in revenue was slightly offset by less than budgeted license and permit revenue, which was anticipated in the 2024 budget.

St. Louis Park will be producing a Popular Annual Financial Report (PAFR) to accompany our annual audit for 2023 for the first time. This document will translate the city's Annual Comprehensive Financial Report into plain language and tell an accessible story about the city's finances. The PAFR will be published when our audit is presented to council in August and will be available on the city website. At the presentation in August to review the full audit, we will also discuss in depth the fund balances for major city funds.

In August, the council will receive a report on the results of the 2023 audit as well as a presentation from finance staff on key measures of financial strength. That presentation will contain a deeper dive into fund balances and recent changes in major funds.

City Council Budget Calendar

Date	Agenda Item	Topics
July 8	Council report and discussion: Base budget and fee update	<ul style="list-style-type: none"> • Learnings from 2023 • Base Budget spending and revenues and levy impact • 2025 economic conditions
July 15	Council report and discussion: Operating budget Public Hearing: Fee update	<ul style="list-style-type: none"> • Proposed new operating budget spending items in the 2025 budget and levy impact
Aug. 12	Council report and discussion: Capital budget and levy recommendation	<ul style="list-style-type: none"> • Proposed capital projects for 2025 and levy impact • Proposed five-year Capital Improvement Plan (CIP) • Preliminary 2025 levy
Sept. 16	Council report, discussion and vote: Approve maximum levy	<ul style="list-style-type: none"> • Revisions, if any, to the proposed capital and operating budgets and associated levies • Adoption of maximum 2025 levy
October TBD	Council report and discussion: TIF Management Report and discussion	<ul style="list-style-type: none"> • TIF district performance • TIF district recommended transfers and decertification, if any
<i>Mid November</i>	<i>Truth in taxation property tax notices sent out by the county</i>	<i>Residents receive an estimate of their 2025 tax bill and information on the public hearing in December</i>
Nov. 18	Council report and discussion: Revised budget	<ul style="list-style-type: none"> • Revisions to the budget and adjustments to the levy, as needed. In November the levy can only go down from the maximum set in September
Dec. 2	Council report and public hearing: Truth in Taxation	<ul style="list-style-type: none"> • Residents share feedback on the proposed 2025 budget
Dec. 16	Council report, discussion and vote: Budget adoption	<ul style="list-style-type: none"> • Council adopts the 2025 budget and CIP

2024 Budget and levy impact

In the 2024 budget process, the city added several new full time employees (FTEs) to respond to increased demand for services and move the city closer to its goals. New FTEs included positions in police, parks and recreation, administrative services and building and energy. The spending required for many of these positions was offset by other cost savings.

As discussed through the 2024 budget process, there were two provisions adopted in 2024 that have a larger impact in 2025. These “tails” were included in the long-range financial projections from last year’s budget discussions (graph below) and will increase spending in 2025 by \$370,000 for two additional police sergeants and one new public service worker. In addition to the three new positions, the 2025 levy estimate includes a \$200,000 increase in the general fund levy to step down from one-time pandemic aid. This increase in the levy is needed to avoid a steep increase in the levy when one-time resources are no longer available.

2025 projections from the 2024 budget process

Fund	2024 Adopted	2025 Projected
General Fund	\$ 34,147,654	\$ 36,264,298
Capital Replacement Fund	\$ 2,177,793	\$ 2,420,496
Park Improvement Fund	\$ 860,000	\$ 860,000
Employee Benefits Fund	\$ 200,000	\$ 150,000
Subtotal General Levies	\$ 37,385,447	\$ 39,694,795
Debt Service Levy	\$ 6,362,813	\$ 6,681,785
General and Debt Service Levies	\$ 43,748,260	\$ 46,376,580
Housing Redevelopment Authority Levy	\$ 1,858,489	\$ 1,914,244
Economic Development Authority Levy	\$ 877,000	\$ 916,465
Total Property Tax Levy	\$ 46,483,749	\$ 49,207,288
Levy Growth	7.74%	5.86%

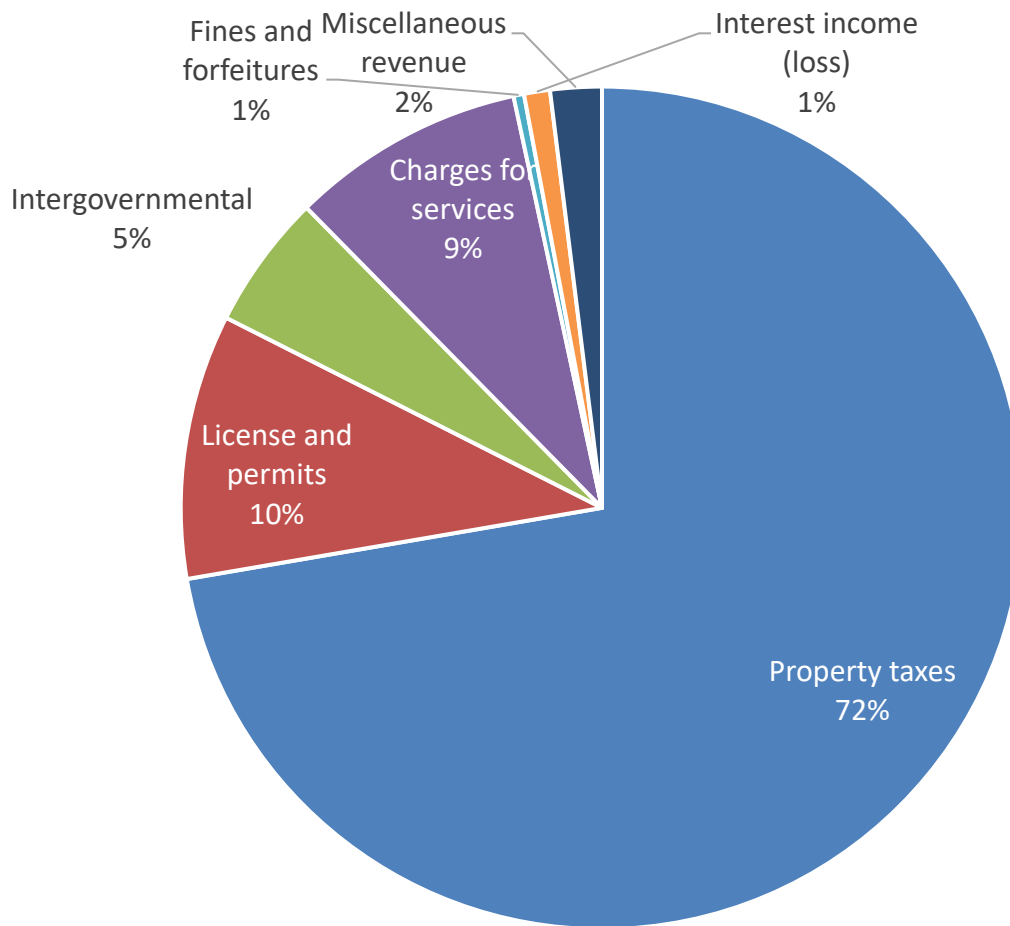
The 5.86% increase projected in last year’s budget discussions is for the base budget only and does not take into account any new spending in 2025. It does, however, include the tails cost of new 2024 budget items as well as a 4.5% increase in spending on personnel and other costs, which is a historical average for base budget growth. The factors driving that growth in base personnel and other costs will be discussed later in this report.

Present considerations: 2025 Base Budget

Revenue

By far, the largest source of revenue for the city is property taxes. The amount the city collects is set each year by council and does not change unless increased or decreased by resolution. The council will set the maximum preliminary property tax levy before the end of September. After that, the council may lower the property tax as adjustments to the budget are made but cannot increase it. Changes to non-property tax revenues that are driven by economic or other factors will increase or decrease the need for additional property tax levy.

2024 General Fund Budget, Revenues



General Fund fees

Looking forward to 2025, staff is projecting a decrease in building permit revenue, continuing a multi-year step down after historic highs in 2019-2023. Permit revenue is one of the largest sources of revenue for the general fund outside of property taxes; it is also one of the most volatile revenue sources. Because permit fees are based on the value of the associated building, one or two large development projects can dramatically increase these revenues, as the city experienced in 2019-2022. Conversely, 2025 economic conditions have changed and staff is projecting a year with no large development projects.

The number of construction permits issued annually has remained steady between 9,000-10,000 and is expected to continue at this level during this year and into 2025. This means that city staff stay busy with household and smaller commercial permitting work, but the total amount of permit revenue will decline.

In 2025, staff is projecting permit revenue to drop by about \$360,000. While this decline will put pressure on the property tax levy in 2025, it is expected that the fees charged for permit work will still cover the cost of staff and administration performing the work. Staff proactively adjusted its service delivery in 2024 by replacing a construction code inspector vacancy with a property maintenance inspector. This resource shift accommodates the licensing inspection

service needs due to the significant increase of apartment units constructed over the past few years.

Property maintenance and licensing programs, on the other hand, do not fully cover costs through the current fees being charged. In 2020, city staff commissioned an analysis of the actual costs compared to revenues for construction code permitting and inspection. This information is used for completing an annual activity submittal to the Department of Labor and Industry.

The property maintenance and licensing division within building and energy administers numerous business license types and the regular inspection of properties to verify compliance. Staff recently utilized the findings and overhead formula from the construction code study and analyzed all the fee-for-service property maintenance and licensing programs. This review found current fee levels only covered 69% of the cost to administer the programs for:

- Business license for non-owner occupied dwelling units (i.e. rental housing)
- Point-of-sale permit for all properties
- Business license for massage, mechanical contractors, environmental emissions, vehicle parking garages, tobacco, trash haulers, billboards and a small number of other miscellaneous licenses
- Dog license

In preparation for a policy discussion on cost recovery, staff has evaluated time spent for each program and is proposing meaningful increases in these fees to fully cover the cost of administration. Licensing revenue is relatively easy to project in developing future budget and very stable, as the number of licenses is known.

Staff's research of FTE hours utilized for various license and permit types, including the issuance/review/inspection/overhead shows the following service costs:

Service costs

Salaries (Supervisor, 2-Permit techs, 5-PMI's, 1-Admin)	\$862,226
32% Benefits	<u>\$275,912</u>
Subtotal	\$1,138,138
30% Indirect costs (computers, phones, cars, etc...)	<u>\$341,441</u>
Total Cost of Services	\$1,479,579

Fee revenue from licensing only brought in \$1.036M in revenue in 2024, meaning the general levy subsidized around \$400,000 of licensing work. Staff is recommending an increase to each licensing area that aligns with the staff time required to implement the licenses. Below is a table that shows the revenue by area in 2024 and the projected 2025 revenue that includes the proposed fee changes:

License & permit revenue:

2024 revenue

Non Owner-Occupied	\$559,905
Other Licensing/permitting	\$276,953
Point of Sale	<u>\$200,000</u>
Total Revenue	\$1,036,858

2025 revenue w/ fee increase

Non Owner-Occupied	\$829,605
Other Licensing/permitting	\$310,390
Point of Sale	<u>\$280,000</u>
Total Revenue	\$1,419,995

This increase in fees will move the licensing work at the city to a full cost recovery model. The proposed dollar changes to each license as well as comparisons to neighboring cities are listed in appendix B.

Other fees on the proposed 2025 fee schedule are either flat or modestly increasing to keep up with inflationary increases in the cost of providing the service.

Each year, our fees are reviewed by departments as part of the budget process. Fees are reviewed based on comparison to other cities in the metro area, changes in regulations and to make sure our business costs are covered for corresponding services. When possible, staff tries to stay in line with inflation which for 2024 is currently around 3.4%. Most of our fee increases are at or below inflation. All the fees in the attached Appendix A are assumed in the 2025 base budget revenues.

Utility rates

Utility funds are also sometimes referred to as an enterprise fund, or a government fund that conducts business type activities. The water, sewer, storm water and solid waste funds are designed to be self-sustaining, meaning fees paid by users of each service cover the costs of providing those services, including infrastructure maintenance, staff and contract costs.

Aside from contractual services, expenses in utility funds are driven by inflation in the cost of goods and materials and salary increases. Sewer rates cover the cost of the Metropolitan Council Environmental Services (MCES) fee which is determined each year by the Metropolitan Council. Each city's wastewater charge is based on three factors: the city's flow volume, the regional flow volume and the municipal wastewater charge budget which is set by the Metropolitan Council. In 2025, the MCES fee will be virtually flat. Historically, this fee has been volatile, with double digit increases and decreases occurring within the last five years.

The water and sewer funds also support large capital projects to ensure the city's below-ground infrastructure is in good condition and can meet the city's service needs. The projects planned for 2024 in the Capital Improvement Plan funded out of the utility funds include:

- Cedar Lake Road Trunk Highway to Nevada
- Minnetonka Blvd
- Local street rehab Area 2

In 2023 the city engaged Ehlers to analyze and propose new rates for each utility fund that would:

1. Cover the cost of budgeted expenses over the next five years
2. Ensure all funds met target fund balances at the end of the five-year period
3. Minimize costs to rate payers without preferencing one group of fee payers over another

In October 2023, council deliberated two different multiyear scenarios for rate increases and decided on a scenario that kept rate increases steady, at a rate of increase between 4-6 percent each year with the exception of one catch-up increase in the solid waste fund in 2024. In 2025, proposed utility fees align with the year two rate increases from the adopted utility rate scenario for water, sewer, stormwater and solid waste.

2025 Proposed Utility Rates						
Percent Change in Utility Rates						
Water						
Actual 2022	Actual 2023	Budget 2024	Proposed 2025	Projected Increase		
4.50%	4.50%	4.50%	4.50%	2026	2027	2028
				4.50%	4.50%	4.50%
Sanitary Sewer						
Actual 2022	Actual 2023	Budget 2024	Proposed 2025	Projected Increase		
3.50%	3.50%	5.50%	5.50%	2026	2027	2028
				5.50%	5.50%	5.50%
Storm Sewer						
Actual 2022	Actual 2023	Budget 2024	Proposed 2025	Projected Increase		
6.00%	6.00%	4.50%	4.50%	2026	2027	2028
				4.50%	4.50%	4.50%
Solid Waste						
Actual 2022	Actual 2023	Budget 2024	Proposed 2025	Projected Increase		
5.25%	5.25%	45.00%	5.75%	2026	2027	2028
				5.75%	5.75%	5.75%

During the 2026 budget process, the city will be incorporating new recommendations on water main and other underground infrastructure maintenance and replacement as a result of the underground infrastructure risk assessment. These recommendations will likely lead to increased pressure on utility rates, and finance plans on re-doing a rate analysis as a part of the 2026 budget process. Even without adjustments to the CIP, we are already to bond for water main replacement projects in the 2025 CIP.

Spending

The largest expense at the city is salaries and benefits for city staff. Expenses in this category will increase into 2025 because of general salary adjustments as well as anticipated increases in the costs of insurance.

The 2025 budget will include general salary adjustments for all employees; some will be known because they are included in signed contracts, and some will be estimated using historical trends. In 2025, these increases are expected to be in line with historical trends. The city will be in the second year of its contracts for providers of medical, dental, long-term disability and life insurance. Staff will know more about the new rates in September 2024 but we already know that a larger than average increase in 2025 will be needed for employee benefits. The maximum increase for these benefits is set by our contract at 11%. Due to some larger claims in 2023 and other inflationary pressures we are budgeting for an 11% increase.

Non-personnel expenses are largely held flat in the 2025 base budget. This spring, department heads worked to shift line item budgets to address needs, rather than budgeting for inflationary increases across the board.

General Fund debt service will be increasing in 2025 to cover GO Bonding for road construction projects in the 2024 capital program. The Debt service levy is expected to increase by \$160,000 in 2025, and \$400,000 in 2026 as a result of this financing. No existing debt will be fully paid off in 2025 that would offset this increase in the debt levy in 2025. The next instances of our debt levy lowering will be in 2026 (\$550,000) and 2027 (\$1.14 M).

Proposed levy structure change

The current levy structure includes several line items including the general fund, affordable housing trust fund (AHTF), housing rehab fund and development fund. Staff from the community development department are currently paid out of a mix of these funds, using journal entries and invoicing to ensure their salaries are covered appropriately. This is a legacy structure that creates extra busy work for staff and is not transparent to the public. Staff is recommending that all staff salaries for community development staff be moved to the General Fund in 2025. This would align with the vast majority of other staff in the city.

When staff is paid out of the general fund, the levies supporting that work would be adjusted accordingly. The Housing Redevelopment Authority (HRA) levy would be reduced by the amount currently funding staffing costs, approximately \$550,000 in 2025, and the general fund levy would be increased by the same amount. The remaining approximately \$1M of HRA levy would continue to be deposited in the AHTF and would support programs and land acquisitions.

Similarly, all staff that are currently paid out of the development fund would be moved to the general fund, and the levy would follow. Because the Economic Development Authority (EDA) levy is currently set at the cost of personnel, this would reduce the EDA levy to zero, but it would also ensure the fund balance is not spent down by moving ongoing costs for personnel out of the fund. A policy decision can be made to levy a modest amount to build up the fund balance in the EDA or not.

Change in Market Value for properties in St. Louis Park

The city's portion of property tax paid by individual property owners is determined by the levy as approved by council and the market value relative to the classification rate of all properties within the city. Looking ahead to taxes payable in 2025, the market values of industrial and commercial properties are growing faster than residential. This will result in an increase in property tax bills for residential properties that is less than the overall property tax increase.

Because the amount of the levy stays the same while individual properties change in value and tax rate when policies are changed, the total increase in the levy is not necessarily the same as the property tax bill increase that residents experience. If a resident's property increased in value more than other properties in the same class, they would see a larger increase in their tax bill. In that same vein, if other properties in the class pay less in taxes, either because of a decrease in value or because of a change in state law that taxes the property type less, that same house will also see a larger increase in its property tax bill.

Over the past year there has been very little change in the single-family residential market, and slightly larger increases to industrial and commercial. This slow and steady growth means that the property tax levy is likely to be spread similarly to the distribution of the 2024 levy, with one caveat. Policy changes around 4d affordable housing will shift some of the tax burden onto other property types; this will have a nominal increase to taxes paid by all other properties. Single family homes are likely to see an increase in taxes that is similar if not slightly less than the overall levy increase.

Assessed Market Value Change for Dominant Sectors (Comparing 2024 to 2023 Assessment)

Single-Family Residential	+ 1.0% Market Basis	versus	+ 1.5% with Improvements
Condominium	- 1.8% Market Basis	versus	- 1.8% with Improvements
Townhomes	- 0.8% Market Basis	versus	- 0.7% with Improvements
Apartments	- 0.7% Market Basis	versus	+ 7.5% with Improvements
Commercial	+ 1.2% Market Basis	versus	+ 1.8% with Improvements
Industrial	+ 5.2% Market Basis	versus	+ 5.4% with Improvements
St. Louis Park Total	+ 0.7% Market Basis	versus	+ 2.5% Gross Change

Source: St. Louis Park Assessing Office. The "total" line is subject to slight refinement (0.3% to 0.5% generally) as the state assessed rail and utility values are assumed and not available at report writing.

Next steps: Staff will take council feedback and make any needed adjustments to the recommended budget and levy before Sept. 18, when council is planned to vote on the preliminary maximum levy. In October the council will review the TIF management report which will present options for district decertification over the next few years. Work can be done to plan levy increases over the long term with decertification years to minimize property tax bill increases to property owners.

Date	Agenda Item	Topics
July 8	Council report and discussion: Base budget and fee update	<ul style="list-style-type: none"> • Learnings from 2023 • Base Budget spending and revenues and levy impact • 2025 economic conditions
July 15	Council report and discussion: Operating budget Public Hearing: Fee update	<ul style="list-style-type: none"> • Proposed new operating budget spending items in the 2025 budget and levy impact
Aug. 12	Council report and discussion: Capital budget and levy recommendation	<ul style="list-style-type: none"> • Proposed capital projects for 2025 and levy impact • Proposed 5-year Capital Improvement Plan (CIP) • Preliminary 2025 levy
Sept. 16	Council report, discussion and vote: Approve maximum levy	<ul style="list-style-type: none"> • Revisions, if any, to the proposed capital and operating budgets and associated levies • Adoption of maximum 2025 levy
October TBD	Council report and discussion: TIF Management Report and discussion	<ul style="list-style-type: none"> • TIF district performance • TIF district recommended transfers and decertification, if any.
<i>Mid November</i>	<i>Truth in taxation property tax notices sent out by the county</i>	<i>Residents receive an estimate of their 2025 tax bill and information on the public hearing in December</i>
Nov. 18	Council report and discussion: Revised budget	<ul style="list-style-type: none"> • Revisions to the budget and adjustments to the levy, as needed. In November the levy can only go down from the maximum set in September
Dec. 2	Council report and public hearing: Truth in Taxation	<ul style="list-style-type: none"> • Residents share feedback on the proposed 2025 budget
Dec. 16	Council report, discussion and vote: Budget adoption	<ul style="list-style-type: none"> • Council adopts the 2025 budget and CIP

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
ACCOUNTING			
Bassett Creek Watershed Management District (property pass-through charge)			
Residential monthly	\$0.82 per residential equivalent unit	\$0.82 per residential equivalent unit	0.00%
Residential quarterly	\$2.46 per residential equivalent unit	\$2.46 per residential equivalent unit	0.00%
Land uses other than residential	(Acreage * REF * 2.46 * 5) = quarterly rate	(Acreage * REF * 2.46 * 5) = quarterly rate	0.00%
MN Dept of Health state testing fee			
Quarterly (Residential and multi-family)	\$2.43 per quarter	\$2.43 per quarter	0.00%
Monthly (Commercial)	\$0.81 per month	\$0.81 per month	0.00%
Returned Check Fee	\$31	\$31	0.00%
Sanitary Sewer Base Charge			
Quarterly Rate (Residential and multi-family)	22.93	24.19	5.50%
Monthly Rate (Commercial)	7.65	8.07	5.50%
Sewer and Service Charges			
Sanitary Sewer Usage Rate - per unit	4.47	4.72	5.50%
Solid Waste Service - Collection Cost per Quarter			
30 gallon EOW service (Every Other Week)	\$67.95	\$71.85	5.75%
30 gallon service	\$96.95	\$102.52	5.75%
60 gallon service	\$138.01	\$145.95	5.75%
90 gallon service	\$211.53	\$223.69	5.75%
120 gallon service	\$336.04	\$355.36	5.75%
150 gallon service	\$420.02	\$444.17	5.75%
180 gallon service	\$504.02	\$533.00	5.75%
270 gallon service	\$756.03	\$799.50	5.75%
360 gallon service	\$1,008.08	\$1,066.05	5.75%
Solid Waste Service (Residential)			
Additional 30 gallon cart	\$91.35	\$70.00	-23.37%
Additional 60 gallon cart	\$91.35	\$70.00	-23.37%
Additional 90 gallon cart	\$91.35	\$70.00	-23.37%
Cart Changes - over 1 per cart type per 12 month period	\$29.00	\$30.00	3.45%
Solid Waste Service (Commercial) - Collection Cost			
30 gallon service			
Garbage (monthly)	\$25.30	\$26.76	5.75%
Garbage (quarterly)	\$75.89	\$80.26	5.75%
60 gallon service			
Garbage (monthly)	\$43.54	\$46.05	5.75%
Garbage (quarterly)	\$130.63	\$138.14	5.75%
Organics (monthly)	\$19.59	\$20.72	5.75%
Organics (quarterly)	\$58.78	\$62.16	5.75%
90 gallon service			
Garbage (monthly)	\$65.32	\$69.08	5.75%
Garbage (quarterly)	\$195.97	\$207.24	5.75%
Recycling (monthly)	\$22.81	\$24.12	5.75%
Recycling (quarterly)	\$68.43	\$72.36	5.75%
120 gallon service			
Organics (monthly)	\$37.61	\$39.78	5.75%
Organics (quarterly)	\$112.85	\$119.34	5.75%
180 gallon service			
Garbage (monthly)	\$134.86	\$142.62	5.75%
Garbage (quarterly)	\$404.58	\$427.84	5.75%
Recycling (monthly)	\$40.86	\$43.21	5.75%
Recycling (quarterly)	\$122.58	\$129.63	5.75%
Organics (monthly)	\$56.43	\$59.68	5.75%
Organics (quarterly)	\$169.29	\$179.02	5.75%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
270 gallon service			
Recycling (monthly)	\$56.43	\$59.68	5.75%
Recycling (quarterly)	\$169.29	\$179.02	5.75%
Storm Water Rate			
Single family quarterly	30.6	31.93	4.50%
Basic system rate monthly	50.9	53.24	4.50%
Basic system rate quarterly	152.8	159.66	4.50%
Land uses other than residential	page * REF * 30.56 * 5) = quarterly rate	page * REF * 30.56 * 5) = quarterly rate	
Water Meter Charges			
Commercial Monthly Fee			
5/8" meter	\$14.275	\$14.917	4.50%
3/4"	\$14.275	\$14.917	4.50%
1"	\$19.970	\$20.869	4.50%
1.5"	\$25.665	\$26.820	4.50%
2"	\$41.351	\$43.211	4.50%
3"	\$156.875	\$163.935	4.50%
4"	\$199.658	\$208.642	4.50%
6"	\$299.476	\$312.953	4.50%
Residential/Multi-family Quarterly Fee			
5/8" meter	\$42.824	\$44.751	4.50%
3/4"	\$42.824	\$44.751	4.50%
1"	\$59.910	\$62.606	4.50%
1.5"	\$76.996	\$80.460	4.50%
2"	\$124.052	\$129.634	4.50%
3"	\$470.626	\$491.804	4.50%
4"	\$598.973	\$625.927	4.50%
6"	\$898.428	\$938.858	4.50%
2" compound	\$124.031	\$129.612	4.50%
3" compound	\$470.637	\$491.815	4.50%
Water Rates per unit (1 unit = 100 cu ft or 750 gallons)			
Residential			
Tier 1 0 - 13.333 units (0 - 10,000 gallons)	\$2.33	\$2.44	4.50%
Tier 2 13.333 - 20 units (10,000 - 15,000 gallons)	\$2.82	\$2.95	4.50%
Tier 3 > 20 units (>15,000 gallons)	\$3.39	\$3.54	4.50%
Multi Family All units	\$2.82	\$2.95	4.50%
Commercial			
Tier 1 0 - 100 units (0 - 75,000 gallons)	\$2.57	\$2.69	4.50%
Tier 2 100 - 300 units (75,000 - 225,000 gallons)	\$2.83	\$2.96	4.50%
Tier 3 > 300 units (>225,000 gallons)	\$3.14	\$3.28	4.50%
Industrial			
Tier 1 0 - 1,000 units (0 - 750,000 gallons)	\$2.57	\$2.69	4.50%
Tier 2 1,000 - 3,000 units (750,000 - 2,225,000 gallons)	\$2.83	\$2.96	4.50%
Tier 3 > 3,000 units (>2,225,000 gallons)	\$3.14	\$3.28	4.50%
Irrigation All units	\$4.62	\$4.83	4.50%
Water Shut Off/Turn On			
Normal business hours (7:00 a.m. - 2:30 p.m.)	\$60.00	\$62.70	4.50%
After hours (After 3:00 p.m., Weekends)	\$180.00	\$188.10	4.50%
Broken Water Meter Fee	n/a	\$100 per month	
Certification Admin Fees			
Accounts with minimum unpaid balance	\$15.00	\$15.00	0.00%
Accounts certified with Hennepin County	\$50.00	\$50.00	
			0.00%
Chapter 22, Section 21 - Extra Garbage Stickers	\$3/sticker	\$3/sticker	

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
<u>ADMINISTRATIVE PENALTIES</u>			
Chapter 4 – Animal Regulations	\$50	\$50	
Chapter 6 – Buildings & Building Regulations	\$100	\$100	
Chapter 6, Section 5 – Energy Benchmarking	\$100	\$100	0.00%
Chapter 6, Article V – Property Maintenance Code	\$100	\$150	0.00%
Chapter 6, Section X – Backflow Prevention	service fee added monthly to utility bill	service fee added monthly to utility bill	
Chapter 8 – Business and Business Licenses	\$150	\$150	
Chapter 8, Subdivision IV – Grease Producer License	cleaning Fee added monthly to utility bill	cleaning Fee added monthly to utility bill	
Chapter 12 – Environment	\$100	\$100	
Chapter 12, Section 2 – Environment & Public Health Regulations Adopted by Reference	\$100	\$100	0.00%
Chapter 12, Section 157 – Illicit Discharge and Connection	\$100	\$100	0.00%
Chapter 12, Section 159 – Wetland Protection	\$100	\$100	0.00%
Chapter 12, Article VI. Zero Waste Packaging	\$100	\$100	
Chapter 14 – Fire and Fire Prevention	\$100	\$100	
Chapter 14, Section 75 – Open burning without permit	\$100	\$100	0.00%
Chapter 20 – Parks and Recreation			
Chapter 22 – Solid Waste Management - Residential	\$50	\$50	
Chapter 22 - Solid Waste Management - Multifamily & Commercial	\$100	\$100	0.00%
Chapter 22, Section 22-5b Hazardous and Infectious materials	\$200	\$200	0.00%
Chapter 24 – Streets, Sidewalks & Public Places	\$50	\$50	
Chapter 24, Section 24-43 – Household Trash & Recycling Containers blocking public way	\$50	\$50	0.00%
Chapter 24, Section 47 – Visual obstructions at intersections	\$100	\$100	0.00%
Chapter 24, Section 50 – Public Property: Defacing or injuring	\$150	\$150	0.00%
Chapter 24, Section 51 – Sweeping/blowing leaves/grass clippings or pushing snow into/across any street or alley is prohibited	\$100	\$100	0.00%
Chapter 24, Section 274 – Work done without a permit	\$130	\$130	0.00%
Chapter 24, Section 24-342 - Snow, ice and rubbish a public nuisance on sidewalks; removal by owner.	\$25 first time. Fee shall double for each subsequent violation, with a maximum fee of \$200 for SFR and \$400 for all others. Does not reset annually. Does reset for new owners.	\$25 first time. Fee shall double for each subsequent violation, with a maximum fee of \$200 for SFR and \$400 for all others. Does not reset annually. Does reset for new owners.	
Chapter 26 – Subdivision			
Violation of a condition associated with a Subdivision approval.	\$750	\$750	0.00%
Chapter 32 – Utilities	\$50	\$50	
Violation of sprinkling ban	\$50 first time. Fee shall double for each subsequent violation, with a maximum fee of \$200 for SFR and \$400 for all others. Doesn't reset annually. Does reset for new owners.	\$50 first time. Fee shall double for each subsequent violation, with a maximum fee of \$200 for SFR and \$400 for all others. Doesn't reset annually. Does reset for new owners.	0.00%
Chapter 32, Section 37 Access to buildings.	\$100 per month.	\$100 per month.	0.00%
Chapter 36 – Zoning			
Chapter 36, Section 37 – Conducting a Land Use not permitted in the zoning district	\$100	\$100	0.00%
Violation of a condition associated with a Conditional Use Permit, Planned Unit Development, or Special Permit approval	\$750	\$750	0.00%
Public tree removal per diameter inch	\$225 per inch	\$235	2.00%
Repeat Violations within 24 Months	Previous fine doubled up to a maximum of \$2,001	Previous fine doubled up to a maximum of \$2,000	

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Fines imposed are double the amount from the previous fine assessed, up to a maximum of \$2,000. The escalated fine amount is based on the number of identical violations within the previous 24 months from the date of the current violation. For example, if there were four occurrences of an identical violation within the previous 24 months of the current violation date that carried a \$50 fine, the fine for the fourth violation would be \$400. (First violation: \$50; second; \$100; third;\$200; fourth: \$400). Fines reset to the minimum amount if there are no identical violations within the previous 24 months of the current violation.			
*Fines in addition to abatement and licensing inspections			
Fines listed above may be in addition to fees associated with abatement and licensing inspections.			
BUILDING AND ENERGY			
Building Demolition Deposit			
1 & 2 Family Residential & Accessory Structures	\$2,500	\$2,500	0.00%
All Other Buildings	\$5,000	\$5,000	0.00%
Building Demolition Permit			
1 & 2 Family Residential & Accessory Structures	\$200	\$205	2.50%
All Other Buildings	\$340	\$350	2.94%
Building Moving Permit			
	\$500	\$500	0.00%
Business Licenses			
Billboards	\$180 per billboard	\$200 per billboard	
Commercial Entertainment	\$310	\$325	4.84%
Courtesy Bench	\$80	\$85 per bench	
Designated Outdoor Dog Area	\$55	\$75	36.36%
Dog Kennel	\$180	\$200	11.11%
Environmental Emissions	\$360	\$375	4.17%
Fats, Oils & Grease Producer License	\$400	\$400	0.00%
Fats, Oils & Grease Producer Provisional License	\$1,100	\$1,100	0.00%
Massage Therapy			
Massage Therapy Establishment	\$410	\$450	9.76%
Massage Therapy License	\$135	\$145	7.41%
Therapists holding a Massage Therapy Establishment License	\$45	\$55	22.22%
Pawnbroker			
License Fee	\$2,100	\$2,100	0.00%
Per Transaction Fee	\$3	\$3	0.00%
Investigation Fee	\$1,050	\$1,050	0.00%
Penalty	50 per day	\$50 per day	0.00%
Sexually Oriented Business			
Investigation Fee (High Impact)	\$525	\$525	0.00%
High Impact	\$4,700	\$4,700	0.00%
Limited Impact	\$135	\$135	0.00%
THC edible license	\$855	\$0	-100.00%
THC retest fee	\$105	\$0	-100.00%
Tobacco Products & Related Device Sales	\$660	\$750	13.64%
Vehicle Parking Facilities			
Enclosed Parking	\$270	\$400	48.15%
Parking Ramp	\$215	\$315	46.51%
Tanning Bed Facility	\$320	\$325	1.56%
Certificate of Occupancy			
For each condominium unit completed after building occupancy	\$100	\$100	0.00%
Change of Use (does not apply to 1 & 2 family dwellings)			
Up to 5,000 sq ft	\$500	\$600	20.00%
5,001 to 25,000 sq ft	\$800	\$950	18.75%
25,001 to 75,000 sq ft	\$1,200	\$1,450	20.83%
75,001 to 100,000 sq ft	\$1,600	\$1,900	18.75%
100,000 to 200,000 sq ft	\$2,000	\$2,350	17.50%
above 200,000 sq ft	\$2,500	\$2,950	18.00%
Temporary Certificate of Occupancy - Single Family	\$180	\$250	38.89%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Temporary Certificate of Occupancy - All other occupancies	\$420	\$475	13.10%
Certificate of Property Maintenance			
Change in Ownership			
Condominium Unit	\$170	\$245	44.12%
Duplex (2 Family dwellings)	\$360	\$450	25.00%
Multi-Family (apartment) Buildings	350 per building + 20 per unit	\$400 per building + 30 per unit	
Single Family Dwellings	\$260	\$350	34.62%
All Other Buildings:			
Up to 5,000 sq ft	\$555	\$575	3.60%
5,001 – 25,000 sq ft	\$875	\$910	4.00%
25,001 to 75,000 sq ft	\$1,320	\$1,375	4.17%
75,001 to 100,000 sq ft	\$1,750	\$1,825	4.29%
100,000 to 200,000 sq. ft	\$2,165	\$2,275	5.08%
above 200,000 sq. ft	\$2,730	\$2,850	4.40%
Temporary Certificate of Property Maintenance - SF Residential	\$130	\$150	15.38%
Temporary Certificate of Property Maintenance - All others	\$320	\$340	6.25%
Certificate of Property Maintenance Extension	\$80	\$100	25.00%
Construction Permits (building, electrical, fire protection, mechanical, plumbing, pools, utilities)			
Building and Fire Protection Permits Valuation			
Up to \$500	Base Fee \$75 plus \$2 for each additional (or fraction thereof) \$100 over \$500.01	Base Fee \$75 plus \$2 for each additional (or fraction thereof) \$100 over \$500.01	0.00%
\$500.01 to \$2,000.00	\$75 base fee plus \$2 for each additional \$100 or fraction thereof above \$500	Base Fee \$75 plus \$100 for each additional (or fraction thereof) \$100 over \$500.01	0.00%
\$2,000.01 to \$25,000.00	\$105 base fee plus \$15 for each additional \$1,000 or fraction thereof above \$2,000	\$105 base fee plus \$15 for each additional \$1,000 or fraction thereof above \$2,000	0.00%
\$25,000.01 to \$50,000.00	\$450 base fee plus \$10 for each additional \$1,000 or fraction thereof above \$25,000	\$450 base fee plus \$10 for each additional \$1,000 or fraction thereof above \$25,000	0.00%
\$50,000.01 to \$100,000.00	\$700 base fee plus \$7 for each additional \$1,000 or fraction thereof above \$50,000	\$700 base fee plus \$7 for each additional \$1,000 or fraction thereof above \$50,000	0.00%
\$100,000.01 to \$500,000.00	\$1,050 base fee plus \$6.00 for each additional \$1,000 or fraction thereof above \$100,000	\$1,050 base fee plus \$6.00 for each additional \$1,000 or fraction thereof above \$100,000	0.00%
\$500,000.01 to \$1,000,000.00	\$3,450 base fee plus \$5.50 for each additional \$1,000 or fraction thereof above \$500,000	\$3,450 base fee plus \$5.50 for each additional \$1,000 or fraction thereof above \$500,000	0.00%
\$1,000,000.01 and up	\$6,200 base fee plus \$5.00 for each additional \$1,000 or fraction thereof above \$1,000,000	\$6,200 base fee plus \$5.00 for each additional \$1,000 or fraction thereof above \$1,000,000	0.00%
Single Family Building Permit Exceptions:			
Reroofing – asphalt shingled, sloped roofs only			
House or House and Garage	\$155	\$165	6.45%
Garage Only	\$85	\$90	5.88%
Residing			
House or House and Garage	\$155	\$165	6.45%
Garage Only	\$85	\$90	5.88%
Solar			
Building Mounted Photovoltaic Panels	\$200	\$200	0.00%
Commercial Building Permit Exceptions:			
Solar			
Building Mounted Photovoltaic Panels	\$400	\$400	0.00%
Electrical Permit			
Installation, Replacement, Repair	\$75	\$80	6.67%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Installation of traffic signals per location	\$160	\$165	3.13%
Installation, Single Family Photovoltaic Panels	\$150	\$160	6.67%
Single family, one appliance	75 + 1.75% of Valuation	\$80 + 1.75% of valuation	
ISTS Permit			
Sewage treatment system install or repair	\$130	\$135	3.85%
Mechanical Permit			
Installation, Replacement, Repair	\$75 + 1.75% of job valuation	\$80 + 1.75% of job valuation	
Single Family Exceptions:			
Replace furnance, boiler or furnance/AC	\$85	\$90	5.88%
Install single fuel burning appliance with piping	\$85	\$90	5.88%
Install, replace or repair single mechanical appliance	\$75	\$90	20.00%
Plumbing Permit			
Backflow Prevention Assembly Registration	\$40	\$40	0.00%
Monthly non-compliance registration service fee	\$100	\$100	0.00%
Installation, Replacement, Repair	\$75 + 1.75% of job valuation	\$80 +1.75 of job valuation	
Single Family Exceptions:			
Repair/replace single plumbing fixture	\$75	\$80	6.67%
Private Swimming Pool Permit	Building permit fees apply	Building permit fees apply	
Public Swimming Pool Permit	Building permit fees apply	Building permit fees apply	
Sewer and Water Permit (all underground private utilities)			
Installation, Replacement, Repair	\$75 + 1.75% of job valuation	\$80 +1.75% of valuation	
Single Family Exceptions:			
Replace/repair sewer or water service	\$115	\$120	4.35%
Water Access Charge - per SAC unit charged on new or enlarged water services.	800 per SAC unit charged on new or enlarged water services	\$800 per SAC unit Charged on new or enlarged water services.	
SAC/WAC Assessment Fee	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$750	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$750	0.00%
Energy Improvement Assessment Fee	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$750	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$750	0.00%
Certificate of Competency			
Mechanical /Gas Piping	\$35	\$35	0.00%
Annual Renewal	\$15	\$20	33.33%
Contractor Licenses			
Mechanical	\$125	\$135	8.00%
Solid Waste	\$230	\$250	8.70%
Tree Maintenance	\$120	\$135	12.50%
Dog Licenses			
1 year	\$25	\$25	0.00%
2 year	\$40	\$40	0.00%
3 year	\$50	\$50	0.00%
Potentially Dangerous Dog License – 1 year	\$100	\$100	0.00%
Dangerous Dog License – 1 year	\$250	\$250	0.00%
Interim License	\$15	\$15	0.00%
Off-Leash Dog Area Permit (non-resident)	\$55	\$55	0.00%
Penalty for no license	\$40	\$40	0.00%
Inspections			
After Hours Inspections	\$250 plus \$90 per hour after the first hour	\$250 plus \$100 per hour after the first hour	
Installation of permanant sign w/footing inspection	Based on valuation using building permit fee table	valuation using building permit fee table	0.00%
Re-Inspection Fee (after correction notice issued has not been corrected within 2 subsequent inspections)	\$130	\$130	0.00%
Insurance Requirements			
Circus	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Commercial Entertainment	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%
Mechanical Contractors	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%
Solid Waste	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%
Tree Maintenance & Removal	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%
Vehicle Parking Facility	\$1,000,000 General Liability	\$1,000,000 General Liability	0.00%
License Fees - Other			
Investigation Fee	330	\$330	0.00%
Late Fee	25% of license fee (minimum \$50)	25% of license fee (minimum \$50)	
License Reinstatement Fee	\$260	\$260	0.00%
Transfer of License (new ownership)	\$85	\$90	5.88%
Plan Review - 50% of amount due at time of application. Exception: Single Family Residential additions, accessory structures and remodels.			
Building Permits	65% of Permit Fee	65% of Permit Fee	0.00%
Repetitive Building	25% of Permit Fee for Duplicate Structure	25% of Permit Fee for Duplicate Structure	0.00%
Electrical Permits	35% of Permit Fee	35% of Permit Fee	0.00%
Mechanical Permits	35% of Permit Fee	35% of Permit Fee	0.00%
Plumbing Permits	35% of Permit Fee	35% of Permit Fee	0.00%
Sewer & Water Permits	35% of Permit Fee	35% of Permit Fee	0.00%
Single Family Interior Remodel Permits	35% of Permit Fee	35% of Permit Fee	0.00%
Non-owner Occupied License (Rental)			
Condominium/Townhouse/ Cooperative per unit	\$115	\$175	52.17%
Duplex both sides non-owner occupied	\$210	\$305	45.24%
Housing Authority owned single family dwelling units	\$15 per unit	\$15	0.00%
Multiple Family			
Per Building	\$270	\$400	48.15%
Per Unit	\$20	\$30	50.00%
Single Family Unit/Duplex one-side only	\$155	\$275	77.42%
Temporary Noise Permit	\$85	\$95	11.76%
Temporary Use Permits			
Amusement Rides, Carnivals & Circuses	\$280	\$290	3.57%
Commercial Film Production Application	\$115	\$135	17.39%
Petting Zoos	\$65	\$75	15.38%
Temporary Outdoor Retail Sales	\$125	\$135	8.00%
Vehicle Decals			
Solid Waste	\$32	\$35	9.38%
Tree Maintenance & Removal	\$16	\$20	25.00%
CITY CLERK'S OFFICE			
Copies	No Charge 0-9 pages; 10 pages \$2.50; \$0.25/page thereafter up to 100 pages	No Charge 0-9 pages; 10 pages \$2.50; \$0.25/page thereafter up to 100 pages	0.00%
Domestic Partnership			
Registration Application Fee	\$50	\$50	0.00%
Amendment to Application Fee	\$25	\$25	0.00%
Termination of Registration Fee	\$25	\$25	0.00%
Liquor Licenses			
Brewpub Off-sale Malt Liquor	\$200	\$200	0.00%
Brewer's Off-sale Malt Liquor	\$200	\$200	0.00%
Microdistillery Cocktail Room	\$600	\$600	0.00%
Microdistillery Off-Sale	\$200	\$200	0.00%
Brewer's On-sale Taproom	\$600	\$600	0.00%
Club (per # members)			
1 - 200	\$300	\$300	0.00%
201 - 500	\$500	\$500	0.00%
501 - 1000	\$650	\$650	0.00%
1001 - 2000	\$800	\$800	0.00%
2001 - 4000	\$1,000	\$1,000	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
4001 - 6000	\$2,000	\$2,000	0.00%
6000+	\$3,000	\$3,000	0.00%
Off-sale 3.2 Malt Liquor	\$200	\$200	0.00%
Off-sale Intoxicating Liquor	\$380	\$380	0.00%
Off-sale Intoxicating Liquor fee, per M.S. 340A.480-3(c)	\$280	\$280	0.00%
On-sale 3.2 Malt Liquor	\$750	\$750	0.00%
On-sale Culinary Class Limited	\$100	\$100	0.00%
On-sale Intoxicating Liquor	\$8,750	\$8,750	0.00%
On-sale Sunday Liquor	\$200	\$200	0.00%
On-sale Wine	\$2,000	\$2,000	0.00%
New License Background Investigation (non-refundable)	\$500 in-state applicant; actual costs for out-of-state applicant may be billed up to a maximum of \$10,000	\$500 in-state applicant; actual costs for out-of-state applicant may be billed up to a maximum of \$10,000	0.00%
New Store Manager Background Investigation	\$500	\$500	0.00%
On-sale license renewal per 340A.412, Subd. 2	\$500	\$500	0.00%
Temporary On-sale License Fee	\$100/day	\$100/day	0.00%
Proclamations			
Framed Proclamation	\$15	\$15	0.00%
<u>Communications & Technology</u>			
Cable TV			
Duplicate DVD, 1 to 4 copies	\$20/each	\$20/each	0.00%
Duplicate DVD, 5+ copies	\$15/each	\$15/each	0.00%
Duplicate Video USB (16GB)	\$20/each	\$20/each	0.00%
GIS Services			
Custom Mapping Fee - per hour minimum	\$50	\$50	0.00%
Custom GIS Analysis Fee - per hour minimum	\$50	\$50	0.00%
Printing			
8.5 x 11 (per copy)	\$0.25 black and white/\$0.75 color	\$0.25 black and white/\$0.75 color	0.00%
17 x 22	\$5	\$5	0.00%
24 x 36	\$10	\$10	0.00%
36 x 36	\$15	\$15	0.00%
<u>COMMUNITY DEVELOPMENT DEPARTMENT</u>			
Comprehensive Plan Amendments	\$2,300	\$2,300	0.00%
Conditional Use Permit	\$2,300	\$2,300	0.00%
Administrative		\$500	
Major Amendment	\$2,300	\$2,300	0.00%
Minor Amendment	\$1,200	\$1,200	0.00%
Fill or excavation only	\$750	\$1,200	60.00%
Fence Permit			
Installation	\$30	\$50	66.67%
Grant Technical Assistance (DEED, Met Council, Hennepin County, etc.)	\$3,000 (\$2,000 non-refundable)	\$3,000 (\$2,000 non-refundable)	
Numbering of Buildings (New Addresses)	\$50	\$50	0.00%
Official Map Amendment	\$2,250	\$2,250	0.00%
Parking Lot Permit			
Installation/Reconstruction	\$200	\$200	0.00%
Driveway Permit	\$30	\$30	0.00%
Planned Unit Development			

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Preliminary PUD	\$4,000	\$4,000	0.00%
Final PUD	\$2,500	\$2,500	0.00%
Prelim/Final PUD Combined	\$6,000	\$6,000	0.00%
PUD - Administrative amendment		\$500	
PUD - Major Amendment	\$3,000	\$3,000	0.00%
PUD - Minor Amendment	\$1,200	\$1,200	0.00%
Recording Filing Fee			
Single Family	\$75	\$75	0.00%
Other Uses	\$150	\$150	0.00%
Registration of Land Use			
	\$100	\$100	0.00%
Sign Permit			
Erection of Temporary Sign	\$40	\$40	0.00%
Erection of Real Estate, Construction Sign 40+ ft	\$100	\$100	0.00%
Installation of Permanent Sign without footings	\$110	\$110	0.00%
Installation of Permanent Sign with footings	\$165	\$165	0.00%
Super graphic (mural)	\$40	\$40	0.00%
Special Permits			
Administrative amendment		\$500	
Major Amendment	\$3,000	\$3,000	0.00%
Minor Amendment	\$1,200	\$1,200	0.00%
Street, Alley, Utility Vacations	\$1,000	\$1,000	0.00%
Subdivision Dedication Fee			
Park Dedication Fee (in lieu of land)			
Commercial/Industrial Properties	5% of current market value of unimproved land as determined by City Assessor	5% of current market value of unimproved land as determined by City Assessor	
Multi-family Dwelling Units (per dwelling unit)	\$1,500 per dwelling unit	\$1,500	0.00%
Single-family Dwelling Units (per dwelling unit)	\$1,500 per dwelling unit	\$1,500	0.00%
Trails (per dwelling unit)	\$225 per residential dwelling unit	\$225	0.00%
Subdivisions/Replats			
Preliminary Plat	\$2,000 plus 150 per lot	\$2,000 plus 150 per lot	0.00%
Final Plat	\$750	\$750	0.00%
Combined Process and Replats	\$2,500 plus \$150 per lot	\$2,500 plus \$150 per lot	0.00%
Exempt & Administrative Subdivisions	\$500	\$500	0.00%
Registered Land Survey	\$2,500 plus \$150 per parcel	\$2,500 plus \$150 per parcel	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Subdivision sidewalk cash-in-lieu fee (per square foot)	\$13 per square foot	\$13 per square foot	0.00%
Tax Increment Financing Application Fee	\$3,100	\$5,000	61.29%
Temporary Use			
Carnival & Festival over 14 days	\$2,300	\$2,300	0.00%
Mobile Use Vehicle Zoning Permit (Food or Medical)	\$50	\$50	0.00%
Time Extension	\$250	\$250	0.00%
Traffic Management Plan			
Administrative Fee (per square foot gross floor area excluding parking garages)	\$0.10 per sq ft gross floor	0.10	0.00%
Tree Replacement			
Cash in lieu of replacement trees (per inch at diameter standard height)	\$225	\$235	4.44%
Variances			
Commercial	\$1,000	\$1,000	0.00%
Residential	\$1,000	\$1,000	0.00%
Zoning Appeal	\$325	\$325	0.00%
Zoning Letter	\$100	\$100	0.00%
Zoning Map Amendments (except PUDs)	\$2,250	\$2,250	0.00%
Zoning Permit			
Accessory Structures, 200 square feet or less	\$30	\$30	0.00%
Zoning Text Amendments	\$3,200	\$3,200	0.00%
ENGINEERING DEPARTMENT			
Permit Parking- High School & Medical need	No Charge	No Charge	0.00%
Mobility Sharing			
Device Impoundment			
Impoundment fee	\$60 per mobility sharing device	\$60 per mobility sharing device	0.00%
Storage fee	\$20 per day if not retrieved on the same day of impoundment.	\$20 per day if not retrieved on the same day of impoundment.	0.00%
License fee	\$100 per mobility sharing device	\$100 per mobility sharing device	0.00%
Right-of-Way Permits			
Base Fee	\$75.00	\$75.00	0.00%
Installation/repair of Sidewalk, Curb Cut or Curb and Gutter Permit	\$135.00	\$135.00	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Excavation			
Hole in Boulevard (larger than 10" diameter)	\$75.00	\$75.00	0.00%
Hole in Road (larger than 10" diameter)	\$135.00	\$135.00	0.00%
Trenching in Boulevard	0-100 ft = \$200 Over 100 ft = \$200 + \$1 per ft over 100 ft	0-100 ft = \$200 Over 100 ft = \$200 + \$1 per ft over 100 ft	0.00%
Trenching in Roadway	0-100 ft = \$400 Over 100 ft = \$400 + \$1 per ft over 100 ft	0-100 ft = \$400 Over 100 ft = \$400 + \$1 per ft over 100 ft	0.00%
Delay penalty	2 times total permit fee	3 times total permit fee	
Trenchless installation			
Underground placement (boring) (0-100 ft)	\$1.50/ LF	\$1.50/ LF	0.00%
Underground placement (boring) (over 100 ft)	\$1.00/ LF	\$1.00/ LF	0.00%
Obstruction (road, lane, sidewalk, or bikeway closure)	\$100 per week	\$100 per week	0.00%
Small Cell Wireless Facility Permit			
Permit fee	\$1,500 per antenna	\$1,500 per antenna	0.00%
Rent to occupy space on a city-owned wireless support structure	\$150 per year per antenna	\$150 per year per antenna	0.00%
Maintenance associated with space on a city-owned wireless support structure	\$25 per year per antenna	\$25 per year per antenna	0.00%
Electricity to operate small wireless facility, if not purchased directly from utility	(i) \$73 per radio node less than or equal to 100 max watts; (ii) \$182 per radio node over 100 max watts; actual costs of electricity, if the actual costs exceed the amount in item (i) or (ii).	(i) \$73 per radio node less than or equal to 100 max watts; (ii) \$182 per radio node over 100 max watts; actual costs of electricity, if the actual costs exceed the amount in item (i) or (ii).	0.00%
Delay penalty	2 times total permit fee	3 times total permit fee	0.00%
Temporary No Parking signs (for right-of-way permit work)	Deposit of \$25/ sign (\$100 minimum per permit)	Deposit of \$25/ sign (\$100 minimum per permit)	0.00%
Temporary Private Use of Public Property	\$800	\$800	0.00%
Dewatering Permit			
Administrative Fee (all permits)	\$375.00	\$375.00	0.00%
Discharge to Sanitary Sewer	Charge based on duration/volume of discharge	Charge based on duration/volume of discharge	0.00%
Erosion Control Permit			
Application and Review - single family	\$375.00	\$375.00	0.00%
Application and Review - other applicants	\$800.00	\$800.00	0.00%
Deposit - single family	\$1,500.00	\$1,500.00	0.00%
Deposit - other applicants	\$3,000 per acre (min. \$1,500)	\$3,000 per acre (min. \$1,500)	0.00%
<u>FIRE DEPARTMENT</u>			
Car Seat Inspections			
Resident	\$0	\$0	
Non-Resident	\$40 for the first car seat or base inspection and a \$20 fee for each additional car seat or base inspection	\$0	0.00%
Knox Box Key Vault Intallation Fee (one-time)	\$50	\$50	0.00%
Fire Alarms (False)			
		\$325 is the current standby rate for a staffed engine	
1st offense w/in year	\$0/\$0	\$0	0.00%
2nd offense w/in year	\$100/\$100	\$325	225.00%
3rd offense w/in year	\$150/\$200	\$325	62.50%
4th offense w/in year	\$200/\$300	\$325	8.33%
5th offense w/in year	\$200/\$400	\$325	
Each subsequent in same year	\$200/\$100 increase	\$325	225.00%
Fire Protection Permits (sprinkler systems, etc.)	See Inspections Dept - Construction Permits		
Operational permits - including commercial kitchen hoods	\$75 per hour (minimum 1 hour)	\$75 per hour (minimum 1 hour)	
Fireworks Display Permit	Actual costs incurred	\$75 - display set up only	

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Fire works standby		See service fees-fully equipped/staffed vehicle	
Recreational Fire Lifetime Permit	\$25		-100.00%
Service Fees		Hourly rate with 2 hours minimum	
Service Fee for fully-equipped and staffed vehicles	\$500 per hour for a ladder truck		
	\$325 per hour for a full-size fire truck		
	\$255 per hour for a rescue unit		
Service Fee of a Chief Officer	\$100 per hour	Hourly rate with 2 hours minimum	
Inspections After Hours	\$250 plus \$90 per hour after the first hour	\$90 per hour (2 hour minimum)	
Tents and Membrane Permit			
Tents/Membrane Structures over 400 sq. ft.	\$100	\$100	0.00%
Tent over 200 sq. ft.	N/A		
Canopy over 400 sq. ft.	N/A		
Fire Sprinkler System Assessment Application fee	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$750	one-half of one percent (0.5%) of the petitioned amount, with a minimum fee of \$150 and a maximum fee of \$751	0.00%
<u>PARKS AND RECREATION DEPARTMENT</u>			
<u>RECREATION</u>			
Amphitheater, Wolfe Park Rental (per hour, 2 hour minimum)			
Resident	\$80/hour	\$80/hour	0.00%
Non-Resident	\$90/hour	\$90/hour	0.00%
Amphitheater & Park Building, Wolfe Park Rental (per hour, 2 hour minimum)			
Resident	\$110/hr	\$110/hr	0.00%
Non-Resident	\$130/hr	\$130/hr	0.00%
Court Rental (Tennis, Basketball, Sand Volleyball & Pickle Ball)			
Resident	\$30/hr	\$30/hr	0.00%
Non-resident	\$35/hr	\$35/hr	0.00%
Field Maintenance (OT rate)			
Resident	\$95/hr, two PSW workers	\$100/hr, two PSW workers	5.26%
Non-resident	\$115/hr, two PSW workers	\$120/hr, two PSW workers	4.35%
Field Rental (Baseball & Softball)			
Resident	\$90/hr	\$90/hr	0.00%
Non-resident	\$100/hr	\$100/hr	0.00%
Field Rental (Soccer)			
Resident	\$90/hr	\$90/hr	0.00%
Non-resident	\$100/hr	\$100/hr	0.00%
Mobile Stage Rental (per hour)			
Oak Hill Park Splash Pad Entrance Fee, 3201 Rhode Island Ave			
Resident	Free	Free	
Non-Resident	\$1 per person	\$1 per person	0.00%
Groups of 10-30 must pre-register	\$2 per person	\$2 per person	0.00%
Park Building Rental (per hour, 2 hour minimum)			
Damage Deposit	\$300	\$100	-66.67%
Birchwood			
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Browndale			
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Louisiana Oaks			
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Nelson Park			

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Oak Hill Park			
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Wolfe Park			
Resident	\$70/hr	\$70/hr	0.00%
Non-Resident	\$80/hr	\$80/hr	0.00%
Park Rental - Large Event			
Half Day fee	\$950	\$950	0.00%
Full Day fee	\$1,800	\$1,800	0.00%
Picnic Shelter Rental (per time block: 10 a.m. - 2 p.m. or 4 - 8 p.m.)			
Damage Deposit	\$100	\$100	
Additional Hours (before 11 a.m.)			
Resident	\$20/hr	\$20/hr	0.00%
Non-resident	\$25/hr	\$25/hr	0.00%
Fern Hill Park			
Resident	\$90/time block	\$90/time block	0.00%
Non-resident	\$110/time block	\$110/time block	0.00%
Oak Hill Park			
Central (resident)	\$95/time block	\$95/time block	0.00%
Central (non-resident)	\$115/time block	\$115/time block	0.00%
Main (resident)	\$120/time block	\$120/time block	0.00%
Main (non-resident)	\$150/time block	\$150/time block	0.00%
Wolfe Park			
East (resident)	\$95/time block	\$95/time block	0.00%
East (non-resident)	\$115/time block	\$115/time block	0.00%
West (resident)	\$95/time block	\$95/time block	0.00%
West (non-resident)	\$115/time block	\$115/time block	0.00%
Rec Center			
Banquet Room Rental (per hour; 2 hour minimum)			
Damage Deposit	\$700	\$700	
Maintenance Fee	\$75/time	\$75/time	0.00%
Resident Sunday - Friday	\$70/hr	\$75/hr	7.14%
Resident Saturday (8 a.m. to midnight)	\$700/Saturday	\$750/Saturday	7.14%
Non-resident Sunday - Friday	\$80/hr	\$85/hr	6.25%
Non-resident Saturday (8 a.m. to midnight)	\$800/Saturday	\$850/Saturday	6.25%
Police Officer (after 9 p.m. events where alcohol is served)	\$300/event	\$310/event	3.33%
Gallery Room Rental (per hour; 2 hour minimum)			
Damage Deposit	\$100	\$100	
Maintenance Fee	\$30/time	\$30/time	0.00%
Residents & Non Profit Groups	\$55/hr	\$55/hr	0.00%
Non-resident	\$65/hr	\$65/hr	0.00%
Ice Rink Rental	\$235/hr plus tax	\$240/hr plus tax	4.35%
Ice Skating Party (2 hr use of Gallery, 15 pp adm open skate)			
Resident	\$115	\$115	0.00%
Non-resident	\$140	\$140	0.00%
Ice Skating Party (2 hr use of Banquet Room, 15 pp adm open skate)			
Resident	\$130	\$130	0.00%
Non-resident	\$165	\$165	0.00%
Skate rental	\$3	\$3	0.00%
Skate sharpening	\$5	\$5	0.00%
Skating Admission - adult	\$5	\$5	0.00%
Skating Admission - youth & senior	\$4	\$4	0.00%
Ten Punch Pass - adult	\$40	\$40	0.00%
Ten Punch Pass - youth & senior	\$35	\$35	0.00%
Open Hockey Admission	\$5	\$5	0.00%
Open Hockey Ten Punch Pass	\$45	\$45	0.00%
Aquatic Park			

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Daily Entrance Rates (resident):			
Under 1 year old	Free	Free	
1 to 54 years old	\$10	\$10	0.00%
55+ years old	\$6	\$6	0.00%
Twilight (after 4:30 p.m.)	\$6	\$6	0.00%
Daily Entrance Rates (non-resident):			
Under 1 year old	Free	Free	
1 to 54 years old	\$15	\$15	0.00%
55+ years old	\$9	\$9	0.00%
Twilight (after 4:30 p.m.)	\$9	\$9	0.00%
Season Pass (Resident* & purchased on or before May 31)			
Under 1 year old	Free	Free	
1 to 54 years old	\$60	\$60	0.00%
Caretaker/Nanny	\$65	\$65	0.00%
55+ years old	\$50	\$50	0.00%
Twilight (after 4:30 p.m.)	\$45	\$45	0.00%
Season Pass (Resident* & purchased on or after June 1)			
Under 1 year old	Free	Free	
1 to 54 years old	\$70	\$70	0.00%
Caretaker/Nanny	\$75	\$75	0.00%
55+ years old	\$60	\$60	0.00%
Twilight (after 4:30 p.m.)	\$55	\$55	0.00%
Season Pass (Non-Resident & purchased on or before first day of Aquatic Park)			
Under 1 year old	Free	Free	
1 to 54 years old	\$70	\$70	0.00%
Caretaker/Nanny	\$75	\$75	0.00%
55+ years old	\$60	\$60	0.00%
Twilight (after 4:30 p.m.)	\$55	\$55	0.00%
Season Pass (Non-Resident & purchased after first day of Aquatic Park)			
Under 1 year old	Free	Free	
1 to 54 years old	\$80	\$80	0.00%
Caretaker/Nanny	\$85	\$85	0.00%
55+ years old	\$70	\$70	0.00%
Twilight (after 4:30 p.m.)	\$65	\$65	0.00%
Gazebo Rental (Daily admission/season pass required)			
Resident	\$55 per use	\$55 per use	0.00%
Non-resident	\$65 per use	\$65 per use	0.00%
Private Aquatic Park Rental	\$500/hour	\$500/hour	0.00%
Lap Lane Rental	\$75/hr	\$75/hr	0.00%
August Season Pass	\$30	\$30	0.00%
Recreation Outdoor Center (ROC)			
Dry Floor Rental			
Damage Deposit	\$300	\$300	
Food and Beverage Fee	\$75	\$75	0.00%
Two Hour Maximum (resident) - space only Resident, space only	\$50/hr	\$55/hr	10.00%
Two Hour Maximum (resident) - space plus additional services - Resident, space plus services	\$75/hr	\$100/hr	33.33%
Two Hour Maximum (resident) - space only Non-resident, space only	\$65/hr	\$70/hr	7.69%
Two Hour Maximum (resident) - space plus additional services Non-resident, space plus services	\$75/hr	\$115/hr	53.33%
Ice Rink Rental * (residents)	\$170/hr plus tax	\$175/hr plus tax	2.94%
Ice Rink Rental * (non-residents)	\$175/hr plus tax	\$180/hr plus tax	2.86%
Skate Rental	\$3	\$3	0.00%
Skate Sharpening	\$5	\$5	0.00%
Skating Admission - adult	\$5	\$5	0.00%
Skating Admission - youth & senior	\$4	\$4	0.00%
Ten Punch Pass - adult	\$40	\$40	0.00%
Ten Punch Pass - youth & senior	\$35	\$35	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Open Hockey Admission	\$5	\$5	
Open Hockey Ten Punch Pass	\$45	\$45	0.00%
Turf Field Rental (full field - 200' x 85')			
Resident	\$55/hr	\$60/hr	9.09%
Non-resident	\$70/hr	\$75/hr	7.14%
Skate Park Rental (outdoor)	Free admission	Free admission	
Resident (private rental)	\$200/hr	\$200/hr	0.00%
Non-Resident (private rental)	\$400/hr	\$400/hr	0.00%
Westwood Hills Nature Center (indoor)			
Conference Room			
Damage Deposit	\$500	\$100	
Resident per hour (2 hr min.)	\$55/hr	\$55/hr	0.00%
Non-Resident per hour (2 hr min.)	\$65/hr	\$65/hr	0.00%
Multi-Purpose Rooms (A, B or C)			
Damage Deposit	\$100	\$100	
Resident per hour (2 hr min.)	\$60/hr	\$60/hr	0.00%
Non-Resident per hour (2 hr min.)	\$70/hr	\$70/hr	0.00%
Entire Facility Rental			
Damage Deposit	\$700	\$800	
Resident (12 hour rental)	\$1,600	\$1,600	0.00%
Non-Resident (12 hour rental)	\$1,900	\$1,900	0.00%
Westwood Hills Nature Center (outdoor)			
Park Building (lower) Rental			
Damage Deposit	\$300	\$300	
Resident - per hour (2 hr min.)	\$75/hr	\$75/hr	0.00%
Non-Resident - per hour (2 hr min.)	\$85/hr	\$85/hr	0.00%
Picnic Shelter (upper) Rental			
Damage Deposit	\$100	\$100	
Resident - per hour (2 hr min.)	\$135/time block	\$135/time block	0.00%
Non-Resident - per hour (2 hr min.)	\$165/time block	\$165/time block	0.00%
Oak Patio Rental			
Resident per hour (2 hr min.)	\$37/hr	\$37/hr	0.00%
Non-Resident per hour (2 hr min.)	\$47/hr	\$47/hr	0.00%
Observation Deck Rental			
Damage Deposit	\$100	\$100	
Resident per hour (2 hr min.)	\$40/hr	\$40/hr	0.00%
Non-Resident per hour (2 hr min.)	\$50/hr	\$50/hr	0.00%
Winter Outdoor Hockey Rink Rental			
Resident (during warming house hours)	\$30/hr	\$30/hr	0.00%
Non-Resident (during warming house hours)	\$40/hr	\$40/hr	0.00%
Warming House Rental			
Resident (after hours)	\$50/hr	\$50/hr	0.00%
Non-resident (after hours)	\$60/hr	\$60/hr	0.00%
Non-resident & Resident (during hours)	\$20/hr	\$20/hr	0.00%
Mobile Food Truck Vendor Permit	\$50/day per truck	\$50/day per truck	0.00%
Professional Photo & Park Video Shoot (does not include facility rental)			
Resident Individual	\$125/hr	\$25/hr	-80.00%
Non-resident Commercial	\$175/hr	\$125/hr	-29.41%
Special Equipment Rental (delivery within City limits only)			
Damage Deposit	\$100	Rent to Neighborhood Org. Only	
16 Folding Tables and 40 Chairs (resident)	\$170	\$110	-35.29%
16 Folding Tables and 40 Chairs (St. Louis Park Organization)	\$120	-	
8 Folding Tables and 20 Chairs (resident)	\$100	-	
8 Folding Tables and 20 Chairs (St. Louis Park Organization)	\$65	-	
Natural Resources & Park Maintenance			
Community Garden Plot	\$40/yr	\$45/yr	12.50%
Trees - nuisance abatement Fees			
Private	10% with maximum of \$500	10% with maximum of \$500	0.00%

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Weed Elimination			
Non-compliance of Weed Nuisance Notice	\$200	\$200	0.00%
Wood Chip Delivery (within City limits only)			
3 cubic yards	\$80	\$80	0.00%
<u>POLICE DEPARTMENT</u>			
Animals			
Animal Impound			
Initial impoundment	\$40	\$40	0.00%
2nd offense w/in year	\$60	\$60	0.00%
3rd offense w/in year	\$85	\$85	0.00%
4th offense w/in year	\$110	\$110	0.00%
Boarding Per Day	\$30	\$30	0.00%
Dangerous Dog Annual Review Hearing	\$250	\$250	0.00%
Potentially Dangerous Dog Annual Review Hearing	\$250	\$250	0.00%
Copies & Reports			
Clearance Letters	\$5	\$5	0.00%
Accident Photo	\$10/disk	\$10/disk	0.00%
Audio Recording	\$10	\$10	0.00%
Police Report Certification	\$1	\$1	0.00%
Body Camera Video Requests	\$30	\$30	0.00%
Defense Attorney Case Requests	\$20	\$20	0.00%
Case file request for matters transferred to outside agencies	\$50	\$50	0.00%
911 Audio Transcription	\$10	\$10	0.00%
Obtaining audio (if not part of case file) and transcribing	\$20	\$20	0.00%
Crime Free Multi-Housing Training	\$40/class	\$40/class	0.00%
Criminal Background Investigation			
Volunteers & Employees	\$5	\$5	0.00%
False Alarm (Police)	Residential/Commercial	Residential/Commercial	
1st offense w/in year	\$0/\$0	\$0/\$0	0.00%
2nd offense w/in year	\$100/\$100	\$100/\$100	0.00%
3rd offense w/in year	\$100/\$125	\$100/\$125	0.00%
4th offense w/in year	\$100/\$150	\$100/\$150	0.00%
5th offense w/in year	\$100/\$175	\$100/\$175	0.00%
Each subsequent in same year	\$100/\$25 increase	\$100/\$25 increase	0.00%
Late Payment Fee	10%	10%	0.00%
Fingerprinting			
St. Louis Park residents & business needs	\$25 per card	\$25 per card	0.00%
Solicitor/Peddler Registration	\$150 Peddlers only	\$150 Peddlers only	0.00%
Vehicle Forfeiture			
Administrative fee in certain cases	\$250	\$250	0.00%
Public Works			
Block Party Application (MSC at 7305 Oxford St)	No Charge	No Charge	0.00%
Cone Deposit	\$10/cone	\$10/cone	0.00%
Event Recycling Bin Deposit	\$100/bin	\$100/bin	0.00%
Bulk Water Filling Station (Pre-purchase at MSC)	\$7/1,000 gallons	\$7/1,000 gallons	0.00%
Fire Hydrant Use Permit (MSC - approval only by PW/Utilities)	\$200 connection fee per hydrant \$1,500 deposit, \$7/1,000 gallons	\$200 connection fee per hydrant \$1,500 deposit, \$7/1,000 gallons	0.00%
Permit to Exceed Vehicle Weight Limitations (MSC)	\$50 each	\$50 each	0.00%
Service Fees (Stop Box Repairs) - MSC Shop			
Public Service Worker			
Regular Business Hours	\$60	\$60	0.00%
After Hours	\$180	\$180	0.00%
Non-Accessible Meter Charge	\$100 per month	\$100 per month	0.00%
Winter Parking Permit			

2025 Proposed City of St. Louis Park - FEES			
SERVICE	2024 ADOPTED FEE	2025 PROPOSED FEE	% CHANGE
Caregiver parking	\$25	\$25	0.00%
No off-street parking available	No Charge	No Charge	0.00%
Off-street parking available	\$125	\$125	0.00%

2025 Proposed Business Licensing & Certificate of Property Maintenance Fee Increase

Comparison to other communities:

Nonowner-occupied (Rental) license fees by City

	Single Family	Duplex	Multifamily Per building	Multifamily Per unit
St. Louis Park (current fee)	\$275 (\$155)	\$305 (\$205)	\$400 (\$270)	\$30 (\$20)
Edina	\$200	\$400	\$200	\$17
Bloomington	\$130	\$185	\$160	\$11
Hopkins	\$100	\$120	\$100	\$10
Richfield	\$150	\$235	\$150	\$15
Minneapolis Note: \$1000 conversion fee for new rentals	Tier1 \$85 Tier2 \$90 Tier3 \$105	Tier1 \$85+\$35 Tier2 \$90+\$65 Tier3 \$105+\$165	Tier1 \$145 Tier2 \$170 Tier3 \$200	Tier1 \$10 Tier2 \$25 Tier3 \$85

Point of Sale by City

	Single Family	Duplex	Condo
St. Louis Park (current fee)	\$350 (\$250)	\$450 (\$350)	\$245 (\$165)
Columbia Heights	\$160	\$160	\$160
Bloomington	\$250	\$250	\$250
New Hope	\$160	\$320	n/a
Richfield	\$150	\$230	\$100

Executive summary

Title: Volunteer involvement in environmental stewardship programs

Recommended action: No action is required.

Policy consideration: None. This report is provided for council information.

Summary: This report is submitted in response to council member interest in learning more about the various ways volunteers in St. Louis Park engage in environmental stewardship activities. Volunteer efforts are critical to the city's sustainability and natural resources initiatives and contribute significantly to the preservation and enhancement of our community.

Key activities include park and garden maintenance, litter pick-up, invasive species management and participation in environmental events.

Financial or budget considerations: None.

Strategic priority consideration: St. Louis Park is committed to continue to lead in environmental stewardship.

St. Louis Park is committed to creating opportunities to build social capital through community engagement.

Supporting documents: Discussion

Prepared by: Laura Smith, organizational development coordinator

Reviewed by: Cheyenne Brodeen, administrative services director

Approved by: Kim Keller, city manager

Discussion

Background:

City departments utilize volunteers to extend city services and to improve engagement with community members. Staff across city departments identify the area in need of volunteers, develop volunteer roles and responsibilities and notify the organizational development coordinator of volunteer needs. The organizational development coordinator manages volunteer requests from departments and assists in screening and placing volunteers. Each city department manages their own volunteer communications and activities as an extension of their department responsibilities. City departments that leverage volunteers to impact environmental stewardship include Parks and Recreation, Public Works, Building and Energy and Engineering.

The city also partners with external nonprofit organizations and government agencies to operate programs involving volunteers working on city property. Those partners include Hennepin County, Metropolitan Council, Great River Greening, Tree Trust and Friends of Bass Lake.

Volunteer roles

- **Park and street clean up:**
 - **Adopt-a-Park:** Volunteers adopt a specific park and commit to monthly clean-ups. Volunteers also check the park for damage and report maintenance needs to the city. Currently, 20 parks are adopted.
 - **Adopt-a-Street:** Volunteers commit to two clean-up events a year on their adopted street in the spring and fall. The streets available are city side streets and non-major thoroughfares. Currently, seven streets are adopted.
 - **One-time cleanup events:** Local organizations and community groups self-organize in for a one-time clean up event. City staff help groups identify parks or streets in need of clean up and provide gloves and bags if needed. This year, 320 people across 10 different organizations volunteered their time to clean up St. Louis Park in honor of Earth Day.
 - **Adopt-a-Storm Drain:** Administered by Hennepin County, this program consists of volunteers adopting a storm drain and committing to keeping it clean from debris. Volunteer records are kept by Hennepin County.
- **Gardening:**
 - **Adopt-a-Garden:** Volunteers adopt a specific garden to plant and care for throughout the growing season. Currently, 15 gardens are adopted.
 - **Habitat Restoration:** Volunteers adopt a specific space of city owned land to remove invasive species and plant native plants. Currently, 15 public city plots of land are cared for by volunteers.
- **Participation in environmental events:**
 - **Earth Day clean-up:** This year, the city held its first Earth Day Cleanup Event. Four parks were staffed and volunteers helped to pick up litter. In total, 25 volunteers participated in this event.

- **Arbor Day Celebration:** Volunteers, led by city staff and Tree Trust, participate in tree planting in a city park to celebrate Arbor Day, contributing to the city's tree canopy and enhancing urban green spaces. This year's event had 50 volunteers.
- **Ecotacular:** This annual event within Parktacular is supported by volunteers and showcases sustainable products, services, and practices. It provides a platform for environmental organizations to engage with the community and promote eco-friendly initiatives.
- **Minnehaha Creek clean-up:** Each year, volunteers gather to pick up litter along the Minnehaha Creek. A different area of the creek is selected each year. This event is hosted by the Parks and Recreation Advisory Commission and was moved from spring to fall in 2023. Last year, eight volunteers assisted with the clean-up.
- **Solid waste "swaps":** Staff partner with volunteers to run the annual clothing swap, media swap, and gardening swap.
- **Westwood Hills Nature Center:**
 - **Trail and park maintenance:** Volunteers support the Westwood Hills Nature Center by assisting with park and trail maintenance projects throughout the year.
 - **One-time events:** Organizations partner with the Westwood Hills Nature Center staff to volunteer on special projects such as tree planting or trail enhancement. Each year about 100 volunteers contribute to the nature center on these one-time events.
 - **Junior Naturalists:** Youth from grade seven and above engage in environmental stewardship activities at the nature center during the summer months. Each year, approximately 40 volunteers are hosted.

Other

- **CAMP water monitoring:** The City of St. Louis Park participates in a Metropolitan Council-sponsored lake monitoring program called the Citizen Assisted Monitoring Program (CAMP). Each volunteer regularly monitors a specific site on a lake from mid-April through mid-October. Volunteers collect a surface water sample, measure water temperature and clarity, observe weather and provide their perception about the lake's physical and recreational conditions. With help from the city, volunteers provide the data samples to Metropolitan Council Environmental Services (MCES). MCES analyzes the samples, reviews and analyzes data, assesses and reports on current lake conditions, and manages the CAMP program.
- **Recycling Champions:** Volunteers partner with the solid waste division to educate the public on recycling at city events.

Modes of communication

The city utilizes various methods of communication to promote awareness of environmental stewardship volunteer activities and recruit volunteers, including:

- Parks and Recreation brochure: reaches 26,000 households via mail.
- Park Perspective: reaches 26,000 households via mail.
- Social media: Facebook, Instagram and LinkedIn.
- Gov Delivery: the city communications team sends communications about volunteer activities and events to 3,974 individuals who have opted to receive emails about volunteer opportunities via our city email communications.
- Volunteer distribution list: the city has over 400 volunteers on a volunteer distribution list in Volgistics that receive notifications when volunteer opportunities are available.

Who volunteers: Individual community members, non-profit organizations, school groups and local businesses make up the majority of the city's volunteer base. Per city code, members of most advisory commissions are expected to serve as ambassadors to the community and therefore frequently volunteer to table at events. The city engages with approximately 650 volunteers each year on opportunities related to environmental stewardship.

City staff from departments who utilize volunteers keep a record of volunteers each year via documents and spreadsheets, as well as volunteer software (Volgistics). Volunteers are tracked by the staff who manage each volunteer program. Volunteers who access city buildings, such as those at the nature center, utilize Volgistics to sign in and sign out which allows hours to be tracked. In 2023, volunteers contributed more than 5,000 hours at the nature center.

Next steps: The programs described will continue to evolve in response to community engagement and staff recommendations.

Executive summary

Title: Environmental Stewardship system wrap-up

Recommended action: None. The purpose of this report is to summarize the outcomes of the recent discussions within the Environmental Stewardship system study sessions.

Policy consideration: N/A

Summary: On May 28 and June 10, 2024, the council held a series of discussions focused on advancing the city's strategic priority related to environmental stewardship. The council's discussions focused on public policy topics ranging from energy benchmarking to energy recovery to tree preservation. Staff also provided the council with written reports to provide information on the numerous activities, programs, and policies underway across departments to further climate goals and support environmental stewardship. This report serves as a summary of all the discussions and reports and includes the council direction provided.

Financial or budget considerations: Funds are budgeted in the 2024 budgets for a variety of programs related to environmental stewardship. Should the council desire a change in work, additional resources may be required.

Strategic priority consideration: St. Louis Park is committed to continue to lead in environmental stewardship.

Supporting documents: Discussion

Prepared by: Emily Ziring, sustainability manager

Reviewed by: Brian Hoffman, building and energy director

Approved by: Kim Keller, city manager

Discussion

Background:

This system included study sessions covering a range of topics from energy to trees to recycling. Reports on these topics were considered and discussed by the city council, and where appropriate, direction on future expectations and outcomes was provided to staff for implementation. A summary of the topics covered in this system includes:

Meeting subject: Environmental stewardship system kick-off

Date: 5/28/2024

Overview: Council was provided with a written report and presentation about environmental stewardship in St. Louis Park, including an overview of the staff whose work focuses on environmental issues, the Climate Action Plan, and the Climate Investment Fund. The topics proposed for study throughout the system included current programs and offered opportunities, identified by both council and staff, for expansion or adjustment where applicable.

Outcomes: Council indicated support for sustainability division programs. There were several specific questions on tracking Climate Action Plan participation and progress. Many of those questions will be answered when the Environmental Stewardship dashboard is presented.

Meeting subject: Efficient Building Benchmarking program administration

Date: 5/28/2024

Overview: Sustainability staff presented background information on the Efficient Building Benchmarking ordinance, including the purpose of the ordinance, compliance history, and results to date. Given the inconclusive effects of the ordinance so far as well as concerns about ordinance administration, staff and the environment and sustainability commission recommended rescinding the ordinance at the end of calendar year 2024 and turning over administration of benchmarking to the Minnesota Department of Commerce under the program that was created by the state legislature in 2023.

Outcomes: Staff answered a number of council questions about the purpose of benchmarking and what types of buildings are exempt. Council indicated support for rescinding the ordinance; a majority of council members indicated support for rescinding it in at the end of 2025 after one more year of data is collected. Staff plans to return to council in a few months with an amendment to remove the ordinance from the city code effective January 1, 2026.

Meeting subject: Tree canopy percentage goal

Date: 5/28/2024

Overview: Council was provided with a written report on the city's long-term tree canopy goals to ground future tree preservation discussions and decisions. Staff used multiple indicators to develop goals appropriate for St. Louis Park including the current tree canopy percentage, the maximum potential canopy percentage, and findings from research of similar goals in adjacent communities, among others. Through this research and analysis, staff determined the goals should be as follows: 30% tree canopy coverage in the city by the end of 2035 and 35% tree canopy coverage by the end of 2045.

Outcomes: No questions or comments were received.

Meeting subject: HERC closure plan update

Date: 5/28/2024

Overview: Council was provided with a written report outlining the 12 highest priority zero-waste actions identified by the county to allow for closure of the Hennepin Energy Recovery Center, and how they may affect city programs and next steps for planning.

Outcomes: No questions or comments were received.

Meeting subject: Heritage tree preservation

Date: 6/10/2024

Overview: Staff presented proposed improvements to the existing tree preservation policy to support the city's efforts to address tree canopy loss. This proposal responds to previous direction from city council to continue exploring tree preservation strategies with a focus on mature, heritage trees. The proposed amendments include adding a heritage tree definition, implementing heritage tree replacement requirements, and offering heritage tree preservation credits. The intent of these changes is to demonstrate the value of heritage trees to the city through a balance of penalties for removing and incentives for preserving trees.

Outcomes: Staff answered a number of council questions about the existing tree replacement policy, replacement of public trees during road construction projects, defining significant trees v. heritage trees, and how heritage tree preservation policies have been received in other cities in the metropolitan area. Council indicated support for the zoning amendments proposed. Staff plan to bring proposed ordinances amending the zoning and vegetation codes to the planning commission for review. The planning commission will hold a public hearing on the ordinance and make a formal recommendation to the city council. Any related changes to the vegetation chapter of city code would be brought to city council directly. Staff anticipate council action on the proposed ordinances in the third quarter of 2024.

Meeting subject: Revised Environmentally Preferred Purchasing Policy (EP3)

Date: 6/10/2024

Overview: Council was provided with a written report explaining the rationale behind revising the existing Environmentally Preferred Purchasing Policy (EP3) to ensure that it reflects current city policies and to simplify many of the original provisions that were deemed too complex or infeasible for staff to comply with. The revised internal policy was adopted administratively.

Outcomes: One council member submitted a question in writing asking why staff noted hesitancy in purchasing carbon offsets using public funds. No other questions or comments were received.

Meeting subject: Environmental Stewardship dashboard presentation

Date: 6/10/2024

Overview: Staff presented an overview of the new public Environmental Stewardship dashboard and answered council questions. The Environmental Stewardship dashboard was created through collaboration across multiple divisions including sustainability, solid waste, natural resources and engineering. Its primary purpose is to demonstrate progress towards the city's Climate Action Plan goals and broad environmental stewardship goals. The dashboard serves to track and publicly monitor data in line with the city's strategic priorities, as well as foster transparency between the city and the community.

Outcomes: At the conclusion of the presentation, staff answered a number of council questions about how the selected data was chosen, data sources, and drivers of change.

Meeting subject: Volunteer involvement in environmental stewardship programs

Date: 7/8/2024

Overview: This report summarized the various ways volunteers (including partner organizations) in St. Louis Park engage in environmental stewardship activities. Volunteer efforts are critical to the city's sustainability and natural resources initiatives and contribute significantly to the preservation and enhancement of our community. Key activities include park and garden maintenance, litter pick-up, invasive species management and participation in environmental events.

Outcomes: Council questions and comments will not be known until after this wrap-up report is published. Any questions or comments received will be responded to via staff on or after 7/8/2024.

Next steps:

- Sustainability staff will:
 - Return to council in a few months with an amendment to remove the efficient building benchmarking ordinance from the city code effective January 1, 2026.
- Planning and zoning staff will:
 - Bring proposed ordinances amending the zoning and vegetation codes to the planning commission for review. The planning commission will hold a public hearing on the ordinance and make a formal recommendation to the city council. Any related changes to the vegetation chapter of city code would be brought to city council directly. Staff anticipate council action on the proposed ordinances in the third quarter of 2024.