



Inver Grove Heights City Council
Monday, March 24, 2025 at 6:00 PM
8150 Barbara Ave, Inver Grove Heights, MN 55077

AGENDA

NOTICE TO RESIDENTS: Individuals may submit written public comments in advance of the meeting by emailing comments to Rebecca Kiernan (rkiernan@ighmn.gov). Comments received prior to **12:00 p.m.** on Monday, March 24, 2025, will be provided to the Council at or before the March 24, 2025 meeting.

NOTICE OF REMOTE ATTENDANCE: Mayor Dietrich is expected to attend this meeting remotely from 8701 S Kolb Rd, Tuscon, AZ 85756

1. **Call to Order**
2. **Roll Call**
3. **Approval of Agenda**
4. **Presentations**
5. **Consent Agenda**

All items on the consent agenda are considered routine and have been made available to the City Council at least two days prior to the meeting; the items will be enacted in one motion. There will be no separate discussion of these items unless a Councilmember or citizen so requests, in which event the item will be removed from this agenda and considered in normal sequence.

- A. Approval of Disbursements
- B. Personnel Actions
- C. Resolutions Approving Construction Phase Joint Powers Agreement, Contract Award, and Budget for City Project No. 2023-09E - Argenta Trail Reconstruction
- D. Authorization for Technology Division to Purchase a Replacement Storage Area Network (SAN)
- E. Resolution Adopting a Project Budget for Groveland Park Ballfield Improvements
- F. Resolution Accepting Donations to the Fire Department and Amending 2025 Budget
- G. Approval of Final Plans & Specifications and Authorization to Seek Bids for City Project No. 2210 - Heritage Village Park Phase 5
- H. Approval of Assignment and Assumption of Development Credits
- I. Resolution Approving Amendment to FY 2024 DEED Host Community Economic Development Grant Application
- J. Resolution Approving Major Site Plan for Parking Lot Improvements at Pine Bend Elementary
- K. Resolution Amending Position Classification Plan

6. **Public Hearing**

7. **Regular Business**

- A. Rental Housing Licenses
- B. Comprehensive Plan Amendment & Rezoning of Property Located in the Southwest Quadrant of the Intersection of 65th Street and Argenta Boulevard.
- C. Comprehensive Plan Amendment and Rezoning of the Southern Portion of 7950 Blaine Avenue
- D. Ordinance Amending City Code Related to Employee Vacation Leave, Personal Leave and Holidays
- E. Legislative Update - Preemption of Local Zoning Authority
- F. Closed Session to Consider Purchase of Real Property

8. **Public Comment**

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

9. **Mayor and Council Comments**

10. **Adjourn**

This document is available upon a three (3) business day request in alternate formats such as braille, large print, audio recording, etc. Please contact Rebecca Kiernan, City Clerk, at 651.450.2513 or rkiernan@ighmn.gov.



Request for Council Action

SUBJECT: **Approval of Disbursements**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Amy Hove, Finance Director, 651.450.2521

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving disbursements for the period of March 5 – 18, 2025.

BACKGROUND

The following chart represents a summary by fund type of the disbursements processed during the period of March 5 –18, 2025. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	\$477,797.25
Special Revenue	33,231.76
Debt Service	11,880.95
Capital Projects	52,193.54
Enterprise	377,361.34
Internal Service	280,050.14
Escrows	13,866.10
Total - All Funds	\$1,246,381.08

FISCAL IMPACT

The disbursements are within adopted budgets for the associated funds or have otherwise been approved by the Council.

RECOMMENDATION

Staff recommends approval of the disbursements as presented.

ATTACHMENTS

1. Resolution 03.24.2025
2. Disbursements Listing (3.5.2025 - 3.18.2025)

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

RESOLUTION NO. ____

**RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF
March 5, 2025 - March 18, 2025.**

WHEREAS, a detailed listing of disbursements for the period of March 5, 2025 - March 18, 2025 was presented to council for approval.

NOW, THEREFORE BE IT RESOLVED, BY THE CITY OF INVER GROVE HEIGHTS:
Payment of the disbursements for the following fund types are approved:

Fund Type	Amount
General Fund	\$477,797.25
Special Revenue	33,231.76
Debt Service	11,880.95
Capital Projects	52,193.54
Enterprise	377,361.34
Internal Service	280,050.14
Escrows	13,866.10
Total - All Funds	\$1,246,381.08

Approved by the City of Inver Grove Heights, Minnesota this 24th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



City of Inver Grove Heights

Expense Approval Report By Fund

Payment Dates 3/5/2025 - 3/18/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
EMERGENCY TECHNICAL DEC...	00000217	03/06/2025	Fixing turnout gear pants	101.2200.000.5310	124.75
CONWAY SHIELD, INC.	0533690	03/06/2025	Shields for helmets	101.2200.000.5175	76.06
REVOLUTIONARY SPORTS, LLC	0704	03/06/2025	Contracted services for sports ...	101.4300.454.5310	1,074.40
KEVIN J KELLEHER LLC	10089	03/06/2025	Randall FTO Basic Online Train...	101.2000.000.5340	295.00
MITCHELL KENNETH HOLMES	1080	03/06/2025	annual air compressors check...	101.2200.000.5310	2,756.57
PORTOLITE PITCHING MOUNDS	11948	03/06/2025	pitching mounds	101.4200.000.5160	3,798.00
EXPERT TREE SERVICE AND SC...	12476	03/06/2025	tree removal at 11495 Ashley ...	101.4200.000.5425	1,400.00
ANCOM COMMUNICATIONS, ...	126497	03/06/2025	repair of radio	101.2200.000.5405	675.00
UNIFIRST CORPORATION	1410124686	03/06/2025	Street Uniforms	101.3200.000.5175	70.24
UNIFIRST CORPORATION	1410124686	03/06/2025	Park Uniforms	101.4200.000.5175	52.07
MN LIFE INSURANCE CO	14423161-00	03/06/2025	Retro Adjustments	101.0000.000.2022	9.60
MN LIFE INSURANCE CO	14423161-00	03/06/2025	3.2025 Premium	101.0000.000.2022	4,267.61
CULLIGAN	157984591006X022825	03/06/2025	Bottled water station 1	101.2200.000.5310	73.83
CULLIGAN	157985524824X022825	03/06/2025	Rich Valley bottled water	101.4200.000.5190	27.00
CULLIGAN	157985524824X022825	03/06/2025	Rich Valley water svc	101.4200.000.5430	11.30
CULLIGAN	157986034674X022825	03/06/2025	bottled water station 2	101.2200.000.5310	116.64
FIRST IMPRESSION GROUP	166253	03/06/2025	PD Envelope Supply Order	101.2000.000.5105	480.00
FIRST IMPRESSION GROUP	166449P	03/06/2025	Postage for the summer 2025 ...	101.4300.459.5325	1,593.43
EYEMED	166666529	03/06/2025	2.2025 Premium	101.0000.000.2018	287.15
EYEMED	166666529	03/06/2025	Retro Premium	101.0000.000.2018	4.65
EYEMED	166711287	03/06/2025	Retro Premium Adjustments	101.0000.000.2018	-23.25
EYEMED	166711287	03/06/2025	Premium 3.2025	101.0000.000.2018	277.85
SHRED-N-GO, INC.	179572	03/06/2025	Finance Shredding - Basement...	101.1800.000.5310	150.00
ETHICAL LEADERS IN ACTION, ...	1884	03/06/2025	officer leadership training	101.2200.000.5340	2,375.00
DAKOTA CTY DISTRICT COURT	19WSCV23941	03/06/2025	Bail Money (Case #25000582)	101.0000.000.2208	50.00
KENISON, TERRI	2/28/2025	03/06/2025	monthly cleaning of stations 2...	101.2200.000.5310	1,600.00
JOHNSON FITNESS & WELLNE...	22-044759	03/06/2025	Gym equipment maintenance ...	101.2000.000.5405	309.00
HOTSY EQUIPMENT OF MINN...	24129	03/06/2025	Car wash for trucks at st 2	101.2200.000.5190	532.17
L.T.G. POWER EQUIPMENT	291657	03/06/2025	Brush knife	101.4200.000.5160	81.38
L.T.G. POWER EQUIPMENT	291711	03/06/2025	Deflectors, filters, hook & fan...	101.4200.000.5190	380.77
L.T.G. POWER EQUIPMENT	291760	03/06/2025	Filters, muffler, screws & cool...	101.4200.000.5190	136.30
L.T.G. POWER EQUIPMENT	291790	03/06/2025	specialized screws	101.4200.000.5190	11.92
L.T.G. POWER EQUIPMENT	291799	03/06/2025	safety helmets	101.4200.000.5175	155.44
MADISON NATIONAL LIFE INS...	3/1/2025	03/06/2025	3.2025 Premium	101.0000.000.2026	4,236.30
VALLEY IMAGES PHOTOGRAP...	3103	03/06/2025	Dept photo session - Pouchak	101.2000.000.5333	50.00
ASPEN MILLS	349463	03/06/2025	War Bag Pouch, Gloves for Re...	101.2000.000.5175	258.65
LEAGUE OF MN CITIES	424037	03/06/2025	LMC Patrol Online Training 20...	101.2000.000.5340	4,500.00
CINTAS CORPORATION	5250649301B	03/06/2025	VMCC Cabinet Restock - Upsta...	101.4300.459.5190	23.36
DAKOTA CTY FINANCIAL SVCS	5502981	03/06/2025	subscriber fee for DCC 1.2025 ...	101.2200.000.5310	1,819.74
DAKOTA CTY FINANCIAL SVCS	5502981	03/06/2025	subscriber fee for DCC 1.2025 ...	101.2200.000.5310	1,913.06
DAKOTA CTY FINANCIAL SVCS	5502981	03/06/2025	subscriber fee for DCC 1.2025 ...	101.3200.000.5310	46.66
DAKOTA CTY FINANCIAL SVCS	5502988	03/06/2025	battery replacement	101.2200.000.5405	1,344.00
STORM TRAINING GROUP LLC	5DE3503B-0001	03/06/2025	Foundation Instructor Training...	101.2000.000.5340	3,297.00
BOUND TREE MEDICAL LLC	85674227	03/06/2025	Medical supplies for the trucks	101.2200.000.5190	304.08
PLUNKETT'S PEST CONTROL	9023595	03/06/2025	pest control at stations	101.2200.000.5310	615.70
INVER GROVE HEIGHTS ANIM...	930949	03/06/2025	Chase vet exam, med supply	101.2000.000.5180	576.57
CINTAS CORPORATION	9310843802	03/06/2025	2.2025 Rich Valley AED Agree...	101.4200.000.5310	134.42
GEOTAB USA, INC.	IN421669	03/06/2025	ProPlus Plan 02.2025	101.2000.000.5395	283.43
INNOVATIVE OFFICE SOLUTIO...	IN4768299	03/06/2025	Legal Writing Pads and Tape	101.4300.459.5105	19.54
AMERICAN ENGINEERING TES...	INV-247706	03/06/2025	Monopole Feasibility Study - ...	101.3100.000.5310	6,500.00
EMERGENCY AUTOMOTIVE TE...	MP11252451F	03/06/2025	Lightbars & LEDs for squad 6	101.2200.000.5410	1,437.24
EMERGENCY AUTOMOTIVE TE...	MP11252451G	03/06/2025	Control module & install kit fo...	101.2200.000.5410	802.14
TRI-STATE BOBCAT INC.	P33250	03/06/2025	Chainsaw Bar	101.3200.000.5160	70.00

Expense Approval Report

Payment Dates: 3/5/2025 - 3/18/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ICMA RETIREMENT TRUST - 4...	INV0212700	03/07/2025	457 -AGE <49	101.0000.000.2038	4,811.38
ICMA RETIREMENT TRUST - 4...	INV0212701	03/07/2025	457 -AGE <49 %	101.0000.000.2038	11,053.85
ICMA RETIREMENT TRUST - 4...	INV0212702	03/07/2025	457 -AGE 50+	101.0000.000.2038	1,150.29
ICMA RETIREMENT TRUST - 4...	INV0212703	03/07/2025	457 PLAN -AGE 50+ %	101.0000.000.2038	1,071.75
ICMA RETIREMENT TRUST - 4...	INV0212704	03/07/2025	457 - ROTH AGE <50	101.0000.000.2038	1,031.00
ICMA RETIREMENT TRUST - 4...	INV0212705	03/07/2025	457 - ROTH AGE <50 %	101.0000.000.2038	1,758.87
ICMA RETIREMENT TRUST - 4...	INV0212706	03/07/2025	457 - ROTH AGE 50+	101.0000.000.2038	20.00
AFSCME COUNCIL 5	INV0212707	03/07/2025	UNION DUES (AFSCME FULL S...	101.0000.000.2041	796.64
AFSCME COUNCIL 5	INV0212708	03/07/2025	UNION DUES (AFSCME FULL S...	101.0000.000.2041	45.96
MINNESOTA DEPARTMENT OF...	INV0212709	03/07/2025	CASE #001570640001	101.0000.000.2220	342.87
TEXAS STATE DISBURSEMENT...	INV0212710	03/07/2025	CASE #0012022247	101.0000.000.2220	230.77
MINNESOTA DEPARTMENT OF...	INV0212711	03/07/2025	CASE #001490481201	101.0000.000.2220	357.72
MINNESOTA DEPARTMENT OF...	INV0212712	03/07/2025	CASE #000115468905	101.0000.000.2220	87.49
MINNESOTA DEPARTMENT OF...	INV0212713	03/07/2025	CASE #001563363401	101.0000.000.2220	426.85
WI SCTF (WI SUPPORT COLLEC...	INV0212714	03/07/2025	PARTICIPANT ID#0004986316	101.0000.000.2220	433.06
LELS	INV0212715	03/07/2025	UNION DUES (LELS LIEUTENA...	101.0000.000.2041	292.00
MEDSURETY ACH ONLY	INV0212716	03/07/2025	HSA ELECTION-FAMILY	101.0000.000.2031	4,088.42
MEDSURETY ACH ONLY	INV0212717	03/07/2025	HSA ELECTION-SINGLE	101.0000.000.2031	7,354.08
IGH PROFESSIONAL FIREFIGHT...	INV0212718	03/07/2025	UNION DUES (IAFF)	101.0000.000.2041	504.01
INVER GROVE HEIGHTS POLICE...	INV0212719	03/07/2025	IGH POLICE ASSOCIATION CO...	101.0000.000.2041	369.00
INTERNATIONAL UNION OF O...	INV0212720	03/07/2025	UNION DUES IUOE-49 REGUL...	101.0000.000.2041	245.00
INTERNATIONAL UNION OF O...	INV0212721	03/07/2025	UNION DUES IUOE-49 WORKI...	101.0000.000.2041	121.31
IUOE	INV0212722	03/07/2025	UNION DUES IUOE-70	101.0000.000.2041	1,918.50
LELS LOCAL #84	INV0212723	03/07/2025	UNION DUES (LELS)	101.0000.000.2041	2,628.00
MN STATE RETIREMENT SYST...	INV0212724	03/07/2025	MINNESOTA DEFERRED COM...	101.0000.000.2038	2,945.30
MN STATE RETIREMENT SYST...	INV0212725	03/07/2025	MINNESOTA DEFERRED COM...	101.0000.000.2038	881.84
MN STATE RETIREMENT SYST...	INV0212726	03/07/2025	457 ROTH IRA (AGE 49 & UND...	101.0000.000.2038	970.00
PERA	INV0212727	03/07/2025	PERA COORDINATED PLAN	101.0000.000.2225	53,099.84
PERA	INV0212728	03/07/2025	EMPLOYER SHARE (EXTRA PE...	101.0000.000.2225	4,084.60
PERA	INV0212729	03/07/2025	PERA DEFINED PLAN	101.0000.000.2225	15.77
PERA	INV0212730	03/07/2025	EMPLOYER SHARE (PERA DEFI...	101.0000.000.2225	15.77
PERA	INV0212731	03/07/2025	PERA POLICE & FIRE PLAN	101.0000.000.2225	36,615.69
PERA	INV0212732	03/07/2025	EMPLOYER SHARE (POLICE & F...	101.0000.000.2225	54,923.53
ICMA RETIREMENT TRUST - 4...	INV0212733	03/07/2025	ROTH IRA (AGE 49 & UNDER)	101.0000.000.2039	4,363.88
ICMA RETIREMENT TRUST - 4...	INV0212734	03/07/2025	ROTH-AGE <49 %	101.0000.000.2039	213.46
ICMA RETIREMENT TRUST - 4...	INV0212735	03/07/2025	ROTH IRA (AGE 50 & OVER)	101.0000.000.2039	638.46
LELS	INV0212736	03/07/2025	UNION DUES (LELS SGT)	101.0000.000.2041	511.00
EFTPS	INV0212737	03/07/2025	FEDERAL WITHHOLDING	101.0000.000.2213	77,987.59
MN DEPT OF REVENUE (PAYR...	INV0212738	03/07/2025	STATE WITHHOLDING	101.0000.000.2215	33,384.70
EFTPS	INV0212739	03/07/2025	MEDICARE WITHHOLDING	101.0000.000.2211	21,308.32
EFTPS	INV0212740	03/07/2025	SOCIAL SECURITY WITHHOLDI...	101.0000.000.2210	52,673.60
EMERGENCY TECHNICAL DEC...	00000274	03/13/2025	fixing bunker pants	101.2200.000.5310	25.50
MINNEAPOLIS OXYGEN CO.	0000140079	03/13/2025	O2 cylinder rental	101.2200.000.5430	211.81
EARL F ANDERSEN INC	0138783-IN	03/13/2025	Road sign supplies	101.3200.000.5125	84.00
MN FIRE SERVICE CERT BOARD	13619	03/13/2025	FAO-pumper retest fee - Back...	101.2200.000.5340	75.00
UNIFIRST CORPORATION	1410126493	03/13/2025	Street Uniforms	101.3200.000.5175	73.24
UNIFIRST CORPORATION	1410126493	03/13/2025	Park Uniforms	101.4200.000.5175	54.07
UNIFIRST CORPORATION	1410128187	03/13/2025	Street Uniforms	101.3200.000.5175	70.24
UNIFIRST CORPORATION	1410128187	03/13/2025	Park Uniforms	101.4200.000.5175	52.07
FISCHER MINING, LLC	178542	03/13/2025	Safety Grit Sand	101.3200.000.5125	216.96
FISCHER MINING, LLC	178551	03/13/2025	Safety Grit Sand	101.3200.000.5125	218.61
FISCHER MINING, LLC	178563	03/13/2025	Safety Grit Sand	101.3200.000.5125	269.37
FISCHER MINING, LLC	178575	03/13/2025	Sand	101.3200.000.5125	319.44
KENNEDY & GRAVEN	186275	03/13/2025	Buggy Car Wash	101.5100.000.5305	89.50
FRATTALONE COMPANIES INC	2502006	03/13/2025	Curbing & trail debris cleaning ..	101.4200.000.5389	90.00
LEVANDER, GILLEN & MILLER P...	3/4/2025	03/13/2025	Reimburse legal file delivery 1...	101.1000.000.5310	1,426.17
LEVANDER, GILLEN & MILLER P...	3/4/2025	03/13/2025	Reimburse legal file delivery 1...	101.1000.000.5310	3,297.75
MN GLOVE & SAFETY, INC.	351587	03/13/2025	Hi-visibility jacket	101.3200.000.5175	69.95
VERIFIED HOLDINGS, LLC	360974	03/13/2025	Pre-employment background ...	101.1120.000.5310	385.75
LANDFORM PROFESSIONAL S...	36468	03/13/2025	Contracted Planning Services 1...	101.5100.000.5310	15,015.00

Expense Approval Report

Payment Dates: 3/5/2025 - 3/18/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
LEAGUE OF MN CITIES	424446	03/13/2025	Elected Leaders Institute - Ma...	101.1000.000.5340	350.00
HOLCIM - MWR, INC.	720711645	03/13/2025	Safety Grit Sand	101.3200.000.5125	1,159.94
COMCAST	8772105910359526X020525	03/13/2025	2.2025 cable for fire station 1	101.2200.000.5310	10.80
COMCAST	8772105910359526X030525	03/13/2025	3.2025 cable for fire station 1	101.2200.000.5310	10.80
XCEL ENERGY	916922201	03/13/2025	Vista Pines irrigation	101.4200.000.5355	11.69
BRITTANY MISKOWIEC	IGHFD-02122025	03/13/2025	Wellness check-ins for firefigh...	101.2200.000.5310	5,703.50
BRITTANY MISKOWIEC	IGHFD-03112025	03/13/2025	Wellness check-ins for firefigh...	101.2200.000.5310	3,536.50
ECOSAFE ZERO WASTE USA IN...	INV/2025/00464	03/13/2025	Inver Glen Library Compost Dr...	101.5000.420.5190	2,715.90
SAFE-FAST, INC.	INV304676	03/13/2025	Chainsaw Helmet	101.3200.000.5175	112.48
EMERGENCY AUTOMOTIVE TE...	MP022625-56	03/13/2025	parts needed for FD squad car	101.2200.000.5410	169.27
SAND CREEK EAP, LLC.	SDC-IN-100790	03/13/2025	Sand Creek Employee Assistan...	101.1120.000.5310	4,738.00
Fund 101 - GENERAL FUND Total:					477,797.25

Fund: 205 - COMMUNITY CENTER-OPERATING FUND

TWIN SOURCE SUPPLY	00515446	03/06/2025	metal polish & floor pad	205.4430.000.5125	39.64
TWIN SOURCE SUPPLY	00515446	03/06/2025	metal polish & floor pad	205.4440.000.5125	59.45
TWIN SOURCE SUPPLY	00515507	03/06/2025	paper towels & floor pad	205.4420.000.5125	175.35
TWIN SOURCE SUPPLY	00515507	03/06/2025	paper towels & floor pad	205.4430.000.5125	116.91
TWIN SOURCE SUPPLY	00515507	03/06/2025	paper towels & floor pad	205.4440.000.5125	219.19
TWIN SOURCE SUPPLY	00515507	03/06/2025	paper towels & floor pad	205.4450.481.5125	73.06
TOTAL CONSTRUCTION & EQU...	042071	03/06/2025	electrical to replace swimsuit ...	205.4420.000.5160	216.38
CULLIGAN	157011438908X022825	03/06/2025	softener salt	205.4420.000.5125	269.77
CULLIGAN	157011438908X022825	03/06/2025	softener salt	205.4420.000.5125	179.84
CULLIGAN	157011438908X022825	03/06/2025	softener salt	205.4440.000.5125	144.52
CULLIGAN	157011438908X022825	03/06/2025	softener salt	205.4450.481.5125	48.17
FIRST IMPRESSION GROUP	166449P	03/06/2025	Postage for the summer 2025 ...	205.4410.472.5325	2,390.14
DANIEL BAUER - TRUE MECH...	1909	03/06/2025	repairs to boiler #3	205.4420.000.5400	2,302.60
DANIEL BAUER - TRUE MECH...	1945	03/06/2025	AHU2 & HVAC repairs in pool ...	205.4420.000.5400	5,647.50
DANIEL BAUER - TRUE MECH...	1971	03/06/2025	Boiler checks 2.2025	205.4420.000.5310	405.00
EXTRACTOR CORPORATION	25-341	03/06/2025	replace swimsuit water extrac...	205.4420.000.5160	1,445.00
PERFECTION PLUS, INC	315863	03/06/2025	Cleaning svcs 3.2025	205.4410.470.5310	691.28
PERFECTION PLUS, INC	315863	03/06/2025	Cleaning svcs 3.2025	205.4420.000.5310	3,110.71
PERFECTION PLUS, INC	315863	03/06/2025	Cleaning svcs 3.2025	205.4430.000.5310	3,110.71
CINTAS CORPORATION	5250649301B	03/06/2025	VMCC Cabinet Restock - Upsta...	205.4410.470.5190	47.08
CINTAS CORPORATION	5250649301B	03/06/2025	VMCC Cabinet Restock - Upsta...	205.4420.000.5190	81.66
CINTAS CORPORATION	5250649301B	03/06/2025	VMCC Cabinet Restock - Upsta...	205.4430.000.5190	54.47
GRAINGER	9418895414	03/06/2025	replacement vacuum	205.4430.000.5160	255.10
GRAINGER	9418895414	03/06/2025	replacement vacuum	205.4450.481.5160	255.10
GRAINGER	9419954434	03/06/2025	parts for sauna repair	205.4420.000.5400	36.88
GRAINGER	9420346539	03/06/2025	Parts for sauna	205.4420.000.5400	129.33
GRAINGER	9420346547	03/06/2025	v-belts	205.4420.000.5125	20.52
GRAINGER	9420346547	03/06/2025	voltage meter	205.4420.000.5160	136.16
GRAINGER	9420346547	03/06/2025	voltage meter	205.4430.000.5160	90.78
INNOVATIVE OFFICE SOLUTIO...	IN4765509	03/06/2025	Ink Refills for Hand Stamps for...	205.4440.000.5190	9.94
INNOVATIVE OFFICE SOLUTIO...	IN4775850	03/06/2025	Folders, Pads, Pens, Post-its, Cl...	205.4410.470.5105	226.60
HORIZON COMMERCIAL POOL...	INV95824	03/06/2025	replaced landing pads on slides	205.4420.000.5310	475.00
TWIN SOURCE SUPPLY	00515562	03/13/2025	rear squeegee kit for floor scr...	205.4420.000.5405	67.16
TWIN SOURCE SUPPLY	00515562	03/13/2025	rear squeegee kit for floor scr...	205.4430.000.5405	44.77
TWIN SOURCE SUPPLY	00515562	03/13/2025	rear squeegee kit for floor scr...	205.4440.000.5405	83.94
TWIN SOURCE SUPPLY	00515562	03/13/2025	rear squeegee kit for floor scr...	205.4450.481.5405	27.98
TWIN SOURCE SUPPLY	00515726	03/13/2025	paper towels, TP & nitrile glov...	205.4420.000.5125	407.64
TWIN SOURCE SUPPLY	00515726	03/13/2025	paper towels, TP & nitrile glov...	205.4430.000.5125	271.76
TWIN SOURCE SUPPLY	00515726	03/13/2025	paper towels, TP & nitrile glov...	205.4440.000.5125	509.54
TWIN SOURCE SUPPLY	00515726	03/13/2025	paper towels, TP & nitrile glov...	205.4450.481.5125	169.85
R & R SPECIALTIES OF WI, INC.	0084880-IN	03/13/2025	Zamboni blade sharpening	205.4440.000.5405	90.00
MEDPRO WASTE DISPOSAL, L...	1479512	03/13/2025	quarterly fee 03-05.2025	205.4410.470.5310	121.37
ASSA ABLOY ENTRANCE SYST...	1839430	03/13/2025	repairs to arena entrance han...	205.4440.000.5400	260.25
ASSA ABLOY ENTRANCE SYST...	1839430	03/13/2025	repairs to arena entrance han...	205.4450.481.5400	86.75
AQUA LOGIC, INC.	4493	03/13/2025	Spa UV Repairs	205.4420.000.5400	300.00
GRAINGER	9432766203	03/13/2025	toilet parts for arenas	205.4440.000.5400	109.73
GRAINGER	9432766203	03/13/2025	toilet parts for arenas	205.4450.481.5400	36.58

Expense Approval Report

Payment Dates: 3/5/2025 - 3/18/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
ONSITE PARTNERS PROJECTCO.. INV-0504		03/13/2025	2.2025 solar panel fees	205.4420.000.5355	908.71
ONSITE PARTNERS PROJECTCO.. INV-0504		03/13/2025	2.2025 solar panel fees	205.4430.000.5355	605.81
ONSITE PARTNERS PROJECTCO.. INV-0504		03/13/2025	2.2025 solar panel fees	205.4440.000.5355	1,229.63
ONSITE PARTNERS PROJECTCO.. INV-0504		03/13/2025	2.2025 solar panel fees	205.4450.481.5355	409.88
HORIZON COMMERCIAL POOL.... INV96351		03/13/2025	lap lane rope clamps	205.4420.000.5190	418.57
Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:					28,623.76
Fund: 290 - EDA-OPERATING FUND					
EHLERS AND ASSOCIATES, INC. 100389		03/13/2025	EDA 2024 Republic Site Meeti...	290.5800.000.5310	1,525.00
KENNEDY & GRAVEN 186276		03/13/2025	EDA Matters 1.2025	290.5800.000.5305	583.00
KRUEGER REAL ESTATE ADVIS... 2		03/13/2025	Consulting Services 3.2025	290.5800.000.5310	2,500.00
Fund 290 - EDA-OPERATING FUND Total:					4,608.00
Fund: 394 - G.O. REFUND BONDS 2020A (2010B)					
UNITED STATES TREASURY 3/7/2025		03/13/2025	Yield Reduction Payment (Fo...	394.6000.000.5720	11,880.95
Fund 394 - G.O. REFUND BONDS 2020A (2010B) Total:					11,880.95
Fund: 401 - PARK CAPITAL IMPROVEMENT FUND					
PORTOLITE PITCHING MOUNDS 11948		03/06/2025	pitching mounds - IGH BA port...	401.4210.000.5190	3,798.00
Fund 401 - PARK CAPITAL IMPROVEMENT FUND Total:					3,798.00
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
WSB & ASSOCIATES, INC. R-020153-000-25		03/06/2025	HVP phase IV svcs 1.2025	402.4210.000.5310	6,379.50
WSB & ASSOCIATES, INC. R-023629-000-15		03/06/2025	1.2025 HVP Phase V svcs	402.4210.000.5310	18,884.50
FAST SIGNS 286-18682		03/13/2025	Signs for South Valley Archery...	402.4210.000.5605	978.09
Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:					26,242.09
Fund: 437 - PW FACILITY REMODEL/EXPANSION					
WOLD ARCHITECTS INCORPO... 99112		03/06/2025	CMF Site Plan Analysis - Invoic...	437.0000.000.5310	21,361.95
Fund 437 - PW FACILITY REMODEL/EXPANSION Total:					21,361.95
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
WSB & ASSOCIATES, INC. R-027741-000-2		03/06/2025	Easement Docs - Argenta Trail	440.3210.000.5310	791.50
Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:					791.50
Fund: 510 - WATER-OPERATING FUND					
MN DEPT OF HEALTH 2/26/2025		03/06/2025	2025 1st Qtr Water Test Fee	510.0000.000.2207	21,199.00
LONE OAK COMPANIES 96430		03/06/2025	2.2025 UT Billing (50%)	510.7100.000.5310	627.91
BATTERIES PLUS P80593334		03/06/2025	Batteries for water plant	510.7100.000.5190	135.86
CORE & MAIN LP W504595		03/06/2025	Water Meters	510.7100.000.5158	14,448.36
CORE & MAIN LP W508637		03/06/2025	Meter Reader	510.7100.000.5125	-580.00
GOPHER STATE ONE-CALL 5020494		03/13/2025	Locate Tickets 2.2025	510.7100.000.5310	147.15
Fund 510 - WATER-OPERATING FUND Total:					35,978.28
Fund: 511 - WATER-CAPITAL FUND					
WSB & ASSOCIATES, INC. R-027531-000-2		03/06/2025	Water Treatment Plant - Mate...	511.7110.000.5310	123.75
MN MECHANICAL SOLUTIONS,...2/25/2025		03/13/2025	Water Plant Upgrades Pay Vo...	511.7110.000.5630	294,500.00
OPTION ONE MECHANICAL LLC 4364		03/13/2025	Water Plant Dehumidification...	511.7110.000.5400	36,900.00
Fund 511 - WATER-CAPITAL FUND Total:					331,523.75
Fund: 520 - SEWER-OPERATING FUND					
QUALITY FLOW SYSTEMS, INC. 48482		03/06/2025	Lift Station Repairs	520.7200.000.5310	1,027.57
GRAINGER 9420346521		03/06/2025	Streamlight extended pole part	520.7200.000.5160	158.38
LONE OAK COMPANIES 96430		03/06/2025	2.2025 UT Billing (50%)	520.7200.000.5310	627.91
Fund 520 - SEWER-OPERATING FUND Total:					1,813.86
Fund: 530 - STORM WATER-OPERATING					
OUT BACK NURSERY, INC. 4181		03/13/2025	Storm Water Supplies	530.7300.000.5420	538.00
OUT BACK NURSERY, INC. 4182		03/13/2025	Storm Water Supplies	530.7300.000.5420	616.00
Fund 530 - STORM WATER-OPERATING Total:					1,154.00
Fund: 531 - STORM WATER-CAPITAL FUND					
OUT BACK NURSERY, INC. 17048		03/06/2025	Replanting Pond by Acorn Sto...	531.7310.000.5310	538.00
Fund 531 - STORM WATER-CAPITAL FUND Total:					538.00
Fund: 550 - INVER WOOD GOLF COURSE					
UNIFIRST CORPORATION 1410123017		03/06/2025	GC uniforms 2.17.2025	550.7700.000.5175	37.70
UNIFIRST CORPORATION 1410124697		03/06/2025	GC uniforms 2.24.2025	550.7700.000.5175	37.70

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Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
UNIFIRST CORPORATION	1410126516	03/06/2025	GC uniforms 3.3.2025	550.7700.000.5175	37.70
MTI DISTRIBUTING CO	1462468-00	03/06/2025	Belts, Filters & ASM Seat	550.7700.000.5405	972.70
WORLD FUEL SERVICES	528469518181-41801	03/06/2025	Tractor fluid & lubricants	550.7700.000.5125	1,897.65
KENDELL DOORS & HARDWARE	IN111461	03/06/2025	new shop locks and repair doo...	550.7700.000.5400	3,370.00
Fund 550 - INVER WOOD GOLF COURSE Total:					6,353.45

Fund: 602 - RISK MANAGEMENT

JOHN VERDEJA	2/28/2025	03/06/2025	Employer Release-Verdeja	602.8200.000.5490	100.00
LEAGUE OF MN CITIES INS TR...	23853	03/06/2025	W/C Deductible #510869	602.8200.000.5474	245.61
LEAGUE OF MN CITIES INS TR...	23853	03/06/2025	W/C Deductible #512255	602.8200.000.5474	1,159.13
LEAGUE OF MN CITIES INS TR...	23853	03/06/2025	W/C Deductible #512257	602.8200.000.5474	699.18
LEAGUE OF MN CITIES INS TR...	24030	03/13/2025	W/C Deductible #00504423	602.8200.000.5474	158.71
HEPPNER'S AUTO BODY	503207	03/13/2025	Deductible #34 - Claim CA 417...	602.8200.000.5472	6,262.93
Fund 602 - RISK MANAGEMENT Total:					8,625.56

Fund: 603 - CENTRAL EQUIPMENT

NORTH AMERICAN TRAILER S...	030004239444	03/06/2025	Socket, plug & marker kit for F...	603.8300.000.5410	113.38
NORTH AMERICAN TRAILER S...	030004239530	03/06/2025	LEDs for Fire Truck (#E33)	603.8300.000.5405	42.98
NORTH AMERICAN TRAILER S...	030004239546	03/06/2025	LEDs for Fire Truck (#E33)	603.8300.000.5410	31.49
NORTH AMERICAN TRAILER S...	030004239587	03/06/2025	Batteries for dump truck (#30...	603.8300.000.5410	531.18
NORTH AMERICAN TRAILER S...	030004239916	03/06/2025	Pigtail for dump truck (#321)	603.8300.000.5410	15.00
METRO JANITORIAL SUPPLY I...	11016070	03/06/2025	Clear coating spray bottles	603.8300.000.5190	114.15
METRO JANITORIAL SUPPLY I...	11016079	03/06/2025	Gel lubricants	603.8300.000.5150	210.53
MIDWAY FORD	137023	03/06/2025	New F250 (#410)	603.8300.000.5620	34,871.18
OVERHEAD DOOR CO OF THE ...	139257	03/06/2025	Broken gate inspection	603.8300.000.5310	298.50
UNIFIRST CORPORATION	1410124686	03/06/2025	Mechanic Uniforms	603.8300.000.5175	58.61
UNIFIRST CORPORATION	1410124686	03/06/2025	Shop Rentals	603.8300.000.5430	76.47
HOTSY EQUIPMENT OF MINN...	24383	03/06/2025	Pressure washer hose	603.8300.000.5405	167.40
PERFECTION PLUS, INC	315863	03/06/2025	Cleaning svcs 3.2025	603.8300.000.5310	521.62
WORLD FUEL SERVICES	528496250150-41801	03/06/2025	Diesel exhaust fluid	603.8300.000.5410	193.65
WORLD FUEL SERVICES	528498680329-41801	03/06/2025	Stock oil	603.8300.000.5410	890.00
INVER GROVE FORD	5354064	03/06/2025	Tubing for Unmarked Squad ...	603.8300.000.5410	95.30
INVER GROVE FORD	5354065	03/06/2025	Credit for returned parts	603.8300.000.5410	-95.30
INVER GROVE FORD	5354095	03/06/2025	Seal & Tubing for Unmarked S...	603.8300.000.5410	95.30
INVER GROVE FORD	5354096	03/06/2025	Shaft & Spark Plugs for Unmar...	603.8300.000.5410	445.82
INVER GROVE FORD	5354133	03/06/2025	Latch and Tubing for Unmark...	603.8300.000.5410	93.71
INVER GROVE FORD	5354143	03/06/2025	Brake Lining & Rotor for F150 ...	603.8300.000.5410	229.97
INVER GROVE FORD	5354161	03/06/2025	Brake parts for unmarked squ...	603.8300.000.5410	320.85
INVER GROVE FORD	5354277	03/06/2025	Tubing, hoses & clamp for F15...	603.8300.000.5410	247.97
INVER GROVE FORD	5354409	03/06/2025	Manifold for F250 (#507)	603.8300.000.5410	665.85
INVER GROVE FORD	5354464	03/06/2025	Brake parts for squad car (#20...	603.8300.000.5410	254.84
INVER GROVE FORD	5354466	03/06/2025	Ignition coil & O ring kit for F2...	603.8300.000.5410	128.00
INVER GROVE FORD	5354467	03/06/2025	Wiper Blades for Squad Car (#...	603.8300.000.5410	19.42
INVER GROVE FORD	5354472	03/06/2025	Brake parts for squad car (#20...	603.8300.000.5410	108.79
INVER GROVE FORD	5354573	03/06/2025	TPMS sensor kit for squad car ...	603.8300.000.5410	105.78
NORTHERN SAFETY TECHNOL...	59031	03/06/2025	Altima #1 Tech Outfitting	603.8300.000.5621	2,713.71
INVER GROVE FORD	6436684	03/06/2025	Axle, steering & suspension re...	603.8300.000.5410	740.40
INVER GROVE FORD	6436805	03/06/2025	Transmission fluid for squad c...	603.8300.000.5410	385.99
GRAINGER	9404318678	03/06/2025	Bulbs for shop lights	603.8300.000.5125	173.20
GRAINGER	9415909291	03/06/2025	Building light bulbs	603.8300.000.5125	94.68
POMP'S TIRE SERVICE, INC.	980129390	03/06/2025	Tires for fire truck (#E21)	603.8300.000.5410	3,062.64
CENTENNIAL GLASS	I00014636	03/06/2025	Install glass on loader (#L1)	603.8300.000.5405	220.00
CAT-PERSONAL SAFETY TRAIN...	IGH-1024	03/06/2025	Battery Pack	603.8300.000.5125	230.00
EMERGENCY AUTOMOTIVE TE...	MP020525-51	03/06/2025	LED optical emitter for fire tru...	603.8300.000.5410	1,465.08
MACQUEEN EMERGENCY GR...	P12224	03/06/2025	LED lights for fire truck (#E17)	603.8300.000.5410	112.26
MACQUEEN EMERGENCY GR...	P12231	03/06/2025	Head lights for fire truck (#E33)	603.8300.000.5410	967.56
TRI-STATE BOBCAT INC.	P33101	03/06/2025	Misc parts to repair toolcat (#...	603.8300.000.5405	250.36
TRI-STATE BOBCAT INC.	P33382	03/06/2025	Hose for Toolcat (#332)	603.8300.000.5405	150.27
OXYGEN SERVICE COMPANY, ...	0003611184	03/13/2025	Industrial oxygen	603.8300.000.5150	17.36
KIMBALL MIDWEST	103122752	03/13/2025	Terminal for shop	603.8300.000.5150	83.99
OVERHEAD DOOR CO OF THE ...	139010	03/13/2025	Parts to repair the east parkin...	603.8300.000.5400	3,170.00
UNIFIRST CORPORATION	1410126493	03/13/2025	Mechanic Uniforms	603.8300.000.5175	69.65

Expense Approval Report

Payment Dates: 3/5/2025 - 3/18/2025

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
UNIFIRST CORPORATION	1410126493	03/13/2025	Shop Rentals	603.8300.000.5430	89.47
UNIFIRST CORPORATION	1410128187	03/13/2025	Mechanic Uniforms	603.8300.000.5175	78.99
UNIFIRST CORPORATION	1410128187	03/13/2025	Shop Rentals	603.8300.000.5430	86.61
FACTORY MOTOR PARTS COM...	1-236707	03/13/2025	Stock batteries	603.8300.000.5410	392.46
MANSFIELD OIL COMPANY	26253831	03/13/2025	Diesel Fuel	603.8300.000.5130	3,828.36
L.T.G. POWER EQUIPMENT	291147	03/13/2025	New Mower (#534)	603.8300.000.5615	13,049.00
L.T.G. POWER EQUIPMENT	291779	03/13/2025	Harness for Mower (#539)	603.8300.000.5405	72.08
CINTAS CORPORATION	422090520	03/13/2025	shop rugs	603.8300.000.5430	437.73
CINTAS CORPORATION	4223090520	03/13/2025	Floor Rug Rentals	603.8300.000.5430	437.73
INVER GROVE FORD	5354562	03/13/2025	Hoses & Gaskets for F550 (#3...	603.8300.000.5410	213.91
INVER GROVE FORD	5354745	03/13/2025	Lamp assembly for fire truck (...)	603.8300.000.5410	15.32
FACTORY MOTOR PARTS COM...	74-350395	03/13/2025	Stock filters	603.8300.000.5410	45.12
SNAP-ON INDUSTRIAL	ARV/64033989	03/13/2025	Borescope camera, trim pad &...	603.8300.000.5160	1,607.62
INNOVATIVE OFFICE SOLUTIO...	IN4784186	03/13/2025	Copy paper, tape	603.8300.000.5105	148.99
TRI-STATE BOBCAT INC.	P33509	03/13/2025	Couplers for skid loader (#520)	603.8300.000.5405	194.10
NUSS TRUCK AND EQUIPMENT	PSO182521-1	03/13/2025	Air dryer for dump truck (#324)	603.8300.000.5410	934.87
INTERSTATE POWER SYSTEMS,...	R001218837-01	03/13/2025	Repair exposed ground wire in...	603.8300.000.5410	1,286.52
INTERSTATE POWER SYSTEMS,...	R001218872-01	03/13/2025	Fire truck (#L13) sensor wiring	603.8300.000.5410	1,550.23
Fund 603 - CENTRAL EQUIPMENT Total:					79,228.70

Fund: 605 - CITY FACILITIES

CULLIGAN	157985030228X022825	03/06/2025	Softener salt	605.8500.000.5125	454.75
DANIEL BAUER - TRUE MECH...	1940	03/06/2025	repairs to heat pump #4	605.8500.000.5400	1,364.50
DANIEL BAUER - TRUE MECH...	1956	03/06/2025	tested CO2 sensing devices	605.8500.000.5310	850.00
GILBERT MECHANICAL CONTR...	256979	03/06/2025	code adjustments to AHU2	605.8500.000.5400	336.00
PERFECTION PLUS, INC	315863	03/06/2025	Cleaning svcs 3.2025	605.8500.000.5310	5,133.19
CINTAS CORPORATION	9310875990	03/06/2025	2.2025 City Hall AED agreeme...	605.8500.000.5310	270.00
INNOVATIVE OFFICE SOLUTIO...	IN4778513	03/06/2025	pens	605.8500.000.5105	4.10
DANIEL BAUER - TRUE MECH...	1977	03/13/2025	repairs to heat pump (#39)	605.8500.000.5400	200.00
HUEBSCH SERVICES	20390751	03/13/2025	lobby mats	605.8500.000.5430	188.15
FIRST SUPPLY LLC	3721383-00	03/13/2025	No hub coupling	605.8500.000.5150	29.99
FIRST SUPPLY LLC	3723208-00	03/13/2025	no hub couplings	605.8500.000.5150	69.04
FIRST SUPPLY LLC	3723211-00	03/13/2025	no hub coupling returned	605.8500.000.5150	-29.99
TOTAL CONSTRUCTION & EQU...	40249924.1	03/13/2025	Pymt #1 for City Hall LED light...	605.8500.000.5400	159,700.00
CINTAS CORPORATION	5258346702	03/13/2025	first aid supplies	605.8500.000.5190	312.77
GRAINGER	9432743640	03/13/2025	lever handle/lock for PW door	605.8500.000.5400	507.68
MN DEPT OF LABOR & INDUS...	ABR0348767X	03/13/2025	2025 CH pressure vessel permit	605.8500.000.5335	10.00
MN DEPT OF LABOR & INDUS...	ABR0348809X	03/13/2025	2025 GC pressure vessel perm...	605.8500.000.5335	10.00
ONSITE PARTNERS PROJECTCO...	INV-0504	03/13/2025	2.2025 solar panel fees	605.8500.000.5355	882.25
GIP III ZEPHYR ACQUISITION P...	INVRGRV-12503	03/13/2025	1.2025 solar garden fees	605.8500.000.5357	16,511.80
GIP III ZEPHYR ACQUISITION P...	INVRGRV-22503	03/13/2025	1.2025 solar garden fees	605.8500.000.5357	5,161.65
Fund 605 - CITY FACILITIES Total:					191,965.88

Fund: 606 - TECHNOLOGY FUND

US INTERNET	5003519	03/13/2025	Email Filtering System 2.2025	606.8600.000.5395	230.00
Fund 606 - TECHNOLOGY FUND Total:					230.00

Fund: 702 - ESCROW FUND

RAMSEY COUNTY ATTORNEY'S...	2/25/2025	03/06/2025	Cash Forfeiture (20%) Case #2...	702.2000.006.2050	736.20
RAMSEY COUNTY ATTORNEY'S...	2/26/2025	03/06/2025	Cash Forfeiture (20%) Case #2...	702.2000.006.2050	219.60
STATE OF MINNESOTA - GENE...	2/26/2025	03/06/2025	Cash forfeiture (10%) Case #2...	702.2000.006.2050	109.80
KENNEDY & GRAVEN	186275	03/13/2025	Peltier Reserve Development	702.3100.272.2050	1,611.50
KENNEDY & GRAVEN	186275	03/13/2025	Pine Bend Landfill Expansion ...	702.5100.015.2050	7,950.00
KENNEDY & GRAVEN	186275	03/13/2025	Stuart Development	702.5100.220.2050	79.50
KENNEDY & GRAVEN	186275	03/13/2025	Insite Development	702.5100.229.2050	848.00
KENNEDY & GRAVEN	186275	03/13/2025	Yellowtree Pre & Final PUD A...	702.5100.230.2050	79.50
KENNEDY & GRAVEN	186275	03/13/2025	The Bardo/The Mend Zoning ...	702.5100.245.2050	1,378.00
KENNEDY & GRAVEN	186275	03/13/2025	17 High Road Easement Vacat...	702.5100.246.2050	854.00
Fund 702 - ESCROW FUND Total:					13,866.10

Grand Total: 1,246,381.08



Request for Council Action

SUBJECT: **Personnel Actions**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Cora Bauer, HR Coordinator, 651.450.2490

ACTION REQUESTED

The Council is asked to confirm and approve the personnel actions as attached.

BACKGROUND

The attached listing of hires, promotions, resignations and/or retirements is presented for Council approval. Data contained in the attachment is not public information until after Council takes action and therefore the attachment is not visible to the public prior to approval.

FISCAL IMPACT

All positions to be filled are funded within the adopted City budget.

RECOMMENDATION

Staff recommends approval of the attached personnel actions.

ATTACHMENTS

1. Personnel Actions 3.24.25 (hires-terms)



Request for Council Action

SUBJECT: **Resolutions Approving Construction Phase Joint Powers Agreement, Contract Award, and Budget for City Project No. 2023-09E - Argenta Trail Reconstruction**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Brian Connolly, Public Works Director, 651.450.2571

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, approving a construction phase Joint Powers Agreement, approving the contract award, and approving the budget for City Project No. 2023-09E – Argenta Trail Reconstruction.

BACKGROUND

On May 13, 2024, the Council held a public hearing and then ordered the project and authorized the preparation of plans and specifications for City Project No. 2023-09E – Argenta Trail Reconstruction, as part of the 2025 Pavement Management Initiative (PMI) (Resolution 2024-097). On September 23, 2024, the Council approved a Joint Powers Agreement with the City of Eagan and Dakota County for final design engineering, including the hiring of WSB to complete the final design plans under a contract with the City of Eagan (Resolution 2024-211). On February 10, 2025, the Council approved final plans and authorized advertisement for bidding (Resolution 2025-027).

Project No. 2023-09E is a multi-agency project. The City of Eagan is the lead agency for this project, with funding participation from the City of Eagan, City of Inver Grove Heights, and Dakota County (for adjacent construction of the Lebanon Hills Greenway trail). A Joint Powers Agreement (JPA) is proposed in accordance with Minnesota State Statute 162.17 and 471.59 to identify responsibilities between the participating agencies for completion of the project construction and payment of any costs associated with the final design. Two prior JPA's for this project accounted for the feasibility study and final design components of the project, while the current JPA is focused on the final construction components of the project, with cost-sharing prorated to each agency based on the final bid costs for the project work.

Bids were opened by the City of Eagan on March 6, 2025, with five (5) bids received. Park Construction Company is the low bidder with a total bid of \$1,981,795.53, which is approximately 4% under the engineer's estimate of \$2,064,052 and under the estimated costs in both the feasibility report and Capital Improvement Plan for City Project No. 2023-09E. The names and bid amounts for all bidders can be found on the attached Resolution awarding the contract to Park Construction Company.

FISCAL IMPACT

This is a joint project with other agencies. The costs shown below represent the City of Inver Grove Heights' costs for City Project No. 2023-09E - Argenta Trail Reconstruction:

Improvement Type	Feasibility Estimate (Total Costs)	Low Bid (Contract Award)	5% Construction Contingency	28% LEAF (Legal, Eng., Admin, & Finance)	Proposed Budget	Difference from Feasibility Estimate
Street	380,175	357,480	17,874	105,099	480,454	100,279
Watermain	42,170	21,605	1,080	6,351	29,037	(13,133)
Sanitary Sewer	255,195	182,621	9,131	53,691	245,443	(9,753)
Storm Water	194,325	85,183	4,259	25,044	114,485	(79,839)
Total	\$871,865	\$646,889	\$32,344	\$190,185	\$869,419	(\$2,446)

Funding for City Project No. 2023-09E will be from the Water Capital Fund (511), Sewer Capital Fund (521), Storm Water Capital Fund (531), Municipal State Aid construction funds, and Special Assessments, as detailed in the attached Resolution.

RECOMMENDATION

Staff recommends adoption of the attached Resolutions, approving a construction phase joint powers agreement, approving the contract award, and approving the budget for City Project No. 2023-09E.

ATTACHMENTS

1. RESOLUTION - Contract Award
2. RESOLUTION - Budget Approval
3. RESOLUTION - Argenta Trail JPA (Construction)
4. Argenta Trail Construction JPA

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

RESOLUTION NO. _____

**RESOLUTION APPROVING AWARD VIA JOINT POWERS AGREEMENT OF A CONTRACT TO
PARK CONSTRUCTION COMPANY FOR CITY PROJECT NO. 2023-09E**

WHEREAS, Argenta Trail is a border road with the City of Eagan, and the City of Eagan is the lead agency for the reconstruction of Argenta Trail, as memorialized in a separate Joint Powers Agreement; and

WHEREAS, pursuant to an advertisement for bids for City Project No. 2023-09E – Argenta Trail Reconstruction, bids were received by the City of Eagan, opened on March 6, 2025, at 10:00 a.m., via on-line bidding, and tabulated according to law. The following bids were received complying with the advertisement:

Contractor	Base Bid
Park Construction Company	\$1,981,795.53
Valley Paving, Inc.	\$1,984,366.42
McNamara Construction	\$2,054,119.90
Northdale Construction Company, Inc.	\$2,056,618.14
Ryan Contracting Co.	\$2,289,170.45

WHEREAS, Park Construction Company is the lowest responsible bidder for a total amount of \$1,981,795.53; and

WHEREAS, the City of Eagan is requesting approval by the participating project agencies, including the City of Inver Grove Heights, to award a contract to Park Construction Company in the amount of \$1,981,795.53.

**NOW, THEREFORE BE IT RESOLVED BY THE INVER GROVE HEIGHTS CITY COUNCIL,
THAT:**

1. The City of Inver Grove Heights approves the recommendation of award of the construction contract to McNamara Contracting, Inc. by the City of Eagan for City Project No. 2023-09E.
2. Project funding provided by the City of Inver Grove Heights for the City Project No. 2023-09E shall be in accordance with the approved budget resolution accompanying this item.

Approved by the City Council of the City Inver Grove Heights, Minnesota, on this 24th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

RESOLUTION APPROVING THE BUDGET FOR CITY PROJECT NO. 2023-09E

WHEREAS, the City Council has considered City Project No. 2023-09E, providing for the reconstruction of Argenta Trail from approximately 500' north of the intersection with TH 149 and Opperman Drive; and

WHEREAS, Argenta Trail is a border road with the City of Eagan, and the City of Eagan is the lead agency for the reconstruction of Argenta Trail, as memorialized in a separate Joint Powers Agreement; and

WHEREAS, finding the project to be necessary and beneficial to the orderly and efficient construction and/or maintenance of city infrastructure, the City Council has ordered the project and approved bids, with a contract to be awarded via separate action by the City of Eagan for project construction.

NOW, THEREFORE, BE IT RESOLVED BY THE INVER GROVE HEIGHTS CITY COUNCIL, THAT:

1. The following budget is hereby adopted for City Project No. 2023-09E:

PROJECT COSTS (Inver Grove Heights Share)	
Construction Bid	\$646,889.05
Construction Contingency (5%)	\$32,344.45
Legal, Engineering, Administrative, & Finance (LEAF) ⁽¹⁾	\$190,185.38
TOTAL	\$869,418.88

FUNDING SOURCES	
Municipal State Aid Funds	\$386,729.46
Water Capital Fund (Fund 511)	\$ 29,037.39
Sewer Capital Fund (Fund 521)	\$196,987.66
Special Assessments ⁽²⁾	\$256,664.37
TOTAL	\$869,418.88

(1) Cost based on 28% of as-bid construction cost plus 5% construction contingency

(2) Assessment funding based on the as-bid costs and the preliminary assessment role provided in the feasibility report, and includes street, storm, and sanitary sewer assessments

2. The Public Works Director is authorized to direct the use of contingency funds up to the approved amount for project work in the case of changes in site conditions, quantity adjustment, or unforeseen expenses necessary to complete the project as proposed.
3. The Project will be hosted and financed through the Pavement Management – Local Streets Fund (Fund 440), with funding reimbursement from the funding sources noted above.

Approved by the City Council of the City of Inver Grove Heights, Minnesota, this 24th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

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

RESOLUTION NO. _____

**RESOLUTION AUTHORIZING THE CITY OF INVER GROVE HEIGHTS TO ENTER INTO A
JOINT POWERS AGREEMENT WITH THE CITY OF EAGAN AND DAKOTA COUNTY FOR
THE CONSTRUCTION OF CITY PROJECT NO. 2023-09E – ARGENTA TRAIL
RECONSTRUCTION**

WHEREAS, the City of Inver Grove Heights and the City of Eagan share maintenance responsibilities for Argenta Trail as a border street between TH 149 and Opperman Drive; and

WHEREAS, Dakota County has proposed to construct the Mendota-Lebanon Hills Greenway along the west side of Argenta Trail from TH 149 to Opperman Drive within the City of Eagan, and where cost savings to the construction of the trail can be realized by constructing the trail in conjunction with the Argenta Trail reconstruction; and

WHEREAS, the City of Inver Grove Heights and the City of Eagan completed a feasibility study for Argenta Trail, which was accepted by the Inver Grove Heights City Council of May 13, 2024, at which time a public hearing was held, and the Inver Grove Heights City Council ordered the improvements proceed for Argenta Trail; and

WHEREAS, the final plans and authorization for bidding for the project were approved by the Inver Grove Heights City Council on February 10, 2025; and

WHEREAS, the City of Inver Grove Heights, the City of Eagan, and Dakota County desire to complete the reconstruction of Argenta Trail from approximately 500' north of TH 149 to Opperman Drive; and

WHEREAS, under Minnesota Statutes Section 162.17, subdivision 1 and 471.59, subdivision 1, two or more governmental units may enter into a joint power agreement (JPA) to cooperatively exercise any power common to the contracting parties, and one of the participating governmental units may exercise one of its powers on behalf of the other governmental units; and

WHEREAS, the City of Eagan will lead the construction administration and contract oversight effort, and the cost share for the construction will be split between the City of Eagan, the City of Inver Grove Heights, and Dakota County based on the prorated costs as identified in the final plan and as-bid statement of estimated quantities; and

WHEREAS, staff from the City of Eagan, City of Inver Grove Heights, and Dakota County have agreed to the content of the JPA, and pending completion of assignment of local contact numbers and associated Resolutions by the respective governing bodies, the JPA will be finalized and executed by officials representing each governing agency.

NOW, THEREFORE, BE IT RESOLVED BY THE INVER GROVE HEIGHTS CITY COUNCIL, THAT:

1. The City of Inver Grove Heights enters into a Joint Powers Agreement (JPA) with the City of Eagan and Dakota County that defines the sharing of costs and the responsibilities of the three entities for construction of City Project No. 2023-09E.
2. The proper City officers as defined in the JPA are hereby authorized to finalize and execute such agreement, and thereby assume for and on behalf of the City all contractual obligations contained therein.
3. The City's share of the total project costs, estimated at \$869,419, and itemized in Exhibit 2 of the JPA, shall be funded in accordance with the approved project budget resolution accompanying this item.

Approved by the City Council of the City of Inver Grove Heights, Minnesota, this 24th day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

JOINT POWERS AGREEMENT FOR
BID AWARD AND CONSTRUCTION FOR
ARGENTA TRAIL RECONSTRUCTION

BETWEEN

THE COUNTY OF DAKOTA,

THE CITY OF EAGAN

AND

THE CITY OF INVER GROVE HEIGHTS

DAKOTA COUNTY PROJECT NO. 2000404

CITY OF EAGAN PROJECT NO. 1377

CITY OF INVER GROVE HEIGHTS PROJECT NO. 2023-09E

SYNOPSIS: Dakota County and the Cities of Eagan and Inver Grove Heights agree to the final bid award and construction of Argenta Trail along the border of the cities of Eagan and Inver Grove Heights from approximately 500' north of the intersection of Argenta Trail and Trunk Highway (TH) 149 to the north side of the intersection of Opperman Drive.

THIS AGREEMENT, is made and entered into by and between the County of Dakota, referred to in this Agreement as "the County"; the City of Eagan, referred to in this agreement as "Eagan", and the City of Inver Grove Heights, referred to in this Agreement as "Inver Grove Heights" (collectively the "Cities"), and all three entities together referred to herein as the "Parties"; and witnesses the following:

WHEREAS, under Minnesota Statutes Section 162.17, subdivision 1 and 471.59, subdivision 1, two or more governmental units may enter into an agreement to cooperatively exercise any power common to the contracting parties, and one of the participating governmental units may exercise one of its powers on behalf of the other governmental units; and

WHEREAS, it is considered mutually desirable to complete the bid award and construction, including construction administration, material testing, and reconstruction of Argenta Trail along the border of the cities of Eagan and Inver Grove Heights from approximately 500 feet north of the intersection of Argenta Trail and TH 149 to the north side of the intersection with Opperman Drive and the construction of a multi-use trail to be owned and operated by Dakota County as part of the Lebanon Hills Greenway (all construction, construction administration, materials testing, and associated tasks for the above shall together be referred to in this Agreement as the "Project"); and

WHEREAS, the County and Cities have included this project in their Capital Improvement Programs and will jointly participate in the costs of said construction; and

WHEREAS, the County and Cities have completed preliminary and final design layouts for the Project (Exhibit 1) (the "Layout") that will be the basis for the construction of the Project.

NOW, THEREFORE, it is agreed that the County and the Cities will share project responsibilities and jointly participate in the Project costs associated with the final roadway design:

1. Purpose. The County and Cities enter into this Agreement for the purpose of completing the bid award, construction administration, and construction of the Project in the manner provided herein.

2. Administration. Eagan will enter into and administer the contract with a contractor (the “Contractor”) to perform construction of the Project. Eagan will also enter into and administer a contract with a consulting engineer firm (the “Consulting Engineer”) and will coordinate the construction administration work of the Consulting Engineer with Inver Grove Heights and Dakota County.

3. Construction Costs. The Parties’ out-of-pocket costs relating to the construction of the Project (excluding Engineering Costs as identified in Section 4 of this Agreement), shall be based on the County’s and Cities’ share of the awarded bid costs (attached as Exhibit 2), and any construction contract change order or amendments that are approved during the Project in accordance with Section 7 of this Agreement (the “Construction Costs”). The Parties’ share of the Construction Costs shall be subject to the following cost share formula:

- A. Surface and Stormwater Improvements - Argenta Trail from approximately 500’ north of the Argenta Trail intersection with TH 149 to the north project terminus on the north side of the Argenta Trail and Opperman Drive Intersection (“Roadway Improvements” and “Storm Sewer Improvements” columns in Exhibit 2):
 - Eagan shall be responsible for 50% of the costs shown.
 - Inver Grove Heights shall be responsible for 50% of the costs shown.
- B. Watermain Improvements - Argenta Trail from approximately 500’ north of the Argenta Trail intersection with TH 149 to the north project terminus on the north side of the Argenta Trail and Opperman Drive Intersection (“Local-Watermain” and “Local-Water Service” columns in Exhibit 2):
 - Eagan shall be responsible for 100% of the costs associated with the “Local Watermain (City of Eagan)” and the “Local-Water Services (City of Eagan)” columns in Exhibit 2.
 - Inver Grove Heights shall be responsible for 100% of the costs associated with the “Local-Water Services (City of Inver Grove Heights)” column in Exhibit 2.
- C. Sanitary Sewer Improvements - Argenta Trail from approximately 500’ north of the Argenta Trail intersection with TH 149 to the north project terminus on the north side of the Argenta Trail and Opperman Drive Intersection (“Local-Sanitary Sewer North of 88th (City of Inver Grove Heights)” and “Local-Sanitary Sewer South of 88th (City of Inver Grove Heights)” columns in in Exhibit 2):

- Inver Grove Heights shall be responsible for 100% of the costs shown.

D. Lebanon Hills Greenway Improvements – From the connection to the existing bituminous trail along TH 149 to the north project terminus on the north side of the Argenta Trail and Opperman Drive Intersection (“Local-Regional Trail (Dakota County)” column in Exhibit 2):

- The County shall be responsible for 100% of the costs shown.
- Notwithstanding anything to the contrary in this Agreement, the County’s share of the Construction Costs shall be limited to only those Construction Costs attributable to the Lebanon Hills Greenway Improvements as shown on Exhibit B, and any additional Construction Costs resulting from any approved change orders or amendments for work related to the Lebanon Hills Greenway.

4. Engineering Costs. The Parties’ out-of-pocket costs relating to administration of the Project, including public involvement, agency involvement, contract administration, State Aid coordination, material testing, survey, and project inspection (collectively, “Engineering Costs”), shall be shared based on the County’s and Cities’ share of the Construction Costs as identified in Section 3 of this Agreement. The Parties’ share of the Engineering Costs shall be subject to the following cost share formula:

- Eagan shall be responsible for 44.19% of the Engineering Costs
- Inver Grove Heights shall be responsible for 32.64% of the Engineering Costs.
- The County shall be responsible for 23.17% of the Engineering Costs.

An estimate of the Consulting Engineer costs for construction administration, dated 3/11/2025, and provided by WSB, is \$255,919 (Exhibit 3).

5. Plans, Specifications, and Award of Contract. Eagan may award the contract for construction to the lowest responsive and responsible bidder in accordance with state law, and upon receipt of written approval from Inver Grove Heights and the County. If a bid is not awarded, this Agreement shall terminate for the specific project that is not awarded, and all costs incurred as of the date of termination shall be apportioned in accordance with the terms of this Agreement. For reference, the Plans and Specifications are those dated 1/24/2025, and any addendums thereto, and are on file with the Eagan Engineering Division (referred to in this Agreement as the “Plans”).

6. Payment. Eagan will administer the contract and act as the paying agent for all payments to the Contractor and the Consulting Engineer. Payments to the Contractor and Consulting Engineer will be made as the Project work progresses and when certified by the Eagan Authorized Representative. Eagan, in turn, will bill Inver Grove Heights and the County for their share of the Construction Costs and Engineering Costs. Upon presentation of an itemized invoice by Eagan, the receiving entity shall reimburse Eagan for its share of the costs incurred under this Agreement within 35 days from the presentation of the invoice. If any portion of an itemized invoice is questioned by the receiving entity, the remainder of the invoice shall be promptly paid and accompanied by a written explanation of the amounts in question. Payment of any amounts in dispute will be made following good faith negotiation and documentation of actual costs incurred in carrying out the work.
7. Change Order or Contract Amendments. Any change orders, supplemental agreements, or amendments to the contract with the Contractor or the Consulting Engineer that affect the Project cost participation must be approved by all parties in writing prior to execution. All Parties shall endeavor to provide timely approval of change orders, supplemental agreements, or amendments so as to not delay construction operations.
8. Amendments. Any amendments to this Agreement will be effective only after approval by each governing body and execution of a written amendment document by duly authorized officials of each body.
9. Final Completion. Final completion and acceptance of the Project work must be approved by all parties in writing.
10. Maintenance. Upon Final Completion of the Project, the maintenance responsibilities of the infrastructure installed shall be as follows:
 - a. Lebanon Hills Greenway: Unless otherwise agreed to by the County and Eagan, for a period of two (2) years after the Final Completion of the Project, Eagan shall be responsible for maintenance of the Lebanon Hills Greenway, including routine snow removal, sweeping, and vegetation management between the western Argenta Trail roadway curb and the western right-of-way boundary for Argenta Trail. After said two-year period, or at an earlier time agreeable to all Parties in

writing, the Cities and the County will contemplate executing a supplemental maintenance agreement concerning ongoing maintenance and operational responsibilities between the Parties. In lieu of future agreement, the County shall assume full maintenance and operational responsibilities after the two-year period following Final Completion of the Project.

- b. Argenta Trail & Storm Sewer: As a border roadway, Eagan and Inver Grove Heights agree to co-ownership of the roadway and storm sewer systems within the roadway. Any maintenance or repair to these items may be performed by either entity with written approval by both entities. Costs for maintenance or repairs will be split evenly between the two entities. Each city agrees to maintain the boulevard areas within their respective communities. Inver Grove Heights agrees to maintain and pay for costs associated with routine maintenance of roadway pavement surface items, including pavement markings, signage, crack sealing, and to plow and perform deicing of Argenta Trail. This maintenance work does not extend to the Lebanon Hills Greenway (see "Item 9.a")
- c. Sanitary Sewer:
 - i. Eagan will own and maintain sanitary sewer from MH 6000A to MH 6000, including MH 6000A, as labeled in the Project Plans. If this sewer does not have a future private or public connection to adjacent properties, Inver Grove Heights will agree to reimburse Eagan for any future costs associated with maintaining or repairing this sanitary sewer. If a public or private connection is made to this sanitary sewer at any time in the future, Eagan will be responsible for all future costs of maintaining this sanitary sewer.
 - ii. Inver Grove Heights will own and maintain sanitary sewer from MH 6000 to MH 6003, as labeled in the Project Plans, including all manholes and associated drop structures.
- d. Watermain:
 - i. Eagan will own and maintain all watermain located along Argenta Trail and as shown in the Plans, including all hydrant leads, and any lateral watermain connections to Inver Grove Heights up to (but not including) the isolation valves (gate valves) extending into Inver Grove Heights.

- ii. Inver Grove Heights will own and maintain any lateral isolation valves and watermain extending east of those isolation valves into Inver Grove Heights, as shown in the Plans. Inver Grove Heights will also own and maintain any individual water services, including corporation stops, curb boxes, and service pipe installed to serve individual properties within Inver Grove Heights, as shown in the Plans.

11. Effective Dates. This Agreement will be effective upon execution by duly authorized officials of each governing body and shall continue in effect until all work to be carried out in accordance with this Agreement has been completed. Absent an amendment, however, in no event will this Agreement continue in effect after December 31, 2027.

12. Rules and Regulations. The County and the Cities shall abide by Minnesota Department of Transportation standard specifications, rules and contract administration procedures unless amended by the contract specifications.

13. Indemnification. Each Party will be solely responsible for its own acts and omissions and the results thereof, to the extent authorized by law. The Parties mutually agree to indemnify and hold harmless each other from any claims, losses, costs, expenses, or damages resulting from the acts or omissions of the respective offices, agents, or employees related to activities conducted by each party under this Agreement. All parties to this Agreement recognize that liability for any tort claims arising under this Agreement are subject to the provisions of the Minnesota Municipal Tort Claims Law; Minnesota Statutes, Chapter 466. In the event of any tort claims or actions filed against either party, nothing in this Agreement shall be construed to allow a claimant to obtain separate judgments or separate liability caps from the individual parties. All Parties shall be listed as additional insured in the contract documents.

14. Employees of Parties. Any and all persons engaged in the work to be performed by one of the Parties shall not be considered employees of the other Parties for any purpose, including Worker's Compensation, or any and all claims that may or might arise out of said employment context on behalf of said employees while so engaged. Any and all claims made by any third party as a consequence of any act or omission on the part of a Party's

employees while so engaged on any of the work contemplated herein shall not be the obligation or responsibility of the other Parties.

15. Audits. Pursuant to Minnesota Statutes Sec 16 C. 05, Subd. 5, any books, records, documents, and accounting procedures and practices of the County and each City relevant to the Agreement are subject to examination by the County or the City and either the Legislative Auditor or the State Auditor as appropriate. The County and each City agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement. Dakota County will be financially responsible for the cost of the audit.

16. Integration and Continuing Effect. The entire and integrated agreement of the Parties contained in this Agreement shall supersede all prior negotiations, representations or agreements between the Cities and the County regarding the Project; whether written or oral. All agreements for future maintenance or cost responsibilities shall survive and continue in full force and effect after completion of the improvements provided for in this Agreement.

17. Authorized Representatives. The authorized representatives for the purpose of the administration of this Agreement are:

Dakota County

Niki Geisler, Dakota County Parks
Director (or successor)

14955 Galaxie Ave.

Apple Valley, MN 55124

Office: (952) 891-7088

Niki.Geisler@co.dakota.mn.us

City of Eagan

Aaron Nelson, City Engineer
(or successor)

City of Eagan

3830 Pilot Knob Road

Eagan, MN 55122

(651) 675-5000

Aaron.Nelson@eaganmn.gov

City of Inver Grove Heights

Brian Connolly, Public Works
Director (or successor)

City of Inver Grove Heights

8150 Barbara Avenue

Inver Grove Heights, MN 55077

Office: 651- 450-2500

BConnolly@ighmn.gov

All notices or communications required or permitted by this Agreement shall be either hand delivered or mailed by certified mail, return receipt requested, to the above addresses. Any party may change its address by written notice to the other Parties. Mailed notice shall be deemed complete two business days after the date of mailing.

18. Cooperation. The Parties agree to cooperate in the use of resources, including available right-of-way to complete the Project as a whole, to the extent feasible and to the extent

County Project 2000404
DCA22694
March 13, 2025

permitted by law. The Parties further agree to cooperate in the administration of the contract and completion of the Project, including cooperating in resolving any disputes the Parties may have with the contractor(s) both during the project and following completion of the Project.

[SIGNATURE PAGES TO FOLLOW]

IN WITNESS THEREOF, the parties have caused this agreement to be executed by their duly authorized officials.

CITY OF EAGAN

RECOMMENDED FOR APPROVAL:

Aaron Nelson
Its: City Engineer

By _____
Mike Maguire
Its: Mayor

APPROVED AS TO FORM:

(SEAL)

Robert Bauer
Its: City Attorney

By _____
Elizabeth VanHoose
Its: City Clerk

Date _____

CITY OF INVER GROVE HEIGHTS

RECOMMENDED FOR APPROVAL:

Brian Connolly
Its: Public Works Director

By _____
John Murphy
Its: Acting Mayor

APPROVED AS TO FORM:

(SEAL)

Bridget McCauley Nason
Its: City Attorney

By _____
Rebecca Kiernan
Its: City Clerk

Date _____

DAKOTA COUNTY

RECOMMENDED FOR APPROVAL:

Niki Geisler
Its: Parks Director

By _____
Georg Fischer
Its: Physical Development Director

Date _____

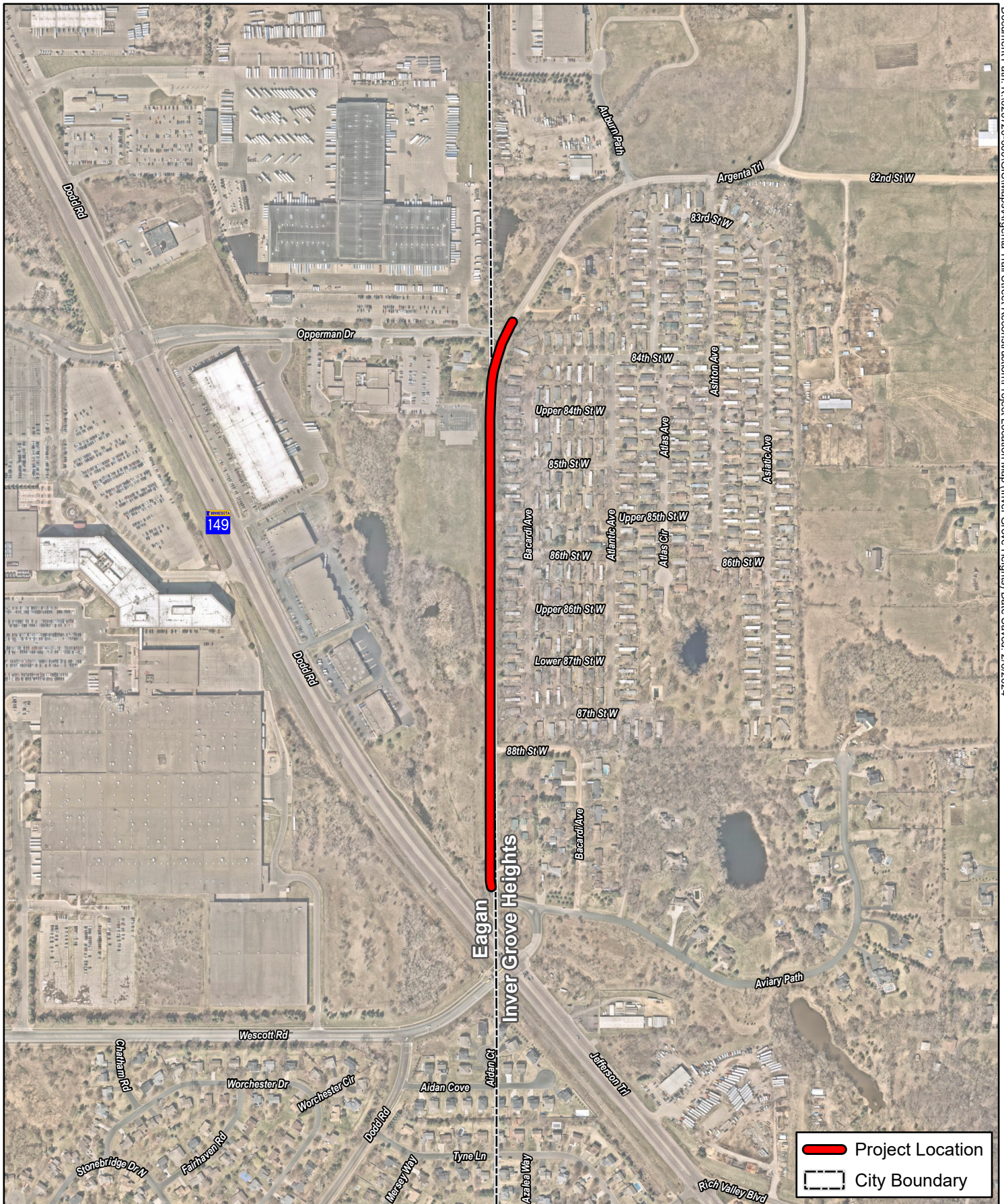
APPROVED AS TO FORM:

Assistant County Attorney Date
KS-XX-XXX

COUNTY BOARD RESOLUTION

No. XX-XXX Date: March XX, 2024

EXHIBIT 1
Preliminary Engineering Design Layout



Project Location Map

Argenta Trail Reconstruction Project
City of Inver Grove Heights, Minnesota

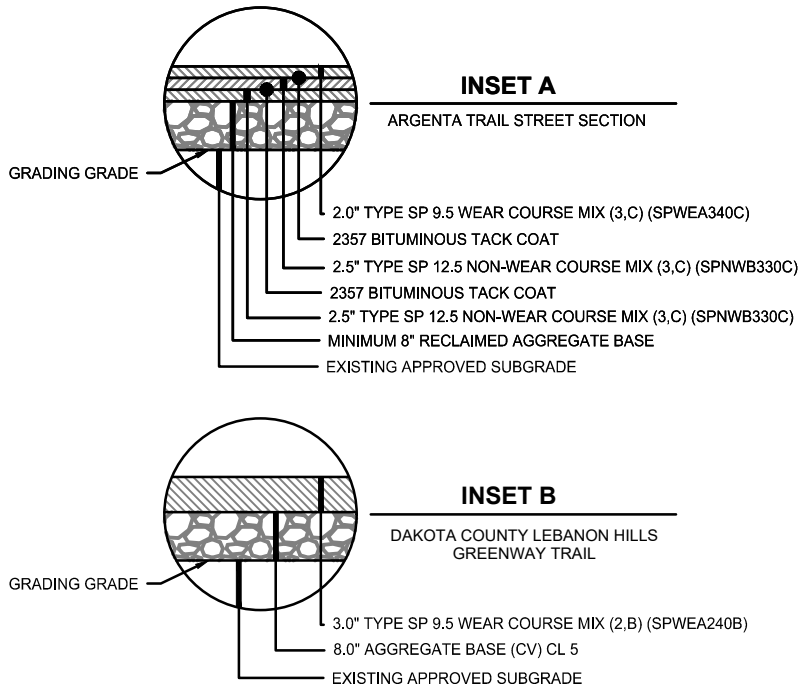
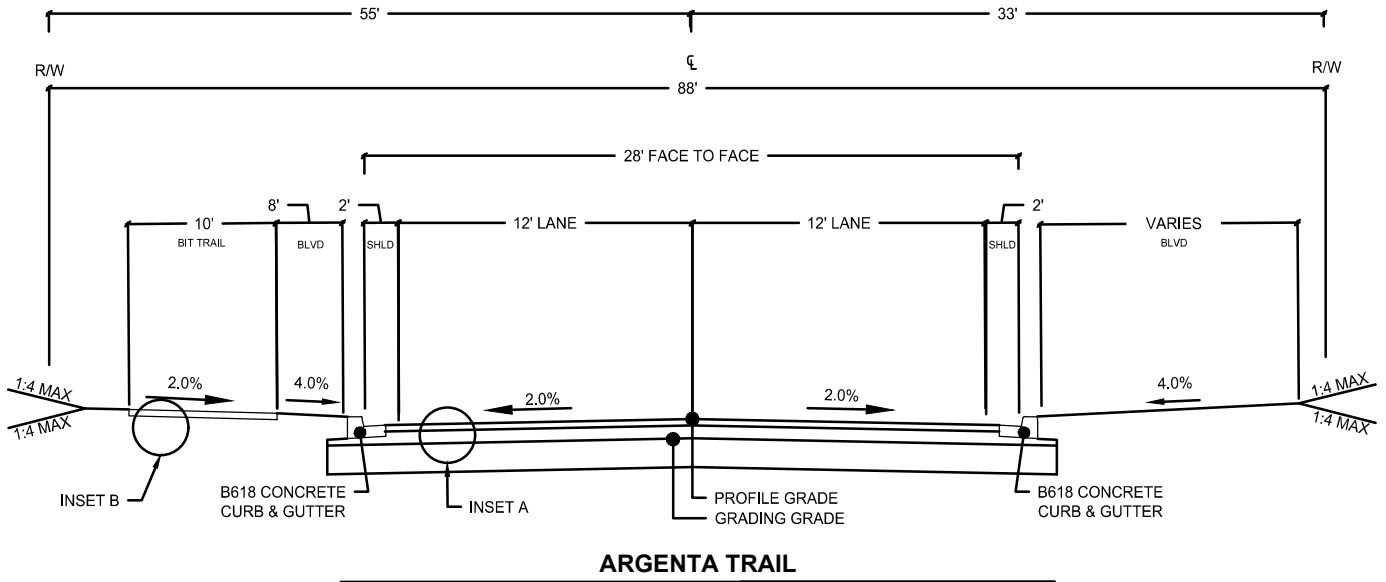


0 600
Feet
1 inch = 600 feet



CITY OF EAGAN

CITY OF INVER GROVE HEIGHTS



ARGENTA TRAIL RECONSTRUCTION PROJECT

TYPICAL SECTION

CITY OF EAGAN, MN
CITY OF INVER GROVE HEIGHTS, MN

1 OF 1



WSB PROJECT NO.:
020720-000

EXHIBIT 2
As-Bid Cost Construction Cost Summary and Breakdown

Breakdown of Cost by Agency

	Eagan		Inver Grove Heights		Dakota County		
As-Bid Cost - Breakdown by Funding Category	% Share	Cost ⁽¹⁾	% Share	Cost ⁽¹⁾	% Share	Cost ⁽¹⁾	Total Cost ⁽¹⁾
A. Roadway Improvements (SAP 178-123-003/SAP 195-114-002)	50%	\$ 480,453.69	50%	\$ 480,453.69	-		\$ 960,907.37
B. Storm Sewer Improvements (SAP 178-123-003/SAP 195-114-002)	50%	114,485.38	50%	114,485.38	-		228,970.76
C. Watermain Improvements	100%	582,087.47	-		-		582,087.47
D. Water Service Extensions	-		100%	29,037.39	-		29,037.39
E. Sanitary Sewer - North of 88th Street	-		100%	148,532.90	-		148,532.90
F. Sanitary Sewer - South of 88th Street	-		100%	96,909.53	-		96,909.53
G. Dakota County Lebanon Hills Greenway	-		-		100%	617,087.76	617,087.76
Total Cost ⁽¹⁾		\$ 1,177,026.54		\$ 869,418.89		\$ 617,087.76	\$ 2,663,533.19
Percent of Total Cost (for Design Cost Share)		44.19%		32.64%		23.17%	

(1) Costs presented in this tabulation includes construction contingency (5%) and indirect costs (28%), which cover "Engineering Costs" as identified in Section 4 of the Agreement

FUNDING SPLIT WITH BID PRICES																							
WSB Project: ARGENTA TRAIL RECONSTRUCTION PROJECT Project Location: CITY OF EAGAN & CITY OF INVER GROVE HEIGHTS City Project No.: CITY OF EAGAN PROJECT NO. 1377 (SAP 195-114-002); CITY OF INVER GROVE HEIGHTS PROJECT NO. 2023-09E (SAP 178-123-003) WSB Project No.: 020720-000																			Design By: Checked By:	HAW KWH			
MNDOT SPECIFICATION NO.	DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	PROJECT TOTAL		ROADWAY IMPROVEMENTS S.A.P. 178-123-003 / S.A.P. 195-114-002		STORM SEWER IMPROVEMENTS S.A.P. 178-123-003 / S.A.P. 195-114-002		LOCAL - WATERMAIN (CITY OF EAGAN)		LOCAL - WATER SERVICES (CITY OF EAGAN)		LOCAL - WATER SERVICES (CITY OF INVER GROVE HEIGHTS)		LOCAL - SANITARY SEWER NORTH OF 88TH (CITY OF INVER GROVE HEIGHTS)		LOCAL - SANITARY SEWER SOUTH OF 88TH (CITY OF INVER GROVE HEIGHTS)		LOCAL - REGIONAL TRAIL (DAKOTA COUNTY)			
				ESTIMATED TOTAL QUANTITY	ESTIMATED TOTAL COST	FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE			
						ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST		
2021.501	MOBILIZATION	LS	\$ 138,300.00	1	\$ 138,300.00			0.4	\$ 55,320.00	0.2	\$ 27,660.00	0.1	\$ 13,830.00	0.02	\$ 2,766.00	0.03	\$ 4,149.00	0.1	\$ 13,830.00	0.05	\$ 6,915.00	0.1	\$ 13,830.00
2101.505	CLEARING	ACRE	\$ 10,700.00	0.6	\$ 6,420.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0.6	\$ 6,420.00		
2101.505	GRUBBING	ACRE	\$ 8,210.00	0.6	\$ 4,926.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	0.6	\$ 4,926.00		
2104.502	REMOVE CONCRETE HEADWALL	EACH	\$ 382.00	1	\$ 382.00	1	\$ 382.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.502	REMOVE GATE VALVE & BOX	EACH	\$ 299.00	3	\$ 897.00		\$ -		\$ -	3	\$ 897.00		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.502	REMOVE SIGN	EACH	\$ 50.00	2	\$ 100.00	2	\$ 100.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.502	REMOVE DRAINAGE STRUCTURE	EACH	\$ 606.00	2	\$ 1,212.00	2	\$ 1,212.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.502	REMOVE MAIL BOX SUPPORT	EACH	\$ 200.00	5	\$ 1,000.00	5	\$ 1,000.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.502	SALVAGE SIGN	EACH	\$ 50.00	12	\$ 600.00	12	\$ 600.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.503	SAWING BIT PAVEMENT (FULL DEPTH)	L F	\$ 2.00	167	\$ 334.00	105	\$ 210.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	62	\$ 124.00		
2104.503	REMOVE PIPE CULVERTS	L F	\$ 19.80	170	\$ 3,366.00	170	\$ 3,366.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.503	REMOVE WATER MAIN	L F	\$ 18.00	1126	\$ 20,268.00		\$ -		\$ -	1126	\$ 20,268.00		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.503	REMOVE CURB & GUTTER	L F	\$ 4.80	798	\$ 3,830.40	730	\$ 3,504.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	68	\$ 326.40		
2104.503	REMOVE SEWER PIPE (STORM)	LF	\$ 21.10	101	\$ 2,131.10	101	\$ 2,131.10		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.503	REMOVE SEWER PIPE (SANITARY)	LF	\$ 19.50	55	\$ 1,072.50		\$ -		\$ -		\$ -		\$ -		\$ -	55	\$ 1,072.50		\$ -		\$ -		
2104.503	SALVAGE TIMBER BARRIER RAIL	LF	\$ 11.70	45	\$ 526.50	45	\$ 526.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	S Y	\$ 9.65	15	\$ 144.75	15	\$ 144.75		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	S Y	\$ 8.25	170	\$ 1,402.50	170	\$ 1,402.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.504	REMOVE BITUMINOUS PAVEMENT	S Y	\$ 7.15	810	\$ 5,791.50	810	\$ 5,791.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2104.518	REMOVE BITUMINOUS WALK	SF	\$ 0.91	234.7	\$ 213.58		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	234.7	\$ 213.58		
2104.604	REMOVE BITUMINOUS WEDGE	S Y	\$ 7.40	490	\$ 3,626.00	490	\$ 3,626.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2106.507	EXCAVATION - COMMON (P)	C Y	\$ 10.30	4491	\$ 46,257.30	4195	\$ 43,208.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	296	\$ 3,048.80		
2106.507	EXCAVATION - SUBGRADE	C Y	\$ 13.00	610	\$ 7,930.00	570	\$ 7,410.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	40	\$ 520.00		
2106.507	SELECT GRANULAR EMBANKMENT (CV)	C Y	\$ 24.00	610	\$ 14,640.00	570	\$ 13,680.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	40	\$ 960.00		
2106.507	COMMON EMBANKMENT (CV) (P)	C Y	\$ 4.00	8916	\$ 35,664.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	8916	\$ 35,664.00		
2106.601	DEWATERING	LS	\$ 0.01	1	\$ 0.01		\$ -		\$ -	0.2	\$ 0.00		\$ -		\$ -	0.4	\$ 0.00	0.4	\$ 0.00		\$ -		
2106.603	CONSTRUCT DRAINAGE DITCH	L F	\$ 3.85	300	\$ 1,155.00		\$ -	300	\$ 1,155.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2108.504	GEOTEXTILE FABRIC TYPE 5	S Y	\$ 3.25	450	\$ 1,462.50	420	\$ 1,365.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	30	\$ 97.50		
2112.519	SUBGRADE PREPARATION	RDST	\$ 302.00	27	\$ 8,154.00	25	\$ 7,550.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	2	\$ 604.00		
2123.610	STREET SWEEPER (WITH PICKUP BROOM)	HOURL	\$ 222.00	60	\$ 13,320.00	55	\$ 12,210.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	5	\$ 1,110.00		
2130.523	WATER	MGAL	\$ 59.80	40	\$ 2,392.00	35	\$ 2,093.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	5	\$ 299.00		
2211.509	AGGREGATE BASE (CV) CLASS 5	TON	\$ 16.40	1480	\$ 24,272.00	310	\$ 5,084.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1170	\$ 19,188.00		
2215.504	FULL DEPTH RECLAMATION	S Y	\$ 0.64	7700	\$ 4,928.00	7225	\$ 4,624.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	475	\$ 304.00		
2215.504	STABILIZED FULL DEPTH RECLAMATION	S Y	\$ 2.50	1930	\$ 4,825.00	1800	\$ 4,500.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	130	\$ 325.00		
2215.507	HAUL FULL DEPTH RECLAMATION (EV)	C Y	\$ 32.25	2230	\$ 71,917.50	2230	\$ 71,917.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2357.506	BITUMINOUS MATERIAL FOR TACK COAT	GAL	\$ 3.00	850	\$ 2,550.00	820	\$ 2,460.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	30	\$ 90.00		
2360.509	TYPE SP 9.5 WEARING COURSE MIX (3:C)	TON	\$ 89.60	1910	\$ 171,136.00	1773	\$ 158,860.80		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	137	\$ 12,275.20		
2360.509	TYPE SP 12.5 NON WEAR COURSE MIX (3:C)	TON	\$ 76.30	1500	\$ 114,450.00	1397	\$ 106,591.10		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	103	\$ 7,858.90		
2360.609	TYPE SP 9.5 WEAR CRS MIX (2.B) (WALK)	TON	\$ 131.00	510	\$ 66,810.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	510	\$ 66,810.00		
2360.609	TYPE SP 9.5 WEAR CRS MIX (2.B) (DRIVEWAY PATCH)	TON	\$ 399.00	20	\$ 7,980.00	20	\$ 7,980.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2360.609	TYPE SP 9.5 WEAR CRS MIX (2.B) (BITUMINOUS WEDGE)	TON	\$ 304.00	30	\$ 9,120.00	30	\$ 9,120.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		
2360.609	TYPE SP 9.5 WEAR CRS MIX (3.B) (PATCH)	TON	\$ 453.00	5	\$ 2,265.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	5	\$ 2,265.00		
2411.604	GEOSYNTHETIC REINFORCEMENT	SY	\$ 20.40	14	\$ 285.60		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	14	\$ 285.60		
2451.603	AGGREGATE BEDDING	L F	\$ 6.45	648	\$ 4,179.60		\$ -	133	\$ 857.85	30													

WSB Project: ARGENTA TRAIL RECONSTRUCTION PROJECT Project Location: CITY OF EAGAN & CITY OF INVER GROVE HEIGHTS City Project No.: CITY OF EAGAN PROJECT NO. 1377 (SAP 195-114-002); CITY OF INVER GROVE HEIGHTS PROJECT NO. 2023-09E (SAP 178-123-003) WSB Project No.: 020720-000																			Design By: Checked By:	HAW KWH	
MNDOT SPECIFICATION NO.	DESCRIPTION	UNIT	ESTIMATED UNIT PRICE	PROJECT TOTAL		ROADWAY IMPROVEMENTS S.A.P. 178-123-003 / S.A.P. 195-114-002		STORM SEWER IMPROVEMENTS S.A.P. 178-123-003 / S.A.P. 195-114-002		LOCAL - WATERMAIN (CITY OF EAGAN)		LOCAL - WATER SERVICES (CITY OF EAGAN)		LOCAL - WATER SERVICES (CITY OF INVER GROVE HEIGHTS)		LOCAL - SANITARY SEWER NORTH OF 88TH (CITY OF INVER GROVE HEIGHTS)		LOCAL - SANITARY SEWER SOUTH OF 88TH (CITY OF INVER GROVE HEIGHTS)		LOCAL - REGIONAL TRAIL (DAKOTA COUNTY)	
				ESTIMATED TOTAL QUANTITY	ESTIMATED TOTAL COST	FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE		FUNDING SOURCE	
						ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST	ESTIMATED QUANTITY	ESTIMATED COST
2506.502	CASTING ASSEMBLY	EACH	\$ 869.00	16	\$ 13,904.00		\$ -	8	\$ 6,952.00		\$ -		\$ -		\$ -		\$ -		\$ -	8	\$ 6,952.00
2506.502	ADJUST FRAME & RING CASTING	EACH	\$ 777.00	11	\$ 8,547.00	11	\$ 8,547.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2506.502	CONST DRAINAGE STRUCTURE DES H	EACH	\$ 2,730.00	1	\$ 2,730.00		\$ -	1	\$ 2,730.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2506.503	CONST DRAINAGE STRUCTURE DES 48-4020	L F	\$ 621.00	61.7	\$ 38,315.70		\$ -	29.3	\$ 18,195.30		\$ -		\$ -		\$ -		\$ -		\$ -	32.4	\$ 20,120.40
2506.503	CONST DRAINAGE STRUCTURE DES 60-4020	L F	\$ 1,060.00	18.6	\$ 19,716.00		\$ -	9.3	\$ 9,858.00		\$ -		\$ -		\$ -		\$ -		\$ -	9.3	\$ 9,858.00
2506.503	CONST DRAINAGE STRUCTURE DES 72-4020	L F	\$ 1,490.00	4.3	\$ 6,407.00		\$ -	2.2	\$ 3,278.00		\$ -		\$ -		\$ -		\$ -		\$ -	2.1	\$ 3,129.00
2506.602	CONST DRAINAGE STRUCTURE DESIGN SPEC (2'X3')	EACH	\$ 2,830.00	5	\$ 14,150.00		\$ -	2	\$ 5,660.00		\$ -		\$ -		\$ -		\$ -		\$ -	3	\$ 8,490.00
2506.602	CASTING ASSEMBLY (SANITARY)	EACH	\$ 1,540.00	5	\$ 7,700.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2506.602	CHIMNEY SEAL	EACH	\$ 334.00	9	\$ 3,006.00		\$ -		\$ -		\$ -		\$ -		\$ -	3	\$ 4,620.00	2	\$ 3,080.00		\$ -
2506.602	RECONSTRUCT MANHOLE (SANITARY)	EACH	\$ 2,240.00	1	\$ 2,240.00		\$ -		\$ -		\$ -		\$ -		\$ -	5	\$ 1,670.00	4	\$ 1,336.00		\$ -
2506.603	CONSTRUCT 8" OUTSIDE DROP	L F	\$ 1,740.00	4.4	\$ 7,656.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1	\$ 2,240.00
2506.603	CONSTRUCT 48" DIA SANITARY MANHOLE	L F	\$ 386.00	67.1	\$ 25,900.60		\$ -		\$ -		\$ -		\$ -		\$ -	43.1	\$ 16,636.60	24	\$ 9,264.00		\$ -
2511.507	RANDOM RIPRAP CLASS IV	C Y	\$ 103.00	17	\$ 1,751.00		\$ -	17	\$ 1,751.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2521.518	6" CONCRETE WALK	S F	\$ 16.20	1300	\$ 21,060.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1300	\$ 21,060.00
2531.503	CONCRETE CURB & GUTTER DESIGN B618	L F	\$ 18.10	5098	\$ 92,273.80	2545	\$ 46,064.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	2553	\$ 46,209.30
2531.504	6" CONCRETE DRIVEWAY PAVEMENT	SY	\$ 85.50	74	\$ 6,327.00	74	\$ 6,327.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2531.603	CONCRETE CURB & GUTTER DESIGN B618 (HAND POUR)	L F	\$ 30.00	510	\$ 15,300.00	260	\$ 7,800.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	250	\$ 7,500.00
2531.604	8" CONCRETE VALLEY GUTTER	SY	\$ 108.00	47	\$ 5,076.00	47	\$ 5,076.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2531.618	TRUNCATED DOMES	S F	\$ 65.70	113	\$ 7,424.10		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	113	\$ 7,424.10
2540.602	MAIL BOX SUPPORT	EACH	\$ 50.00	5	\$ 250.00	5	\$ 250.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2540.602	MAIL BOX	EACH	\$ 150.00	5	\$ 750.00	5	\$ 750.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2540.602	TEMPORARY MAIL BOX	EACH	\$ 75.00	5	\$ 375.00	5	\$ 375.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2554.603	INSTALL TIMBER BARRIER RAIL	LF	\$ 23.40	45	\$ 1,053.00	45	\$ 1,053.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2563.601	TRAFFIC CONTROL	LS	\$ 6,000.00	1	\$ 6,000.00	0.4	\$ 2,400.00	0.2	\$ 1,200.00	0.1	\$ 600.00	0.02	\$ 120.00	0.03	\$ 180.00	0.1	\$ 600.00	0.05	\$ 300.00	0.1	\$ 600.00
2564.518	SIGN PANELS TYPE C	SF	\$ 50.00	101	\$ 5,050.00	101	\$ 5,050.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2564.602	INSTALL SALVAGED SIGN	EACH	\$ 200.00	12	\$ 2,400.00	12	\$ 2,400.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2573.502	STORM DRAIN INLET PROTECTION	EACH	\$ 278.00	26	\$ 7,228.00	12	\$ 3,336.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	14	\$ 3,892.00
2573.503	SILT FENCE, TYPE MS	L F	\$ 2.20	1675	\$ 3,685.00	720	\$ 1,584.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	955	\$ 2,101.00
2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	L F	\$ 2.95	350	\$ 1,032.50	65	\$ 191.75		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	285	\$ 840.75
2574.505	SUBSOILING	ACRE	\$ 600.00	1.5	\$ 900.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1.5	\$ 900.00
2574.507	COMMON TOPSOIL BORROW	CY	\$ 35.00	962	\$ 33,670.00	481	\$ 16,835.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	481	\$ 16,835.00
2574.507	COMPOST GRADE 2	CY	\$ 44.90	480	\$ 21,552.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	480	\$ 21,552.00
2575.504	SODDING TYPE SALT TOLERANT	S Y	\$ 9.95	1800	\$ 17,910.00	1800	\$ 17,910.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2575.504	ROLLED EROSION PREVENTION CATEGORY 25	S Y	\$ 1.40	4760	\$ 6,664.00	2885	\$ 4,039.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1875	\$ 2,625.00
2575.505	SEEDING	ACRE	\$ 625.00	3	\$ 1,875.00	1.58	\$ 987.50		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	1.42	\$ 887.50
2575.508	HYDRAULIC MULCH MATRIX	LB	\$ 0.76	7750	\$ 5,890.00	4200	\$ 3,192.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	3550	\$ 2,698.00
2575.523	WATER	MGAL	\$ 25.00	330	\$ 8,250.00	200	\$ 5,000.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	130	\$ 3,250.00
2575.608	SEED SOUTHERN BOULEVARD	LB	\$ 4.75	500	\$ 2,375.00	273	\$ 1,296.75		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	227	\$ 1,078.25
2575.608	SEED WET DITCH	LB	\$ 77.10	10	\$ 771.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	10	\$ 771.00
2582.503	4" SOLID LINE PAINT	L F	\$ 0.36	5692	\$ 2,049.12	5692	\$ 2,049.12		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2582.503	4" BROKEN LINE PAINT	L F	\$ 0.41	513	\$ 210.33	513	\$ 210.33		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2582.503	4" DBLE SOLID LINE PAINT	L F	\$ 0.72	1562	\$ 1,124.64	1562	\$ 1,124.64		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -
2582.518	CROSSWALK PAINT	S F	\$ 4.00	216	\$ 864.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	216	\$ 864.00
				CONSTRUCTION TOTAL	\$ 1,981,795.53		\$ 714,960.84		\$ 170,365.15		\$ 403,884.80		\$ 29,216.00		\$ 21,605.20		\$ 110,515.55		\$ 72,105.30		\$ 459,142.68
				CONTINGENCY TOTAL (5%)	\$ 99,089.78		\$ 35,748.04		\$ 8,518.26		\$ 20,194.24		\$ 1,460.80		\$ 1,080.26		\$ 5,525.78		\$ 3,605.27		\$ 22,957.13
				SUBTOTAL	\$ 2,080,885.31		\$ 750,708.88		\$ 178,883.41		\$ 424,079.04		\$ 30,676.80		\$ 22,685.46		\$ 116,041.33		\$ 75,710.57		\$ 482,099.81
				INDIRECT COST TOTAL (28%)	\$ 582,647.88		\$ 210,198.49		\$ 50,087.35		\$ 118,742.13		\$ 8,589.50		\$ 6,351.93		\$ 32,491.57		\$ 21,198.96		\$ 134,987.95
				GRAND TOTAL	\$ 2,663,533.19		\$ 960,907.37		\$ 228,970.76		\$ 542,821.17		\$ 39,266.30		\$ 29,037.39		\$ 148,532.90		\$ 96,909.53		\$ 617,087.76

EXHIBIT 3
Construction Administration Consultant Cost Estimate



March 11th, 2025

Aaron Nelson, PE
City Engineer
City of Egan
3830 Pilot Knob Rd
Egan, MN 55122

**RE: Argenta Trail Reconstruction Project
Cities of Egan and Inver Grove Heights, Dakota County
S.A.P. 195-144-002, 178-123-003
County Project No. 1377, 2023-09E
Construction Services Proposal**

Dear Mr. Nelson:

WSB is excited about the opportunity to present this scope of work and deliverables for construction services for the Argenta Trail Reconstruction Project. The scope of work WSB will provide is the staff and services as necessary to meet the expected outcomes of this contract, which include the following tasks:

- Project Management
- Contract Administration
- Construction Observation and Inspection
- Survey
- Construction Materials Testing

Deliverables and responsibilities provided for each of the above tasks are described in the Project Approach/Scope of Services below. The intent of the scope is to outline the major tasks required for this project and highlight areas of importance that are needed to complete the requested services. The scope does not list all responsibilities to be performed.

PROJECT UNDERSTANDING

The Argenta Trail Project in the Cities of Egan and Inver Grove Heights consists of reconstructing Argenta Trail between Opperman Drive and just north of Dodd Rd (TH 149). This project consists of reclamation, grading and base, concrete curb and gutter, and bituminous surfacing. This project also includes the installation of new watermain, sanitary sewer, and drainage improvements. Other project work includes new concrete walk, bituminous trails, grading, landscaping and striping.

Construction is expected to begin in early spring of 2025 and be completed in summer 2025, as the weather permits. Wear course paving to be in the spring of 2026.

PROJECT APPROACH/SCOPE OF SERVICES

A. Project Management

WSB will provide project management throughout the duration of this project. This will include the following deliverables:

- Prepare materials for and attend the preconstruction meeting and weekly on-site meetings for the duration of the project.
- Prepare materials and coordinate private utility relocations prior to construction.

- Communicate with the City Engineer and Contractor to address project related issues.
- Provide understanding of City's standard construction practices as they relate to the project.
- Provide the necessary resources and direction to WSB personnel to ensure project compliance and quality results.
- Review and verify prepared pay vouchers and documented quantities.
- Provide the tools and equipment needed to WSB personnel to perform and meet the expected outcomes of the project including cell phones, computers, iPad's, PPE, testing equipment, and additional supplies needed to perform the work.
- Provide services required under this contract as necessary to accommodate the contractor's schedule.

B. Contract Administration

WSB will provide contract administration for this project. Our project team will work with the contractor and the city to ensure construction work and activities will be constructed in accordance with the plans and standards and are correctly and adequately documented throughout the project. Scope of work for this task includes:

- Attend construction meetings for close coordination of day-to-day progress of work and ensure the project is being completed as intended.
- Communicate regularly with involved stakeholders to keep them informed regarding the impact of construction to the area, including neighbors, businesses, and local agencies.
- Review, document and file contractor permits, submittals, test reports, and certificates of compliance.
- Verify and review all labor submittal's meet requirements.
- Accurately verify contract pay items daily.
- Prepare all pay vouchers in accordance to project revenues and expenses.
- Prepare contract change documents and cost estimates with negotiations with the contractor on any contract changes.
- Respond to all contractor requests for information (RFI).
- Complete all necessary field finalizing of the project documentation in accordance with project specifications.

C. Construction Observation and Inspection

WSB will provide Construction Observation and Inspection services through construction of the project and final project closeout. This task will include:

- Record all construction activities daily, making a complete and accurate record of all events.
- Ensure construction practices and materials used on site are compliant with project specifications.
- Accurately measure and record contract pay items daily.
- Perform daily reviews of construction signing, detour signing, and construction traffic control maintenance.
- Perform monthly labor compliance interviews.
- Communicate regularly with the Project Manager, Contractor, City, and involved stakeholders.
- Perform reviews of temporary and permanent erosion control measures on the project for compliance with applicable permits and specifications.
- Provide services required under this contract as necessary to accommodate the contractor's schedule and needs.
- Exercise the "Authority and Duties of the Inspector" as necessary.

D. Survey

WSB will provide Survey services through project construction. This will include:

- Verifying datum points are accurate and correct.
- Provide all required construction staking including setting benchmark elevation locations.
- Provide and maintain records for as-builts.
- Coordinate with contractor on private utility relocations.

E. Construction Materials Testing

WSB will provide materials testing as required by the special provisions and Schedule of Materials control through the project. This will include:

- Grading and base items including material gradations and densities.
- Asphalt gradations, extractions, and densities.
- Concrete air, slump, and strength tests.
- Provide services required under this contract as necessary to accommodate the contractor's schedule and needs.

Depending on project sequencing and workload, as determined by the contractor, we will adjust our staffing needs accordingly.

PROPOSED FEE

The estimated cost proposal we are providing is based on the contract documents and anticipated schedule for the work. A better understanding of the level of effort needed will be realized once the contractor presents their approach to the work. WSB will provide the services as outlined in Project Approach/Scope of Services. Our budget was developed based on our understanding of the scope and experience with many similar projects. Our estimate is based on an assumed 20-weeks of construction, working 5 days a week, and 10 hours per day. The estimated cost of this project is not to exceed \$255,919.00. All travel time is included in the estimated fee.

The proposed scope and fee presented herein represents our complete understanding of the project based on site visits and work performed to date. If you have any questions or concerns, please feel free to contact me at 952.737.4675. Once again, we appreciate the opportunity to submit this proposal and look forward to working with you and city staff.

Sincerely,

WSB



Monica Heil PE
Vice President, Municipal

Attachments



City of Eagan / City of Inver Grove Heights / Dakota County

Argenta Trail

WSB R-020720-000 / CP 1377 & 2023-09E / SAP 195-144-002 & 178-123-003

Construction Materials Testing Estimate of Costs (2023 SALT)

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Quantity of Material	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Gradation Testing								
3025	Aggregate Base	Random Sampling: > 250 CY (CV) or 500 Tons and < 2000 CY (CV) or 4000 Tons. Material is a minimum of one lot. Test two random samples from each lot and average.	CL 5: 2356 T ~ 1296 CY	2	3	\$165.00	\$330.00	\$495.00
3025	Select Granular Material	1 / 40,000 CY (CV)	325 CY	1	1	\$165.00	\$165.00	\$165.00
3025	Reclamation FDR	Test at Engineer's discretion. Inspect for oversize chunks (+3"), after the motor grader has overturned the material	9620 SY ~ 2230 CY	0	2	\$165.00	\$0.00	\$330.00
3025	Aggregate Bedding	1 per source	657 LF	1	1	\$165.00	\$165.00	\$165.00
Total Minimum Cost for Section							\$660.00	
Total Probable Cost for Section							\$1,155.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Major Soil Types	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Proctor Test								
3260	Proctor Test	1 / Major soil type. Additionally, one for each granular material, if using specified density.	Embankment Subgrade Trench Backfill	6	8	\$250.00	\$1,500.00	\$2,000.00
Total Minimum Cost for Section							\$1,500.00	
Total Probable Cost for Section							\$2,000.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Quantity of Material	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Compaction Testing - Nuclear Density Gauge and Dynamic Cone Penetrometer								
3500	Aggregate Base	1 DCP tests per 500 CY (CV) or 1 per 1000 Tons. If test rolled, 1 test / 1,500 CY (CV) or 3000 Tons.	CL 5: 2356 T ~ 1296 CY	3	4	\$55.00	\$165.00	\$220.00
3500	Reclamation FDR & SFDR	1 DCP test per 3,000 SY. If test rolled, 1 test / 10,000 SY.	9620 SY ~ 2230 CY	4	6	\$55.00	\$220.00	\$330.00
3510	Granular Materials	Roadway Embankment: 1 test per 2,000 CY (CV) or if test rolled, 1 test per 4,000 CY (CV),	SGE: 325 CY	1	2	\$40.00	\$40.00	\$80.00
3510	Non-Granular Materials	Structures and Longitudinal Trenches (Sidewalk/Trails/Watermain/Storm Sewer/Sanitary Sewer/Retaining Walls): 1 test per 500 feet of each structure length per every 2 feet of fill.	Storm: 1821 LF (8) Sanitary: 1337 LF (11) Watermain: 2992 LF (18)	37	40	\$40.00	\$1,480.00	\$1,600.00
3510		Subgrade Preparation: 1 test per 25 road stations. 100% proctor density	27 RDST	2	3	\$40.00	\$80.00	\$120.00
				Total Minimum Cost for Section			\$1,985.00	
				Total Probable Cost for Section			\$2,350.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Quantity of Material	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Moisture Content Test								
3250	Aggregate Base	1 / 1,000 CY up to 10 maximum. For Quality Compaction: Test as directed by Engineer.	CI 5: 2356 T ~ 1296 CY	2	2	\$20.00	\$40.00	\$40.00
3250	2451 Material: 1 per structure.	1 per Structure For Quality Compaction: Test as directed by Engineer.	Aggregate Bedding: 657 LF	2	3	\$20.00	\$40.00	\$60.00
3250	Full Depth Reclamation (FDR)	1 / 20,000 SY	9620 SY ~ 2230 CY	1	1	\$20.00	\$20.00	\$20.00
3250	All Embankment Materials	1 / 10,000 CY up to 10 maximum. For Quality Compaction: Test as directed by Engineer.	SGE: 325 CY	1	1	\$20.00	\$20.00	\$20.00
3250	Subgrade Preparation	1 per 25 Road Stations For Quality Compaction: Test as directed by Engineer.	27 RDST	2	2	\$20.00	\$40.00	\$40.00
Total Minimum Cost for Section							\$160.00	
Total Probable Cost for Section							\$180.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Number of Sources	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Aggregate Quality								
4030	Aggregate Base Recycled/Salvaged/Reclaimed Bitumen content	At the discretion of the Engineer.	Imported and Reclaimed	0	2	\$190.00	\$0.00	\$380.00
Total Minimum Cost for Section							\$0.00	
Total Probable Cost for Section							\$380.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Quantity of Material	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Concrete Testing								
2040	Concrete Testing	1 / 100 CY / mix type / day (1 set of 4 cylinders) *Field Cure Cylinders = Additional. Casted Upon Request*	6" Walk: 24 CY B618: 306 CY 6" Drive: 13 CY 8" Valley Gutter: 3 CY	7	10	\$160.00	\$1,120.00	\$1,600.00
Total Minimum Cost for Section							\$1,120.00	
Total Probable Cost for Section							\$1,600.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Quantity of Material	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Bituminous Testing								
4090	Verification Testing - MnDOT Gyratory Mix Properties	1 / mix type / day	9.5W(3,C): 1820 T 12.5NW(3,C): 1370 T Walk: 9.5W(2,B): 510 T Patch: 9.5W(2,B): 20 T	3	4	\$650.00	\$1,950.00	\$2,600.00
4080	Compaction / Density Testing	Per Project Special Provisions Roadway: Max Density Walks and Patching: Ordinary Compaction		7	7	\$65.00	\$455.00	\$455.00
				Total Minimum Cost for Section			\$2,405.00	
				Total Probable Cost for Section			\$3,055.00	

WSB Unit	Test Type/Material	Minimum Required Testing Rate	Number of Sources	Minimum Tests	Probable Tests	Cost Per Test	Minimum Cost	Probable Cost
Miscellaneous Testing								
3253	Topsoil Material - Gradation, Hydrometer, Organic Content, pH	As directed by the Engineer	Common Topsoil Borrow 478 CY	0	1	\$415.00	\$0.00	\$415.00
Total Minimum Cost for Section							\$0.00	
Total Probable Cost for Section							\$415.00	

WSB Unit	Project Charges	Rate (\$)	Quantity	Subtotal
CMT02	Field Technician Time	110	48	\$5,280.00
2120	Trip Charge	40	36	\$1,440.00
CMT01	Sample Pick-Up Time	95	18	\$1,710.00
CMT90	Project Administration	95	2	\$190.00
CMT70	Project Assistant	175	12	\$2,100.00
CMT80	Project Engineer	215	4	\$860.00
Field and Overhead Subtotal			\$11,580.00	
Testing Subtotal (minimum-probable)			\$7,830.00 - \$11,135.00	

Total Estimated Minimum Cost	\$19,410.00
Total Estimated Probable Cost	\$22,715.00



Request for Council Action

SUBJECT: **Authorization for Technology Division to Purchase a Replacement Storage Area Network (SAN)**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Marc Gade, Technology Manager, 651.450.2576

ACTION REQUESTED

The Council is asked to authorize the Technology Division to purchase a HP Alletra Storage Area Network (SAN).

BACKGROUND

The City's current storage area network (SAN) is reaching the end of its useful life and is budgeted for replacement in 2025. After evaluating several options, staff has identified the HP Alletra SAN as the best solution to replace the existing system. This SAN offers advanced features, scalability, and reliability, which will ensure optimal performance and support for the City's growing data storage needs.

FISCAL IMPACT

The total cost of the HP Alletra SAN, including installation and setup, is \$68,489.84. This expenditure will be funded through the approved technology budget for fiscal year 2025.

RECOMMENDATION

Staff recommend that the Council authorize the purchase of a HP Alletra SAN at the total cost of \$68,489.84.

ATTACHMENTS

1. Quote for new SAN (03.06.25)

City of Inver Grove Heights_Park Place_60MO support_201.62TB effective (3:1 DRR)

Park Place Quote#: SWS15797484-V0

Quote Name: DQ08204465-01 ColGH HD for 5140844905-01		End User(s): INVER GROVE HEIGHTS, CITY OF		
Quote Currency: USD	Regio	End User State/Province:		
Quote Expiration Date: 24-APR-25		Quote Generation Date: 24-JAN-25		

Notes:

Line	Item Number	Description	Supplier	Qty Quoted	Available Stock	Customer Price	Customer Price Ext
1	R4U33A	HPE Alletra 5010 CTO Base Array	HPE	1	DS	\$15,335.58	\$15,335.58
2	Q8C17B	HPE NS 2x10GbE 4p FIO Adptr Kit	HPE	1	DS	\$1,560.70	\$1,560.70
3	R4U47A	HPE Alletra 5000 2.88TB FIO Cache Bdl	HPE	1	DS	\$5,658.02	\$5,658.02
4	R4U48A	HPE Alletra 5000 5.76TB FIO Cache Bdl	HPE	1	DS	\$7,243.78	\$7,243.78
5	S2V19A	HPE AL STG 5000 2x 1200W Plat FIO PS Kit	HPE	1	DS	\$0.92	\$0.92
6	Q8G27B	HPE Tier 1 Storage OS Default FIO SW	HPE	1	DS	\$1.44	\$1.44
7	Q8J18A	HPE NS NEMA 5-15 to C13 US FIO Pwr Cord	HPE	2	DS	\$22.00	\$44.00
8	R4U42A	HPE Alletra 5000 42TB SAS FIO HDD Bdl	HPE	1	DS	\$6,958.02	\$6,958.02
9	R9X15A	HPE Alletra Tier 1 Storage Array Std Trk	HPE	1	DS	\$0.16	\$0.16
10	S0R43AAE	HPE AL STG 5000 /TB 5yr SW/Sup SaaS	HPE	42	DS	\$383.30	\$16,098.60
11	HU4A6A5	HPE 5Y Tech Care Essential SVC	HPE	1	DS	\$0.00	\$0.00
12	HU4A6A5 ZG0	HPE NS 2x10GbE 4p Adptr Supp	HPE	1	DS	\$3,410.48	\$3,410.48
13	HU4A6A5007D	HPE Alletra 5010 CTO Base Array Supp	HPE	1	DS	\$1,354.64	\$1,354.64
14	HU4A6A5007M	HPE Alletra 5000 42TB SAS HDD Bdl Supp	HPE	1	DS	\$2,803.52	\$2,803.52
15	HU4A6A5007T	HPE Alletra 5000 2.88TB FIO CachBdl Supp	HPE	1	DS	\$2,278.78	\$2,278.78
16	HU4A6A5007U	HPE Alletra 5000 5.76TB FIO CachBdl Supp	HPE	1	DS	\$4,330.16	\$4,330.16
17	R7D16A	HPE Alletra 6000 2x10Gb SFP+/SFP+ 3m DAC	HPE	8	DS	\$176.38	\$1,411.04
Subtotal							\$68,489.84
Estimated Tax							
Estimated Freight							
Grand Total							\$68,489.84



Request for Council Action

SUBJECT: **Resolution Adopting a Project Budget for Groveland Park Ballfield Improvements**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Brian Swoboda, Parks Superintendent, 651.450.2582
Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving the budget for Groveland Ballfield Improvement.

BACKGROUND

In the fall of 2024, staff began preparations for the Groveland Park Ball Field Improvements project, which is included in the City's 2025 Capital Improvement Plan (CIP) and budgeted at \$100,000 from the Parks Capital Improvement Fund. The project design was developed using professional landscape architecture services from WSB.

The ball field was originally developed in the late 1970s to early 1980s, with City utilities installed in 1977. The site was constructed on previously filled land using clay materials, which contributed to poor drainage. The outfield is approximately two feet higher than the infield, and the clay-rich soil retains water, making the field frequently unplayable and unmowable. Even after a one-inch rainfall, it can take weeks for the field to dry out.

The planned improvements will address these issues by

- Regrading both the infield and outfield to improve water runoff.
- Installing drain tile to direct water towards the nearby creek.
- Removing the original outfield fence and several large cottonwood trees that have caused damage to the fence.
- Replacing the dugout fencing, backstop, and surrounding concrete, which are in poor condition.

Timeline

This project is being coordinated with the City's street improvement project in the area, which includes the repaving of Groveland Park's parking lot. During this time, the park will serve as a staging area for construction materials and equipment, making it an ideal time to complete the ball field improvements.

If approved, construction is expected to begin in April 2025, with substantial completion by August 2025. During this period, the park will be closed, and both the parking lot and hockey rink will be used

for equipment and material storage. Additionally, as part of the street project, the trail and parking lot will also be reconstructed.

FISCAL IMPACT

This project will be managed by the Parks Superintendent, who will coordinate all construction efforts. Over the past several months, staff has obtained quotes from various vendors for different construction components of these site improvements. The City will realize cost savings by overseeing construction efforts internally.

The general construction work includes excavation, concrete work, tile installation, fencing, aggregate placement, and removals. City staff will also complete portions of the work in-house to further reduce costs. Based on the quotes received so far, the project is estimated to cost approximately \$100,000. However, we are requesting an additional \$15,000 in contingency funds to account for unforeseen expenses.

The project will be funded through the Parks Capital Improvement Fund, which maintains a healthy balance. Additionally, recent cost savings of nearly \$40,000 from the VMCC and Southern Lakes Playground Replacement projects—due to not having to expand the play container at VMCC—provide financial flexibility. Therefore, we are requesting a total allocation of \$115,000 for this project.

Items	Cost
Construction	\$100,000
Contingency	\$ 15,000
TOTAL	\$115,000

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. RESOLUTION - Groveland Park Site Improvements

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

RESOLUTION NO. _____

**A RESOLUTION AUTHORIZING THE PROJECT BUDGET FOR GROVELAND PARK
BALLFIELD IMPROVEMENTS**

WHEREAS, the Groveland Park Ballfield Improvements project is included in the City's 2025 Capital Improvement Plan (CIP) with an approved budget of \$100,000, funded through the Parks Capital Improvement Fund; and

WHEREAS, the ballfield, originally developed in the late 1970s-early 1980s, suffers from poor drainage due to clay-based soil and uneven grading, making it frequently unplayable; and

WHEREAS, the project will improve field conditions by regrading the site, installing drain tile, replacing fencing, removing deteriorating trees, and upgrading dugouts and the backstops; and

WHEREAS, based on vendor quotes, the estimated project cost is \$100,000, with an additional \$15,000 in contingency funds requested, bringing the total project budget to \$115,000; and

WHEREAS, the Parks Capital Improvement Fund has available balance to support this request, including \$40,000 in recent project cost savings;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the City Council approves the allocation of \$115,000 from the Parks Capital Improvement Fund for the Groveland Park Ballfield Improvements project; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Parks and Recreation Director or their designee is authorized to approve contracts and allocate funds up to \$115,000 for the implementation of the project. To ensure timely and efficient completion, the Director may engage various vendors to perform services as outlined in the project. For any work estimated to exceed \$25,000, a minimum of two quotes will be obtained, with contracts awarded to the lowest quote unless the vendor is on an approved state or national contract list, in which case a second quote is not required.

Adopted by the City Council of the City of Inver Grove Heights, Minnesota on this 24 day of March 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution Accepting Donations to the Fire Department and Amending 2025 Budget**

MEETING DATE: March 24, 2025
ITEM TYPE: Consent Agenda
CONTACT: Judy Thill, Fire Chief, 651.450.2495

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, accepting four donations to the Fire Department and amending the 2025 budget to authorize expenditure of these, plus previously donated funds.

BACKGROUND

The Fire Department has recently received four donations designated for accessories for the new Utility Terrain Vehicle (UTV): \$2,000 from a resident who wishes to remain anonymous, \$303 from Grace Christian Reformed Church, \$100 from the Inver Grove Heights Snowmobile Club, and \$100 from Phillip Schmidt. The Department has previously received donations totaling \$18,000, which have been accepted but not spent.

The requested action at this time is to accept the new donations, and place them - along with the previous donations - in the Fire Department's authorized budget for 2025 so that the funds can be spent to fully outfit and equip the UTV that was recently acquired through a Firehouse Subs Foundation grant.

FISCAL IMPACT

None

RECOMMENDATION

Staff recommends adoption of the attached Resolution.

ATTACHMENTS

1. Resolution Accepting Donations and Amending 2025 Budget for UTV Accessories

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

RESOLUTION NO. _____

**RESOLUTION ACCEPTING \$2,503 IN DONATIONS TO THE FIRE DEPARTMENT AND
AMMENDING THE 2025 BUDGET TO AUTHORIZE EXPENDITURES OF FUNDS TO PURCHASE
ACCESSORIES FOR THE DEPARTMENT'S NEW UTILITY TERRAIN VEHICLE**

WHEREAS, the City Council of the City of Inver Grove Heights (City), is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes, Section 465.03, for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, an anonymous resident would like to donate \$2,000, Grace Christian Reformed Church would like to donate \$303, the Inver Grove Heights Snowmobile Club would like to donate \$100, and Phillip Schmidt would like to donate \$100 to the Fire Department for use toward the purchase of accessories for Utility Terrain Vehicle (UTV) the Department recently acquired with a grant from the Firehouse Subs Foundation; and

WHEREAS, the Fire Department would like to amend its 2025 budget to authorize expenditure of these donations, as well as previously donated funds, for use in purchasing accessories for the UTV:

WHEREAS, the City is very appreciative of these generous donations and finds them appropriate to accept; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA, that the City does hereby accept the four donations to the Inver Grove Heights Fire Department, totaling \$2,503, and

BE IT FUTHER RESOLVED, that the Fire Department's 2025 operating budget is hereby amended as follows:

- Transfer of \$18,000 from account 101.0000.000.3020 (restricted holding account for previous donations to the Fire Department) to 101.2200.000.5615 (Fire Department - Machinery & Equipment), and
- Additional increase of \$2,503 to account 101.2200.000.5615 (Fire Department - Machinery & Equipment) as a result of the donations.

Adopted this 24th day of March, 2024 by the City Council of Inver Grove Heights, Minnesota.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Approval of Final Plans & Specifications and
Authorization to Seek Bids for City Project No. 2210 -
Heritage Village Park Phase 5**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Adam Lares, Parks & Recreation Director, 651.450.2587

ACTION REQUESTED

The Council is asked to approve the final plans and specifications and grant authorization to seek bids for City Project No. 2210 - Heritage Village Park Phase 5.

BACKGROUND

Phase 5 of Heritage Village Park (HVP) will bring the park closer to completion with the construction of an inclusive playground, splash pad, and expanded parking lot. During the 2023 legislative session, the City was awarded \$2 million in state bond funds for this phase. Combined with approximately \$650,600 from the City's Park Acquisition and Development Fund, the total project funding of \$2,650,570 covers the estimated costs for Phase 5.

In August 2023, the City contracted with WSB for final design, preparation of plans and specifications, bid document development, and construction administration. Following the initial approval, additional professional design services became necessary to meet state-imposed requirements associated with the bond funding.

To ensure successful project completion, the Council approved an amendment to the existing contract with WSB. This amendment addressed scope adjustments due to evolving project needs, funding requirements, and unforeseen design modifications. These updates ensure compliance with bond funding guidelines, enhance water conservation efforts, and support long-term infrastructure planning. The Council approved the amended contract with WSB at its February 24, 2025, meeting.

As a result, the final plans and specifications have been prepared by City consultant, WSB, and full plans are available by request to the Parks and Recreation Director.

At its January 27, 2025, meeting, the Council approved the purchase of Heritage Village Park Phase 5 amenities, including the inclusive playground, splash pad, shade structures, and site furnishings, in the amount of \$1,843,629.24.

The remaining Phase 5 project components—including earthwork and excavation for the playground and splash pad, installation of ornamental fencing, irrigation for the main lawn, and expansion of the parking lot — are now being presented to the Council for final design approval, specifications review, and authorization to bid.

If authorized by Council, the anticipated schedule for Phase 5 is as follows:

March 24, 2025	City Council approves Plans and Specs and Authorizes Bidding
March 27, 2025	Bid Published (Pioneer Press & City Website)
April 22, 2025	Opening & Review of Bids
April 28, 2025	Recommendation to City Council for Award of Contract
Spring/Summer 2025	Construction
Late Summer/Fall 2025	Substantial Completion

FISCAL IMPACT

The approval of the plans and specifications, along with authorization to seek bids, carries no direct financial cost. If a bid is accepted and a construction contract is awarded, funding will come from the remaining balance of state bond funds, supplemented by approximately \$650,600 from the City's Park Acquisition and Development Fund (Fund 402) and \$150,000 from recently approved Tree Replacement funding earmarked for the irrigation system. This brings the total earmarked available funds to approximately \$906,200.

WSB's cost estimate for the base bid construction is \$1,074,812, excluding any alternate bids. If bids align with this estimate, an additional \$169,000 would be required to fully fund the project. One key alternate is the fencing around both the splash pad and playground. While it is listed as an alternate, staff recommends including it depending on bid results. The estimated cost for fencing is \$138,700. Attached is the full-detailed list of the cost estimates.

To cover any additional costs, staff is likely to recommend using the Park Acquisition and Development Fund, which currently has a balance of approximately \$3.1 million, minus the \$650,600 already allocated as the required state bond match for this project.

At this time, these are just cost estimates. Final bid amounts may be higher or lower. Staff will review the bids and provide funding options once they are received and analyzed.

The Park Acquisition and Development Fund is financed through park dedication fees paid by developers and is strictly designated for acquiring and developing new parks and park amenities. These funds cannot be used for park maintenance, redevelopment of existing parks, or other municipal needs such as streets, utilities, or public safety.

The updated estimated project cost is as follows:

Estimated Construction Cost	\$1,074,812
Estimated Alternate Bid #3 Cost - Fencing (staff recommends)	\$138,700
Construction Contingency 2%	\$22,000
Subtotal	\$1,235,512

RECOMMENDATION

Staff recommends approval of the final plans and specifications and authorization to seek bids for City Project No. 2210 - Heritage Village Park Phase 5

ATTACHMENTS

1. Cost Est. Heritage Village Park - Phase 5
2. Site Plan Heritage Village Park - Phase 5

HVP - Ph 5 Development

ESTIMATE OF PROBABLE COSTS FOR CONSTRUCTION

No.	Spec	Item	Units	Quantity	Unit Price	Total Price
BASE BID						
1	2021.501	SITE MOBILIZATION (5%)	LS	1	\$51,181.55	\$51,181.55
2	2104.501	REMOVE FENCE	LS	1	\$300.00	\$300.00
3	2104.503	REMOVE SEWER PIPE (STORM)	LF	86	\$8.00	\$688.00
4	2104.503	REMOVE CURB & GUTTER	LF	65	\$15.00	\$975.00
5	2104.504	REMOVE PAVEMENTS	SY	150	\$7.00	\$1,050.00
6	2106.501	EXCAVATION - COMMON (PARKING)	LS	1	\$35,000.00	\$35,000.00
7	2106.501	EXCAVATION - COMMON (PLAY & SPLASH PAD)	LS	1	\$25,000.00	\$25,000.00
8	2106.507	ROCK EXCAVATION	CY	800	\$225.00	\$180,000.00
9	2106.601	DEWATERING	LS	1	\$10,000.00	\$10,000.00
10	2105.607	SELECT GRANULAR EMBANKMENT (CV)	CY	1200	\$28.00	\$33,600.00
11	2108.504	GEOTEXTILE FABRIC TYPE 5	SY	2,500	\$2.50	\$6,250.00
12	2108.504	60 MIL POLYETHYLENE LINER (PARKING)	SY	40	\$40.00	\$1,600.00
13	2211.507	AGGREGATE BASE CLASS 5 (PARKING)	CY	460	\$75.00	\$34,500.00
14	2211.507	AGGREGATE BASE CLASS 5 (PLAY & SPLASH PAD)	CY	485	\$75.00	\$36,375.00
15	2360.504	3-INCH BITUMINOUS TRAIL	SY	300	\$34.00	\$10,200.00
16	2360.504	4-INCH BITUMINOUS TRAIL	SY	156	\$38.00	\$5,928.00
17	2360.504	4-INCH BITUMINOUS PARKING	SY	1,400	\$38.00	\$53,200.00
18	2360.504	TYPE SP 9.5 BIT MIXTURE FOR PATCHING	SY	100	\$70.00	\$7,000.00
19	2501.502	15" RC PIPE APRON W/TRASH GUARD	EACH	2	\$2,000.00	\$4,000.00
20	2502.502	4" PRECAST CONCRETE HEADWALL	EACH	2	\$1,200.00	\$2,400.00
21	2502.503	4" PERF PVC PIPE DRAIN	LF	920	\$30.00	\$27,600.00
22	2502.602	CONNECT TO EXISTING 48" STORM SEWER	EACH	1	\$1,500.00	\$1,500.00
23	2502.602	CONNECT TO EXISTING 6" PVC STORM SEWER	EACH	1	\$300.00	\$300.00
24	2502.602	4" PVC PIPE DRAIN CLEANOUT (STORM)	EACH	10	\$700.00	\$7,000.00
25	2503.503	15" RC PIPE SEWER DES 3006 CLASS III	LF	72	\$115.00	\$8,280.00
26	2503.602	CONNECT TO EXISTING SANITARY SEWER	EACH	1	\$1,000.00	\$1,000.00
27	2503.602	4" PVC PIPE DRAIN CLEANOUT (SANITARY)	EACH	1	\$700.00	\$700.00
28	2503.603	8" SCH 80 PVC PIPE SEWER	LF	190	\$70.00	\$13,300.00
29	2503.603	4" SOLID PVC SDR 35	LF	140	\$40.00	\$5,600.00
30	2504.601	IRRIGATION SYSTEM	LS	1	\$150,000.00	\$150,000.00
31	2504.602	CONNECT TO EXISTING WATERMAIN	EACH	1	\$1,800.00	\$1,800.00
32	2504.602	GATE VALVE & BOX	EACH	1	\$1,800.00	\$1,800.00
33	2504.602	4" PLUG & BLOWOUT	EACH	1	\$1,500.00	\$1,500.00
34	2504.603	4" WATERMAIN DUCTILE IRON PIPE CL 52	LF	94	\$70.00	\$6,580.00
35	2504.604	4" POLYSTYRENE WATERMAIN INSULATION	SY	16	\$65.00	\$1,040.00
36	2504.608	DUCTILE IRON FITTINGS	LB	10	\$28.00	\$280.00
37	2506.602	CONST DRAINAGE STRUCTURE (RAIN GUARDIAN)	EACH	1	\$4,800.00	\$4,800.00
38	2506.603	CONST MANHOLE STRUCTURE DES 72-4020	LF	7.87	\$1,700.00	\$13,379.00
39	2511.607	RANDOM RIPRAP CLASS III	CY	30	\$155.00	\$4,650.00
40	2521.518	6-INCH CONCRETE PED RAMP	SF	120	\$16.00	\$1,920.00
41	2521.518	6-INCH CONCRETE PAVEMENT	SF	840	\$16.00	\$13,440.00
42	2521.518	8-INCH CONCRETE APRON	SF	640	\$18.00	\$11,520.00
43	2531.503	CONCRETE CURB & GUTTER DESIGN B612	LF	630	\$30.00	\$18,900.00

No.	Spec	Item	Units	Quantity	Unit Price	Total Price
44	2531.618	TRUNCATED DOMES	SF	16	\$100.00	\$1,600.00
45	2545.501	LIGHTING / ELECTRICAL SYSTEM	LS	1	\$85,000.00	\$85,000.00
46	2557.603	TEMPORARY FENCE	LF	2200	\$35.00	\$77,000.00
47	2563.601	TRAFFIC CONTROL	LS	1	\$2,000.00	\$2,000.00
48	2564.602	SIGN PANELS TYPE (ADA)	EACH	2	\$1,200.00	\$2,400.00
49	2571.502	CONIFEROUS TREE 4' HT B&B	EACH	6	\$700.00	\$4,200.00
50	2571.502	DECIDUOUS TREE 10' HT	EACH	2	\$750.00	\$1,500.00
51	2571.502	DECIDUOUS TREE 2.5" CAL B&B	EACH	7	\$750.00	\$5,250.00
52	2571.502	DECIDUOUS TREE 2.0" CAL B&B	EACH	1	\$450.00	\$450.00
53	2571.502	DECIDUOUS SHRUB 5-GAL CONT	EACH	139	\$100.00	\$13,900.00
54	2571.502	HERBACEOUS NO 1 CONT	EACH	297	\$28.00	\$8,316.00
55	2571.603	METAL LANDSCAPE EDGER	LF	15	\$40.00	\$600.00
56	2571.604	WEED BARRIER	SY	1000	\$8.00	\$8,000.00
57	2573.501	STABILIZED CONSTRUCTION EXIT	LS	1	\$2,500.00	\$2,500.00
58	2573.501	CONSTRUCTION MAT	LS	1	\$2,000.00	\$2,000.00
59	2573.502	STORM DRAIN INLET PROTECTION	EACH	2	\$350.00	\$700.00
60	2573.503	SILT FENCE - TYPE MS	LF	1,500	\$3.50	\$5,250.00
61	2573.503	SEDIMENT CONTROL LOG - TYPE WOOD FIBER	LF	500	\$3.50	\$1,750.00
62	2574.507	LOAM TOPSOIL BORROW	CY	400	\$70.00	\$28,000.00
63	2574.507	PLANTING BED SOIL BORROW	CY	160	\$70.00	\$11,200.00
64	2575.504	ROLLED EROSION PREVENTION CAT 25	SY	1,200	\$2.50	\$3,000.00
65	2575.505	SEEDING TYPE I - TURF MIXTURE	ACRE	1.0	\$3,500.00	\$3,500.00
66	2575.505	SEEDING TYPE II - NATIVE MIXTURE	ACRE	0.1	\$5,000.00	\$500.00
67	2575.505	HYDROMULCH (BFM)	ACRE	1.0	\$4,000.00	\$4,000.00
68	2575.507	MULCH MATERIAL TYPE 6	CY	38	\$120.00	\$4,560.00
69	2582.501	PAVEMENT MARKINGS	LS	1	\$1,500.00	\$1,500.00
TOTAL BASE BID SCHEDULE						\$1,074,812.55

HERITAGE VILLAGE PARK - PHASE 5

Inver Grove Heights, Minnesota

City Improvement Project No..... 2210

WSB & Associates, Inc. Project No. 023629-000

Issue Date..... MARCH 27, 2025



SCALE:DESIGN BY:

AS SHOWNCA

PLAN BY:CHECK BY:

KPCA

REVISIONS

NO.	DATE	DESCRIPTION

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

CANDACE AMBERG

DATE: 03/27/2025LIC. NO: 40646

TITLE PLAN

HERITAGE VILLAGE PARK - PHASE 5
CITY OF INVER GROVE HEIGHTS, MN

CLIENT PROJECT NO.
2210

WSB PROJECT NO.
023629-000

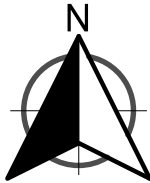
SHEET
L1.0

Sheet List Table	
Sheet Number	Sheet Title
L1.0	TITLE PLAN
L1.1	SWPPP
L1.2	SWPPP
L1.3	SWPPP
L2.0	OVERALL DEMO & EROSION CONTROL PLAN
L2.1	PARKING LOT DEMO & EROSION CONTROL PLAN
L2.2	PLAYGROUND DEMO & EROSION CONTROL PLAN
L2.3	SPLASH PAD DEMO AND EROSION CONTROL PLAN
L3.0	OVERALL LAYOUT PLAN
L3.1	PARKING LOT ENLARGEMENT
L3.2	PLAYGROUND ENLARGEMENT
L3.3	SPLASH PAD ENLARGEMENT
L4.0	OVERALL GRADING PLAN
L4.1	PARKING LOT GRADING ENLARGEMENT
L4.2	PLAYGROUND GRADING ENLARGEMENT
L4.3	SPLASH PAD GRADING ENLARGEMENT
L5.0	OVERALL LANDSCAPE PLAN
L5.1	OVERALL PARKING RESTORATION
L5.2	PLAYGROUND RESTORATION
L5.3	OVERALL SPLASH PAD RESTORATION
L5.4	PLANTING BED ENLARGEMENT
L5.5	PLANTING BED ENLARGEMENT
L6.0	CONSTRUCTION DETAILS
L6.1	FENCE DETAILS
L6.2	MISCELLANEOUS DETAILS
L6.3	PLANTING DETAILS
C1.0	OVERALL UTILITY PLAN
C1.1	PARKING LOT UTILITIES
C1.2	PLAYGROUND UTILITIES
C1.3	SPLASH PAD UTILITIES-BASE BID
C1.4	CIVIL DETAILS
C1.5	SPLASH PAD UTILITIES-ALT 1
C1.6	CIVIL DETAILS
C1.7	CIVIL DETAILS
C1.8	SPLASH PAD UTILITIES-ALT 2
C1.9	CIVIL DETAILS
C1.10	CIVIL DETAILS
C1.11	PARKING LOT UTILITY DETAILS
E4.0	TITLE SHEET ELECTRICAL
E4.1	OVERALL SITE PLAN - REFERENCE
E4.2	PARTIAL SITE PLAN - PARKING LOT
E4.3	PARTIAL SITE PLAN - SPLASH PAD
E4.4	DETAILS AND SCHEDULES - ELECTRICAL
LI 1.00	OVERALL IRRIGATION LAYOUT
LI 1.01	IRRIGATION LAYOUT
LI 1.02	IRRIGATION LAYOUT
LI 1.03	IRRIGATION LAYOUT
LI 1.04	IRRIGATION LAYOUT
LI 1.05	IRRIGATION SCHEDULES
LI 1.06	IRRIGATION SCHEDULES & DETAILS
LI 1.07	IRRIGATION NOTES & DETAILS



1PROJECT LOCATION MAP

L1.0SCALE: NOT TO SCALE



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Request for Council Action

SUBJECT: **Approval of Assignment and Assumption of Development Credits**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The Council is asked to approve the attached Assignment and Assumption of Development Credits and authorize the appropriate officials to sign it on behalf of the City.

BACKGROUND

When the Argenta Hills commercial development was first platted, the City and IGH Investment, LLC (the Developer) entered into a Development Contract that addressed all of the typical fees and infrastructure installation required as part of a new subdivision. At the time of platting, the Developer constructed certain regional storm water basins and installed oversized trunk lines, and in exchange, the City gave the Developer credits to be used to offset certain water and sewer fees which are required to be paid at the time of building permit issuance. These credits can only be used for water and sewer related fees associated with the development of specific lots within the Argenta Hills development.

IGH Investment eventually sold the remaining, undeveloped lots and outlot in the Argenta Hills development to Graceland IGH Holdings, LLC, and, as part of that transaction, conveyed the remaining, outstanding water and sewer credits to Graceland IGH Holdings. Graceland IGH Holdings is now in the process of selling Lot 3, Block 2, Argenta Hills to Inver Grove Heights, MN (7761 Amana) LLC (Insite Development) for development as a daycare center. As part of that transaction, Graceland IGH Holdings Weeks to assign and transfer a total of \$148,265 of its remaining water and sewer credits to Insite Development. The City is asked to sign off on this transfer.

FISCAL IMPACT

These are outstanding credits that the City has previously committed to for use on this site. There is no financial impact to the City whether they are used by Graceland IGH Holdings, LLC or Inver Grove Heights, MN (7761 Amana) LLC.

RECOMMENDATION

Staff recommend approval of the attached Assignment and Assumption of Development Credits.

ATTACHMENTS

1. Assignment and Assumption of Development Credits

ASSIGNMENT AND ASSUMPTION OF DEVELOPMENT CREDITS

THIS ASSIGNMENT AND ASSUMPTION OF DEVELOPMENT CREDITS (this "Agreement") is made this ____ day of _____, 2025 (the "Effective Date"), by and between GRACELAND IGH HOLDINGS, LLC, a Minnesota limited liability company ("Assignor") and INVER GROVE HEIGHTS, MN (7761 AMANA) LLC, an Illinois limited liability company ("Assignee").

WITNESSETH:

1. Assignor represents and warrants to Assignee that (i) Assignor, as assignee of IGH Investment, LLC ("IGHI"), is the current holder of certain City of Inver Grove Heights, Minnesota (the "City") development credits in the total amount of \$393,270, with \$152,430 available to offset water-related City building permit fees (the "Water Credits") and \$240,840 available to offset sewer-related fees City building permit fees (the "Sewer Credits", and together with the Water Credits, collectively, the "Development Credits"), issued pursuant to that certain Development Contract for Plat of Argenta Hills dated May 30, 2008 and recorded as Document No. 2602700, and as referenced in that certain letter from the City to IGH, Assignor and Assignee's affiliate, InSite Development Services, LLC, dated July 10, 2024, (ii) Assignor has not assigned the Development Credits to any other person or entity and (iii) the Development Credits are available to be applied at the time of building permit issuance for Lot 3, Block 2, Argenta Hills, Dakota County, Minnesota (the "Property"), which Property is being sold and transferred by Assignor to Assignee on the Effective Date (the "Sale").
2. Assignor hereby grants, transfers and assigns to Assignee (i) \$95,030 of the Sewer Credits and (ii) \$53,235 of the Water Credits, for a total of \$148,265 of the Development Credits (the "Transferred Credits"). Assignee has paid \$125,000 to Assignor for the Transferred Credits as part of the closing of the Sale.
3. Assignor agrees to indemnify and hold Assignee harmless of and from any and all liabilities, claims, causes of action, penalties, demands and expenses, of any kind or nature whatsoever (except those items which by this Agreement specifically become the obligation of Assignee) incurred by Assignee by reason of the failure of Assignor to fulfill, perform, discharge, and observe any obligations with respect to the Transferred Credits arising prior to the date of this Agreement, and all expenses related thereto, including, without limitation, court costs and attorney's fees.
4. Assignee hereby accepts such assignment and assumes the Transferred Credits.
5. The provisions of this Agreement shall be binding upon the parties and their successors and assigns.
6. This Agreement may be executed in counterparts which, when taken together, shall be considered the entire Agreement.

IN WITNESS WHEREOF, Assignor and Assignee have caused this Agreement to be executed as of the day and year first above written.

ASSIGNOR:

GRACELAND IGH HOLDINGS, LLC, a
Minnesota limited liability company

By: GRACELAND PROPERTY
HOLDINGS, LLC, a Delaware limited
liability company

Its: Manager

By: GRACELAND PROPERTY
SPONSOR, LLC, a Minnesota limited
liability company

Its: Manager

By: _____
Name: Joshua D. Krsnak
Its: Chief Manager

ASSIGNEE:

**INVER GROVE HEIGHTS, MN (7761
AMANA) LLC**, an Illinois limited liability
company

By: _____
Larissa A. Addison, Manager

CONSENT AND JOINDER OF CITY

The City joins in the execution of this Assignment and Assumption of Development Credits to: (i) evidence City's consent to the terms hereof and acknowledge that Assignor has assigned and Assignee has assumed (i) \$95,030 of the Sewer Credits and (ii) \$53,235 of the Water Credits, which will be applied to fully offset and satisfy all amounts owed by Assignee for Sanitary Sewer Building Permit Connection Unit Fees (totaling \$95,030) and Water Building Permit Connection Unit Fees (totaling \$53,235) in connection with the City's issuance of Assignee's building permit for the Property and (ii) to acknowledge that without such consent and confirmation of the City hereunder, Assignee would not enter into this Assignment and Assumption of Development Credits or otherwise consent to the terms hereof. Additionally, the City represents to Assignee that the City is duly authorized and empowered to execute, deliver and perform this Assignment and Assumption of Development Credits, and all actions on its part requisite for the due execution, delivery and performance of this Assignment and Assumption of Development Credits have been duly and effectively taken.

CITY OF INVER GROVE HEIGHTS

By: _____
John Murphy
Its: Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk



Request for Council Action

SUBJECT: **Resolution Approving Amendment to FY 2024 DEED Host Community Economic Development Grant Application**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The Council is asked adopt the attached Resolution, authorizing a request to the Minnesota Department of Employment and Economic Development for an amendment to the current (state fiscal year 2024) Host Community Economic Development grant application.

BACKGROUND

The Minnesota Department of Employment and Economic Development (DEED) awarded the City a \$415,625 fiscal year 2024 grant to support the acquisition of land on the 6500 block of Concord Boulevard. Efforts to acquire that land are delayed as the City continues its diligence, but the grant funding expires on June 30, 2025.

On December 4, 2024, the Council authorized submittal of a Host Community Economic Development (HCED) grant application to DEED for state fiscal year 2025. DEED recently approved this request. That funding allows the City to complete the engineering design for the extension of municipal utilities to serve EDA-owned land on both Dickman Trail and Babcock Trail, with remaining grant funding to be spent on the construction of utilities in the Dickman Trail area.

The EDA has considered an offer from a developer to redevelop the Dickman Trail site and City staff are working with the developer to finalize that agreement. As that project continues in a positive direction, and with the Concord Boulevard redevelopment project concept delayed, City staff are looking to move up the timeline for the utility design work for Dickman Trail. The City Engineer obtained a cost estimate from Bolton & Menk, which is in the City's engineering consultant pool, to complete the scope of work. As a result, City staff are requesting two action items:

1. Authorize the City Engineer to enter into a contract with Bolton & Menk to proceed with the utility design work for Dickman Trail, at an estimated cost of \$69,000. Given the tight timeline to complete the utility design work by the deadline for this year's grant funding, staff is requesting an authorized amount of up to \$80,000 to allow for flexibility within the contract. The amount spent is expected to be fully reimbursable by the DEED grant.
2. Adopt the attached Resolution, authorizing City staff to submit a request to DEED to amend the fiscal year 2024 grant application. This amendment would authorize the use of this year's

grant funds for the utility design work, with the goal of spending next year's grant funds (which will become available on July 1, 2025) for construction of the utility improvements.

FISCAL IMPACT

If the amendment is approved by DEED, grant funds would fully reimburse the City for the utility design work in the Dickman Trail area. City staff will not authorize the consulting engineer to proceed with the design work until DEED has indicated approval of the grant amendment.

RECOMMENDATION

Staff recommends adoption of the attached Resolution and authorization for the City Engineer to enter into a contract with Bolton & Menk for design of the proposed utility improvements along Dickman Trail.

ATTACHMENTS

1. Resolution_Amend Fiscal Year 2024 DEED HCEP Grant Application_03-24-2025
2. FY2024_Inver Grove Heights_AMENDED Grant Application_Host Community Economic Development Program

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. 24-_____**

**RESOLUTION AUTHORIZING THE SUBMITTAL OF AN AMENDED FISCAL YEAR 2024
APPLICATION FOR HOST COMMUNITY ECONOMIC DEVELOPMENT
GRANT FUNDING PREVIOUSLY AWARDED BY THE
MINNESOTA DEPARTMENT OF EMPLOYMENT & ECONOMIC DEVELOPMENT**

WHEREAS, the City of Inver Grove Heights ("City") is a Host Community under Minnesota Statute §116J.548 and, as a Host Community, may apply annually to the Minnesota Department of Employment and Economic Development ("DEED") for funding through the Host Community Economic Development Program ("HCEP"); and,

WHEREAS, DEED previously awarded HCEP grant funds to the City, supporting the acquisition of the approximately 6.64 acres of land located at the 6500 Block of Concord Boulevard for the purpose of advancing the redevelopment in the North Concord Boulevard and Riverfront area of the City ("Concord Project"); and,

WHEREAS, the Concord Project remains a high propriety for the City but acquisition of the land requires significant due diligence not yet complete, delaying the City's ability to move forward to said land acquisition within the current Fiscal Year 2024 grant funding timeline; and,

WHEREAS, DEED recently approved the City's HCEP grant funding application for Fiscal Year 2025, which includes the design and construction of municipal utilities supporting an industrial redevelopment project on publicly- and privately-owned land adjacent to Dickman Trail ("Dickman Project"); and,

WHEREAS, the City has reached agreement with a developer to sell City-owned land, supporting the Dickman Project, thereby moving up the timeline of work associated with the Fiscal Year 2025 HCEP grant funding; and,

WHEREAS, utility design is an authorized HCEP expenditure, and completing that design work in the current HCEP grant funding timeline is critical to support the Dickman Project and planned utility construction, the City requests an amendment to its Fiscal Year 2024 HCEP grant funding application, authorizing the expenditure of Fiscal Year 2024 HCEP grant funding by the City to complete the utility design for the Dickman Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA that the City of Inver Grove Heights acting as the legal sponsor for Capital Projects referenced in an amended Fiscal Year 2024 Host Community Grant Program application, be submitted to DEED, and that the City respectfully requests DEED's approval of the amended grant application for a Dickman Project utility design work to be completed on or before June 30, 2024.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights 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.

BE IT FURTHER RESOLVED that upon approval of its amended application by DEED and the State, the City of Inver Grove Heights may enter into an amended grant agreement with the State of Minnesota for the above referenced project, and that the City of Inver Grove Heights certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the City Clerk are hereby authorized to execute such grant contract amendments as are necessary to implement the project on behalf of the applicant, the city of Inver Grove Heights.

Adopted by the City Council of the City of Inver Grove Heights on March 24, 2024.

Ayes:

Nays:

CITY OF INVER GROVE HEIGHTS

By: _____

John Murphy

Its: Acting Mayor

Attested:

By: _____

Rebecca Kiernan

Its: City Clerk

MINNESOTA DEPARTMENT OF EMPLOYMENT AND ECONOMIC DEVELOPMENT

180 E 5th Street, Suite 1200
 St. Paul, Minnesota 55101
 Brownfields and Redevelopment Unit
 651-259-7449
 1-800-657-3858

HOST COMMUNITY ECONOMIC DEVELOPMENT GRANT APPLICATION

INTRODUCTION/DEFINITIONS

FUNDING AVAILABILITY: Available funding amounts vary, depending on Legislative appropriation. According to Legislative requirement, DEED must allocate available money between Host Communities as evenly as practicable.

DEADLINES/REQUIREMENTS: Priority is given to applications submitted by December 31. Applications will be considered after December 31, if any remaining funds are available. **Completed applications and supporting documentation** must be submitted to DEED's Office of Brownfields and Redevelopment to be considered for funding. **Please fill out the entire application.**

ELIGIBLE PROJECT: Means a development or redevelopment project that will generate economic development within a Host Community.

ECONOMIC DEVELOPMENT: Means job creation, an increase in the tax base, and the capacity of the project to attract private investment at a minimum.

ELIGIBLE APPLICANTS: Are Host Communities.

HOST COMMUNITY: Means a city located within the seven-county metropolitan area, as defined in Minnesota Statutes, section 473.121, subdivision 2, that is the site of a waste disposal facility that meets the standards in Minnesota Statutes, section 473.849, that accepts unprocessed mixed municipal solid waste generated in the metropolitan area.

ELIGIBLE PROGRAM COSTS: Are Capital Costs.

CAPITAL COSTS: Means expenditures for the acquisition and betterment of public lands and buildings and for other publicly-owned capital improvements. Capital costs also include expenditures for pre-design, design, engineering and similar activities for specifically identified eligible projects. **Costs incurred before the grant award date are not eligible for payment.**

PROJECT AREA: Is the area chosen by the applicant to serve as the boundary where development or redevelopment will take place as a result of the capital costs being expended. It is also the area in which the capital costs requested will occur. It is the area where job creation, job retention, tax base increases and all other economic benefits will be tracked and reported on throughout the life of the grant.

AWARDING GRANTS: DEED will award grants to projects that provide the highest return in public investment and meet all of the statutory requirements.

Great Northern Building, 180 E 5th Street, Suite 1200, St. Paul, MN 55101

Host Community Economic Development Grant Application

Cover Page

Applicant (Host Community): City of Inver Grove Heights

Head of Applicant Agency (e.g. Mayor): Brenda Dietrich, Mayor / Kris Wilson, City Administrator

Applicant Address: 8150 Barbara Avenue

City: Inver Grove Heights Zip Code: 55077

For reference, please give the State Statute number which gives the applicant authority to carry out the activities for which you are requesting grant funds. §116J.548

Project Contact for the Host Community Jason Ziemer, Community Development Director

Phone: (651) 450-2546

E-mail: jziemer@ighmn.gov

Mailing Address: 8150 Barbara Avenue, Inver Grove Heights, MN 55077

Project Manager (in the event of an award) Jason Ziemer, Community Development Director

Project Manager's Phone and Email (651) 450-2546 / jziemer@ighmn.gov

Application Author Jason Ziemer, Community Development Director

Author's Phone and Email (651) 450-2546 / jziemer@ighmn.gov

PROJECT AREA INFORMATION

1. Name of Site/Project Area: Dickman Trail Industrial Site / Dickman Trail

Site/Project Area address or boundaries:

Subject Property located on Dickman Trail, between Dickman Trail and Concord Boulevard (CR 56)

PIDs: 20-00200-56-070

20-01100-27-012

20-17750-06-050

20-17750-06-071

20-17750-06-090

20-39900-00-170

City: Inver Grove Heights Zip Code: 55077

Total Acreage of Project Area: 14.72

Minnesota Legislative District #: 53A

(Note: The Minnesota Legislature has a tool to look up legislative district numbers. You must have a precise address and know the zip code of the site. Go to: <http://www.gis.leg.mn/OpenLayers/districts/>

2. Describe the current and future ownership of the parcels on which the capital costs are being requested.

The Subject Property is currently owned by the Inver Grove Heights Economic Development Authority.

MAPS AND SITE FEATURES

3. **Attach** an accurate and legible map of the project area that includes the proposed development or redevelopment project showing locations of prominent and relevant site features such as major roadways, etc. (NOTE: maps shall include property boundaries, a north arrow and bar scale). The map(s) should show the following:
- a) The current condition of the project area including labeled structures;
 - b) The proposed development or redevelopment of the project area including labeled structures; and
 - c) Specifically where and for what activities DEED money will apply.
4. Please provide current and historic photographs of the project if available.
Images not currently available.

HISTORY/CURRENT USE

5. Please attach a synopsis on the history and general background of the project area. This includes, but is not limited to, a description of the past and current uses of the project area, why development or redevelopment is being planned for the area and any other information that may be helpful in understanding the project area's current use. **See Page 10.**

DEVELOPMENT OR REDEVELOPMENT PROJECT

6. Please attach a detailed narrative of the proposed development or redevelopment project planned for the project area. Please describe and define the project area, discuss the economic development that will be generated as a result of the project, the potential the project has to attract private investment to the area and how the community will benefit from the development or redevelopment project. **See Page 11.**

ANALYSIS OF DEVELOPMENT OR REDEVELOPMENT PROJECT

7. Describe how this project will increase the property tax in the project area.

The City has a minimal amount of land guided and zoned for commercial and industrial development, and much of the development the past few years has focused mainly on residential uses. Of the land guided and zoned for commercial and industrial, the majority was previously developed and/or is under private ownership. The City is finalizing an agreement with a developer pursuing an industrial development on public land owned by the Inver Grove Heights Economic Development Authority (EDA) and two adjacent parcels under private ownership. The EDA properties are currently vacant, and under public ownership, generating no property tax revenue to the community. Thus, the sale and redevelopment of those parcels, combined with the two private parcels will transition the use of these industrially-zoned properties, making them more productive and create new jobs in the community, and significantly improve the taxable value of the properties. The Dickman Trail Industrial Site is located within the City's Municipal Utilities Services Area (MUSA), but currently lacks service by public utilities (water and sanitary sewer). Because development is dependent on access to those utilities, expansion of water and wastewater to this development site is necessary to make those utilities readily available for development. The amended grant funding request will allow the City to complete the engineering and utility design work in the current Fiscal Year (FY2024) and allow for construction to move forward in Fiscal Year 2025, which is also funded by Host Community Economic Development grant dollars.

8. What is the projected increase in property taxes after final development or redevelopment in the project area?

Projected property taxes generated by the development of either site is pending at this time as the City and developers are currently reviewing and working through concept site plans.

How was this figure determined? To Be Determined.

JOB CREATION

9. Project the number of new jobs created in the project area after the proposed development or redevelopment of the project area. (Jobs that did not exist in Minnesota prior to development. (This should not include construction jobs.)

Dickman Trail Project Site

Total New Jobs: 30* FTEs minimum

**Estimated by developer of Dickman Trail development site. Developer estimates 10-20 jobs per project with 3 to 4 buildings planned per the concept plan.*

NEW JOBS TABLE

Position Title	Total # of	Total # of	Part-time	Expected
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	Full-Time Jobs	Part-Time Jobs	Hours Per Week	Hiring Date
Specific Positions TBD	TBD	TBD	TBD	TBD

10. What are the total costs of the development or redevelopment project expected in the project area? (not including the capital costs)? Development costs are yet to be determined for either project site.

How much is private? TBD

How much is public? TBD

CAPITAL COSTS

11. Describe the capital costs planned for the project area.

Planned Capital Costs are for the delivery public utilities – water and wastewater – to the Dickman Trail Industrial Site. For FY2024 funding, the City is proposing to complete the engineering and utility design work and construction plan documents, allowing for construction of those utilities in FY2024, also funded through awarded Host Community Economic Development grant funding. City utility main lines are in the immediate area, but the services are not readily available, requiring the expansion of those utilities into these areas and specifically to the development sites.

12. Total capital costs.

Costs – Public Utilities Engineering, Design and Construction Documents + Contingency

Dickman Trail Development Site: \$80,000

13. How much money are you seeking from DEED?

The City is requesting funding to cover the project design and engineering costs to move from concept drawings to final design detailed plans and construction documents, and determine estimated engineered construction costs for the expansion of public utilities to the Dickman Trail Industrial Site.

Total Request: \$80,000

14. How much of the total capital costs will come from private sources?

Project Design and Engineering costs are proposed as a public expenditure to be covered by the Host Community Economic Development grant program.

15. How much of the total capital costs will be paid from local, public dollars?

As noted above, public dollars through the Host Community Economic Development Program will cover 100% of the Project Design and Engineering costs. Future responsibility of construction costs will be determined at a future date, pending final cost estimates and project bidding, and funding provided via the Host Community Economic Development Program.

16. Fill out the budget table below indicating the sources, uses, and amounts of **all** funds (including DEED requests.) that will be used for eligible capital costs as defined in this application.

Use of Funds (Capital costs)	Amount	Source of Funds	Date Funds Committed
Utility Design & Engineering	\$80,000	DEED Host Community Funds	TBD; Grant Award

Note: Formal decisions related to final design and engineering costs and determination of funding sources specific to construction of utilities are based on award of grant funding. Timeline (below) related to design work would not formally commence until award of grant funding and grant agreement is executed between City and DEED.

PROJECT SCHEDULE

17. Provide a detailed project schedule outlining the individual tasks and schedules of the overall capital costs for the project including development or redevelopment tasks and activities necessary to complete the Project. Indicate on this form the capital costs for the individual tasks involved in the project and the expected completion date (month and year) of the activity. The last task on the project schedule should indicate the date upon which construction of the development or redevelopment will be complete.

SCHEDULED TASKS BY YEAR AND MONTH

	YEAR 2025												YEAR 2026												YEAR 2027												
TASK	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Utility Design																																					
Est. Utility Construction																																					
											</																										

18. Please list any factors which would change or delay this schedule.

Although the development is a priority for the Economic Development Authority, project funding is not readily available in the City's capital improvement program, including expenses for Utility Plan Design and Engineering. The City is working finalizing an agreement with a developer on the EDA-owned properties and working through site concept planning for the Dickman Trail development site. AS noted, the developer does have a purchase agreement on the two adjacent, privately-owned properties. This amended grant funding application will allow grant funding to complete the utility design and engineered construction documents yet this FY2024 – a critical first step toward delivering utilities to the development site. Depending on that work and development approvals, and securing future grant funding and bidding climate for utility construction projects, utility construction could commence by this fall or next spring. Depending on those factors it maybe most beneficial to delay construction until Spring 2026.

DEVELOPER/THIRD PARTY/COMPANY COMMITMENT

If there is a commitment from a developer or third party owner/tenant for the project area, please complete the following and **attach a letter(s) of commitment**.

19. Third Party/Company Name: _____
 Contact Person: _____
 Title: _____
 Phone Number (include area code): _____

If there is an **end-user** commitment, please complete the following:

20. Third Party/Company Name: _____
 Contact Person: _____
 Title: _____
 Phone Number (include area code): _____

VI. PAYMENT INFORMATION

Most grant payments take place through electronic funds transfer (EFT). To ensure proper payment, a Vendor Number assigned by Minnesota Management & Budget is required.

Financial Contact Person: Amy Hove, Finance Director

Telephone Number or Email: ahove@ighmn.gov

State of Minnesota Vendor Number: SWIFT Vendor # 0000197690

If a Minnesota Vendor Number does not exist, please supply:

Minnesota Identification Number: _____
 and

Federal Employer Identification Number: _____

State Vendor info may be found at:

<https://mn.gov/mmb/accounting/swift/vendor-resources/>

HISTORY / CURRENT USE

Dickman Trail Development Site

Aerial images show the larger EDA-owned parcels within the Dickman Trail Development Site (“Dickman Site”) as a vacant parcel with vegetation and trees up to about the late 1960s. In 1970, the north end of the site was graded and was used for earthen material storage (i.e. soils, gravel, etc.). By 1977, the vegetation had been removed, the entire site was graded and the material storage was expanded across the entire property. This continued until approximately 1985 when it appears that type of use ceased and remained vacant with vegetation retaking the property from then through the 1990s. In 2000, aerial images show much of the vegetation removed and the area adjacent to Dickman Trail graded again and used for exterior storage of earthen materials (i.e. soils, gravel, etc.) for an adjacent contractor business. This use continued and intensified over the next decade. In the mid-2000s, aerial images show what appears to be active mining of the property. City records show in 2008, the City notified the owner that mining was not a permitted use, and issued an order to cease such activities immediately. During that year, the City and Dakota County also took action against the property owner for violations related to hazardous waste for an unexpired license as a very small waste generator. In 2010, aerial images show the use of the property for storage of earthen materials on the decline. In 2012, the Inver Grove Heights Economic Development Authority acquire the Dickman Site, and from that date aerial images show the gradual re-vegetation of the property. The City constructed a perimeter fence and currently uses the property as outdoor storage for the Public Works and Parks Department. Two of the three smaller EDA-owned properties were residential home properties until the homes were demolished in 2018/2019; the third property was mostly a commercial/industrial use until 2016 when the remaining structure and parking and/or outdoor storage area were removed. The larger of the two privately-owned properties within the Dickman Site has served as both a residential home site and trucking business operation for several decades with the adjacent, smaller lot providing parking and outdoor storage of equipment simultaneously.

DEVELOPMENT / REDEVELOPMENT PROJECT

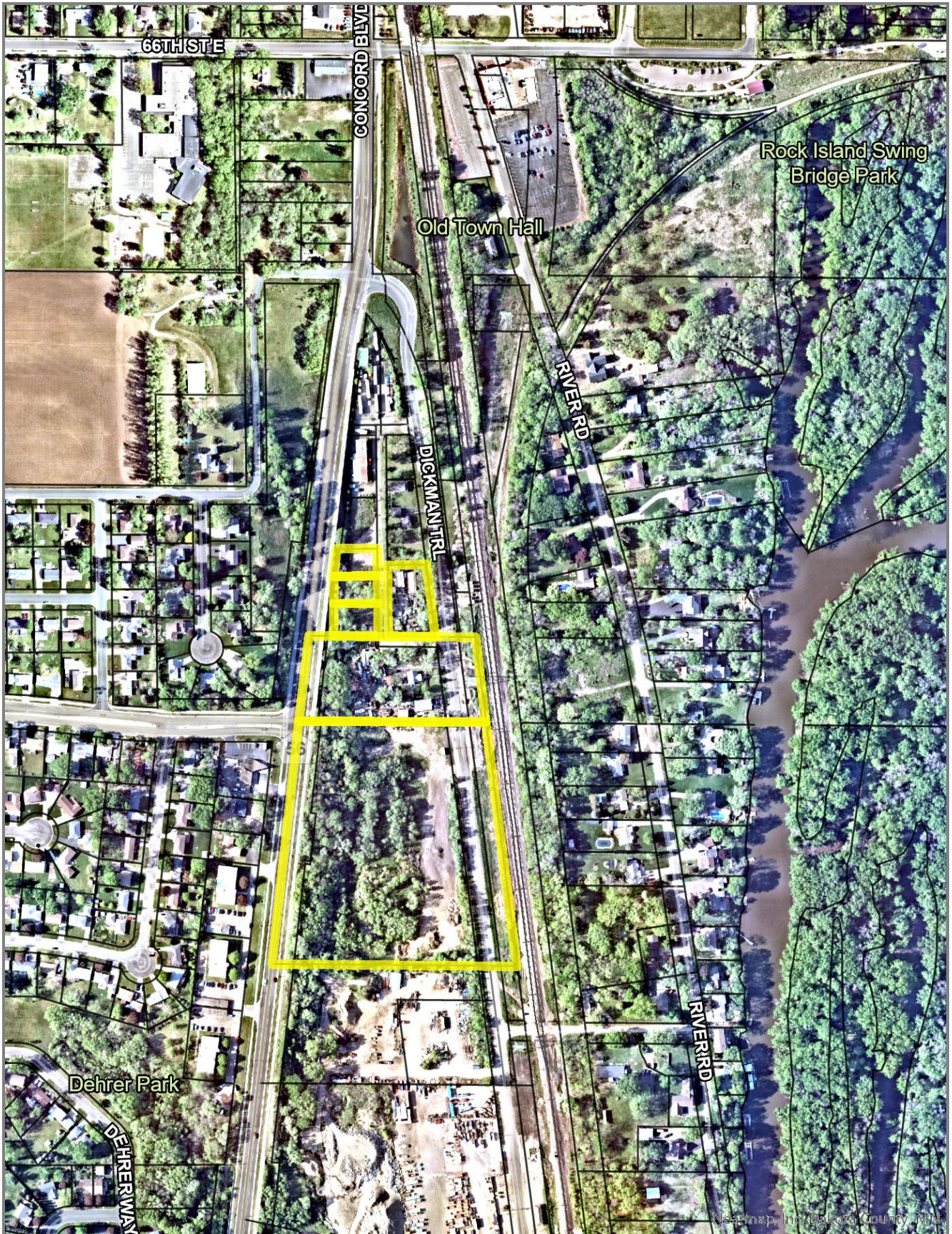
As described above, the City has a minimal amount of land guided and zoned for commercial and industrial development, and much of the development in Inver Grove Heights the past few years has been primarily residential. With the majority of commercial and industrial areas under private ownership, the four development sites, currently owned by the Inver Grove Heights Economic Development Authority (EDA), and two adjacent privately-owned properties create the opportunity the City to expand its commercial and industrial business footprint, thereby enhancing its tax base in those arenas. The City is finalizing an agreement with a developer on its properties; the developer has a purchase agreement for the private properties.

The Dickman Trail Development Site is located in an industrially zoned part of the City. The location would allow for smaller industrial uses, such as contractor condos with office-warehouse arrangement and limited outdoor storage, which is in high demand in the Twin Cities Metropolitan Area. The City is partnering with a developer on revised site concept drawings, and the developer also has the two privately-owned adjacent properties under contract. As noted, the Dickman Site requires public utilities (i.e. water and sanitary sewer) service to enable development to move forward. Those utility services are in the area but not readily available at the property.

The proposed grant funding will support utility plan design and drafting of engineering construction documents necessary to enable the City to move forward with utility expansion to service the proposed development. Construction is pending completion of the design and development approvals, but is targeted for Summer/Fall 2025 into Spring 2026.

The expansion of utilities will enable the sale and development of the Dickman Site, allowing underutilized land to use and convert their value from non-taxable to taxable – thereby generating new property taxes for the City. The development will further attract new businesses to the community and/or allow existing businesses to expand, thereby supporting the creation of jobs in the community.

Dickman Trail Development Site



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed.
 This is not a legal document and should not be substituted for a title search, appraisal, survey, or
 for zoning verification.

Map Scale

1 inch = 400 feet

3/19/2025

DICKMAN TRAIL - UTILITY EXTENSION CONSTRUCTION COST ESTIMATE

Item Code	Bid Item	Unit	Unit Price	Quantity	Total
2021.501	Mobilization	LS	\$ 44,024.60	1	\$ 44,024.60
2104.503	Sawing Bituminous Pavement - Full Depth	LF	\$ 3.00	200	\$ 600.00
2104.504	Remove Bituminous Pavement - Full Depth	SQ YD	\$ 7.50	4978	\$ 37,335.00
2106.507	Common Excavation	CY	\$ 12.00	1244.5	\$ 14,934.00
2106.507	Subgrade Excavation	CY	\$ 38.00	3733.5	\$ 141,873.00
2123.61	Street Sweeper	HR	\$ 150.00	10	\$ 1,500.00
2211.509	Aggregate Base CL V	TON	\$ 25.00	150	\$ 3,750.00
2503.503	18" RC Pipe Sewer CL V	LF	\$ 115.00	100	\$ 11,500.00
2503.602	Connect to Existing Sanitary Structure	EA	\$ 3,500.00	1	\$ 3,500.00
2503.602	Connect to Existing Drainage Structure	EA	\$ 2,500.00	1	\$ 2,500.00
2503.603	16" Steel Casing (Jacked)	LF	\$ 1,600.00	200	\$ 320,000.00
2504.602	Connect to Existing Watermain	EA	\$ 4,000.00	2	\$ 8,000.00
2504.602	Install Hydrant	EA	\$ 5,500.00	5	\$ 27,500.00
2504.602	8" Gate valve and Box	EA	\$ 3,200.00	6	\$ 19,200.00
2504.603	8" DIP CI 52 Watermain	LF	\$ 150.00	1600	\$ 240,000.00
2504.608	MJ Fittings	LB	\$ 17.50	1200	\$ 21,000.00
2506.502	Construct Drainage Structure DES 48-4020 W/Sump & Snout	EA	\$ 6,000.00	1	\$ 6,000.00
2506.503	Construct Sanitary manhole DES 48-4020	EA	\$ 6,000.00	1	\$ 6,000.00
2506.603	Clean Pipe Sewer	LF	\$ 1.50	200	\$ 300.00
2563.601	Traffic Control	LS	\$ 15,000.00	1	\$ 15,000.00
Total Construction Cost					\$ 924,516.60
20% contingency					\$ 184,903.32
Construction + Contingency					\$ 1,109,420.00

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY MINNESOTA
RESOLUTION NO. 24-____**

**RESOLUTION AUTHORIZING THE SUBMITTAL OF AN AMENDED FISCAL YEAR 2024
APPLICATION FOR HOST COMMUNITY ECONOMIC DEVELOPMENT
GRANT FUNDING PREVIOUSLY AWARDED BY THE
MINNESOTA DEPARTMENT OF EMPLOYMENT & ECONOMIC DEVELOPMENT**

WHEREAS, the City of Inver Grove Heights ("City") is a Host Community under Minnesota Statute §116J.548 and, as a Host Community, may apply annually to the Minnesota Department of Employment and Economic Development ("DEED") for funding through the Host Community Economic Development Program ("HCEP"); and,

WHEREAS, DEED previously awarded HCEP grant funds to the City, supporting the acquisition of the approximately 6.64 acres of land located at the 6500 Block of Concord Boulevard for the purpose of advancing the redevelopment in the North Concord Boulevard and Riverfront area of the City ("Concord Project"); and,

WHEREAS, the Concord Project remains a high propriety for the City but acquisition of the land requires significant due diligence not yet complete, delaying the City's ability to move forward to said land acquisition within the current Fiscal Year 2024 grant funding timeline; and,

WHEREAS, DEED recently approved the City's HCEP grant funding application for Fiscal Year 2025, which includes the design and construction of municipal utilities supporting an industrial redevelopment project on publicly- and privately-owned land adjacent to Dickman Trail ("Dickman Project"); and,

WHEREAS, the City has reached agreement with a developer to sell City-owned land, supporting the Dickman Project, thereby moving up the timeline of work associated with the Fiscal Year 2025 HCEP grant funding; and,

WHEREAS, utility design is an authorized HCEP expenditure, and completing that design work in the current HCEP grant funding timeline is critical to support the Dickman Project and planned utility construction, the City requests an amendment to its Fiscal Year 2024 HCEP grant funding application, authorizing the expenditure of Fiscal Year 2024 HCEP grant funding by the City to complete the utility design for the Dickman Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA that the City of Inver Grove Heights acting as the legal sponsor for Capital Projects referenced in an amended Fiscal Year 2024 Host Community Grant Program application, be submitted to DEED, and that the City respectfully requests DEED's approval of the amended grant application for a Dickman Project utility design work to be completed on or before June 30, 2024.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights has the legal authority to apply for financial assistance, and the institutional, managerial, and financial capability to ensure adequate project administration.

BE IT FURTHER RESOLVED that the City of Inver Grove Heights 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.

BE IT FURTHER RESOLVED that upon approval of its amended application by DEED and the State, the City of Inver Grove Heights may enter into an amended grant agreement with the State of Minnesota for the above referenced project, and that the City of Inver Grove Heights certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT FINALLY RESOLVED that the Mayor and the City Clerk are hereby authorized to execute such grant contract amendments as are necessary to implement the project on behalf of the applicant, the city of Inver Grove Heights.

Adopted by the City Council of the City of Inver Grove Heights on March 24, 2024.

Ayes:

Nays:

CITY OF INVER GROVE HEIGHTS

By: _____

Brenda Dietrich

Its: Mayor

Attested:

By: _____

Rebecca Kiernan

Its: City Clerk



Request for Council Action

SUBJECT: **Resolution Approving Major Site Plan for Parking Lot Improvements at Pine Bend Elementary**

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Kevin Shay, Planning Consultant, 651.450.2569

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, approving a Major Site Plan for parking lot improvements for Pine Bend Elementary School, located at 9875 Inver Grove Trail.

BACKGROUND

The Inver Grove Heights School District, ISD 199, is proposing improvements to the parking lot and traffic circulation for the Pine Bend Elementary School ("School") property. The project consists of constructing a revised parking area on the south side of the School to separate bus traffic from the student/parent drop off on the north side of the School. Per the plans, buses would drop off and pick-up students from the new parking lot; students would enter the building on the south side.

PLANNING COMMISSION

The Planning Commission held a public hearing to consider the major site plan request at its March 4, 2025 meeting. A representative of the Applicant was the only person present to speak at the public hearing. The Planning Commission discussed the application and voted 7-0 to recommend approval to the City Council.

FISCAL IMPACT

Not Applicable.

RECOMMENDATION

The Planning Commission and staff both recommend approval of the request, with the conditions listed in the attached Resolution.

ATTACHMENTS

1. Resolution Approving Major Site Plan for Pine Bend Elementary School
2. Staff Report to Planning Commission Staff (03-04-2025)
3. Site Map Pine Bend Elementary
4. Queuing & Circulation Exhibit
5. Site Plan

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

RESOLUTION NO. _____

**RESOLUTION APPROVING A MAJOR SITE PLAN APPROVAL FOR A PARKING LOT
EXPANSION FOR PINE BEND ELEMENTARY SCHOOL**

WHEREAS, Inver Grove Heights School District, ISD 199, ("School District") requested Major Site Plan approval a parking lot expansion ("Application") at Pine Bend Elementary School, located at 9875 Inver Grove Trail ("Subject Property"), legally described in Exhibit A; and,

WHEREAS, the Subject Property is guided Public/Institutional, per the 2040 Comprehensive Plan, and zoned P, Public/Institutional; and,

WHEREAS, the Application was reviewed against Title 10, Chapter 15, Article J.6, Major Projects;

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on March 4, 2025, to received public comment regarding the Application; and,

WHEREAS, notice of the Hearing was posted at City Hall, published in the City's official newspaper, and mailed to the owners of adjacent properties, as required by Statute; and,

WHEREAS, no verbal or written comments were received for or against the Application at or before the Public Hearing except from the School District; and,

WHEREAS, following the Hearing, the Commission recommended to the City Council approval of the Major Site Plan as presented.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF INVER GROVE HEIGHTS, MINNESOTA, the Major Site Plan, allow a parking lot expansion for Pine Bend Elementary School, located at 9875 Inver Grove Trail, is hereby approved subject to the following conditions:

1. The site shall be developed in substantial conformance with the plans on file with the Planning and Engineering Departments. The final list of approved plans and date of plans shall be the set approved and signed by the City Engineer.
2. A Stormwater Facilities Maintenance Agreement (SWFMA) will be required as part of the development approvals. The City Engineer shall facilitate the process for the SWFMA document.

3. The developer shall meet the conditions outlined in the City Engineer's review memo dated 2/21/2025 and any subsequent correspondence.

BE IT FURTHER RESOLVED that the City Clerk is hereby authorized and directed to record a certified copy of this Resolution at the Dakota County Recorder's Office.

Approved by the City Council of Inver Grove Heights this 24th day of March, 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY LEGAL DESCRIPTION

That part of the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) in Section 22, Township 27, Range 22, and that part of the Northeast Quarter of the Northwest Quarter (NE 1/4 NW 1/4) in Section 27, Township 27, Range 22, described as commencing at the Northwest corner of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), thence East along the North line thereof to its intersection with a line running parallel to and 300 ft. East of the West line of the said SE 1/4 of the SW 1/4, which point of intersection is the point of beginning, thence South parallel to the West line of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) and parallel to the West line of the said Northeast Quarter of the Northwest Quarter (NE 1/4 NW 1/4) to the Northwestern railroad right-of-way line of the Chicago Great Western Railway Company, thence Northeasterly along said railroad right-of-way line to its intersection with the center line of County Aid Road No. 21, thence Northerly along the center line of County Aid Road No. 21 to the North line of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), thence West to the point of beginning.

Except

(Per Quit Claim Deed Doc. No. 2546289)

All that part of the Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) in Section 22, Township 27, Range 22, and that part of the Northeast Quarter of the Northwest Quarter (NE 1/4 NW 1/4) in Section 27, Township 27, Range 22, described as commencing at the Northwest corner of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), thence East along the North line thereof to its intersection with a line running parallel to and 300 ft. East of the West line of the said SE 1/4 of the SW 1/4, which point of intersection is the point of beginning, thence South parallel to the West line of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4) and parallel to the West line of the said Northeast Quarter of the Northwest Quarter (NE 1/4 NW 1/4) to the Northwestern railroad right-of-way line of the Chicago Great Western Railway Company, thence Northeasterly along said railroad right-of-way line to its intersection with the center line of County Aid Road No. 21, thence Northerly along the center line of County Aid Road No. 21 to the North line of the said Southeast Quarter of the Southwest Quarter (SE 1/4 SW 1/4), thence West to the point of beginning, Dakota County, Minnesota, lying westerly of Inver Grove Trail and lying northerly of a line 30 feet northerly of and parallel with said Line A from Point F to Point G.

Line A: Commencing at the South Quarter Corner of Section 22, T27N, R22W; thence South 89 degrees 47 minutes 04 seconds West, along the South line of the Southwest Quarter of said Section 22, 209.09 feet to the point of beginning; thence northwesterly 133.05 feet, along a non-tangential curve, concave to the northeast, having a radius of 1432.39 feet, a central angle of 5 degrees 19 minutes 20 seconds, and the chord of said curve bears North 24 degrees 33 minutes 17 seconds West; thence North 21 degrees 53 minutes 37 seconds West, tangent to last described curve, 115.94 feet; thence northerly 172.68 feet, along a tangential curve, concave to the east, having a radius of 447.46 feet, and a central angle of 20 degrees 43 minutes 20 seconds, to Point A; thence continuing northerly 54.83 feet, along the extension of last described curve, having a radius of 477.46, and a central angle of 6 degrees 34 minutes 45 seconds, to Point B; thence continuing northerly 113.14 feet, along the extension of last described curve, having a radius of 477.46, and a central angle of 13 degrees 34 minutes 36 seconds, to Point C; thence North 18 degrees 59 minutes 06 seconds East, tangent to last described curve, 330.00 feet to Point D; thence continuing North 18 degrees 59 minutes 06 seconds East, 325.08 feet to Point E; thence continuing North 18 degrees 59 minutes 06 seconds East, 48.00 feet to Point F; thence North 71 degrees 00 minutes 41 seconds West, 33.00 feet to the westerly line of Inver Grove Trail; thence continuing North 71 degrees 00 minutes 41 seconds West, 85.63 feet; thence westerly 154.23 feet, along a tangential curve, concave to the south, having a radius of 460.00 feet, and a central angle of 19 degrees 12 minutes 39 seconds, to the intersection with a line 30 feet southerly of and parallel with the north line of the SE 1/4 of the SW 1/4 of said Section 22, said intersection being Point G; thence South 89 degrees 46 minutes 31 seconds West, along said parallel line, 467.89 feet to Point H; thence northwesterly 670.27 feet, along a tangential curve, concave to the northeast, having a radius of 460.00 feet, and a central angle of 83 degrees 29 minutes 11 seconds, and said line there terminating.



Planning Commission Report

MEETING DATE:	March 4, 2025
CASE NO:	25-03SP
APPLICANT:	Bolten & Menk, Inc.
PROPERTY OWNER:	Independent School District 199
REQUEST:	Major Site Plan Approval
LOCATION:	9875 Inver Grove Trail - Pine Bend Elementary School
COMPREHENSIVE PLAN:	P, Public/Institutional
ZONING:	P, Public/Institutional
STAFF CONTACT:	Kevin Shay, 651.450.2569

ACTION REQUESTED

The application consists of a Major Site Plan Approval to review the parking lot expansion plans.

BACKGROUND

The Inver Grove Heights School District (ISD 199) is proposing improvements to the parking lot and traffic circulation for the Pine Bend Elementary School ("School") property. The project consists of constructing a revised parking area on the south side of the School to separate bus traffic from the student/parent drop off on the north side of the School. Per the plans, buses would drop off and pick-up students from the new parking lot; students would enter the building on the south side.

EVALUATION OF REQUEST

SURROUNDING USES

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

LOCATION	ADJACENT USE	ZONING	LAND USE
North	Single-Family	R-1C, Low Density Residential	LDR, Low Density Residential
East	Single-Family	E-1, Estate District	RDR, Rural Density Residential
West	Highway 52		
South	Railroad		

MAJOR SITE PLAN REVIEW

Parking Lot Setbacks. The parking lot complies with the required setbacks.

SETBACKS	REQUIRED
Front (Street)	10 Feet
Side	5 Feet
Rear	10 Feet

Parking. The revised southern parking area reduces the vehicle parking from 61 spaces to 51 parking spaces to accommodate approximately 14 spaces for bus parking and student drop off. The northern and eastern parking areas are proposed to be revised to add parking spaces, increasing available spaces from 57 to 70. The net total parking on the site will increase by 3 spaces. There is no parking requirement listed in the code addressing bus parking. ***Parking exceeds minimum requirements.***

Access. Access would be via the two existing accesses onto Inver Grove Trail.

Landscaping. City Code requires one tree per 10 parking spaces. With 121 parking spaces, the site requires 12 overstory trees. A landscape plan has been provided showing a total of 9 new overstory trees planted within the revised parking area. A comment was included in the comment letter provided to the applicant to include a table on the landscape plan showing compliance with the required number of trees through existing and proposed landscaping. ***Landscaping satisfies minimum requirements, pending plan revisions.***

Engineering. Engineering has reviewed the plans and found only minor comments on details of the Stormwater Management Plan. Plans will be corrected and approved by Engineering before City Council approval.

Lighting. A lighting and illumination plan has been provided with the application. All lighting will use flat lens, downcast-style fixtures on the light poles. The illumination pattern identified on the photometric plan shows all lighting complies with the zoning code maximums of not exceeding 1.0-foot candles at the centerline of Inver Grove Trail. ***Lighting satisfies minimum requirements.***

ALTERNATIVES

The Planning Commission has the following actions available on the following requests:

A. Approval. If the Planning Commission finds the application to be acceptable, the following action should be taken:

- Recommend to the City Council Approval of a Major Site Plan for parking lot expansions subject to the following conditions:

****The final list of approved plans and date of plans shall be the set approved and signed by the City Engineer.***

1) Final Site, Grading, Stormwater Management, Erosion Control Plans, and Utility Plans shall be approved by the City Engineer.

2) The developer shall meet the conditions outlined in the review memo dated 2/21/2025 and any subsequent correspondence.

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

RECOMMENDATION

Staff recommends approval of Major Site Plan subject to the conditions listed.

ATTACHMENTS

1. Site Map Pine Bend Elementary
2. Queuing & Circulation Exhibit
3. Site Survey
4. Site Plan
5. Grading & Drainage Plan
6. Utility Plan
7. Erosion Control Plan
8. Stormwater Pollution Prevention Plan (SWPPP)
9. Landscape Plans
10. Civil Details
11. Photometric Plan

Dakota County, MN



Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed.
This is not a legal document and should not be substituted for a title search, appraisal, survey, or
for zoning verification.

Map Scale
1 inch = 600 feet
2/20/2025



**BOLTON
& MENK**

3300 FERNBROOK LANE NORTH, SUITE 300
PLYMOUTH, MN 55447
Phone: (763) 544-7129
Email: plymouth@bolton-menk.com
www.bolton-menk.com

**PINE BEND
ELEMENTARY PARKING
IMPROVEMENTS**

9875 INVER GROVE TRAIL
INVER GROVE HEIGHTS, MN 55076

**01/31/2025 CITY
SUBMITTAL - NOT FOR
CONSTRUCTION**

PROJECT NO:
24X.134932.000

REVISIONS:

**BUS AND PARENT
DROP OFF QUEUING
AND CIRCULATION
EXHIBIT - PROPOSED
CONDITION**

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

WILLIAM J. DIEDER
59532 01/31/2025
LIC. NO. DATE

DATE: 01/31/2025
DESIGNED BY: DS
DRAWN BY: TW
CHECKED BY: WJD

EXHIBIT



0 30 60
HORZ. SCALE FEET



300 FERNBROOK LANE NORTH, SUITE 300
PLYMOUTH, MN 55447
Phone: (763) 544-7129
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PINE BEND ELEMENTARY PARKING IMPROVEMENTS

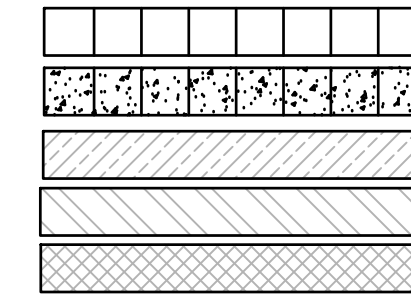
9875 INVER GROVE TRAIL
INVER GROVE HEIGHTS, MN 55076

01/31/2025 CITY
SUBMITTAL - NOT FOR
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PROJECT NO:
24X.134932.000

REVISIONS:

LEGEND



REFERENCE KEY TO SITE DETAILS
DETAIL I.D. NUMBER (TOP)
DETAIL SHEET NUMBER (BOTTOM)

PROPOSED CONCRETE WALK

PROPOSED CONCRETE SLAB

PROPOSED HEAVY DUTY ASPHALT PAVEMENT

PROPOSED MEDIUM DUTY ASPHALT PAVEMENT

PROPOSED HEAVY DUTY RECLAIMED ASPHALT PAVEMENT (BY ALTERNATE #1)

PROPOSED TRAFFIC SIGN

SIGNAGE KEY NOTE

PROPOSED ACCESSIBLE SYMBOL

PROPOSED MAINHOLE (MTH)

PROPOSED CATCH BASIN (CB)

PROPOSED FLARED END SECTION (FES)

PROPOSED LIGHT POLE - REFER TO ELECTRICAL PLANS

PROPERTY LINE

NOTES

1. REFER TO SHEET C3.01, GRADING AND DRAINAGE PLAN, FOR GENERAL NOTES.
2. CHECK ALL PLAN AND DETAIL DIMENSIONS AND VERIFY SAME BEFORE FIELD LAYOUT.
3. TRAFFIC SIGNS SHALL BE INSTALLED 18" BEHIND THE BACK OF CURB OR EDGE OF PAVEMENT.
4. ALL DISTURBED AREAS OUTSIDE THE BUILDING PAD, WHICH ARE NOT DESIGNATED TO BE PAVED OR RECEIVED AGULME, SHALL RECEIVE AT LEAST 5" OF TOPSOIL AND SHALL BE SOODED OR SEEDED. ALL AREAS NOT DESIGNATED FOR SOO OR A SPECIFIC SEED SHALL BE DISTURBED BY CONSTRUCTION, SHALL BE RESEED, AND SEE NOTE 5.
5. WHERE NEW SOD MEETS EXISTING SOD, CUT A CLEAN, SHARP EDGE TO ALLOW FOR A CONSISTENT, UNIFORM, AND STRAIGHT JOINT BETWEEN NEW SOD AND EXISTING TURFGRASS. JAGGED OR UNEVEN JOINTS WILL NOT BE ACCEPTED. REMOVE TOPSOIL AT THE JOINT BETWEEN NEW SOD AND EXISTING TURFGRASS, AS REQUIRED, TO ALLOW NEW SOD SURFACE TO BE FLUSH WITH EXISTING TURFGRASS SURFACE.
6. FAILURE OF TURF DEVELOPMENT: IN THE EVENT THE CONTRACTOR FAILS TO PROVIDE AN ACCEPTABLE TURF, RE-SOD OR RE-SEED ALL APPLICABLE AREAS, AT NO ADDITIONAL COST TO THE OWNER, TO THE SATISFACTION OF THE ENGINEER OR LANDSCAPE ARCHITECT.

EXISTING STALLS

SOUTH LOTS-61 STALLS

EAST LOT-14 STALLS

NORTH LOT-43 STALLS

TOTAL-118 STALLS

PROPOSED STALLS

SOUTH LOT-51 STALLS

EAST LOT-27 STALLS

NORTH LOT-43 STALLS

TOTAL-120 STALLS

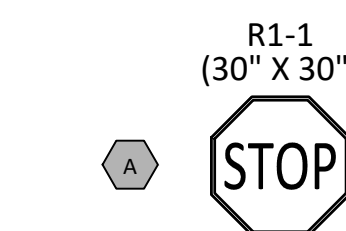
REQUIRED STALLS

PER CITY CODE - ONE PARKING SPACE
IS REQUIRED FOR EVERY EMPLOYEE
AND EVERY TWO CLASSROOMS

PER SCHOOL INFO - 83 STAFF AND 27 CLASSROOMS

$$83 + \left(\frac{27}{2}\right) = 96.5 = 97 \text{ REQUIRED STALLS}$$

SIGNAGE KEY NOTES



0 30 60
HORZ. 
SCALE FEET

C2.01



Request for Council Action

SUBJECT: Resolution Amending Position Classification Plan

MEETING DATE: March 24, 2025

ITEM TYPE: Consent Agenda

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, amending the City's position classification plan.

BACKGROUND

The City maintains a formal position classification plan that assigns each staff position within the City organization to a pay grade. Each pay grade then has a minimum and maximum wage or salary amount, and incremental steps for moving within the range.

The Council is asked to adopt the attached amendments to the plan to:

1. Incorporate classification changes agreed to as part of the City's recent contract negotiations with AFSCME, including:

- Replace Associate Planner at Grade 18 with Senior Planner at Grade 19.
- Add Lead VMCC Operations Worker at Grade 13.
- Add VMCC Membership Specialist at Grade 12.
- Move GIS Technician II from Grade 14 to Grade 15.
- Move GIS Specialist from Grade 15 to Grade 17.

The changes to the two VMCC positions and the two GIS positions were budgeted for as part of the City's adopted 2025 operating budget. The change to the Planner position came about as the result of the resignation of a long-time employee in late 2024 and the updating of the job description prior to posting, and can be accommodated within the Planning Division's existing budget, due to the position having been vacant for the first few months of the year.

2. Incorporate changes to the City's staffing for its fitness and aquatics programming, as proposed by the Parks & Recreation Director, following staff resignations in both areas over the past year.

3. Adding a lead position for the City Facilities division, as approved during the 2025 budget process. This will be a promotional opportunity for an existing employee and does not add any additional FTEs.

FISCAL IMPACT

As referenced above, the financial cost of most of these changes was factored into the adopted 2025 budget. Where the changes were not specifically budgeted for as part of the regular budget process, the relatively minor cost can be accommodated within the adopted Division budget.

RECOMMENDATION

Staff recommends adoption of the attached Resolution, amending the City's position classification plan.

ATTACHMENTS

1. Resolution Approving Amended Position Classification Plan (March 2025)
2. Amended Position Classification Plan

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AMENDING THE CITY'S POSITION CLASSIFICATION PLAN

WHEREAS, the City maintains a formal position classification plan that assigns each staff position within the City organization to a pay grade. Each pay grade then has a minimum and maximum wage or salary amount, and incremental steps for moving within the range; and

WHEREAS, from time to time there is a need to amend the classification plan to add or remove positions to coincide with the changing needs of the organization or to adjust the classification of an existing position to maintain competitive rates of pay within the market or reflect changes in job duties.

NOW THEREFORE, BE IT RESOLVED by the Inver Grove Heights City Council that the amendments shown on the attached Position Classification Plan, with deletions identified through ~~strikethrough~~ text and additions identified through red text, are hereby approved.

Approved by the City Council of the City of Inver Grove Heights, Minnesota this 24th day of March, 2025.

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

City of Inver Grove Heights Job Ratings – Salary Grade & Exempt Status

Classification Title:	Salary Grade	Exempt Status
City Administrator	31	E
Chief of Police	28	E
Director of Public Works	27	E
Director of Parks & Recreation	27	E
Fire Chief	27	E
Director of Community Development	27	E
Director of Finance	27	E
Deputy Fire Chief	24	E
Police Commander	24	E
Human Resources Manager	24	E
City Engineer	24	E
Technology Manager	23	E
Police Lieutenant	22	E
Assistant Finance Director	22	E
Assistant Chief/Fire Marshal	22	E
Assistant Chief/Fire Ops & Standards	22	E
Chief Building Official	22	E
Planning Manager	22	E
Assistant City Engineer (P.E.)	21	E
Facilities Maintenance Superintendent	21	E
Parks Superintendent	21	E
Communications Manager	21	E
Recreation Superintendent	21	E
Shift Captain – Fire	21	NE
Street Maintenance Superintendent	21	E
Utilities Superintendent	21	E
Community Center Manager	20	E
Golf Course Clubhouse Superintendent	20	E
Sergeant	20	NE
Utility Billing & Accounts Receivable Supervisor	20	E
City Clerk	19	E
Golf Course Superintendent	19	E
Senior Planner	19	NE
Shift Lieutenant - Fire	19	NE
Associate Planner	18	NE
Aquatic Program Supervisor	18	E
Fire Operations Supervisor	18	E
Fitness Program Supervisor	18	E
Senior Accountant	18	NE
Systems Administrator	18	E
Aquatics Coordinator	17	NE
Firefighter/Fire Inspector	17	NE
Fitness Coordinator	17	NE
GIS Specialist	17	NE
Graduate Civil Engineer	17	E
Police Officer	17	NE
Senior Engineering Technician	17	NE
Senior Combination Inspector (Bldg.)	17	NE
Accountant/Wage and Benefits Coord.	16	NE

City of Inver Grove Heights Job Ratings – Salary Grade & Exempt Status

Assistant Planner	16	NE
Environmental Specialist	16	NE
Combination Inspector (Bldg.)	16	NE
Firefighter	16	NE
Golf Operations Coordinator	16	E
Mechanic Lead Worker	16	NE
Park Maintenance Coordinator	16	NE
Recreation Coordinator	16	NE
Support Services Supervisor	16	E
Assist. Golf Course Superintendent	15	E
Engineering Technician	15	NE
Environmental Resources Tech.	15	NE
GIS Specialist	15	NE
Human Resources Coordinator	15	NE
Code Compliance Coordinator	15	NE
GIS Tech II	15	NE
Water Plant Operator	15	NE
Accounting Technician, Sr.	14	NE
Admin. & Tech. Support Coordinator	14	NE
GIS Tech II	14	NE
City Facilities Maintenance Lead Worker	14	NE
Golf Course Mechanic	14	NE
IT Specialist	14	NE
Mechanic	14	NE
Street Maintenance Lead Worker	14	NE
Utilities Lead Worker	14	NE
Communications Specialist	13	NE
Deputy City Clerk	13	NE
Lead VMCC Operations Worker	13	NE
Accounting Technician	12	NE
Administrative Specialist	12	NE
Community Develop. Support Spec.	12	NE
Engineering Support Specialist	12	NE
Public Works Support Specialist	12	NE
Police Records Specialist	12	NE
Sign Worker – Street Maintenance	12	NE
VMCC Membership Specialist	12	NE
Aquatics Specialist	11	NE
Fitness Specialist	11	NE
Sr. Office Support	11	NE
Recreation Specialist	11	NE

Evidence Technician	10	NE
GIS Tech I	10	NE
Office Support II	10	NE
City Facilities Maintenance Worker	10	NE
Parks Maintenance Worker	10	NE
Street Maintenance Worker	10	NE
Utility Maintenance Worker	10	NE
VMCC Maintenance Worker	10	NE
Custodian II	9	NE
Lead Customer Service Specialist	9	NE
Office Support	9	NE
VMCC Operations Worker	9	NE
Customer Service Specialist	8	NE
Golf Course Technician	4	NE
Police Cadet	3	NE
Golf Course Cashier	2	NE
Table last updated	As of:	3/24/2025



Request for Council Action

SUBJECT: Rental Housing Licenses**MEETING DATE:** March 24, 2025**ITEM TYPE:** Regular Business**CONTACT:** Mary Lein, Assistant to the Chief Building Official, 651-450-2552

ACTION REQUESTED

The Council is asked to consider approval of rental housing licenses.

BACKGROUND

The City Council adopted a rental licensing ordinance that requires all rental property owners to obtain a rental license every two years. The purpose of the ordinance is to assure proper maintenance of structures to preserve neighborhood stability, protect the quality of existing rental housing stock and maintain property values. The ordinance provides for basic safety and living standards for rentals.

The following rental license applications have been submitted:

RENTAL ADDRESS	PROPERTY OWNER	PROPERTY MANAGER	New/ Renew
6590 Buckley Cir	Ilya Zubarev Inver Grove Heights, MN	Ilya Zubarev Inver Grove Heights, MN	New
6586 Buckley Cir	Ilya Zubarev Inver Grove Heights, MN	Ilya Zubarev Inver Grove Heights, MN	New
7426 Carmen Ave	Saver Properties LLC Inver Grove Heights, MN	Jesse Saver Inver Grove Heights, MN	Renew
10163 Courthouse Blvd	Fadel Sakkal North Oaks, MN	Michael Safi Inver Grove Heights, MN	Renew
8307 Delaney Dr	Kathleen Addis Edina, MN	David Lott Edina, MN	New
8869 Brunswick Path	Timothy & Kathleen Mansur St. Paul, MN	Scott Ficek Minneapolis, MN	Renew
8744 Callahan Trl	Lyn Bockert Maplewood, MN	Leah Frenning Shoreview, MN	Renew
7075 Cleve Ave	Pro Operam Sub II LLC Crystal, MN	Leah Frenning Shoreview, MN	Renew
7928 Barbara Ave	Pro Operam Sub II LLC Crystal, MN	Leah Frenning Shoreview, MN	Renew

3567 Cuneen Trl	James Gutzman Prior Lake, MN	Leah Frenning Shoreview, MN	Renew
8857 Brunell Way	Estate Properties LLC Inver Grove Heights, MN	Benjamin Kieffer Inver Grove Heights, MN	Renew
8277 Delaney Dr	Estate Properties LLC Inver Grove Heights, MN	Benjamin Kieffer Inver Grove Heights, MN	New
8479 Corcoran Path	Estate Properties LLC Inver Grove Heights, MN	Benjamin Kieffer Inver Grove Heights, MN	New
8830 Branson Dr	Baorang Li St. Paul, MN	Baorang Li St. Paul, MN	Renew

The above applications have been found to be complete. The applications include the necessary fee payments, and BCA background checks. The City of Inver Grove Heights Police Chief/Designee has also reviewed and approved the license applications.

FISCAL IMPACT

None

RECOMMENDATION

Community Development and Police Department staff recommend approval of the licenses listed above.

ATTACHMENTS

None



Request for Council Action

SUBJECT: **Comprehensive Plan Amendment & Rezoning of Property Located in the Southwest Quadrant of the Intersection of 65th Street and Argenta Boulevard.**

MEETING DATE: March 24, 2025

ITEM TYPE: Regular Business

CONTACT: Kevin Shay, Planning Consultant, 651.450.2569

ACTION REQUESTED

The Council is asked to consider the following requests for the Subject Property located on the southwest corner of Argenta Boulevard and 65th Street West:

1. A Resolution approving a Comprehensive Plan Amendment to change the guided land use on the northern portion of the site from O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential. (Requires a 4/5th vote.)
2. An Ordinance approving a Rezoning from A, Agricultural to R-3A, Multiple-Family Residential District for the properties PID 20-00600-52-011 & 20-00600-25-012. (Requires a 3/5th vote.)

BACKGROUND

Property owner Ace Land Holdings, LLC (the "Applicant") is proposing an amendment to the City's 2040 Comprehensive Plan Land Use designation for the northern portions of the Subject Property from O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential. This will make the entire site consistent, as the southern portion is already guided LMDR. The Applicant is also proposing to rezone the entire Subject Property from A, Agricultural to R-3A, Multiple-Family Residential, to match the land use change. The requested land use and zoning change are to allow for development of a townhome project.

The Applicant's concept plan (copy attached) shows 119 townhome units, along with a clubhouse and playground. The site is located within the Shoreland Management Overlay District, and the developer provided preliminary calculations to show that the concept plan meets the shoreland density rules. The concept plan shows two access points – one from 65th Street West (northern access) and the other from Argenta Trail (western access).

If the requested Comprehensive Plan amendment and Rezoning are approved, the next step would be for the developer to apply for a Preliminary Plat and Planned Unit Development (PUD). As part of the PUD process, the developer will need to seek flexibility to allow an increase in the number of units allowed per townhome building from the four units allowed by the City's Zoning Code to the six proposed for some buildings shown on the concept plan. Generally, the ability to have some five- and six-unit townhome buildings will ensure the developer will achieve minimum density standards, as required by the 2040 Comprehensive Plan. That analysis will be reviewed in detail when the

developer comes forward with Preliminary Plat and PUD applications. This action only addresses the requested Comprehensive Plan Amendment and Rezoning.

If the Comprehensive Plan Amendment and Rezoning requests are successful, a subsequent review and public hearing before the Planning Commission and decision by the City Council would be required for the Preliminary Plat and Planned Unit Development before development can occur.

PLANNING COMMISSION

The Planning Commission held a public hearing to consider the Comprehensive Plan Amendment and Rezoning request at its March 4, 2025, meeting. A representative of the Applicant was the only person to speak at the public hearing. The Planning Commission discussed the application and voted 7-0 to recommend approval to the City Council.

FISCAL IMPACT

Not Applicable.

RECOMMENDATION

Both the Planning Commission and staff recommend approval of the requests as presented, with the conditions listed in the attached Resolution.

ATTACHMENTS

1. Resolution Approving Comprehensive Plan Amendment
2. Ordinance Approving Rezoning
3. Staff Report to Planning Commission (03-04-2025)
4. Map of Existing & Proposed Zoning
5. Map of Existing & Proposed Comprehensive Plan Land Use
6. Applicant's Narrative
7. Concept Site Plan

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

RESOLUTION NO. _____

**RESOLUTION AMENDING THE 2040 INVER GROVE HEIGHTS COMPREHENSIVE PLAN
AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT
OF THE CITY OF INVER GROVE HEIGHTS**

**CASE NO. 25-04ZPA
(Ace Land Holdings, LLC)**

WHEREAS, on October 28, 2019, the City Council approved Resolution No. 19-205, adopting the 2040 Comprehensive Plan ("2040 Plan") for the City of Inver Grove Heights ("City"), its decennial update as required by Minnesota Statute §473.864; and,

WHEREAS, Ace Land Holdings, LLC (Applicant) has requested a map amendment to the 2040 Plan to re-guide the properties, as legally described in Exhibit A and depicted in Exhibit B, and referred to collectively hereafter as the "Subject Property."

WHEREAS, according to Minnesota Statute 473.858, Subd. 2, the required adjacent Local Government Unit ("LGU") review and comment period is waived by the Metropolitan Council as the lands proposed for amendment to the 2040 Plan are not contiguous to other LGUs; and,

WHEREAS, on March 4, 2025, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application following posted and published notice of the same, and thereafter recommended to the City Council approval of the amendment; and,

WHEREAS, the City Council received and considered the recommendation from the Planning Commission as to the proposed amendment to the 2040 Plan as submitted by the Applicant, and finds the proposed amendment to be consistent the existing and proposed uses in the area, and is beneficial and in the best interest of the City; and,

WHEREAS, Minnesota Statute §462.355, Subd. 3, requires an affirmative vote of 4/5ths of the City Council to ratify amendments to a City Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the map amendment to the 2040 Comprehensive Plan, reguiding the Subject Property as described herein from O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential is hereby pending review and approval by the Metropolitan Council.

Adopted by the City Council of Inver Grove Heights on this 24th day of March, 2025.

Ayes:

Nays:

ATTEST:

Brenda Dietrich, Mayor

Rebecca Kiernan, City Clerk

EXHIBIT A**SUBJECT PROPERTY
LEGAL DESCRIPTION**Parcel 1:

PID: 20-00600-52-011

That part of the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota; lying north of the south 1831.00 feet of said East one-half; and lying Easterly of the center line of Argenta Trail (County State Aid Highway No. 63), formerly known as Sun Fish Lake Road, except any part thereof lying within the following described parcel: That part of the East One-half of the Northwest Quarter (E 1/2 of NW 1/4) and the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota, described as follows: Beginning at the southwest corner of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4); thence North 01 degrees 41 minutes 22 seconds West, bearing assumed, along the West line of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4), a distance of 222.44 feet; thence North 74 degrees 01 minutes 10 seconds East, a distance of 277.08 feet; thence South 15 degrees 58 minutes 50 seconds East, a distance of 330.00 feet; thence South 74 degrees 01 minutes 10 seconds West, a distance of 362.49 feet to the West line of said East one-half of the Southwest Quarter (E 1/2 of SW 1/4); thence North 01 degrees 03 minutes 18 seconds West, along said West line to the point of beginning. Dakota County, Minnesota

Parcel 2:

PID: 20-00600-25-012

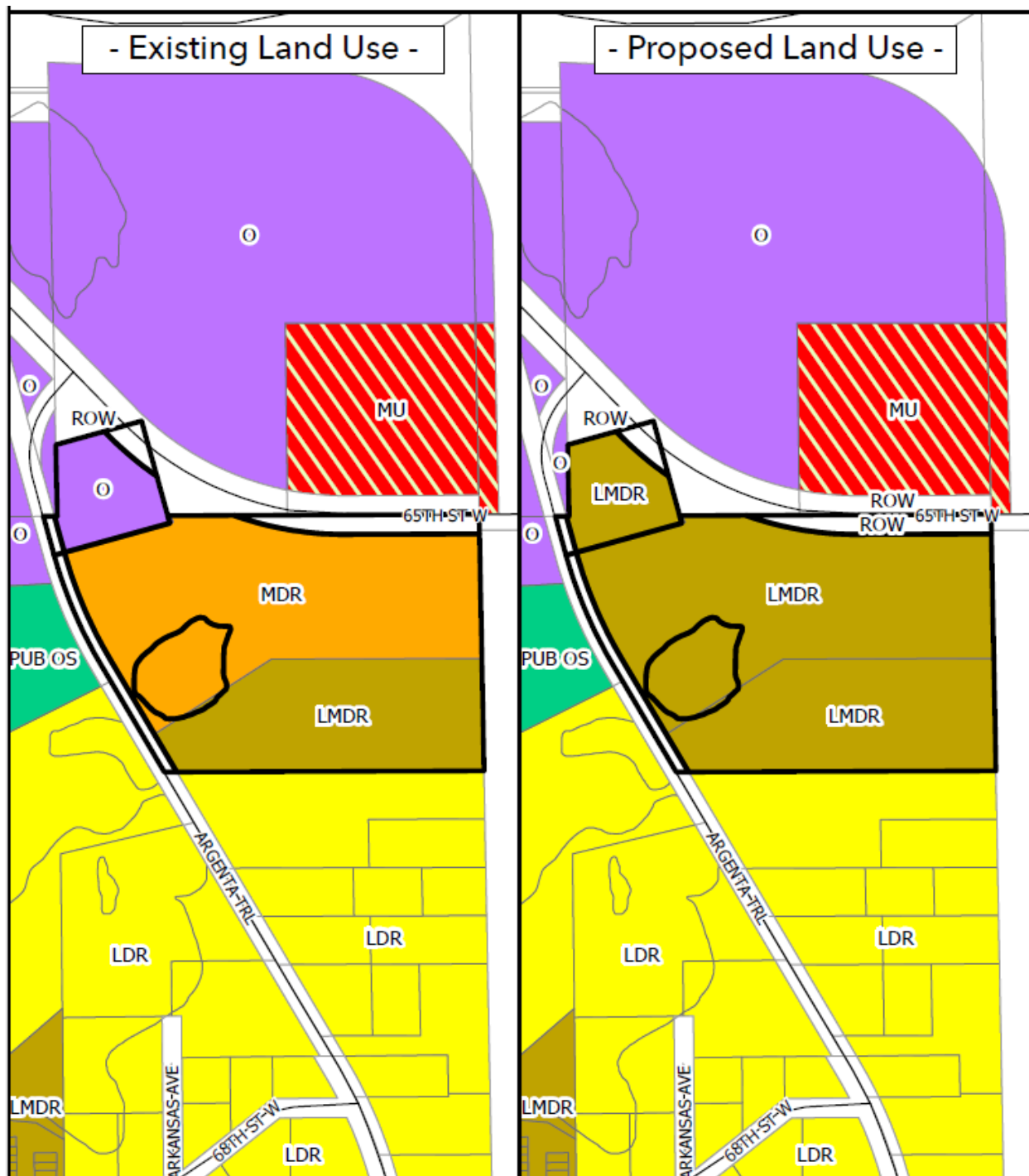
That part of the East 1/2 of the Northwest 1/4 and the East 1/2 of the Southwest 1/4, Section 6, Township 27, Range 22, Dakota County, Minnesota described as follows: Beginning at the Southwest corner of said East 1/2 of the Northwest 1/4; Thence North 1 Degree 41 Minutes 22 Seconds West, Bearing Assumed, Along the West line of said East 1/2 of the Northwest 1/4, a Distance of 222.44 Feet; Thence North 74 Degrees 01 Minute 10 Seconds East a Distance of 277.08 Feet; Thence South 15 Degrees 58 Minutes 50 Seconds East a Distance of 330.0 Feet; Thence South 74 Degrees 01 Minute 10 Seconds West a Distance of 362.49 Feet to the West Line of Said East 1/2 of the Southwest 1/4; Thence North 1 Degree 03 Minutes 18 Seconds West Along Said West Line to the Point of Beginning, Dakota County, Minnesota.

AND

That Part of the Northwest Quarter of the Southwest Quarter (NW 1/4 of SW 1/4) of Section Six (6), Township Twenty-Seven (27), Range Twenty-Two (22), Dakota County, Minnesota, Described as Follows: Beginning at the Northeast Corner of Said Northwest 1/4 of the Southwest 1/4, thence westerly along the North line of Said Northwest 1/4 of the Southwest 1/4 to the Centerline of C.S.A.H. Number 63, thence southeasterly along centerline a Distance of 126.34 feet, thence northeasterly at a right angle to the East line of said Northwest 1/4 of Southwest 1/4, thence northerly along said East Line to the Point of Beginning, Dakota County, Minnesota.

EXHIBIT B

**2040 COMPREHENSIVE PLAN AMENDMENT
O, OFFICE & MDR, MEDIUM DENSITY RESIDENTIAL
TO LMDR, LOW MEDIUM DENSITY RESIDENTIAL**



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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10, CHAPTER 4 (ZONING MAP)
OF THE INVER GROVE HEIGHTS CITY CODE
FROM A, AGRICULTURE TO R-3A, MULTIPLE-FAMILY RESIDENTIAL DISTRICT**

CITY PLANNING CASE NO. 25-04ZPA

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Rezoning to R-3A, Multiple-Family Residential District

The Official Zoning Map of the City of Inver Grove Heights is hereby amended as follows:

The Property legally described in Exhibit A and depicted in Exhibit B is hereby rezoned from A, Agriculture to R-3A, Multiple-Family Residential District.

SECTION II. Changes to Zoning Map

The City Clerk is hereby directed to cause the City of Inver Grove Heights' official Zoning Map to be amended consistent with this Ordinance. The Official Zoning Map as amended shall not be republished.

SECTION III. Effective Date

This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 24th day of March, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A**SUBJECT PROPERTY
LEGAL DESCRIPTION**Parcel 1:

PID: 20-00600-52-011

That part of the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota; lying north of the south 1831.00 feet of said East one-half; and lying Easterly of the center line of Argenta Trail (County State Aid Highway No. 63), formerly known as Sun Fish Lake Road, except any part thereof lying within the following described parcel: That part of the East One-half of the Northwest Quarter (E 1/2 of NW 1/4) and the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota, described as follows: Beginning at the southwest corner of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4); thence North 01 degrees 41 minutes 22 seconds West, bearing assumed, along the West line of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4), a distance of 222.44 feet; thence North 74 degrees 01 minutes 10 seconds East, a distance of 277.08 feet; thence South 15 degrees 58 minutes 50 seconds East, a distance of 330.00 feet; thence South 74 degrees 01 minutes 10 seconds West, a distance of 362.49 feet to the West line of said East one-half of the Southwest Quarter (E 1/2 of SW 1/4); thence North 01 degrees 03 minutes 18 seconds West, along said West line to the point of beginning. Dakota County, Minnesota

Parcel 2:

PID: 20-00600-25-012

That part of the East 1/2 of the Northwest 1/4 and the East 1/2 of the Southwest 1/4, Section 6, Township 27, Range 22, Dakota County, Minnesota described as follows: Beginning at the Southwest corner of said East 1/2 of the Northwest 1/4; Thence North 1 Degree 41 Minutes 22 Seconds West, Bearing Assumed, Along the West line of said East 1/2 of the Northwest 1/4, a Distance of 222.44 Feet; Thence North 74 Degrees 01 Minute 10 Seconds East a Distance of 277.08 Feet; Thence South 15 Degrees 58 Minutes 50 Seconds East a Distance of 330.0 Feet; Thence South 74 Degrees 01 Minute 10 Seconds West a Distance of 362.49 Feet to the West Line of Said East 1/2 of the Southwest 1/4; Thence North 1 Degree 03 Minutes 18 Seconds West Along Said West Line to the Point of Beginning, Dakota County, Minnesota.

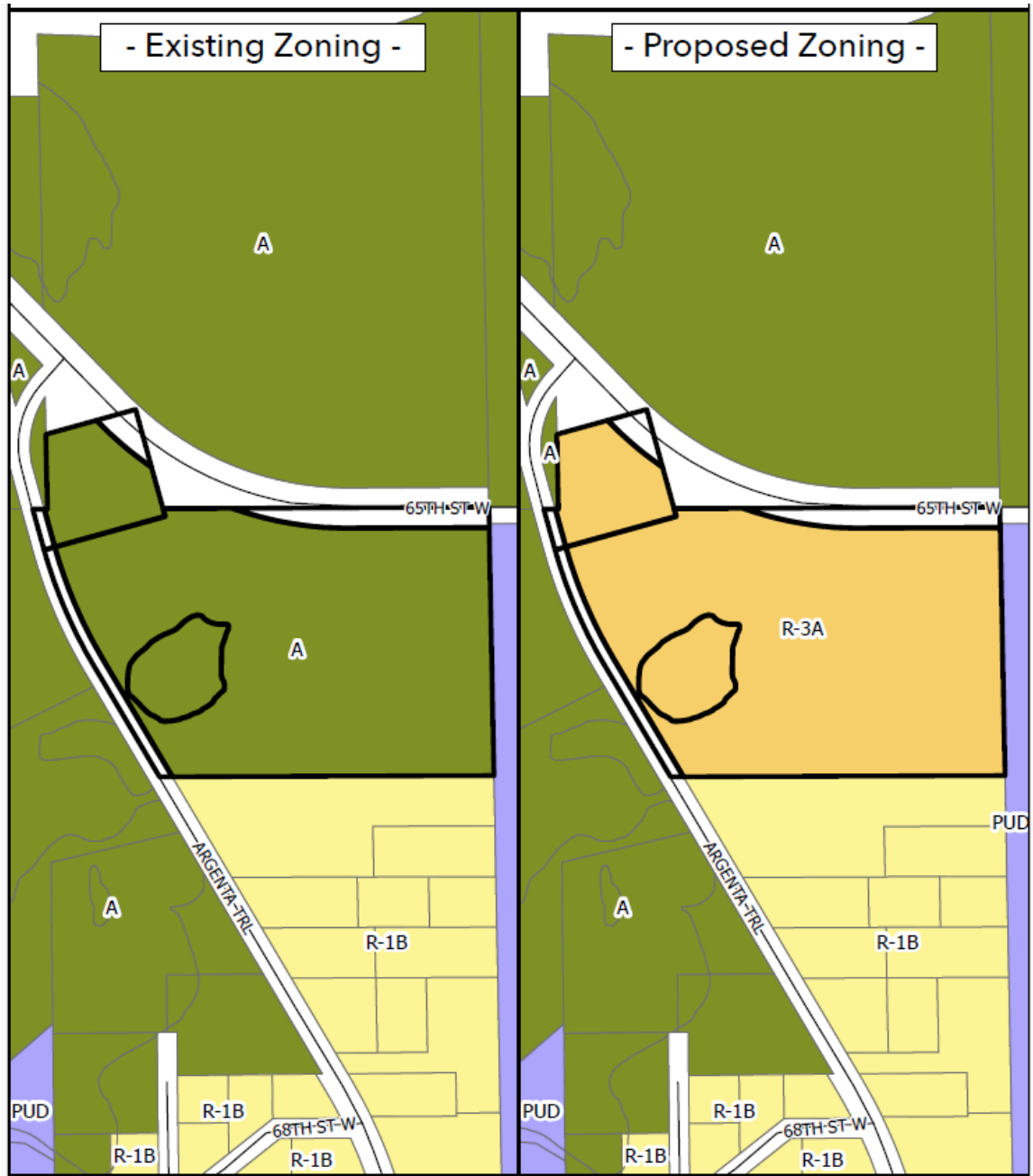
AND

That Part of the Northwest Quarter of the Southwest Quarter (NW 1/4 of SW 1/4) of Section Six (6), Township Twenty-Seven (27), Range Twenty-Two (22), Dakota County, Minnesota, Described as Follows: Beginning at the Northeast Corner of Said Northwest 1/4 of the Southwest 1/4, thence westerly along the North line of Said Northwest 1/4 of the Southwest 1/4 to the Centerline of C.S.A.H. Number 63, thence southeasterly along centerline a Distance of 126.34 feet, thence northeasterly at a right angle to the East line of said Northwest 1/4 of Southwest 1/4, thence northerly along said East Line to the Point of Beginning, Dakota County, Minnesota.

EXHIBIT B

REZONING

A, AGRICULTURE TO R-3A, MULTIPLE-FAMILY RESIDENTIAL DISTRICT





Planning Commission Report

MEETING DATE:	March 4, 2025
CASE NO:	25-04ZPA
APPLICANT:	Ace Land Holdings, LLC
PROPERTY OWNER:	Ace Land Holdings, LLC
REQUEST:	Comprehensive Plan Amendment and Rezoning
LOCATION:	Southwest Corner of Argenta Boulevard and 65th Street West (PID Numbers 20-00600-52-011 and 20-00600-25-012).
COMPREHENSIVE PLAN:	O, Office / MDR, Medium Density Residential / LMDR, Low-Medium Density Residential
ZONING:	A, Agricultural
STAFF CONTACT:	,

ACTION REQUESTED

Conduct a Public Hearing and Consider a request from Ace Land Holdings, LLC for a Comprehensive Plan Amendment, amending the 2040 Land Use from O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential, and Rezoning of the same area from A, Agricultural to R-3A, Multiple-Family Residential.

BACKGROUND

The project site contains three future land use designations. The northwest parcel, PID: 20-00600-25-012, is 2.49 acres and has a 2040 Land Use guidance of O, Office. The larger southern parcel, PID: 20-00600-52-011, has a split 2040 Land Use of MDR, Medium Density Residential on the northern portion of the parcel, roughly 12.7 acres, and LMDR, Low-Medium Density Residential on the southern portion of the parcel, roughly 7.2 acres. The entire project site is 23.87 acres ("Subject Property").

The Applicant, Ace Land Holdings, LLC, is proposing to change the 2040 Land Use designations of the O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential to match the southern portion of the project site. The land use change is to allow for a future rowhome/townhome project with approximately 119 units. The Subject Property is currently zoned A, Agricultural and is located within the Northwest Area Overlay District and the Shoreland Management Overlay District.

If the Comprehensive Plan Amendment and Rezoning are approved, an application for platting and a Planned Unit Development ("PUD") would be required before development can occur. This subsequent process would provide for public review and comment on the development plan.

The Applicant has submitted a conceptual development plan for the site which demonstrates approximately 119 rowhome/townhome units with a clubhouse and playground. The site is located within the Shoreland Management Overlay District, and the Applicant provided preliminary

calculations to show that the concept plan meets the shoreland density rules. As development plans are further refined, the calculations will need to be updated accordingly. The concept plan shows two access points – one from 65th Street West (northern access) and the other from Argenta Trail (western access).

As part of the PUD process, the developer will seek flexibility to allow an increase in the number of units allowed per townhome from the four units allowed by zoning to the six proposed in the concept plan. Generally, the ability to have some five- and six-unit townhomes will enable the developer to achieve minimum density standards as required by the 2040 Comprehensive Plan.

EVALUATION OF REQUEST

SURROUNDING USES

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

LOCATION	ADJACENT USE	ZONING	LAND USE
North	Vacant	A, Agricultural	O, Office & MU, Mixed Use
East	Open Space	PUD, Planned Unit Development	LDR, Low Density Residential
West	Single-Family / Vacant	A, Agricultural	P, Public & PO, Public/Open Space & LDR, Low Density Residential
South	Single-Family	R-1A, Low Density Residential	LDR, Low Density Residential

COMPREHENSIVE PLAN AMENDMENT

The Subject Property is currently guided as O, Office and MDR, Medium Density Residential (8-12 units/acre).

MDR is defined in the 2040 Comprehensive Plan as:

“Medium density residential accommodates somewhat higher residential densities ranging from 8 to 12 dwelling units per net acre. Uses in this classification include higher-density townhome developments and apartments, all with full public utility service.”

Office is defined in the 2040 Comprehensive Plan as:

“The office land use category includes lots or parcels that contain professional offices and services such as medical, law, real estate and financial businesses. In the land use plan, offices are concentrated in two principal locations: 1) along Highway 52 in the northern portion of the community and 2) in the northwest corner of the community at the intersection of Argenta Trail and Interstate 494 (See Figure 2-4).”

The Applicant is proposing to change the land use designation to LMDR, Low Medium Density Residential (4–8 units/acre), which will align land use to the concept plan.

Low-Medium Density Residential is defined in the 2040 Comprehensive Plan as:

“The low-medium density residential category includes a combination of single-family attached and single-family detached housing that is generally at a greater density than traditional single-family

housing in Inver Grove Heights. Density of the LMDR category ranges from 4 to 8 units per net acre. This land use category is principally isolated to the Northwest Area.”

The area of the city this parcel is located within is referred to in the 2040 Comprehensive Plan as Future Development Areas. Future areas represent portions of the community which are largely undeveloped and planned for the extension of city infrastructure. Some of the Future Development Area Policies include:

- Create planned neighborhoods with common facilities and amenities that establish a sense of identity and that help promote long-term maintenance and value stability Provide a broad range of housing opportunities.
- Encourage diverse housing styles consistent with the inherent characteristics of the site.
- Encourage developments that incorporate natural features as integral elements of the residential environment.
- Encourage cluster development practices that preserve significant natural resources by concentrating on building locations.
- Encourage creative land planning to create neighborhood areas that have a unique personality reflecting the natural beauty of the area as well as the overall context of the community.

STAFF ANALYSIS AND EVALUATION

City staff reviewed the request and provide the following analysis and evaluation based on existing development vision, policies and expectations for the Northwest Expansion Area. Rationale related to the request:

- The developed area around the proposed parcels contains low-density housing to the south and east. A change from medium to low-medium density residential would be a compatible transitional use next to the existing low density in the area.
- The office land use parcel is disconnected from the larger office land use area by recent road extensions and realignments.
- Guiding the land use of the office parcel to match the land uses south of 65th Street is reasonable.

ESTABLISHED DEVELOPMENT AREA POLICIES

- Encourage diverse housing styles consistent with the inherent characteristics of the site.
- Establish a local street system that deters the use of collector and arterial streets for local vehicular trips.
- Require new growth in the future development area, such as the Northwest Area, to adequately fund sewer and water infrastructure extension based on city land use assumptions consistent with the comprehensive land use plan and financial projections based on engineering cost estimates for infrastructure development.

HOUSING POLICIES

- Maintain a balanced housing supply with housing available for people at all income levels and unit types that meet the varying life-cycle needs of Inver Grove Heights residents. *This project represents one type of housing supply needed for a balanced housing supply.*
- Establish a housing pattern that respects the natural environment, i.e. cluster development, while striving to meet local housing needs and the community's share of metropolitan area housing growth. *The project site is in the Shoreland Management Overlay District and contains a larger wetland area. The concept plan clusters the development away from these natural resources while still providing the density required.*

Certainly, a question before the Planning Commission is whether the most appropriate land use for the Subject Property is as proposed. Would a change to Low-Medium Density Residential be a benefit to the City? And, if so, should the land use plan be changed for the parcels from O, Office and MDR, Medium Density to LMDR, Low-Medium Density Residential?

DENSITY

The Comprehensive Plan states the LMDR residential land use category allows gross densities of 4 to 8 units per acre. The Applicant's concept plan identifies constructing a total of 119 units. Based on the site area (excluding wetland) of 20.52 acres, the proposed density of 119 units is 5.8 units/acre. This is consistent with the proposed LMDR.

REZONING

The rezoning from the existing A, Agricultural zoning designation to the R-3A, Multiple-Family Residential zoning designation would make the zoning designation consistent with the proposed 2040 Land Use guidance.

ALTERNATIVES

The Planning Commission has the following alternatives available for the proposed request:

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendations:

- Recommend to the City Council Approval of the Comprehensive Plan Amendment from O, Office and MDR, Medium Density Residential to LMDR, Low-Medium Density Residential and the Rezoning from A, Agricultural to R-3A, Multiple Family Residential subject to the following condition:
 - 1) The Metropolitan Council shall review and approve the Comprehensive Plan Amendment.

B. Denial. If the Planning Commission does not favor the Comprehensive Plan Amendment and Rezoning, a recommendation of denial should be forwarded to the City Council. With a recommendation of denial, findings or the basis for the denial should be given.

RECOMMENDATION

City staff support approval of this land use change request.

ATTACHMENTS

1. Current & Proposed Zoning
2. Current & Proposed LandUse

3. Concept Site Plan
4. Application Narrative

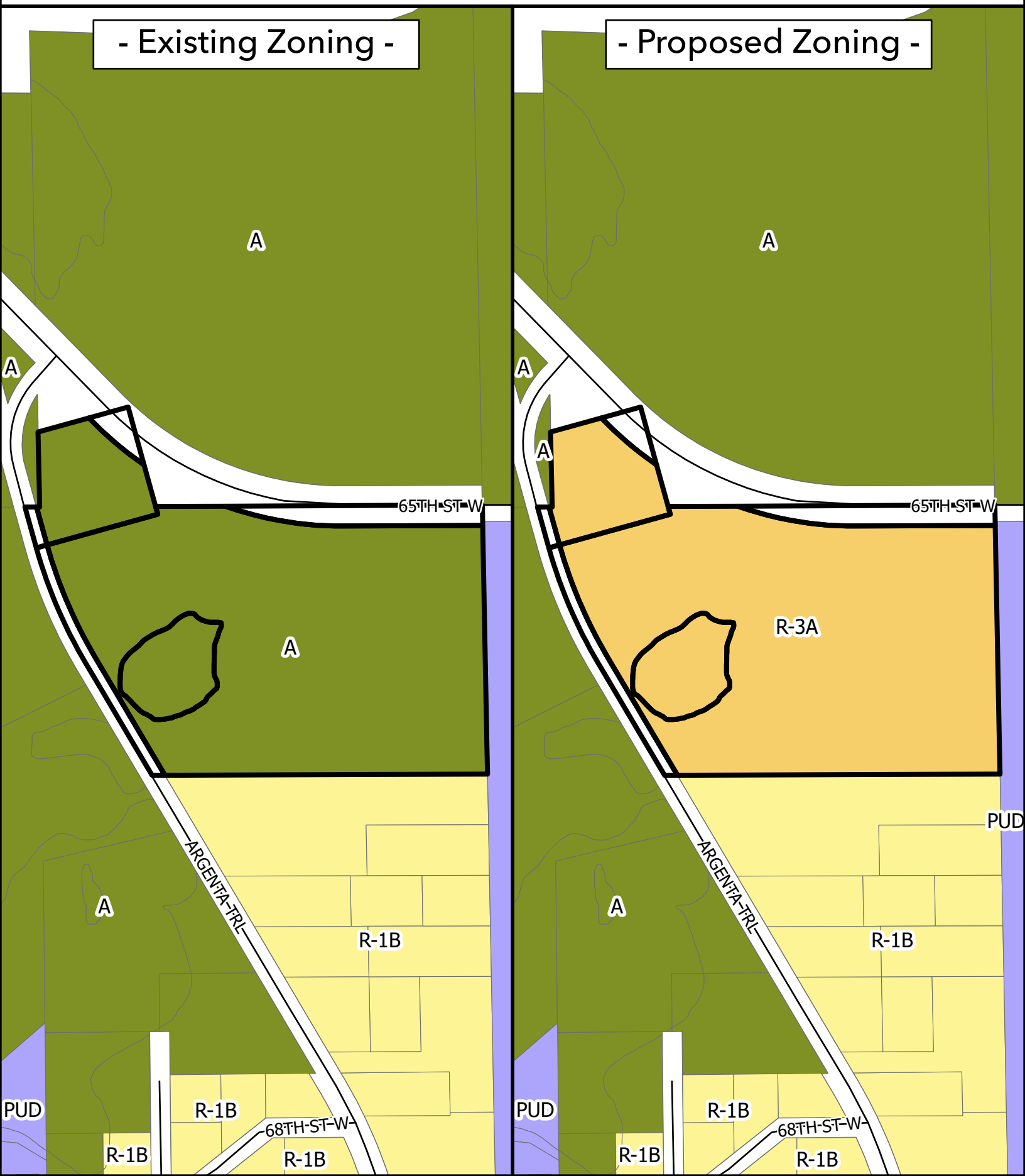


PID 200060052011 &
200060025012
Rezoning



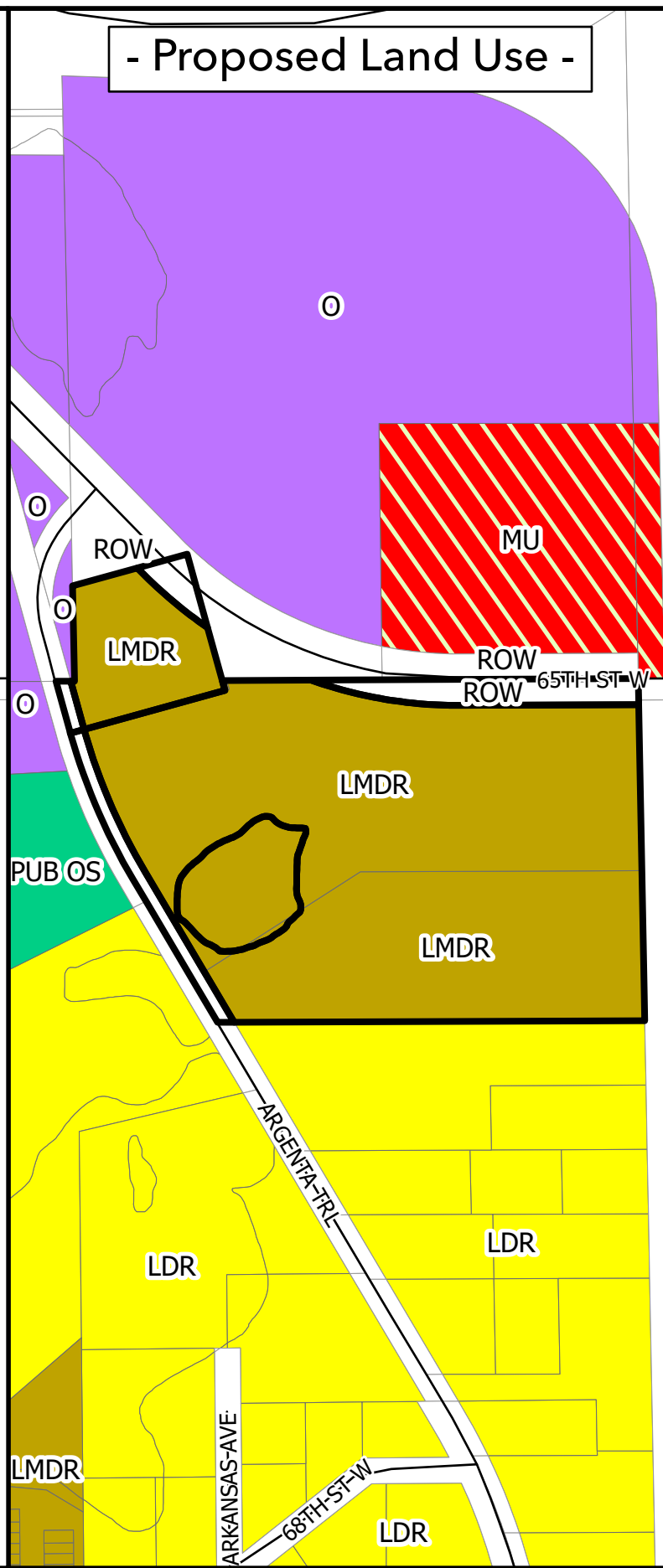
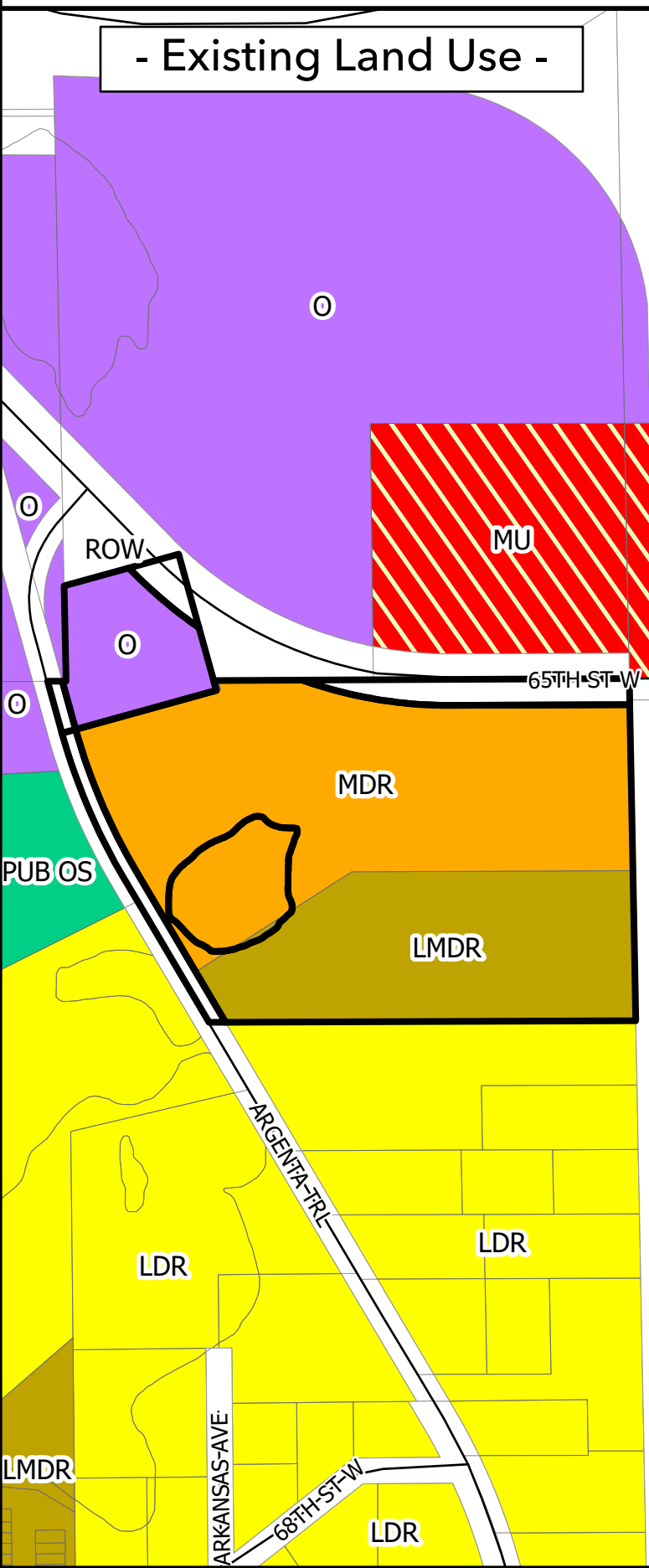
- Existing Zoning -

- Proposed Zoning -





PID 200060052011 &
200060025012
Comp Plan Amendment



Project Ace

Project Narrative Supporting Comprehensive Plan
and Zoning Amendments

February 3, 2025

Applicant:
Ace Land Holdings, LLC

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- Tab 4: Concept Site Plan
- Tab 5: Development Capacity

I. INTRODUCTION

Ace Land Holdings, LLC, acquired parcel 200060052011 in 2022 and parcel 200060025012 in 2024 (collectively, the “Property”). *See Tab 1* (location map). The Applicant proposes to develop approximately 119 multi-family residential townhome/rowhome rental units on the property creating an intimate neighborhood setting with ample shared amenities. *See Tab 4* (concept site plan). The Applicant has taken great care in planning its development plan to consider and implement the various goals set forth in the City’s 2040 Comprehensive Plan, Zoning Code, and the NW Area Overlay Ordinance, including maintaining a lower-density buffer and natural vegetative screening along the southern boundary of the Property that is shared with one neighboring home.

II. PROJECT DESCRIPTION AND REQUESTED AMENDMENTS

A. The Property

The Project will be developed on the following real property in the City of Inver Grove Heights, County of Dakota, State of Minnesota, described as follows:

Parcel 200060052011

That part of the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota; lying north of the south 1831.00 feet of said East one-half; and lying Easterly of the center line of Argenta Trail (County State Aid Highway No. 63), formerly known as Sun Fish Lake Road, except any part thereof lying within the following described parcel: That part of the East One-half of the Northwest Quarter (E 1/2 of NW 1/4) and the East one-half of the Southwest Quarter (E 1/2 of SW 1/4) of Section 6, Township 27, Range 22, Dakota County, Minnesota, described as follows: Beginning at the southwest corner of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4); thence North 01 degrees 41 minutes 22 seconds West, bearing assumed, along the West line of said East one-half of the Northwest Quarter (E 1/2 of NW 1/4), a distance of 222.44 feet; thence North 74 degrees 01 minutes 10 seconds East, a distance of 277.08 feet; thence South 15 degrees 58 minutes 50 seconds East, a distance of 330.00 feet; thence South 74 degrees 01 minutes 10 seconds West, a distance of 362.49 feet to the West line of said East one-half of the Southwest Quarter (E 1/2 of SW 1/4); thence North 01 degrees 03 minutes 18 seconds West, along said West line to the point of beginning. Current Zoning

Parcel 200060025012

That part of the East 1/2 of the Northwest 1/4 and the East 1/2 of the Southwest 1/4, Section 6, Township 27, Range 22, Dakota County, Minnesota described as follows: Beginning at the Southwest corner of said East 1/2 of the Northwest 1/4; Thence North 1 Degree 41 Minutes 22 Seconds West, Bearing Assumed, Along the West line of said East 1/2 of the Northwest 1/4, a Distance of 222.44 Feet; Thence North 74 Degrees 01 Minute 10 Seconds East a Distance of 277.08 Feet; Thence South 15 Degrees 58 Minutes 50 Seconds East a Distance of 330.0 Feet; Thence South

74 Degrees 01 Minute 10 Seconds West a Distance of 362.49 Feet to the West Line of Said East 1/2 of the Southwest 1/4; Thence North 1 Degree 03 Minutes 18 Seconds West Along Said West Line to the Point of Beginning, Dakota County, Minnesota.

AND

That Part of the Northwest Quarter of the Southwest Quarter (NW 1/4 of SW 1/4) of Section Six (6), Township Twenty-Seven (27), Range Twenty-Two (22), Dakota County, Minnesota, Described as Follows: Beginning at the Northeast Corner of Said Northwest 1/4 of the Southwest 1/4, thence westerly along the North line of Said Northwest 1/4 of the Southwest 1/4 to the Centerline of C.S.A.H. Number 63, thence southeasterly along centerline a Distance of 126.34 feet, thence northeasterly at a right angle to the East line of said Northwest 1/4 of Southwest 1/4, thence northerly along said East Line to the Point of Beginning, Dakota County, Minnesota.

B. **Current Zoning**

The Property is currently zoned for Agricultural use and is covered in part by a shoreland overlay district. *See Tab 3.*

C. **Proposed Comprehensive Plan Amendments**

Parcel 200060052011

The northern portion of parcel 200060052011 is currently guided for Medium Density Residential (MDR) use with a density of 8-12 units/acre. *See Tab 2.* The Applicant requests a Comprehensive Plan amendment to re-guide the northern portion of the parcel for Low-Medium Density Residential (LMDR) use with a density of 4-8 units/acre.

The southern portion of the parcel is currently guided for Low-Medium Density Residential (LMDR) use with a density of 4-8 units/acre. *See Tab 2.*

Parcel 200060025012

Parcel 200060025012 is currently guided for future Office (O). *See Tab 2.* At the time the City adopted its 2040 Comprehensive Plan (Oct. 2019), it guided all or portions of six largely contiguous lots for future office development, including the entirety of parcel 200060025012. Since that time, Dakota County completed the realignment of Old Argenta Trail and the westerly extension of 65th Street¹, which included the taking of approximately 0.35 acres from parcel 200060025012 for right-of-way purposes. The Dakota County road project severed the remnant parcel from the larger area guided for office development to the north and west of the site. Stated otherwise, the road project created an orphan parcel south of 65th Street that is undevelopable for office purposes. In addition, the orphaned parcel is contiguous with land (*i.e.*, parcel 200060052011) that is guided for residential development. The Applicant therefore requests a Comprehensive Plan amendment to re-guide parcel 200060025012 for Low-Medium Density Residential (LMDR) consistent with the Applicant's requested Comprehensive Plan amendment for the northern portion of contiguous parcel 200060052011.

D. **Proposed Zoning Amendments**

¹ Dakota County Projects 26-54 and 63-27.

Parcel 200060052011

Consistent with the Applicant's requested Comprehensive Plan amendments set forth above, the Applicant requests that the northern portion of parcel 200060052011 be rezoned to an R-3A multiple-family residential district allowing densities between 4-8 units/acre.

Parcel 200060025012

The Applicant further requests that parcel 200060025012 be rezoned to an R-3A multiple-family residential district allowing densities between 4-8 units/acre.

E. Development Capacity Plan

In accordance with the NW Area Overlay ordinance (Title 10, Chapter 13, Article J-5E), the Applicant has completed a development capacity estimate set forth in **Tab 5**. At nearly 6 units/acre, the Applicant's development density plan exceeds the Metropolitan Council's Thrive MSP 2040 Plan for Growth goal of 3-5 units/acre.

F. Net Density Impact of Comprehensive Plan and Zoning Amendments

In accordance with the Metropolitan Council Comprehensive Plan Amendment Submittal Guide, the Applicant has completed a net density change estimate as set forth in the table below. As noted, the Applicant's requested Comprehensive Plan and Zoning amendments would result in an aggregate net density reduction of 32 units.

Existing Comprehensive Plan and Zoning		
	Midpoint Density (6 units * acre)	Proposed Units
Parcel 200060025012	0	13
Parcel 200060052011 (North)	113	63
Parcel 200060052011(South)	43	43
Totals	156	119
Proposed Comprehensive Plan and Zoning Amendments		
	Midpoint Density (6 units * acre)	Proposed Units
Parcel 200060025012	13	13
Parcel 200060052011 (North)	68	63
Parcel 200060052011(South)	43	43
Totals	124	119

G. Other Metropolitan Council Considerations**1. Water Supply**

The City of Inver Grove Heights has stubbed water service to the intersection of CSAH 63 (Argenta Trail) and 65th Street in anticipation of area development, including development of the

subject Property. The watermain service will provide sufficient service to

2. **Wastewater**

The City of Inver Grove Heights has also stalled sanitary sewer facilities within CSAH 63 (Argenta Trail) that will provide adequate capacity to serve the subject Property.

3. **Stormwater Management**

The subject Property is located within the City's Northwest Area overlay district requiring the residential development's stormwater to be managed on-site. The Applicant's preliminary stormwater management plans were previously submitted to the City for review at the time of Sketch Plan review.

4. **Regional Parks and Trails**

The subject property is located within ¼ mile of a planned extension of the regional Mendota-Lebanon Hills Greenway trail system. *See* Mendota-Lebanon Hills Greenway Master Plan, Fig. 35 (Aug. 2013). In addition, the City has guided over 30 acres of undeveloped land, natural environmental lake, and wetlands for future public park and open space development located directly west of the subject Property across Old Argenta Trail. *See* 2040 Comprehensive Plan, Figure 2-2 Land Use Plan (Oct. 2019).

5. **Regional Transportation**

The proposed development of the subject Property will have no material impact to the Regional Transportation system. Recent completion of Dakota County Projects 26-54 and 63-27 and other improvements to 70th Street/Lone Oak Road (County Road 26) completed in 2023 provide exceptional local traffic management and access to regional transportation corridors, including Highways 52, 55 and 62, as well as convenient access to I-35E and I-494.

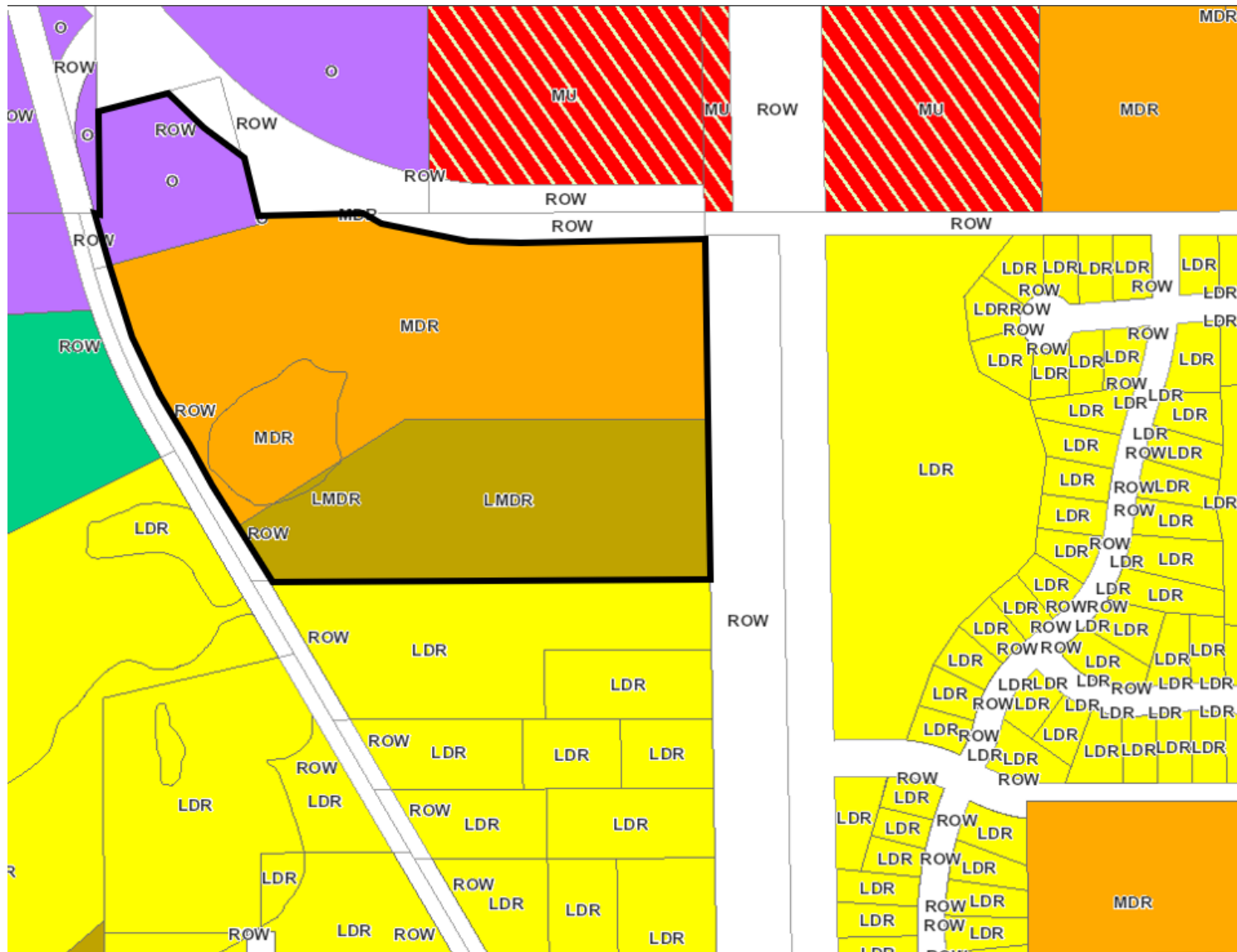
III. CONCLUSION

We look forward to working with the City to complete review of this application. Thank you for your consideration of our proposal.

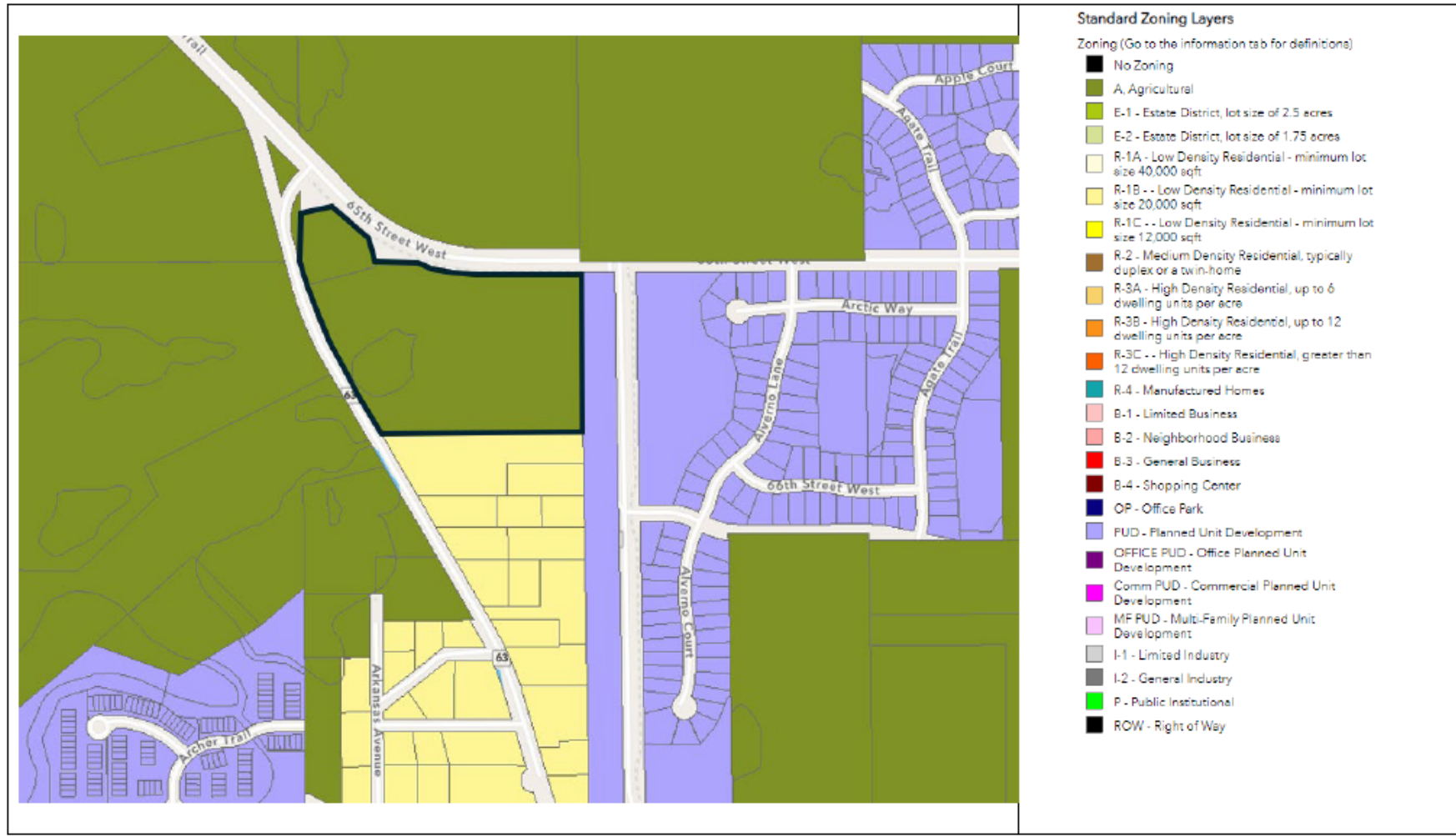
Tab 1: Location Map



Tab 2: Inver Grove Heights 2040 Comprehensive Plan, Figure 2-2 Future Land Use Plan



Tab 3: Zoning Maps



Tab 4: Concept Site Plan



Tab 5: Development Capacity

CURRENT ZONING	2040 COMP PLAN (AMENDMENT)	COMP PLAN (Units/Acre)	PROPOSED ZONING	OVERLAY DISTRICT	SHORELAND OVERLAY	ZONING (Units/Acre)	NET ACRES	NET SF	MIN LOT SIZE (SF/Unit)	MAX LOTS	MAX DENSITY (Units/Acre)	MIN DENSITY (Units/Acre)	MAX UNITS	MIN UNITS	PROPOSED UNITS	PROPOSED DENSITY (units/acre)
AG	LMDR	4-8	R-3A	NW Area	Yes	4-8	2.14	93,218	5,445	17	8	4	17	9	13	6.07
AG	LMDR	4-8	R-3A	NW Area	Partial	4-8	11.27	490,921	5,445	90	8	4	90	45	63	5.59
AG	LMDR	4-8	R-3A	NW Area	Partial	4-8	7.11	309,712	5,445	57	8	4	57	28	43	6.05
TOTALS							20.52	893,851		164			164	82	119	5.80

Tab 4: Concept Site Plan





Request for Council Action

SUBJECT: **Comprehensive Plan Amendment and Rezoning of the Southern Portion of 7950 Blaine Avenue**

MEETING DATE: March 24, 2025

ITEM TYPE: Regular Business

CONTACT: Kevin Shay, Planning Consultant, 651.450.2569

ACTION REQUESTED

The Council is asked to consider the following requests for the Subject Property located at 7950 Blaine Avenue:

1. A Comprehensive Plan Amendment to change the guided land use for the southern portion of the property from P, Public/Institutional to CC, Community Commercial. (Requires a 4/5th vote.)
2. A Rezoning of the southern portion of the property from P, Public/Institutional to B-3, General Business (Requires a 3/5th vote.)

BACKGROUND

SMNPT 1, LLC (the "Applicant"), on behalf of Grace Church of Nazarene (the "Property Owner"), is seeking an amendment to the City's 2040 Comprehensive Plan Land Use designation for the southern 4-acres of the Subject Property from P, Public/Institutional to CC, Community Commercial. The Applicant is also proposing to rezone the southern 4-acres of the Subject Property from P, Public/Institutional to B-3, General Business to match the land use change.

The land use and zoning changes are being requested in order to allow for future commercial development on the 4-acre site. The three commercial uses shown in the Applicant's concept plan include a convenience store / gas station and two retail pads with drive-throughs. If the Comprehensive Plan Amendment and Rezoning requests are successful, a subsequent review and public hearing before the Planning Commission and decision by the City Council would be required for the Preliminary Plat and any Conditional Use Permits before development can occur.

PLANNING COMMISSION

The Planning Commission held a public hearing to consider the Comprehensive Plan Amendment and Rezoning request at its March 4, 2025, meeting. Concerns expressed during the public hearing focused on the impacts commercial development, specifically the gas station, might have on the existing residential neighborhood, in addition to increased traffic, stormwater management and buffering to the neighborhood.

As the attached staff report to the Planning Commission outlines, Planning staff recommends approval of the requested Comp Plan amendment and Rezoning for several reasons. The Council

has made the attraction of additional commercial development a top priority, and this site, which has good visibility and is adjacent to exit and entrance ramps for Highway 52, is an appropriate location for such commercial development. In its current condition, this high-visibility site is largely vacant and underutilized. The topography of the site, with the area proposed for commercial development sitting notably lower than the church site and the surrounding neighborhood, will provide some buffering from the proposed commercial development for the nearby residential area.

However, after the public hearing and discussion, the Planning Commission voted 5-2 to recommend denial. A summary of the Planning Commission's discussion is also attached.

FISCAL IMPACT

N/A

RECOMMENDATION

The Planning Commission recommended denial (5-2). City staff recommend approval.

ATTACHMENTS

1. Resolution Approving Comprehensive Plan Amendment
2. Resolution Denying Comprehensive Plan Amendment
3. Ordinance Approving Rezoning
4. Resolution Denying Rezoning
5. Staff Report to Planning Commission (03-04-2025)
6. Excerpt of Planning Commission Minutes (03-04-2025)
7. Map of Existing & Proposed Comp Plan Land Use
8. Map of Existing & Proposed Zoning
9. Applicant's Narrative
10. Preliminary Grading Plan
11. Concept Plan for Proposed Commercial Development

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

RESOLUTION NO. _____

**RESOLUTION AMENDING THE 2040 INVER GROVE HEIGHTS COMPREHENSIVE PLAN
AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT
OF THE CITY OF INVER GROVE HEIGHTS**

**CASE NO. 25-02ZPA
(SMNPT 1, LLC)**

WHEREAS, on October 28, 2019, the City Council approved Resolution No. 19-205, adopting the 2040 Comprehensive Plan ("2040 Plan") for the City of Inver Grove Heights ("City"), its decennial update as required by Minnesota Statute §473.864; and,

WHEREAS, SMNPT 1, LLC (Applicant) has requested a map amendment to the 2040 Plan to re-guide the southern portion of the property, as legally described in Exhibit A and depicted in Exhibit B, and referred to collectively hereafter as the "Subject Property."

WHEREAS, according to Minnesota Statute 473.858, Subd. 2, the required adjacent Local Government Unit ("LGU") review and comment period is waived by the Metropolitan Council as the lands proposed for amendment to the 2040 Plan are not contiguous to other LGUs; and,

WHEREAS, on March 4, 2025, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application following posted and published notice of the same, and thereafter recommended to the City Council denial of the amendment; and,

WHEREAS, the City Council received and considered the recommendation from the Planning Commission as to the proposed amendment to the 2040 Plan as submitted by the Applicant, and finds the proposed amendment to be consistent the existing and proposed uses in the area, and is beneficial and in the best interest of the City; and,

WHEREAS, Minnesota Statute §462.355, Subd. 3, requires an affirmative vote of 4/5ths of the City Council to ratify amendments to a City Comprehensive Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the map amendment to the 2040 Comprehensive Plan, reguiding the southern portion of the Subject Property as described herein from P, Public/Institutional to CC, Community Commercial is hereby pending review and approval by the Metropolitan Council.

Adopted by the City Council of Inver Grove Heights on this 24th day of March, 2025.

Ayes:

Nays:

ATTEST:

Brenda Dietrich, Mayor

Rebecca Kiernan, City Clerk

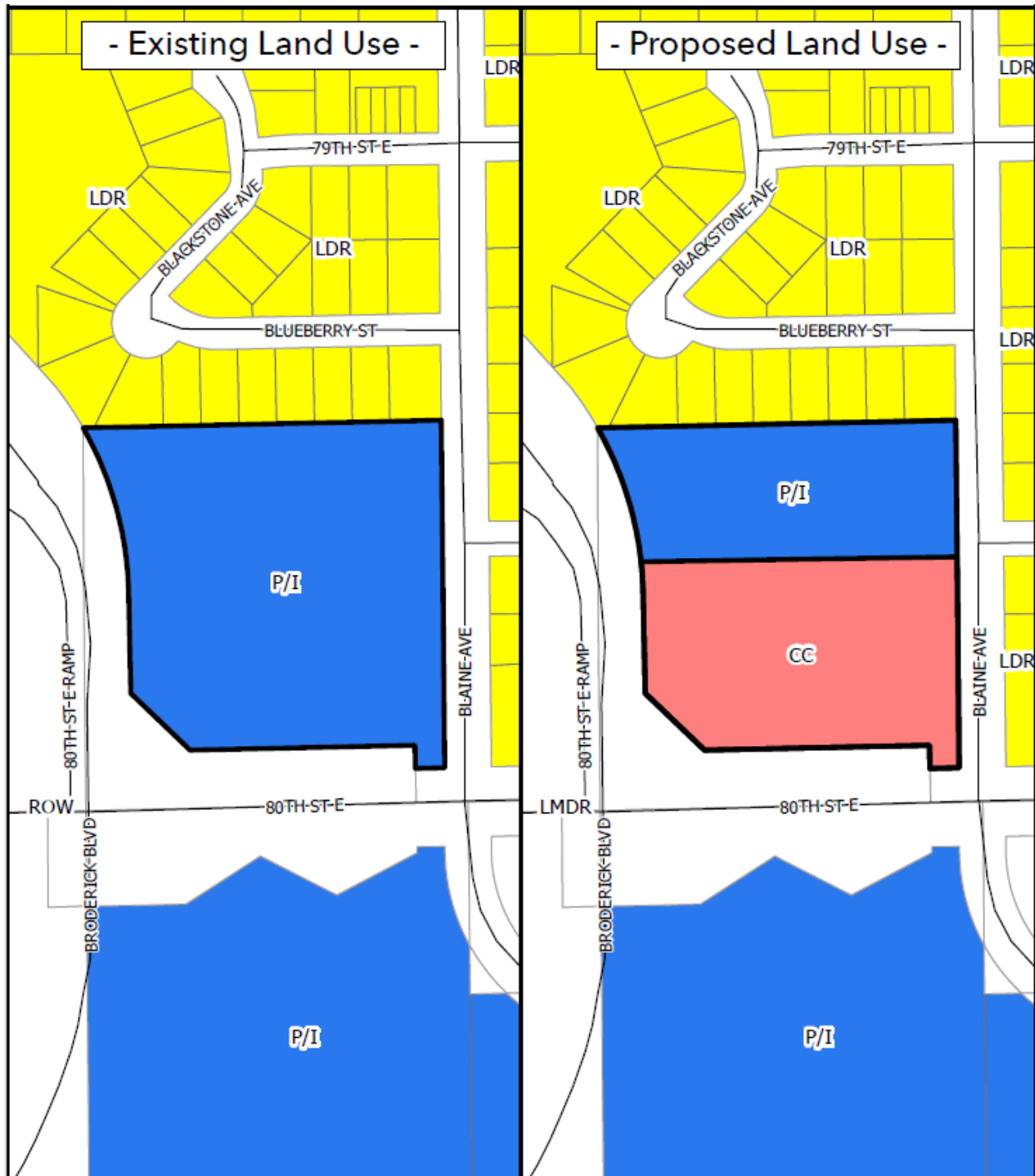
EXHIBIT A

**SUBJECT PROPERTY
LEGAL DESCRIPTION**

Lot 1, Block 1, Grace Nazarene Addition, according to the recorded plat thereof,
Dakota County, Minnesota.

EXHIBIT B

**2040 COMPREHENSIVE PLAN AMENDMENT
P, PUBLIC/INSITUTIONAL TO CC, COMMUNITY COMMERCIAL**



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

RESOLUTION NO. _____

**RESOLUTION DENYING A COMPREHENSIVE PLAN MAP AMENDMENT TO CHANGE THE
LAND USE DESIGNATION OF THAT PORTION OF LOT 1, BLOCK 1, GRACE NAZARENE
ADDITION FROM P, PUBLIC/INSTITUTIONAL TO CC, COMMUNITY COMMERCIAL**

**CASE NO. 25-02ZPA
(SMNPT 1, LLC)**

WHEREAS, on October 28, 2019, the City Council approved Resolution No. 19-205, adopting the 2040 Comprehensive Plan ("2040 Plan") for the City of Inver Grove Heights ("City"), its decennial update as required by Minnesota Statute §473.864; and,

WHEREAS, SMNPT 1, LLC (Applicant) has requested a map amendment to the 2040 Plan to re-guide the southern portion of the property, as legally described in Exhibit A and depicted in Exhibit B, and referred to collectively hereafter as the "Subject Property."

WHEREAS, according to Minnesota Statute 473.858, Subd. 2, the required adjacent Local Government Unit ("LGU") review and comment period is waived by the Metropolitan Council as the lands proposed for amendment to the 2040 Plan are not contiguous to other LGUs; and,

WHEREAS, an amendment to the City's Comprehensive Plan may be approved by the City Council on an affirmative vote of 4/5ths of the Council per Minn. Stat. Sec. 462.355, subd. 3;

WHEREAS, on March 4, 2025, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application following posted and published notice of the same, and thereafter recommended to the City Council denial of the amendment; and,

WHEREAS, following a review of the Application, the change to the City's Comprehensive Plan Land Use Plan was found by the City Council to be contrary to the development direction for this part of the City and inconsistent with the existing and proposed land uses in the area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the application for a Comprehensive Plan Map Amendment amending the City's future land use plan to reguide that portion of Lot 1, Block 1, Grace Nazarene Addition from P, Public/Institutional to CC, Community Commercial is hereby **DENIED** based on the following findings of fact:

1. The City's existing comprehensive plan, which was adopted relatively recently, represents the best vision for the future land use for the Property and the City at this time.
2. The proposed amendment to the Comprehensive Plan would disrupt the land use pattern envisioned by the adopted Plan for this particular area and create a series of impacts on other properties and land uses.
3. The City's circumstances and vision have not changed to support the impact to the Comprehensive Plan that would be effectuated by the proposed amendment.
4. The proposed comprehensive plan amendment would not have a positive impact on the health, safety, and general welfare of the citizens of the community and the surrounding land.

Adopted by the City Council of Inver Grove Heights on this 24th day of March, 2025.

Ayes:

Nays:

ATTEST:

Brenda Dietrich, Mayor

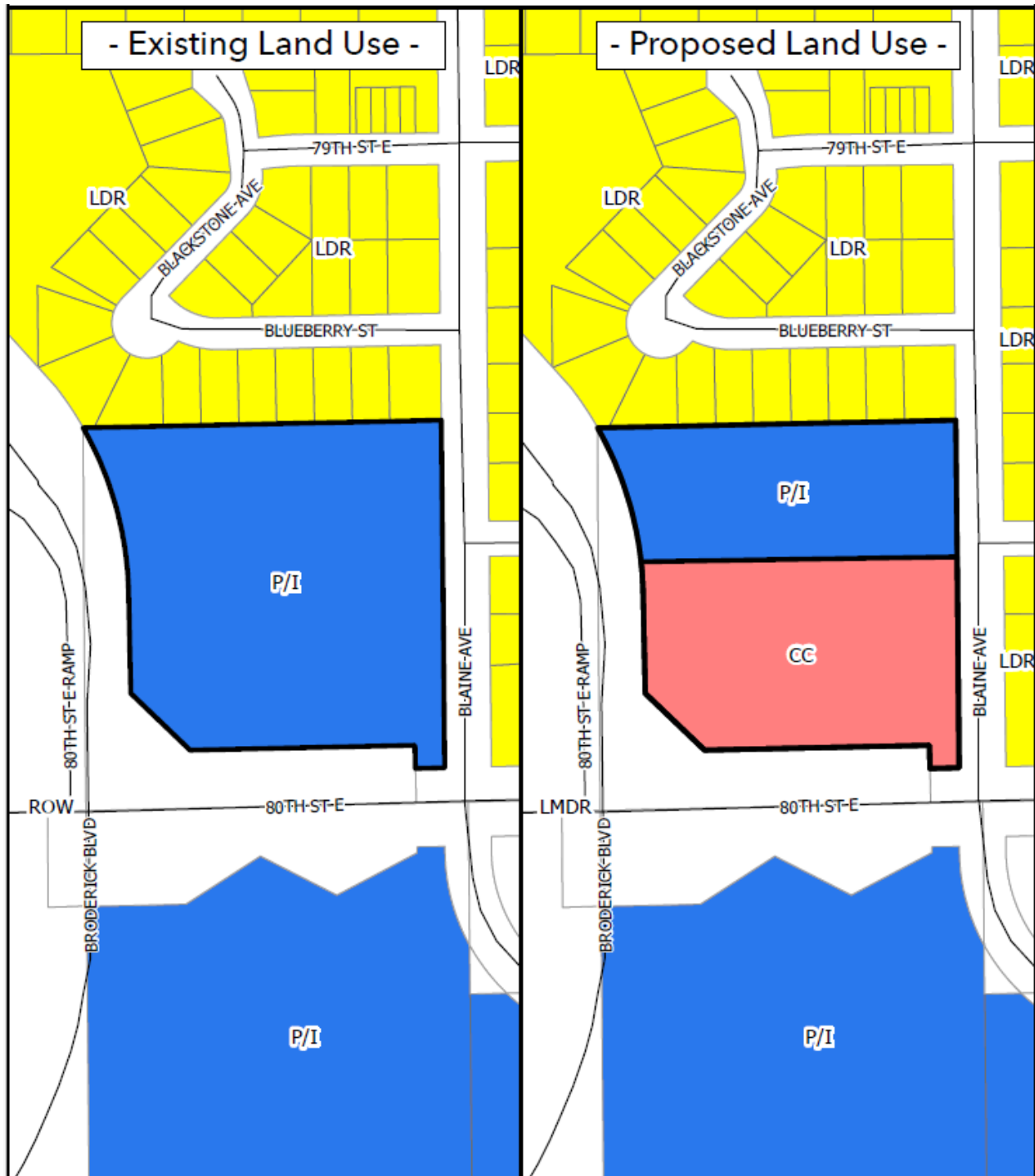
Rebecca Kiernan, City Clerk

EXHIBIT A
SUBJECT PROPERTY
LEGAL DESCRIPTION

Lot 1, Block 1, Grace Nazarene Addition, according to the recorded plat thereof,
Dakota County, Minnesota.

EXHIBIT B

**2040 COMPREHENSIVE PLAN AMENDMENT
P, PUBLIC/INSITUTIONAL TO CC, COMMUNITY COMMERCIAL**



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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING TITLE 10, CHAPTER 4 (ZONING MAP)
OF THE INVER GROVE HEIGHTS CITY CODE
FROM P, PUBLIC/INSTITUTIONAL TO B-3, GENERAL BUSINESS DISTRICT**

CITY PLANNING CASE NO. 25-02ZPA

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Rezoning to B-3, General Business District

The Official Zoning Map of the City of Inver Grove Heights is hereby amended as follows:

The southern portion of the Property legally described in Exhibit A and as depicted in Exhibit B is hereby rezoned from P, Public/Institutional to B-3, General Business District.

SECTION II. Changes to Zoning Map

The City Clerk is hereby directed to cause the City of Inver Grove Heights' official Zoning Map to be amended consistent with this Ordinance. The Official Zoning Map as amended shall not be republished.

SECTION III. Effective Date

This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 24th day of March, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**SUBJECT PROPERTY
LEGAL DESCRIPTION**

Lot 1, Block 1, Grace Nazarene Addition, according to the recorded plat thereof,
Dakota County, Minnesota.

EXHIBIT B

REZONING

P, PUBLIC/INSTITUTIONAL TO B-3, GENERAL BUSINESS DISTRICT



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

RESOLUTION NO. _____

**RESOLUTION DENYING A REZONING OF A PORTION OF LOT 1, BLOCK 1,
GRACE NAZARENE ADDITION FROM P, PUBLIC/INSTITUTIONAL TO B-3,
GENERAL BUSINESS**

**CASE NO. 25-02ZPA
(SMNPT 1, LLC)**

WHEREAS, SMNPT 1, LLC (Applicant) has requested a rezoning to change from P, Public/Institutional to B-3, General Business for the southern portion of the property, as legally described in Exhibit A and depicted in Exhibit B, and referred to collectively hereafter as the "Subject Property."

WHEREAS, an amendment to the City's Zoning Map may be approved by the City Council on an affirmative vote of 3/5ths of the Council;

WHEREAS, on March 4, 2025, the Planning Commission reviewed the proposed rezoning, held a public hearing and accepted public comment regarding the application following posted and published notice of the same, and thereafter recommended to the City Council denial of the rezoning; and,

WHEREAS, following a review of the Application, the change to the City's Zoning Map was found by the City Council to be contrary to the development direction for this part of the City and inconsistent with the existing and proposed land uses in the area.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the application to rezone the Property from P, Public/Institutional to B-3, General Business is hereby denied based on the following findings of fact:

1. The proposed rezoning is inconsistent with the existing P, Public/Institutional comprehensive plan guiding for the Property.
2. The City's existing zoning map, along with the comprehensive plan, which was adopted relatively recently, represents the best vision for the future land use for the Property and the City at this time.

3. The proposed amendment to the zoning designation would disrupt the land use pattern envisioned by the adopted Plan for this particular area and create a series of impacts on other properties and land uses.
4. The City's circumstances and vision have not changed to support the impact to the Zoning Map that would be effectuated by the proposed change.
5. The proposed rezoning would not have a positive impact on the health, safety, and general welfare of the citizens of the community and the surrounding land.

Passed by the City Council of the City of Inver Grove Heights this 24th day of March, 2025.

Ayes:

Nays:

Brenda Dietrich, Mayor

ATTEST:

Rebecca Kiernan, City Clerk

EXHIBIT A

**SUBJECT PROPERTY
LEGAL DESCRIPTION**

Lot 1, Block 1, Grace Nazarene Addition, according to the recorded plat thereof,
Dakota County, Minnesota.

EXHIBIT B

**REZONING
P, PUBLIC/INSTITUTIONAL TO B-3, GENERAL BUSINESS DISTRICT**





Planning Commission Report

MEETING DATE:	March 4, 2025
CASE NO:	25-02ZPA
APPLICANT:	SMNPT 1, LLC
PROPERTY OWNER:	Grace Nazarene Church
REQUEST:	Comprehensive Plan Amendment and Rezoning
LOCATION:	7950 Blaine Avenue
COMPREHENSIVE PLAN:	P, Public / Institutional
ZONING:	P, Public / Institutional
STAFF CONTACT:	Kevin Shay, 651.450.2569

ACTION REQUESTED

Conduct a Public Hearing and Consider a request from SMNPT 1, LLC for a Comprehensive Plan Amendment, amending the 2040 Land Use to change roughly four-acres of the seven-acre Subject Property from P, Public / Institutional to CC, Community Commercial, and Rezoning of the same area from P, Public / Institutional to B-3 General Business.

BACKGROUND

Grace Nazarene Church, located at 7950 Blaine Avenue ("Subject Property"), currently has land use guidance of P, Public / Institutional and zoning of P, Public / Institutional. The Applicant is working with the church on the southern four-acres of the seven-acre parcel and is proposing to change the 2040 Land Use designation of that area to CC, Community Commercial to support the conceptual development. The Applicant is also requesting a Rezoning to change for the same southern portion to B-3, General Business to match the land use amendment requested. The land use change is to allow for future commercial sites, which shows three commercial uses, including one convenience store with gas station and two retail pads with drive-throughs.

If the Comprehensive Plan Amendment and Rezoning are approved, an application for platting and Conditional Use Permits ("CUPs") will be required before development can occur. This subsequent process would provide for public review and comment on the site's development.

EVALUATION OF REQUEST

SURROUNDING USES

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

LOCATION	ADJACENT USE	ZONING	LAND USE
North	Single-Family	PUD, Planned Unit Development	LDR, Low Density Residential
East	Single-Family	R-1C, Low Density Residential	LDR, Low Density Residential
West	Highway 52	A, Agricultural	P, Public / OP, Open Space / LDR, Low Density Residential
South	Inver Hills Community College	P, Public	P, Public

COMPREHENSIVE PLAN AMENDMENT

The subject parcel is currently guided as P, Public / Institutional.

Public / Institutional is defined in the 2040 Comprehensive Plan as:

- "1. Provide needed public facilities and services for existing and future Inver Grove Heights residents.
2. Interconnect the City's most important public facilities, including schools and churches, via open-space corridors.
3. Continue to cooperate with the local school districts and Inver Hills Community College for the joint use of facilities.
4. Provide sufficient land to meet the public/institutional service needs of the community.
5. Continue to cooperate with Dakota County to provide library services in the community."

The applicant is proposing to change the land use designation to CC, Community Commercial to fit the proposed concept plan.

Community Commercial is defined in the 2040 Comprehensive Plan as:

"Community Commercial areas include lots or parcels that contain retail sales and services located along community collector and arterial roadways that serve the community (see Figure 2-5). Community commercial areas differ from neighborhood commercial areas in that they are more intensive and are designed to attract customers from a wider trade area. As such, the goods and services that are available in community commercial areas are broader in scope, such as restaurants, private recreational facilities, professional service offices, small-scale printing, etc."

The area of the City this parcel is located within is referred to in the 2040 Comprehensive Plan as Established Development Areas. Established areas represent portions of the community which are mostly built out. Policy directions focus on the preservation and maintenance of existing neighborhoods.

Some of the Established Development Area Policies include:

- Allow infill development in a manner that protects the character of existing residential neighborhoods.
- Provide commercial services that are convenient to neighborhoods.
- Ensure that new development areas are compatible in size and scale with existing, adjacent neighborhoods.
- Provide appropriate buffers to allow density transitions and to accommodate a range of housing types.
- Continually monitor the vitality and viability of existing commercial nodes and encourage the integration of supporting residential uses where necessary.

STAFF ANALYSIS AND EVALUATION

City staff reviewed the request and offer the following analysis and evaluation based on existing development vision, policies and expectations for the Northwest Expansion Area. Rationale related to the request.

RATIONALE SUPPORTING THE LAND USE CHANGE

- The City Council has prioritized commercial growth by promoting and seizing commercial development growth opportunities, where possible, to expand various retail, service and restaurant options throughout the community.
- The developed area around the property contains low-density housing to the north and east, with the community college to the south and Highway 52 to the west. A change to allow community commercial for the southern portion of the site would be buffered from the single family residences to the north by the Church.
- The southern half of the site is primarily vacant. Some of the parking lot extends into this area and there is a small community garden on the west side. The current church access is on the southern half of the site. Beyond this, the southern portion is excess land owned by the church and could be used for additional development of a better use.
- Typical residential land use patterns are designed using commercial as a transition area and buffer moving geographically away from the high-volume roads. The area requested for a Comprehensive Plan change is along two higher volume roads. This corner would be a typical location for commercial.
- The lowest point of the development site is 20+ feet lower than the Church elevation, and 10 to 15 feet lower than the homes to the east. The homes to the north are approximately 20-30 feet lower than the church elevation. The general elevation of the commercial would be sitting lower than the houses to the east and the Church.

ESTABLISHED DEVELOPMENT AREA POLICIES

- Provide commercial services that are convenient to neighborhoods.
- Provide appropriate buffers to allow density transitions and to accommodate a range of housing types.

COMMUNITY COMMERCIAL GOALS

- Provide goods and services that are needed by Inver Grove Heights residents in environments that serve as identifiable community shopping nodes.

- Ensure pedestrian connectivity via trails and sidewalks within community commercial districts as well as to adjacent and nearby neighborhoods.
- Encourage private sector redevelopment efforts and rehabilitation of existing buildings.
- Encourage convenient parking in locations that are buffered with landscaping to soften their appearance from abutting roadways.
- Encourage a stronger linkage between the northern and southern Cahill community commercial areas through coordinated streetscaping efforts.
- Provide safe and convenient pedestrian access within and connecting to community commercial areas and adjacent neighborhoods.
- Carefully regulate uses that have the potential to create adverse secondary land use impacts such as adult uses, pawn shops, etc.

RATIONALE AGAINST THE LAND USE CHANGE

- The surrounding neighborhoods on the east side of Highway 52 are predominantly single-family. There is a large area of townhome development to the north and east (east side of Blaine Avenue and 78th Street).
- The Comprehensive Plan includes a policy of allowing infill development that protects the character of the neighborhood. The project would be a departure from single-family development and density, which is the primary land use in the area, and so could be considered out of character for the neighborhood.

ESTABLISHED DEVELOPMENT AREA POLICIES

- Allow infill development in a manner that protects the character of existing residential neighborhoods. *A commercial development may change, or perceive to change, the character of the existing adjacent residential neighborhood.*
- Ensure that new development areas are compatible in size and scale with existing, adjacent neighborhoods. *The proposed concept plan demonstrates a development that would be different from the existing use of the Subject Property and adjacent single-family residential and public/institutional uses.*

The question before the Planning Commission is whether the most appropriate land use for the Subject Property is as proposed. Would a change to Community Commercial be a benefit to the City? And, if so, should the land use plan be changed for the southern portion of the Subject Property from P, Public/Institutional to CC, Community Commercial?

REZONING

The rezoning from the existing P, Public/Institutional zoning designation to the B-3, General Business zoning designation would make the zoning designation consistent with the proposed land use guidance.

ALTERNATIVES

The Planning Commission has the following alternatives available for the proposed request:

A. Approval. If the Planning Commission finds the application acceptable, the Commission should make the following recommendations:

- Approving the Comprehensive Plan Amendment from P, Public/Institutional to CC, Community Commercial and the Rezoning from A, Public/Institutional to B-3, General Business subject to the following conditions:

1) The Metropolitan Council shall review and approve the Comprehensive Plan Amendment.

B. Denial. If the Planning Commission does not favor the Comprehensive Plan Amendment and Rezoning, a recommendation of denial should be forwarded to the City Council. With a recommendation of denial, findings or the basis for the denial should be given.

RECOMMENDATION

City staff support approval of this land use change request for the rationale supporting the change as cited above.

ATTACHMENTS

1. Current & Proposed Zoning
2. Current & Proposed LandUse
3. Application Narrative
4. Existing Survey
5. Concept Plan

PLANNING COMMISSION MINUTES - CITY OF INVER GROVE HEIGHTS

Tuesday, March 4, 2025 - 7:00 p.m.
City Council Chambers - 8150 Barbara Avenue

1. CALL TO ORDER

Chair Weber called the Planning Commission Meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

2. ROLL CALL

Commissioners Present: Jonathan Weber (*Chair*)
Trisha Presley (Secretary)
Jason Teiken
Aida Schaefer
Robert Heidenreich
Amy Hunting
Dennis Wippermann

Commissioners Absent: Scott Clancy (Vice-Chair) - excused
Lance Twedt - excused

Staff Present: Jason Ziemer, Community Development Director
Kevin Shay, Planning Consultant
Stacy Bodsberg, Community Development Support Specialist

C. Rezoning the Southern 4-acres from P, Public to B-3, General Business; and a Comprehensive Plan Amendment to change the land use designation for the Southern 4-acres from Public/Institutional to Commercial located at 7950 Blaine Avenue. (SMNPT 1, LLC - Case No. 25-02ZPA)

Reading of Public Notice

Secretary Presley read the Public Hearing Notice.

Presentation of Request

Planning Consultant Shay presented the staff report.

The Comprehensive Plan Amendment for this request would reguide the southern four acres of the property to Community Commercial (the church on the north half would remain Public/Institutional).

The Rezoning for this request is B-3, General Business to align with the Community Commercial land use request.

Development Concept (tentative)

- 3 commercial users
 - Gas station

- Two retail stores with drive-through
- Parking/landscaping
- Proposed access onto Blaine for commercial uses shown

Relevant Policies to Consider

- Established Development Area Goals
 - provide convenient commercial services
 - provide buffers for density transitions
 - allow infill development
 - ensure new development is compatible in size and scale with existing adjacent neighborhoods
- Community Commercial Goals
 - provide goods and services that are needed by IGH residents in shopping nodes
 - encourage private sector redevelopment efforts

Staff Evaluation

- City Council has prioritized commercial growth in the community.
- The low-density residential area around the area to the north and east will be buffered by the church.
- The southern half of the site is currently vacant.
- 80th Street and Blaine Avenue are both major corridors, so this is an appropriate area for commercial development.
- The topography of the site means that the development will be below the church and the homes to the east, so it will be largely out of view.

Next Steps

- Recommendation on Comprehensive Plan Amendment and Rezoning requests
- Future Actions
 - Preliminary Plat (public hearing required)
 - Final Plat
 - Conditional Use Permit (public hearing required)

Staff recommend approving the Comprehensive Plan Amendment from Public to Community Commercial and the Rezoning from P, Public to B-3, General Business, subject to the conditions listed in the staff report.

Planning Commission Discussion

Commissioner Wippermann questioned if this change would be considered spot zoning. Planning Consultant Shay stated that it would not be, as the request is consistent with the guided land use.

Commissioner Hunting inquired as to the difference between the B-2 and B-3 zoning districts. Planning Consultant Shay stated that it is a difference of scale; B-2 is for less intense commercial operations and has more restrictive standards. Both the B-2 and B-3 zoning districts could meet land use designations for Community Commercial.

Commissioner Hunting inquired about Neighborhood Commercial versus Community Commercial. Planning Consultant Shay explained that Neighborhood Commercial would limit the uses for the zoning district (e.g., no gas stations allowed in B-1). The applicant's desired uses for the site fit with Community Commercial.

Opening of Public Hearing

John Johansson, 11985 Technology Drive, Suite 110, Eden Prairie, SMNPT 1, LLC, Applicant, stated that he has been involved with similar projects to this one in the past.

William Haworth, 5417 Brewer Lane, Grace Nazarene Church, stated that the church is remodeling to create a daycare that will serve the community. To cover the costs of remodeling, the church decided to sell the land to the south of the church.

John Johansson stated that the parking lot to the south of the church will be replaced with one to the east, and will drain to a catchbasin, then to a pond that will be created to the south. The added entry point to the east would alleviate potential challenges from very different shared uses. This is a busy corner, surrounded by schools, a community center, a community college, etc. and would be successful for the uses. Chipotle is a likely user for the site. Bulk of traffic will come from 80th Street.

Alex Bruns, 2406 Blueberry Street, stated that his house near the north end of the property would not be buffered by the church. He reminded Commissioners about their comments on this project from 2023, citing concerns about needed Variances, traffic from Blaine Avenue, a change to the character of the neighborhood, and the lack of buffering. Blaine Avenue and 80th Street are busy intersections with existing traffic issues; he has been hit by cars several times in this intersection. He asserted that the church needs to retain a minimum of three acres of land, and with this proposed change, the church will take ownership of the retention pond. The church will thus bear the risk of owning the retention pond with runoff from gas station and parking lot. He said vacant land was not a bad thing. He said that currently, there are community gardens that provide a buffer zone. He said that the 2040 Plan emphasizes the importance of open space for connectivity, which would be negatively impacted by this proposal. He is concerned that the drainage would flow into his backyard, and he already has a sump pump that runs constantly. He said Inver Grove Heights did not need a gas station in the area. He said traffic concerns were not addressed in the proposal for this area from 2023, and they have still not been addressed. He said gasoline demand will be decreasing in the future. He asked what had changed in terms of code issues from 2023.

Donald Nerka, 7935 Blanchard Way, lives east of the area in the proposal. He said that he anticipates traffic problems. He said he has lived in the neighborhood for 35 years. He said he is not against development, but he doesn't think it belongs in the area. He cited traffic concerns and said there was no need for a gas station.

Planning Commission Discussion

Chair Weber stated that the acreage is appropriate, but he has a concern with the drainage not being kept on site.

Commissioner Heidenreich stated that he was not concerned about the drainage flowing to the south and east to be recaptured. He pointed out that there may not end up being a gas

station on the site. He said this land should be developed. He said he agrees with the proposed land use.

Commissioner Hunting disagrees with the proposed land use and that B-3 does not protect the character of the neighborhood.

Commissioner Schaefer stated that this does not seem to be infill development that protects the character of the neighborhood, which is single-family homes and would not support changing the zoning to B-3.

Commissioner Teiken stated that he supported the housing proposal from 2023, and still believes that this is a perfect site for more housing rather than commercial development. He does not feel that the proposal is right for the area.

Chair Weber stated that the previous proposal for this site was for high-density residential, and that was voted down. He said that B-3 is allowed for many possible uses. He asked the Commission to consider just the zoning of B-3 or Public/Institutional.

Commissioner Schaefer stated that B-3 zoning was designed to attract people from outside of the neighborhood. She said that this was in conflict with the Established Development Area policies on infill development.

Commissioner Wippermann stated that he still views this as spot zoning. He said the Commission turned down a high-density housing proposal, but it has not turned down senior housing or other residential project options. He said he was not in favor of the proposal.

Commissioner Schaefer stated that a low- or medium-density residential proposal would be welcomed, particularly for single-family homes.

Commissioner Heidenreich stated that the community college nearby and the noisy highway to the west make this site ideal for commercial development. He said this proposal would provide the church with needed funds to improve their property. He said the land being green space is not the best choice for the area.

Motion by Hunting, Second by Teiken, to Deny the request for a Comprehensive Plan Amendment from P, Public/Institutional to CC, Community Commercial and the Rezoning from P, Public/Institutional to B-3, General Business.

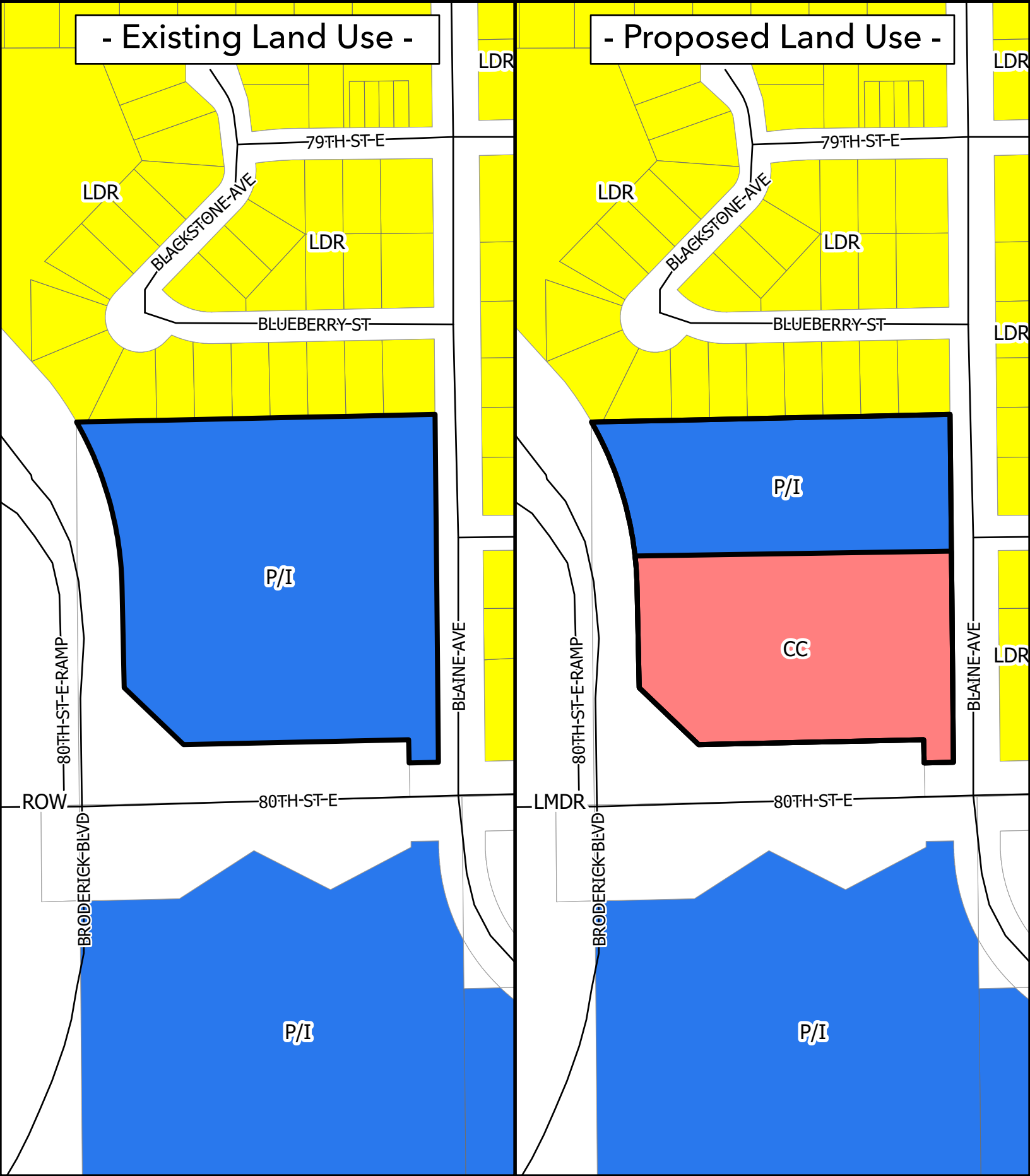
Ayes: 5

Nays: 2 (Weber, Heidenreich) Motion Carried.

This item is tentatively scheduled to go before the City Council on March 24, 2025.



7950 Blaine Ave Comp Plan Amendment



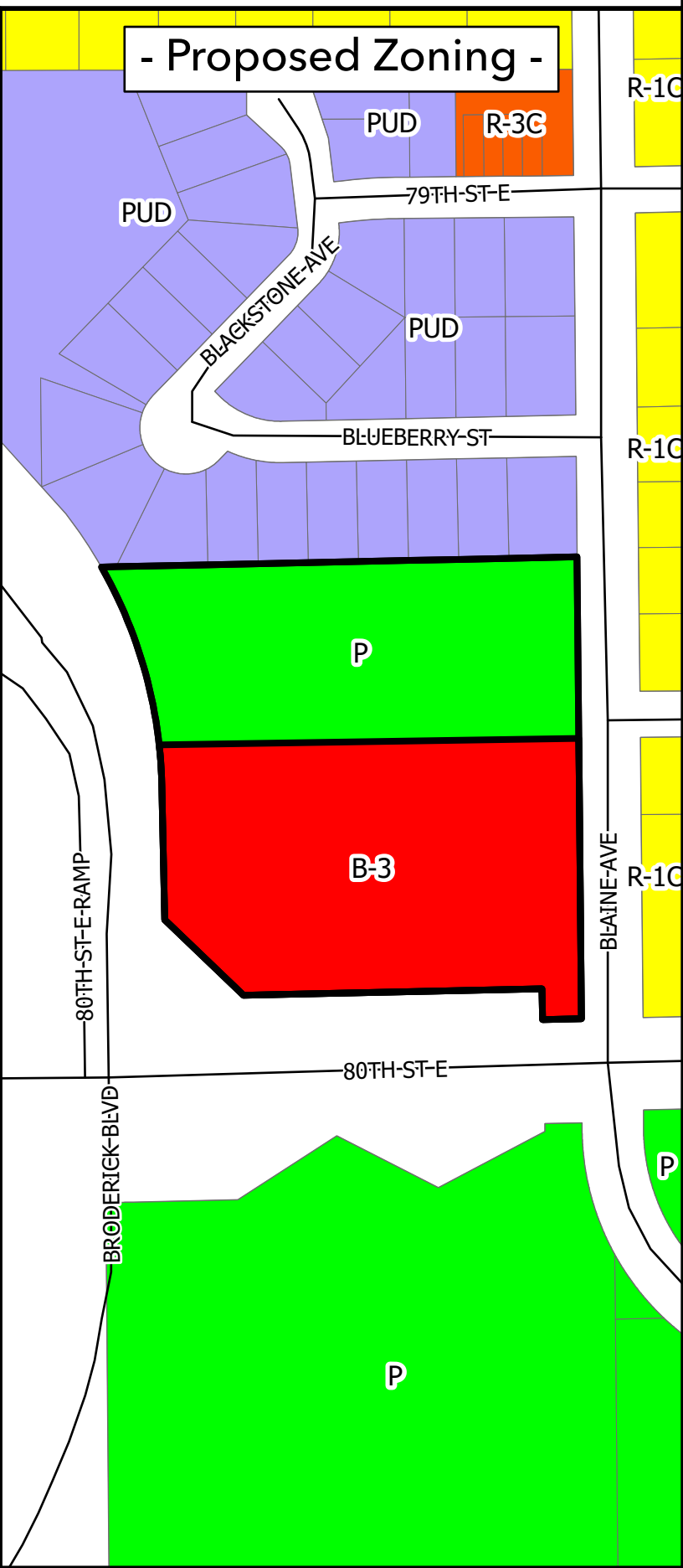
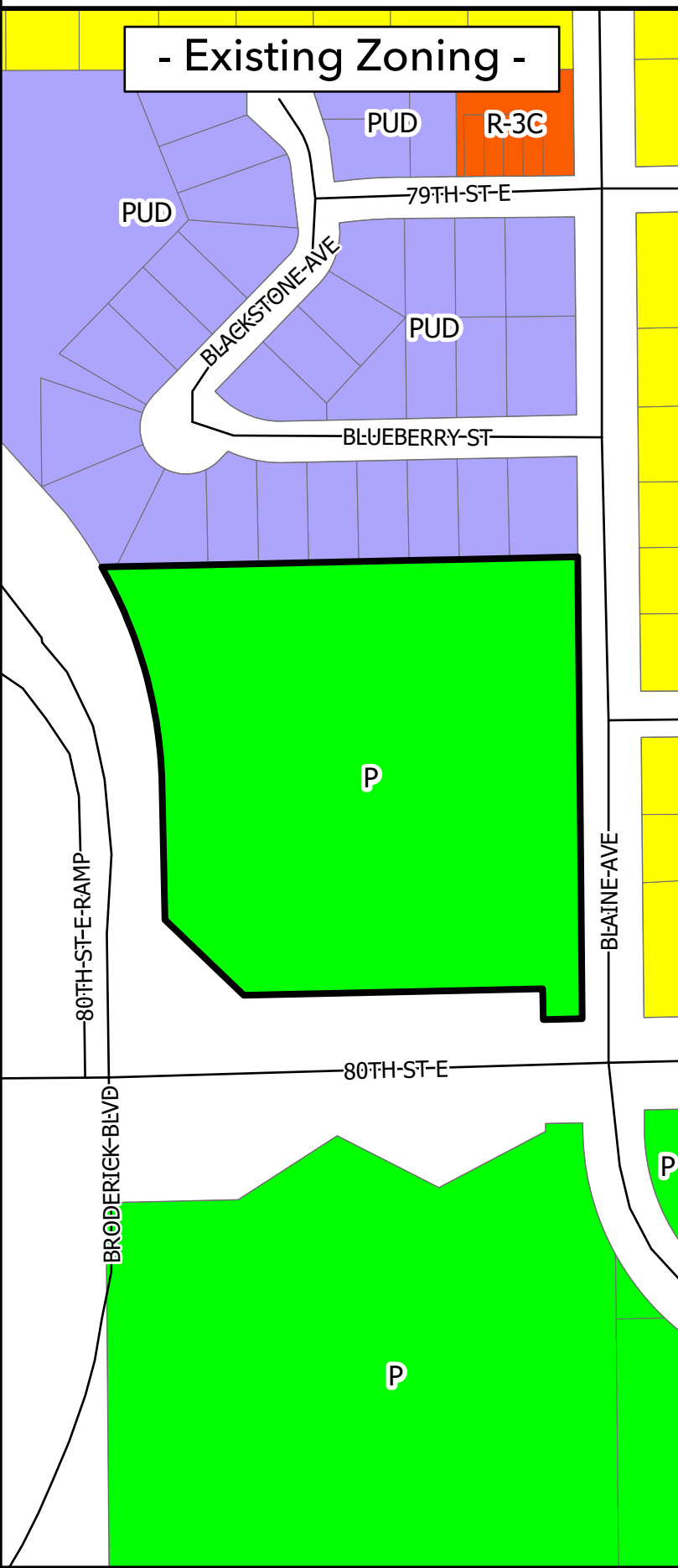


7950 Blaine Ave Rezoning



- Existing Zoning -

- Proposed Zoning -



Proposed Comprehensive Plan Amendment & Rezoning Applications

January 30,2025

Proposed Development

The existing property is located at 7950 Blaine Avenue East, Inver Grove Heights and contains approximately 7 acres. Current zoning for the property is P – Public Institution and houses the Grace Nazarene Church, parking and the balance is greenspace.

The applications are to amend the current Comprehensive Plan to change the south 4 acres +/- to B-3 General Business designation and then formally re-zone the land to that designation. The northern 3 acres would remain P – Public Institution and the church would continue operations. The surrounding properties for the new commercial area would be the church to the north (with residential housing north of the church), Highway 52 to the west, Inver Hill College to the south and residential to the east, across Blaine Avenue.

Access to the site would be either through separate access points off of Blaine Avenue, the southern one serving the commercial portion of the site and the northern access serving the church parking and operations. The other option would be for a single access point from Blaine Avenue and an internal separation, one going north to the church parking and one continuing into the commercial portion of the site. The final access design will be part of a Site Plan Review, provided the requested zoning change is approved.

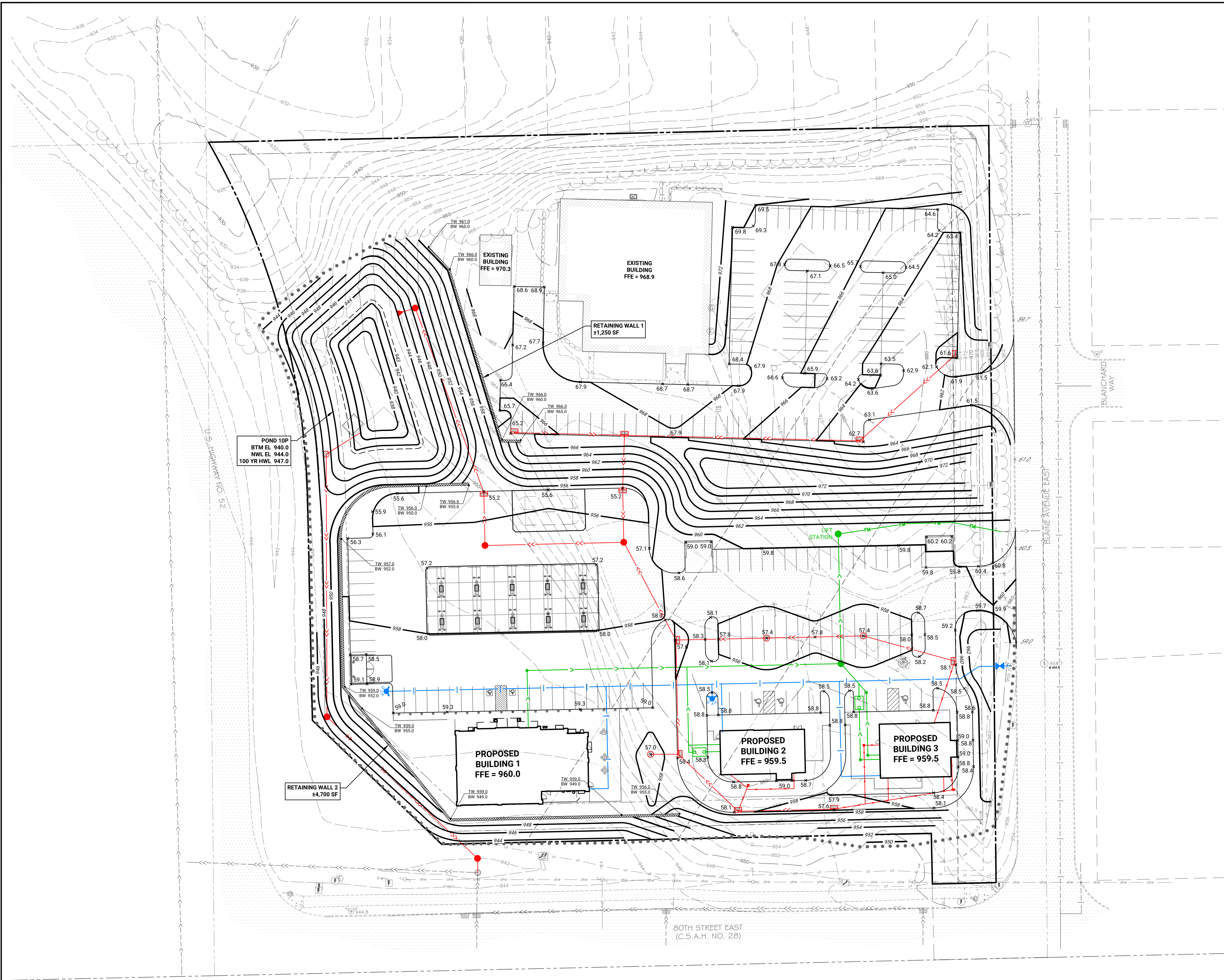
The design of the commercial portion would house 2-4 users/buildings, depending on the final users secured. We have provided a plan showing a layout with separated access points and 3 separate users on the site. In addition, adequate parking, landscaping and lighting would be part of the development. Ponding would be added on the west side of the site to accommodate stormwater for the proposed new commercial development and the revisions to the church parking.

The church parking would be moved to an area directly east of the church building for the main field of parking with a smaller portion to the south of the church building.

Final Site Plan design, traffic flow, lighting and landscaping will all be addressed in the future, provided the zoning change is completed. Everything will be designed to meet the requirements of the City of Inver Grove Heights, Dakota County and any other governmental entity that has a stake in the redevelopment of this area.

We look forward to working with the City on this application and ultimate development of the Site.

10/29/24 c:\users\jconner\appdata\local\temp\scd\development\contour\c4\c4.dwg 11985 grace church redevelopment\c4\c4.dwg



LEGEND		
EXISTING	PROPOSED	
		PROPERTY LINE
		EASEMENT LINE
		BITUMINOUS PAVEMENT
		CONCRETE WALK/STOOP
		CONCRETE PAVEMENT
		CURB LINE
		STORM SEWER
		SANITARY SEWER
		WATER MAIN
		RETAINING WALL
		FENCE
		UNDERGROUND ELECTRIC
		UNDERGROUND TELEPHONE
		OVERHEAD ELECTRIC
		STORM CATCH BASIN
		STORM MANHOLE
		STORM FLARED END SECTION
		SANITARY MANHOLE
		HYDRANT
		GATE VALVE
		LIGHT POLE
		OTHER SYMBOLS
		10' CONTOUR
		2' CONTOUR
		SPOT ELEVATION
		(CURB ELEVATIONS ARE TO GUTTER LINE)
		SILT FENCE
		ROCK ENTRANCE

BENCHMARK	
MINNESOTA DEPARTMENT OF TRANSPORTATION GSD STATION #94773, 207 ROBERT RESET	
ELEVATION: 887.91 (NAVD 88)	

- | GOVERNING SPECIFICATIONS | |
|--------------------------|---|
| 1. | THE LATEST EDITION OF THE MINNESOTA DEPARTMENT OF TRANSPORTATION "STANDARD SPECIFICATIONS FOR CONSTRUCTION" AND THE CITY OF INVER GROVE HEIGHTS SPECIFICATIONS. |
| 2. | THE LATEST EDITION OF THE MINNESOTA MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MMUTCD). |
| 3. | THE LATEST EDITION OF THE CITY ENGINEERS ASSOCIATION OF MINNESOTA (CEAM) STANDARD SPECIFICATIONS. |

- | GRADING NOTES | |
|---------------|---|
| 1. | VEHICLE TRACKING REDUCTION DEVICE, SILT FENCE, AND EXISTING CATCH BASIN INLET PROTECTION SHALL BE INSTALLED PRIOR TO GRADING CONSTRUCTION, AND SHALL BE MAINTAINED UNTIL THE SITE HAS BEEN STABILIZED. |
| 2. | CONTRACTOR SHALL FIELD VERIFY THE LOCATIONS AND ELEVATIONS OF EXISTING UTILITIES PRIOR TO THE START OF GRADING CONSTRUCTION. THE CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY OF DISCREPANCIES OR VARIATIONS FROM THE PLAN. |
| 3. | CONTRACTOR SHALL STRIP, STOCKPILE AND RESURF SUFFICIENT TOPSOIL TO PROVIDE A MINIMUM OF 6" OF TOPSOIL OVER ALL DISTURBED AREAS THAT WILL BE SODDED, SEED OR LANDSCAPED. |
| 4. | ALL DISTURBED AREAS MUST BE STABILIZED WITHIN 7 CALENDARS DAYS AFTER LAND-DISTURBING WORK HAS TEMPORARILY OR PERMANENTLY CEASED. |
| 5. | ALL SLOPES STEEPER THAN 3:1 SHALL HAVE MNDOT CAT.1 EROSION CONTROL BLANKET AND SEED, OR APPROVED EQUAL. |
| 6. | STOCKPILES SHALL BE STABILIZED WITHIN 7 DAYS OF ROUGH GRADING OR INACTIVITY. |
| 7. | ALL WORK WITHIN THE ADJACENT STREET RIGHTS OF WAY MUST BE COORDINATED WITH AND APPROVED BY THE CITY PUBLIC WORKS DEPARTMENT. |



CALL BEFORE YOU DIG



811
Know what's below.
Call before you dig.



CONTOUR
CIVIL DESIGN

8195 VERNON STREET, ROCKFORD, MN 55973
TEL: 612.730.2265 | WWW.CONTOURCD.COM

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

NAME: JOSEPH T RADACH
SIGNATURE: [Signature]
10/22/24 LIC #: 45889

PRELIMINARY

REVISIONS	ISSUE DATE:	BY:
1.	10/30/24	JTR
2.	SITE PLAN REVISION	
3.		
4.		
5.		
6.		
7.		

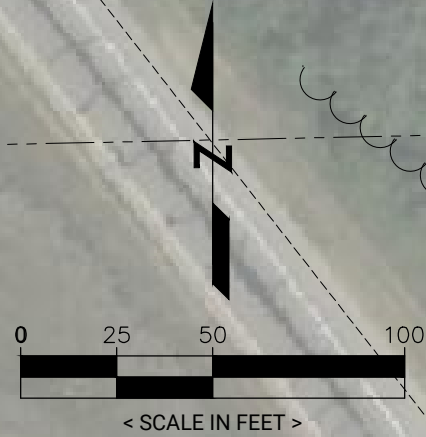
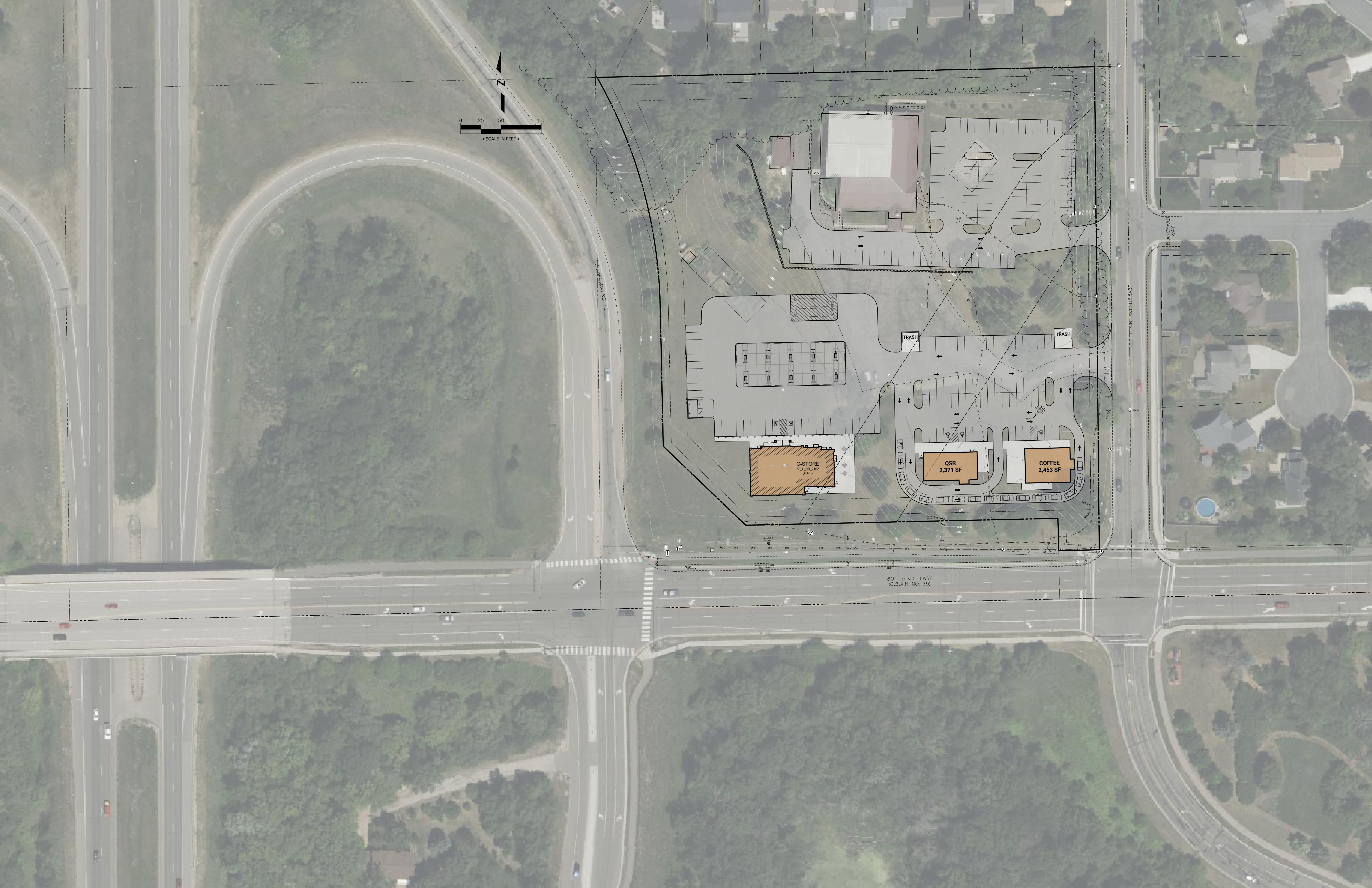
2C DEVELOPMENT, LLC
11985 Technology Drive, Suite 110
Eden Prairie, MN 55344

GRADING AND DRAINAGE PLAN

GRACE CHURCH REDEVELOPMENT
Highway 52 and 80th Street East
Inver Grove Heights, Minnesota

SHEET NUMBER

C4.1



25TH AVENUE EAST

25TH STREET EAST

BLANCHARD WAY

80TH STREET EAST
(C.S.A.H. NO. 2B)

C-STORE
50.1 RR 2102
5,637 SF

OSR
2,371 SF

COFFEE
2,453 SF

TRASH

TRASH



Request for Council Action

SUBJECT: Ordinance Amending City Code Related to Employee Vacation Leave, Personal Leave and Holidays

MEETING DATE: March 24, 2025
ITEM TYPE: Regular Business
CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to adopt the attached Ordinance, which amends City Code Title 1, Chapter 6, Article A: Personnel Policies, as it relates to Vacation Leave, Personal Leave and Holidays.

BACKGROUND

The City Council recently authorized 2025-26 collective bargaining agreements with three of the City's employee unions. All three contracts include a change to the City's existing holiday schedule, which will combine existing half-day holidays on Good Friday and Christmas Eve into a single, full-day holiday on Christmas Eve. The attached Ordinance would make this change in the City's Personnel Policies, which are found in City Code Title 1, Chapter 6, Article A, thereby ensuring that non-union employees continue to follow the same holiday schedule as union employees.

Additionally, the City's negotiated contract with the American Federation of State, County and Municipal Employees (AFSCME), which represents employees across all seven City departments, makes some changes to the vacation leave and personal leave accruals. It is recommended that the City maintain consistency between AFSCME members and non-union employees, but enacting the same vacation leave and personal leave changes in the the Personnel Policies.

Personal Leave Changes

The City's personal leave accrual schedule currently has four tiers. The negotiated agreement with AFSCME changes this to three tiers, thereby providing more personal leave to employees in the early years of their service to the City.

EXISTING		PROPOSED	
<i>Years of Service</i>	<i>Hours of Leave Accrual Per Year</i>	<i>Years of Service</i>	<i>Hours of Leave Accrual Per Year</i>
Hire to end of 3rd year	60	Hire to end of 5th year	72
Start of 4th to end of 6th	72		
Start of 7th to end of 10th	84	Start of 6th to end of 10th	84

Start of 11th year and beyond	96	Start of 11th year and beyond	96
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It is recommended that the Personal Policies be amended to match the accrual schedule agreed to with the AFSCME bargaining unit. Several other unions have contract language that ensures they follow the Personnel Policies, so this change would impact those employee groups as well.

The second change relative to Personal Leave relates to what happens to leave in excess of the maximum accrual amount at year end. Currently, the Personal Policies state that up to 80 hours of leave may be converted to cash and deposited into the employee's Post-Employment Health Care Savings Plan (HCSP) with the Minnesota State Retirement System. This is a tax-advantaged way for employees to save money for health care costs in retirement. However, some employees earn 96 hours of personal leave per year. The new language would allow up to the full amount of unused leave accrued in a year (up to 96 hours) to be converted to cash and deposited in the employee's HCSP, rather than capping it at 80 hours. In contrast to the change in the accrual schedule, which is advantageous to employees in the early years of service, this change is advantageous to long-serving employees.

Vacation Leave Changes

The vacation leave change negotiated with AFSCME also has something for newer employees and something for long-serving employees. Currently, employees earn 80 hours of vacation leave per year from the date of hire through the end of their fifth year and then jump to 120 hours per year at the start of their sixth year. The change would eliminate this single jump at the start of the sixth year and instead provide a gradual increase of 8 hours per year in years two through five. As a result, employees would earn 80 of vacation their first year, 88 hours their second year, 96 hours their third year, etc. This schedule still results in employees earning 120 hours of vacation beginning with their sixth year of service and makes no changes to the vacation accruals for employees with more than six years of service. For long-serving employees, the change will allow them to accrue more vacation in their leave bank. Currently, all employees are subject to a maximum vacation leave accrual of 280 hours. The amended policy would allow employees with ten to 19 years of service to accrue up to 320 hours of vacation leave and employees with 20 years of service or more to accrue up to 360 hours.

Waiver of Three Readings & Resolution of Summary Publication

Generally, ordinances amending the City Code require three readings before the Council. However, in this instance, I am asking the Council to consider waiving the three reading requirement, which can be done with a unanimous vote of the Council. The above changes would eliminate the half-day holiday on Good Friday, and Good Friday is coming up on April 18. If the normal three readings are observed, the Ordinance would not be effective until after this date, and the City's AFSCME employees would be required to work a full day on Good Friday, while their non-union supervisors have a half-day holiday. Waiving the three readings is a reasonable step given that the subject matter relates to the internal workings of the City and has limited impact on residents. If the Council is agreeable to waiving the three reading requirement and grants the Ordinance final approval at this time, it is asked to also adopt the attached Resolution of Summary Publication.

FISCAL IMPACT

RECOMMENDATION

I recommend adoption of the attached Ordinance, after waiving the three reading requirement, and adoption of the attached Resolution of Summary Publication.

ATTACHMENTS

1. Ordinance Amending Holidays Vacation and Personal Leave
2. Resolution of Summary Publication

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

ORDINANCE NO. _____

**AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 1, CHAPTER 6,
ARTICLE A REGARDING VACATION LEAVE, PERSONAL LEAVE, AND HOLIDAYS**

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

Section One. Amendment. Title 1, Chapter 6, Article A, Section 12, Subsection 1 of the Inver Grove Heights City Code is hereby amended as follows. The ~~striketrough~~ text shows the deleted language and the underlined text shows the added language:

1-6A-12-1: VACATION LEAVE:

- A. Amount: Employees serving their orientation period and Beginning January 1, 2025, full-time employees, including new hires in the orientation period, shall accrue ~~earn~~ vacation leave on a per pay period basis according to the ~~accrual table below~~ following schedule:

Continuous Years of Service	Annual Hours of Vacation Accrual
0 through end of 5 <u>1st year of employment</u>	80
<u>2nd year of employment</u>	<u>88</u>
<u>3rd year of employment</u>	<u>96</u>
<u>4th year of employment</u>	<u>104</u>
<u>5th year of employment</u>	<u>112</u>
Beginning of <u>6th</u> through end of <u>8th</u>	120
Beginning of <u>9th</u> through end of <u>12th</u>	144

Beginning of 13 th through end of 17 th	168
Beginning of 18 th through end of 22 nd	192*
Beginning of 23 rd and above	208*

~~*Accrual rates effective beginning 8/24/2019~~

Part-time, benefits-eligible employees, including new hires in the orientation period, shall accrue vacation leave on a prorated basis.

- B. Use Of Time: Vacation leave may be used as earned, subject to supervisor approval. ~~provided that the supervisor and/or department head shall determine the time at which vacation leave may be taken.~~ No employee shall be permitted to take vacation leave in advance of accrual, except as provided for in subsection 1-6A-13-4 D.3.c. of this chapter.
- C. Maximum Accrual: Beginning January 1, ~~2025~~ 2020, employees may accrue vacation leave ~~to a maximum of two hundred eighty (280) hours up to the following amounts:-~~

<u>Continuous Years of Service</u>	<u>Maximum Hours of Accrued Leave</u>
<u>Date of hire through end of 9th year</u>	<u>280</u>
<u>Beginning of 10th year through end of 19th year</u>	<u>320</u>
<u>Beginning of 20th year and beyond</u>	<u>360</u>

Any vacation hours accrued beyond the above listed amounts ~~two hundred eighty (280) hour limit~~ must be taken as accrued, otherwise such hours are ineligible for accrual, subject to subsection D of this section.

- D. Accrual Waiver: The maximum amount of vacation leave that can be accrued by individual employees may be waived by the city administrator. The waiver may be a result of, but not limited to, department reorganization, position vacancies, excessive workloads and procedural or system changes.

- E. Waiver Restriction: Vacation leave is intended as a period of rest and relaxation and shall not be waived by an employee for the purpose of receiving double pay.
- F. Entitlement Upon Termination or Death: Any employee leaving the municipal service in good standing after giving proper notice of such termination of employment shall be compensated for vacation leave accrued to the date of separation. Upon an employee's death, the spouse, designated beneficiary or estate shall be paid the benefit.
- G. Scheduling: While every effort will be made to give employees the vacation period requested; vacations will be scheduled to ensure normal operation of the department. (Ord. 1231, 2-28-2011; amd. Ord. 1393, 11-9-2020)

Section Two. Amendment. Title 1, Chapter 6, Article A, Section 12, Subsection 2 of the Inver Grove Heights City Code is hereby amended as follows. The ~~strikethrough~~ text shows the deleted language and the underlined text shows the added language:

1-6A-12-2: PERSONAL LEAVE:

- A. Eligibility: ~~All employees in the orientation period and f~~ Full time employees as defined in section 1-6A-2 of this article, as well as new hires in the orientation period, who are not members of an organized bargaining group recognized by the city and the bureau of mediation services of the state of Minnesota are eligible to accrue and use personal leave. ~~Employees in the orientation period may make use of personal leave; however, if the personal leave exceeds a total of five (5) working days, the orientation period shall automatically be extended a like period of time.~~
- B. Amount: Beginning January 1, 2025, full-time employees shall accrue personal leave on a per pay period basis with pay shall be granted to all employees in ~~the orientation period and full-time employees~~ in accordance with the schedule below:

Continuous Years Of Service	Annual Hours Of Personal Leave Accrual
0 through end of 3	60
<u>Beginning of 4 through end of 6</u> <u>Date of hire through end of 5th</u> <u>year</u>	72
Beginning of <u>6th</u> 7 -through end of <u>10th</u>	84
Beginning of <u>11th</u> or more	96

Part-time, benefits-eligible employees, including new hires in the orientation period, shall accrue personal leave on a prorated basis.

- C. Use Of Time: Personal leave may be used as earned for purposes of rest, relaxation, ~~or to conduct personal business, in the case of illness or medical appointment(s) for the employee or the employee's family member, or for any other reason for which the employer is required by statute to provide leave from work.~~ Except in cases of necessity or where provided by law, the use of personal leave ~~; provided, that such use shall be requested and approved by the supervisor and/or department head in advance, and may be denied by the supervisor and/or department head based on the business needs of the city.~~ Personal leave may be used in case of necessity and actual illness, legal quarantine ~~or to receive medical or dental care or other sickness preventive measures.~~ If personal leave is taken for reasons other than rest, relaxation or to conduct personal business that requires advance approval, the employee will report promptly to the immediate supervisor the reason for his absence and shall keep the immediate supervisor informed of the condition. If the absence is more than three (3) days' duration, such continuing notice to the immediate supervisor shall be every three (3) days thereafter.

No employee shall be permitted to take personal leave in advance of accrual, except as provided in subsection 1-6A-13-4D3c of this article.

- D. Maximum Accrual:

- ~~1. No employee shall be permitted to take personal leave in advance of accrual, except as provided in subsection 1-6A-13-4D3c of this article.~~
2. Employees may accrue personal leave to a maximum of four hundred eighty (480) hours as of the end of each calendar year. ~~Personal leave above this level will be lost without compensation.~~

- E. Year End Payout of Unused Personal Leave: Beginning January 1, 2025, any hours in excess of 480 hours accumulated by an employee as of December of each year shall be converted to a monetary amount by multiplying the number of hours by the employee's base rate of pay. Such amount shall be deposited in full into the employee's Post Employment Health Care Savings Plan with the Minnesota State Retirement System (MSRS).

~~Accrual Waiver: The maximum amount of personal leave (480 hours) that can be accrued by individual employees may be waived by the city administrator. The waiver may be a result of, but not limited to, department reorganization, position vacancies, excessive workloads and procedural or system changes. Waivers must include a date of termination of the waiver. Accrued personal leave from such a waiver must be used by the calendar year end or forfeited unless excepted by the city administrator. (Ord. 1077, 2-9-2004)~~

- F. Payout of Unused Personal Leave Upon Separation of Employment:
Entitlement Upon Termination Or Death: Any employee leaving the municipal service in good standing after giving proper notice of such termination of employment shall be compensated for personal leave accrued but not used through the date of separation. The balance of the employee's unused personal leave shall be converted to a monetary amount by multiplying the number of hours by the employee's base rate of pay as of their last date of employment. For employees with 40 hours of leave or more to be paid out, such amount shall be deposited into the employee's Post Employment Health Care Savings Plan with the Minnesota State Retirement System (MSRS). For employees with less than 40 hours of leave to be paid out, such amount shall be paid to the employee as taxable income.

Upon an employee's death, the spouse, designated beneficiary or estate shall be paid the benefit directly and it shall not be deposited into a Post Employment Health Care Savings Plan, regardless of the number of hours to be paid out. (Ord. 1128, 3-13-2006)

- G. Payment As Supplement To Workers' Compensation: An employee who meets the other requirements of this section and who receives workers' compensation payments may use ~~shall be granted~~ personal leave in the amount of the difference between his/her workers' compensation payments and his/her regular wages or salary. In no case will the aggregate of workers' compensation payments in addition to regular wage or salary payments exceed the employee's normal earnings. (Ord. 1077, 2-9-2004)

H. Other Payments:

- ~~1.—Once a year, at a time designated by the city, the city may offer an employee (in a bargaining unit who, through the collective bargaining process, has elected to not participate in the Minnesota state retirement system's healthcare savings plan) with accumulation of personal leave in excess of sixty (60) days the opportunity to exchange up to five (5) days of personal leave for cash.~~
- ~~2.—For all of the employees in those bargaining units who have, through the collective bargaining process, elected to participate in the Minnesota state retirement system's healthcare savings plan, all employees whose accumulation of personal leave has exceeded sixty (60) days will exchange the cash value of up to ten (10) days for deposit into their HCSP account. This deposit will occur in the month of December at a time to be determined by the administrative services department.~~
- ~~3.—Such an exchange will reduce the maximum total accumulation (cap) of an employee by an equal amount. (Ord. 1179, 8-25-2008)~~

Section Three. Amendment. Title 1, Chapter 6, Article A, Section 15 of the Inver Grove Heights City Code is hereby amended as follows. The ~~striketrough~~ text shows the deleted language and the underlined text shows the added language:

1-6A-15: HOLIDAYS:

A. Established:

1. Beginning January 1, 2025, ~~the~~ the following shall be official holidays for all employees:

New Year's Day

Martin Luther King's Birthday

Presidents' Day

Memorial Day

Independence Day

Juneteenth

Labor Day

Veterans Day

Thanksgiving Day

Friday after Thanksgiving Day

Christmas Eve Day

Christmas Day

~~Floating holiday~~

2. ~~When an official holiday New Year's Day, or Independence Day, or Veterans Day, or Christmas Day falls on Sunday, the following day shall be a holiday, and when an official holiday provided, when New Year's Day, or Independence Day, or Veterans Day, or Christmas Day falls on Saturday, the preceding day shall be a holiday.~~
3. ~~Good Friday will be a one-half (1/2) day holiday. A one-half (1/2) day holiday shall be granted for Christmas Eve. In the event Christmas Day falls on Saturday, the preceding Thursday shall be a one-half (1/2) day Christmas Eve holiday shall be observed on Thursday, December 23 and the Christmas Day holiday on Friday, December 24. If Christmas Day falls on Sunday, the Christmas Eve holiday shall be observed on Friday, December 23 and the Christmas Day holiday shall be observed on Monday, December 26. If~~

Christmas Day falls on a or Monday, the preceding Friday shall be a one-half (1/2) day Christmas Eve holiday shall be observed on Tuesday, December 26.

- B. Overtime On Holidays: Employees who receive overtime pursuant to section 1-6A-11-6 of this article and who are required to be on duty on a holiday shall be compensated pursuant to said section 1-6A-11-6.
- C. Floating Holiday: In addition to the official holidays listed above, employees will be allowed one floating holiday per calendar year. This holiday must be requested and approved in advance of its use. The employer retains the right to deny when the floating holiday can be used. Floating holidays not used by the end of the calendar year shall be lost.

Section 4. Effective Date. This ordinance shall be effective upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 24th day of March, 2025.

Ayes:

Nays:

John Murphy, Acting Mayor

ATTEST:

Rebecca Kiernan, City Clerk

**CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA
RESOLUTION NO. _____**

**A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE
NO. _____, AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE
TITLE 1, CHAPTER 6, ARTICLE A, REGARDING VACATION LEAVE,
PERSONAL LEAVE, AND HOLIDAYS**

WHEREAS, on March 24, 2025, the City of Inver Grove Heights, Dakota County, Minnesota ("City") adopted Ordinance No. _____, an ordinance Amending Inver Grove Heights City Code Title 1, Chapter 6, Article A, Regarding Vacation Leave, Personal Leave, and Holidays; and

WHEREAS, state law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, pursuant to Minn. Stat. Sec. 412.191, subd. 4, the Council may, by a 4/5ths vote, direct that only the title and a summary of the ordinance be published; and

WHEREAS, the City Council for the City of Inver Grove Heights has reviewed the summary of Ordinance No. _____ which is attached hereto as **Exhibit A**; and

WHEREAS, the City Council for the City of Inver Grove Heights has determined that publication of the title and a summary of Ordinance No. _____ would clearly inform the public of the intent of the ordinance; and

WHEREAS, due to the length of Ordinance No. _____, the City Council desires to publish a summary of the Ordinance.

NOW THEREFORE BE IT RESOLVED, by a vote of at least four-fifths of its members, that the City Council of the City of Inver Grove Heights hereby:

1. Approves the text of the summary of Ordinance No. _____ attached as **Exhibit A** and authorizes the publication of the summary shown in **Exhibit A** in lieu of publication of the entirety of Ordinance No. _____ in the City's official newspaper.
2. Directs the City Clerk to ensure that a full and complete printed copy of Ordinance No. _____ is available for inspection during regular business hours at the office of the Inver Grove Heights City Clerk, by standard mail, or by electronic mail.

3. Directs the City Clerk to file the executed Ordinance No. _____ upon the books and records of the City along with proof of publication.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 24th day of March, 2025.

CITY OF INVER GROVE HEIGHTS

By: _____
John Murphy
Its: Acting Mayor

Attested:

By: _____
Rebecca Kiernan
Its: City Clerk

(Published in the *Pioneer Press* on _____, 2025.)

EXHIBIT A

SUMMARY PUBLICATION ORDINANCE NO. _____

A RESOLUTION APPROVING THE PUBLICATION OF A SUMMARY OF ORDINANCE NO. _____, AN ORDINANCE AMENDING INVER GROVE HEIGHTS CITY CODE TITLE 1, CHAPTER 6, ARTICLE A, REGARDING VACATION LEAVE, PERSONAL LEAVE, AND HOLIDAYS

On March 24, 2025, the City of Inver Grove Heights, Dakota County, Minnesota adopted Ordinance _____, an ordinance Amending Inver Grove Heights City Code Title 1, Chapter 6, Article A, Regarding Vacation Leave, Personal Leave, and Holidays.

Ordinance _____ amends various provisions of the City Code related to eligibility, accrual and use of vacation and personal leave time; established holidays for employees, and observance of official holidays when the holiday occurs on a Saturday or Sunday.

It is hereby determined that publication of this title and summary will clearly inform the public of the intent and effect of Ordinance No. _____, and it is directed that only the above title and summary of Ordinance No. _____ conforming to Minn. Stat. Sec. 331A.01 be published, with the following:

NOTICE

A printed copy of the full text of Ordinance No. _____ is available for public inspection by any person during regular office hours at the office of the Inver Grove Heights City Clerk, 8150 Barbara Avenue, Inver Grove Heights, MN 55077, by standard mail, or by electronic mail, and at any other public location which the Council designates.



Request for Council Action

SUBJECT: **Legislative Update - Preemption of Local Zoning Authority**

MEETING DATE: March 24, 2025

ITEM TYPE: Regular Business

CONTACT: Kris Wilson, City Administrator, 651.450.2511

ACTION REQUESTED

The Council is asked to receive a legislative update, with a particular focus on proposed legislation that would significantly preempt local zoning authority.

BACKGROUND

The Minnesota Legislature is again giving serious consideration to a number of bills that would significantly preempt local zoning authority. Common provisions of these bills include:

- Requirements that cities allow duplexes and Accessory Dwelling Units (ADUs) in all areas currently zoned for single-family housing;
- Requiring cities to allow multifamily housing in a state-mandated percentage of the community's land area and/or in any area zoned for commercial uses;
- Dictating that minimum lot sizes for residential properties be no more than 1/8 of an acre and that certain massing and set-back requirements follow state mandates;
- Prohibiting cities from establishing a minimum required number of parking spaces for any type of development, including single-family homes, apartment buildings and commercial properties;
- Requiring administrative approval of certain developments, thereby reducing or eliminating opportunities for the public to be heard and for locally-elected officials to make decisions for their community.

The League of Minnesota Cities has prepared the attached template for a letter to legislators regarding these bills. Staff will provide more information regarding the proposed legislation, as well as a more IGH-specific letter to legislators, for the Council's consideration at its March 24 meeting.

FISCAL IMPACT

RECOMMENDATION

Staff recommends that the Council receive the legislative update and consider and provide direction regarding any desired City of IGH response.

ATTACHMENTS

1. LMC Letter of Opposition to City Zoning and Land Use Preemption Bills

[View this email in your browser](#)

League of Minnesota Cities Draft Letter of Opposition to Zoning and Land Use Preemption Legislation Now Available

You are receiving this message as a Mayor, Community Development Director, or Administrator. We are encouraging you to contact your legislators about legislation that would limit local decision-making authority on zoning and land use in regards to residential development.

Background:

[HF 1987/SF 2229](#) ("Minnesota Starter Home Act"), [HF 2140/ SF 2231](#) ("More Homes Right Places Act"), and [HF 2018/ SF 2286](#) ("Transforming Main Street Act") would broadly limit local decision-making authority on residential development by imposing a rigid state framework on all cities, regardless of their own unique needs and circumstances. These bills would eliminate low-density zoning options, eliminate resident input before council or planning and zoning commission on virtually all residential development, and prohibit cities requiring off-street parking for any development, and strip reasonable local planning and zoning standards, which ensure development compatibility and scale.

Additionally, these bills create significant implementation challenges for our cities, increasing costs for taxpayers and complicating zoning and land-use planning, all without guaranteeing more affordable housing or increased development.

Share your concerns:

These bills are expected to be heard in the [Senate State and Local Government Committee](#) next week.

The League has drafted a form letter for cities to use in sharing their concerns with their legislators. We encourage members to include in their letter their own city's efforts to support development and more affordable housing.

[DRAFT Letter to Legislators](#)

[Who are my legislators?](#)

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Dear Senator/Representative _____,

The City of _____ respectfully asks you to oppose [HF 1987/SF 2229](#) (“Minnesota Starter Home Act”), [HF 2140/ SF 2231](#) (“More Homes Right Places Act”), and [HF 2018/ SF 2286](#) (“Transforming Main Street Act”). Cities recognize that there is a housing shortage across the state and across the housing spectrum, though the shortage looks different in each community. Alongside the state, cities play a key role in tackling housing challenges and continue to lead with local solutions. In [insert your city] we have continued to innovate at the local level and have supported both affordable and market rate development.

[describe local efforts to support development].

We are concerned that the aforementioned legislation seeks to broadly limit local decision-making authority on residential development by imposing a rigid state framework on all cities, regardless of their own unique needs and circumstances. These bills would eliminate low-density zoning options, eliminate resident input before our council or planning and zoning commission on virtually all residential development, and strip reasonable local planning and zoning standards, which ensure development compatibility and scale.

Additionally, these bills create significant implementation challenges for our city, increasing costs for taxpayers and complicating zoning and land-use planning, all without guaranteeing more affordable housing or increased development.

While cities, including [insert your city], have zoned land for higher density developments in areas where it makes the most sense for our community, these bills would force cities to allow for higher density in all residential areas without regard for strategic planning. This removes the flexibility needed to accommodate local housing needs. Conceptually, this means cities and their residents could no longer responsibly plan for growth and instead, that responsibility would be shifted solely to the developers who would determine what gets built and where.

Though HF 1987/SF 2229, HF 2140/SF 223, and HF 2018/SF 2286 do not provide viable solutions, we understand that a meaningful city-state partnership is necessary to address

housing shortages. We ask you to oppose these bills due to their rigid approach, prescriptive mandates, and lack of flexibility. We look forward to working with you and your colleagues on an alternate approach that is flexible in nature, workable, practical, involves public input, and includes local decision-making so policies can fit each community's unique needs.

Sincerely,