

**INVER GROVE HEIGHTS ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 13, 2025 - CITY HALL, 8150 BARBARA AVENUE**

1. CALL TO ORDER

The Economic Development Authority (EDA) of Inver Grove Heights met in Regular Session on Monday, October 13, 2025, in the Council Chambers at City Hall. President Gliva called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL

Present In-Person: President Gliva; Commissioners, Dietrich, Murphy, T’Kach, and Scales.

Staff in Attendance: City Administrator Wilson, City Attorney Nason, EDA Executive Director Ziemer and City Clerk Kiernan.

3. APPROVAL OF AGENDA

Motion by Dietrich; Second by Scales; to Approve the Agenda as Published.

Ayes: 5

Nays: 0 Motion Carried.

4. CONSENT AGENDA

A. Minutes of the August 25, 2025, Economic Development Authority Special Meeting.

B. Minutes of the September 8, 2025, Economic Development Authority Special Meeting.

C. Minutes of the September 22, 2025, Economic Development Authority Special Meeting.

D. Approval of Claims.

Motion by Scales; Second by T’Kach; to Approve the Consent Agenda.

Ayes: 5

Nays: 0 Motion Carried.

5. PUBLIC HEARING

A. Public Hearing to Consider and Adopt a Development and Business Assistance Policy.

Executive Director Ziemer presented the Development and Business Assistance Policy, beginning with background information noting that the initial Business Subsidy Policy was adopted in 1999 under Resolution No. 99-202. A revised draft of the policy was reviewed by the Economic Development Authority (EDA) on September 8, 2025. The purpose of the policy is to serve as a tool within the City’s Economic Development toolbox. It is intended to help applicants understand how and when the City becomes involved while also giving the City clear criteria and processes for decision-making and ensuring transparency. The policy enables the public to remove obstacles that hinder private development and supports the financial viability of projects that meet community needs and goals such as jobs, tax base, and redevelopment. It fulfills broader objectives as determined by the EDA and City Council and outlines the criteria for public participation and required processes. However, it is clear that no guarantee exists for public financial assistance.

The policy outlines the types of business subsidies covered under its scope. Common examples include business grants and loans, Tax Increment Financing (TIF), tax abatement, fee waivers, and land contributions and infrastructure. Non-subsidy examples include local funding under \$25,000 such as revolving loan funds, façade improvement programs, and forgivable loans and grants. Utility installment agreements such as WAC and SAC payment plans also fall outside subsidy classification. Annual reporting to the State is required for projects that reach certain financial thresholds: \$25,000

ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 13, 2025

to \$150,000 for grants and \$75,000 to \$150,000 for loans. Any assistance exceeding \$150,000 requires a public hearing.

The policy explains that business subsidies may be used to remove blight, encourage redevelopment, and expand and diversify the local economy and tax base. Subsidies are also intended to create and retain jobs, requiring a minimum of two permanent full-time equivalent positions with benefits. The wage requirement is set at 200% of the State minimum wage, which equals \$11.13 per hour in 2025, meaning the minimum qualifying wage is \$22.26 per hour. The policy further seeks to stimulate additional unsubsidized or "spin-off" development, offset costs that exceed normal development expenses, and promote other community benefits such as quality development design.

The process and application portion emphasize that applications will be required for all types of financial assistance, distinguishing between subsidy and non-subsidy requests. Applications must include an application fee and escrow to cover costs. City staff and financial consultants will conduct reviews and prepare the matter for EDA and City Council consideration. The EDA will evaluate and make recommendations to the City Council, and the applicable governing body will conduct any required public hearing. The policy establishes minimum and desired qualifications and requires agreements for all types of financial assistance. It also provides an option for pre-application review to guide prospective applicants before formal submission.

The document was reviewed and updated by the Economic Development Authority, with both the EDA and City Council required to conduct public hearings on the policy scheduled for this evening, October 13. City staff recommended approval of the policy as presented.

President Gliva opened the Public Hearing.

Motion by Dietrich; Second by T'Kach; to Close the Public Hearing.

Ayes: 5

Nays: 0 Motion Carried.

Commissioner T'Kach emphasized the importance of ensuring that assistance to one business does not set a precedent for others and commended the flexibility that allows staff to evaluate exceptional projects that provide significant community benefits. She then inquired whether the loans offered would be low interest or no interest.

Executive Director Ziemer explained that the loan structure has not yet been finalized but noted that such loans are typically either low interest or no interest depending on how they are arranged. He added that similar programs, such as façade improvement initiatives, have used forgivable loans over a five-year period, provided the business remains in operation. If the business is sold or closes before the term ends, the City would hold a mortgage on the property, requiring repayment of any remaining balance along with applicable interest.

Commissioner T'Kach stated that she believed the policy includes strong protection for the City and expressed her support for the policy as presented.

President Gliva asked for clarification regarding the desired qualifications, noting that their order in the document does not necessarily indicate priority. She confirmed that the intent is for the City to have flexibility to select among them rather than treating the first item as the most important. Executive Director Ziemer confirmed that this interpretation was correct.

ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 13, 2025

Motion by T'Kach; Second by Scales; to Approve and Adopt a Development and Business Assistance Policy.

Ayes: 5

Nays: 0 Motion Carried.

6. REGULAR AGENDA

A. EDA Executive Director Update.

Executive Director Ziemer provided an overview and update following the August 11th meeting regarding commercial and retail recruitment, outlining progress, next steps, and areas that have required additional attention. He noted that while some higher-priority matters have temporarily shifted focus, significant progress continues on multiple development fronts.

Bids for the Dickman Trail Redevelopment Project were received earlier in the day and came in favorable. The City Engineer is currently reviewing those bids, which will be brought before either the EDA or the City Council on October 27th for consideration. In the meantime, he is following up with the developer to address several questions and clarifications related to their construction estimates. The developer recently conducted additional soil borings on the site, and once updated information is available, it will be shared with the EDA. He confirmed that the Dakota County Community Development Agency grant request of \$2,250,000 was fully awarded, the maximum amount available.

Regarding the Highway 52 and Blaine Avenue area, that due diligence work is progressing. Surveying and wetland delineation have been completed, and soil borings, geotechnical testing, and a Phase I environmental study are underway. Survey and platting work revealed some property line gaps and overlaps that are being reviewed by the City Attorney's office to determine appropriate resolutions. Where discrepancies exist between City and Minnesota Department of Transportation property, they are relatively simple to correct; however, those involving private property require additional review. Some of the soil boring sites will require limited tree removal, and adjacent property owners are being notified in advance.

Dakota County has provided comments on the golf course plat, which is currently under review. The County has requested additional right-of-way both south and north of 70th Street, adjacent to golf course property owned by the EDA. The northern parcel, currently an outlot, will be addressed at the time of sale and development. The City continues to work with the County to determine the exact footage needed on the south side and whether any impact to existing golf course operations will result, though initial assessments suggest none.

In reference to the 4.25-acre lot, one formal development proposal has been received that would involve the sale of the parcel. Two additional developers have expressed interest and are exploring options, with all proposals expected to be presented collectively to the EDA in early November. He noted that preparations are in progress for the Minnesota Commercial Association of Realtors (MNCAR) Fall Expo on Thursday, November 6th from 3 to 7 p.m. Several representatives are expected to attend, and final arrangements for the booth setup and promotional materials are being finalized.

Commissioner Dietrich inquired as to whether the inquiries received for the 4.25-acre lot were all for similar types of developments.

ECONOMIC DEVELOPMENT AUTHORITY MEETING
OCTOBER 13, 2025

Executive Director Ziemer responded that all the proposals were residential in nature, though not all were the same type of development.

President Gliva asked whether the listings provided would be kept on hand for use at the MNCAR event. She sought clarification on how detailed the information should be when discussing available properties, such as industrial or commercial spaces, and whether the listings would be helpful for that purpose.

Executive Director Ziemer explained that the information will be valuable during and after the MNCAR event for responding to inquiries and following up with real estate agents and brokers. He stated that it will allow staff to connect interested parties with available properties and provide relevant details on listings and contacts. He added that the City's available properties range from small parcels to large-acreage development sites, offering flexibility to accommodate a variety of development interests.

President Gliva asked whether all the properties have MNCAR listings that can be accessed through a link or if that depends on the ownership of each lot.

Executive Director Ziemer explained that the information was compiled using data from the MNCAR database. He noted that if someone is interested in a property, it is easy to provide a direct link to the listing. He added that only a few of the properties were self-advertised and personally added by him.

Commissioner Dietrich asked when the EDA could expect to receive information on the commercial and retail businesses that have opened since 2024 or are planned to open.

Executive Director Ziemer stated that he has been coordinating with Communications Manager Looze to compile information on recent ribbon cuttings and business openings. He noted that the effort was temporarily delayed due to other priorities but should be finalized soon.

Commissioner Dietrich asked whether the information would be available before the MNCAR event.

Executive Director Ziemer stated that he would make an effort to complete it before the event.

President Gliva agreed and remarked that having the information available would be a helpful point of reference while engaging with attendees and promoting the City.

7. CLOSED SESSION

8. NEXT MEETING

9. ADJOURN

Motion by Scales; Second by T'Kach; to Adjourn at 5:20 p.m.

Ayes: 5

Nays: 0 Motion Carried.

Minutes prepared by Tammy Greenlee, Recording Secretary.