Inver Grove Heights City Council
Monday, August 24, 2026 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, August 24, 2026, will be provided to the Council at or before the August 24, 2026 meeting. To watch remotely, individuals may go to www.townsquare.tv/webstreaming or watch from Cable TV Live on the Second and Fourth Mondays of the month at 6 p.m. on Channel 14/799 HD.

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 Minutes of the July 20, 2026 City Council Budget Workshop

   B. Approval of Minutes of the July 27, 2026 City Council Meeting

   C. Approval of Minutes of the August 8, 2026 City Council Work Session

   D. Approval of Disbursements

   E. Personnel Actions

   F. Annual Property/Casualty and Workers' Compensation Insurance Renewals

   G. School Resource Officer Contract with ISD #199 for the 2026-2027 School Year

   H. Approve a Resolution, Authorizing a Budget Amendment to the City's Fiscal Year 2025 Community Development Block Grant Annual Action Plan.

   I. Resolution to Amend Final Project Budget and Close City Project No. 2026-09N

   J. Contract Between the Criminal Justice Network and Inver Grove Heights Police Department for Reimbursement of Staff Professional Services Performed by an Inver Grove Heights Employee.

   K. Approval of Contracts for HVAC and Electrical Service

   L. Resolution Appointing Interim Public Works Director

   M. Independent Contractor Agreement for Public Works Consulting Services

   N. Request for Donation to IGH Days Fireworks Display

6. Public Hearing

- **A.** Temporary Two-Day Liquor License for Church of St Patrick
- **B.** Second Reading of Proposed Changes to City Code 1-6A-5 Appointment Procedure

7. Regular Business

- **A.** Consider a Request for a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary Planned Unit Development for a 53-unit Single-Family Development known as Blackstone Vista 4th Addition
- **B.** Consider Approving a Final Plat for Glenlin Reserve and a Final PUD for the First Phase of Glenlin Reserve
- **C.** Consider Approving Final Plat and Final PUD for a 46-Unit Townhome Development Known as Dawson Woods
- **D.** Second Reading of Ordinance Amending Existing Interim Ordinance
- **E.** Closed session pursuant to Minnesota Statutes, Section 13D.05, subd. 3(b), attorney-client privilege, to meet with litigation counsel regarding *Faith Ann Kappel v. City of Inver Grove Heights*

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.

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, JULY 20, 2026 – 8150 BARBARA AVENUE

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in special session on Monday, July 20, 2026, in person.
Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was cited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Gliva, Murphy, Scales, and T'Kach
Staff In Attendance: Interim City Administrator Hiniker, Finance Director Hove, Community Development Director Ziemer, Police Chief Chiodo, Fire Chief Thill, Public Works Director Connolly, Parks and Recreation Director Lares (remote), Facilities Maintenance Superintendent Fitzloff, Clubhouse Superintendent Moynihan, Golf Course Superintendent Metz, City Attorney Nason and Deputy City Clerk Malott

3. APPROVAL OF AGENDA:

Motion to approve Agenda as published by Gliva; second by Scales.
Ayes: 5
Nays: 0 Motion carried.

4. DISCUSSION ITEMS:

A. 2027 General Fund Budgets and Tax Levy
Interim City Administrator Ellen Hiniker opened the preliminary discussion on the proposed 2027 General Fund Budget and Tax Levy by outlining the 2027 budget development process. The discussion included the statutory budget timeline, foundational budget information, the current draft General Fund budget, the current draft tax levy, and staffing requests that would be considered as part of the budget process.

The budget schedule was reviewed, beginning with the September 30 statutory deadline requiring Minnesota cities to adopt a preliminary property tax levy for 2027. The City's goal is to approve its preliminary levy at the September 14 Council meeting. Once adopted, the preliminary levy may be reduced but cannot be increased. Counties will mail proposed 2027 property tax notices to property owners between November 11 and November 24.

Cities are then required to hold a public meeting between November 25 and December 29 to discuss the budget and tax levy and receive public input through the Truth-in-Taxation (TNT) process. The proposed Truth-in-Taxation meeting is scheduled for the December 7 Council meeting, with adoption of the final 2027 tax levy proposed for the December 14 Council meeting, ahead of the December 28 statutory deadline.

A recap of the 2026 budget highlighted a Citywide tax levy of $36,178,590, representing a 5.74% increase, and total expenditure budgets of $98,983,788, including $92,260,356 excluding internally funded internal service funds. Budget assumptions included a 3.5% cost-of-living adjustment and a 12% increase in insurance costs, along with 5% inflationary increases for Pavement Management and Parks Capital funding. The budget also continued

the phase-in of previously approved Public Safety staffing, including the SAFER Savings Plan for 9 Fire positions and the 2025 additions of 3 Police and 3 Fire positions. Other factors included new Minnesota Paid Leave costs, the addition of one full-time Human Resources

Coordinator hired mid-year, and the continued use of fund balance for City Facilities capital improvements and Police vehicle outfitting.

Council priorities identified during the May 4 work session included adding an Assistant City Administrator position and evaluating the associated duties, with a mid-year hire recommended as part of the 2027 budget. Support was also expressed for continuing updates to the City Code through a two-year recodification effort in 2027 and 2028, with approximately $32,000 budgeted annually for the City Clerk's office. Additional priorities included continuing the review of Host Community Fund (HCF) uses, including possible funding for EDA projects, with a HCF budget discussion scheduled for the August 3 work session. The Council also supported preserving the $1.4 million already set aside for acquisition of a new NWA Park while staff continued discussions with a local landowner and respective developer.

Mayor Dietrich asked where the proposed Public Works facility ranked among the City's capital improvement priorities.

Interim City Administrator Hiniker explained that the proposed 2027 budget does not include funding for a new Public Works facility. She noted, however, that future discussions regarding construction of a Central Maintenance Facility will have financial implications when the City begins issuing bonds and levying taxes to support that debt. She also explained that the proposed budget includes discussion of establishing a dedicated funding source for municipal facilities, which could help support future bonding for the Central Maintenance Facility while also addressing the City's current lack of an ongoing revenue source to fund municipal facility capital improvements.

Mayor Dietrich stated that a majority of the Council had previously expressed support for setting aside funding and determining a path forward for the proposed Central Maintenance Facility and emphasized the importance of ensuring that effort remains a priority.

Interim City Administrator Hiniker agreed and encouraged the Council to consider the proposed 1% levy increase identified in the budget memorandum to establish a dedicated revenue stream for municipal facilities. She noted that those funds could help support future bonding efforts and added that Finance Director Hove would present additional funding concepts during the upcoming Host Community Fund discussion, including options to further strengthen the municipal facilities fund and assist with financing the Central Maintenance Facility. She noted that those discussions would take place during the next work session.

Additional topics discussed during the May 4 work session included continuing to identify operational efficiencies and cost savings to help limit future budget increases and considering the creation of a strategic planning fund. Other discussion topics included preserving the City's historic Schoolhouse and Old Town Hall, either by relocating the buildings or preserving them in their current locations; evaluating the creation of a Natural

Resources Department to expand existing processes and improve efficiencies; completing a Comprehensive Fleet Analysis to ensure the City's fleet is appropriately sized, efficient, and incorporates lease-to-own evaluations; and preparing for the Comprehensive Plan update through robust community engagement and future Council retreats or work sessions. The Council also discussed a Housing Study to evaluate use of Local Affordable Housing Aid (LAHA) dollars, including the possibility of supplementing County-administered funding with City dollars to address future housing needs and preserve the existing housing stock.

Several of these items were identified as staff work plan priorities for additional review or research during 2027 and 2028.

The preliminary assumptions used in preparing the 2027 budget included a 3% cost-of-living adjustment (the 2026 Cola was 3.5%) and a 12% increase in insurance costs. Because insurance renewal information had not yet been received, the same increase used in the 2026 budget was assumed. Inflationary increases for Pavement Management and Parks

Capital funding were reduced from 5% to 3%. The budget also continued funding for the phased implementation of previously approved Public Safety staffing, including the 9 SAFER Fire positions and the 3 Police and 3 Fire positions added in 2025. Other assumptions included reduced Minnesota Paid Leave costs reflecting employer and employee cost sharing, full-year funding for the Human Resources Coordinator and Accounting Technician positions that were added or modified during 2026, reduced non-property tax revenues, and anticipated increases in outside contracts.

The General Fund budget includes Administration, Human Resources, the City Clerk's office, Communications, Finance, Community Development, Planning and Inspections, Police, Fire, Engineering, Streets, Lighting, Parks and Recreation, and various transfers, including transfers to the Economic Development Authority, Parks, the Crossing tax abatement, and a new transfer to the Chamber associated with the lodging tax. The lodging tax transfer is funded by revenue received by the City and therefore does not affect the General Fund balance. The General Fund, which is supported by property taxes, does not include operations for the Community Center, Golf Course, or the Host Community Fund.

While those funds require careful financial management because they affect fees and other revenues, they do not directly impact property taxes. Police and Fire expenditures currently account for approximately 56% of the General Fund, reflecting the City's recent investment in additional Firefighters and Police Officers, including the gradual transition of grant-funded positions to property tax support. Personnel costs overall represent approximately 64% of the General Fund budget, meaning that additional staffing in any department has a significant impact on that department's share of the overall budget.

Finance Director Hove noted that General Fund non-property tax revenues are projected to be a bit down overall. Projected 2027 General Fund non-property tax revenues total approximately $6.1 million, a decrease of $90,709 from the 2026 budget, and are used to offset the property tax levy. Other-than-property tax revenues are projected to increase from $118,500 to $338,000, while licenses and permits are expected to decrease by approximately $58,900. Grants and State aid are anticipated to remain essentially unchanged with an increase of approximately $1,700. Additional decreases are projected in charges for services of approximately $11,100, fines and forfeits of approximately $26,100,

transfers in of approximately $154,500, and planned use of the SAFER fund balance of approximately $205,000. Those decreases are partially offset by an estimated $143,700 increase in other revenues and reimbursements.

The draft 2027 General Government budget totals $4,078,363, an increase of $259,732 over the 2026 adopted budget, while continuing to represent 10.4% of the overall General Fund budget. Individual department budgets include Mayor and Council at $372,400, Administration at $308,400, Human Resources at $601,900, City Clerk at $479,350, Elections at $130,178, Communications at $505,249, and Finance at $1,680,886. The City Clerk budget increase reflects the decision to divide the City Code recodification project evenly between 2027 and 2028 and the transfer of volunteer coordinator expenses from Human Resources to the City Clerk budget. Human Resources decreased due to completion of the 2026 Classification and Compensation Study, which reduced expenditures by approximately $60,000. The Elections budget includes the 1st equipment payment to Dakota County totaling $24,038. Communications include $9,000 for new media tracking software, while the Finance budget reflects converting the Accounting Technician position to full-time during 2026 and includes $15,000 for new payroll timekeeping software.

The draft 2027 Public Safety budget totals $21,637,641, an increase of $1,012,033 over the 2026 adopted budget, and represents 55.4% of the General Fund budget, compared with 56.1% in 2026. The Police Department budget increases from $13,206,124 to $13,936,734, primarily reflecting a $95,000 increase to the Axon contract for body cameras, tasers, and data storage. The Fire Department budget increases from $7,419,484 to $7,700,907 and includes funding for a new Medical Director contract estimated at $15,000, along with equipment purchases including radios ($22,500) and mobile data computers ($10,000).

Council Member T'Kach asked for an explanation of the Medical Director's responsibilities. Fire Chief Thill explained that the Medical Director oversees the Fire Department's medical protocols and training for emergency medical services. She noted that all Firefighters are trained to at least the Emergency Medical Responder level, with many also certified as Emergency Medical Technicians. The Medical Director is responsible for overseeing medical variances, including procedures such as starting IV lines and inserting advanced airways, while ensuring personnel are properly trained under approved protocols. She explained that the Department had not paid for Medical Director services for approximately 45 years because previous physicians volunteered their services. Following the retirement of the longtime Medical Director and the anticipated departure of the current physician, who also served without charge, the Department now expects to incur costs to contract for those services.

Council Member Gliva asked about the proposed $95,000 increase in the Axon contract and requested the total cost of the agreement.

Police Chief Chiodo explained that the proposed agreement is a 5-year, 60-month contract totaling approximately $1.3 million. The first-year cost is approximately $268,000, with annual payments of approximately $264,700 thereafter. She explained that the increased cost includes replacement body-worn cameras, American-made drones that will replace the Department's existing drone contracts, new squad car cameras, and Signal Sidearm technology that automatically activates body-worn cameras when an officer draws a firearm.

The agreement also includes virtual reality firearms and Taser training equipment, allowing officers to participate in more realistic scenario-based training, as well as a warranty program covering equipment replacement. She noted that while the new contract is approximately $92,000 higher annually than the previous agreement, it includes significant equipment upgrades and additional technology. The Department also declined optional features, such as redaction software and other enhancements, to help limit costs.

Council Member Gliva asked whether the additional $95,000 represented the annual increase over the term of the contract.

Police Chief Chiodo confirmed that the agreement is a 5-year contract, with the first-year costing approximately $268,000 and each of the remaining four years costing approximately $264,700.

The draft 2027 Public Works budget totals $5,231,495, an increase of $154,490 over the 2026 adopted budget, and represents 13.4% of the General Fund budget, compared with 13.8% in 2026. Engineering is budgeted at $1,575,745, Street Maintenance at $3,433,350, and Street Lighting at $222,400. The Engineering budget includes funding for a Receiver and Manhole Lifter estimated at $12,300.

The draft Parks and Recreation budget totals $4,566,237, an increase of $133,160 over the 2026 adopted budget, and represents 11.7% of the General Fund budget, compared with 12.0% the previous year. Parks Maintenance is budgeted at $3,055,800, Recreation at $881,059, and the transfer to Parks Capital at $629,378. The Parks Department requested $245,000 in new equipment, including a cab and plow for a new staff position, a zero-turn mower, and a 16-foot tractor mower. Staff recommended funding these purchases through 2026 and 2027 Central Equipment savings and Parks Capital rather than the General Fund operating budget.

The draft Community Development budget totals $3,109,884 an increase of $275,039 over the 2026 adopted budget, and represents 8.0% of the General Fund budget, compared with 7.7% in 2026. The budget includes $623,235 for Community Development, $567,840 for Planning, $1,544,947 for Inspections, a $187,862 transfer to the EDA, and $186,000 for The Crossings tax abatement. Planning includes $100,000 toward preparation of the Comprehensive Plan, with additional funding anticipated over several years to prepare and implement the plan. A new $70,000 CityView Software module was also identified; however, it is not included in the departmental totals because staff recommended funding it as a one-time expense from Technology Fund balances. The Inspections budget also includes $15,000 for ongoing CityView enhancements.

Council Member T'Kach asked whether the proposed CityView software is related to the software used for the City's website.

Finance Director Hove explained that CityView is a separate software platform and is not related to the CivicPlus Software used for the City's website and agenda management. She added that the City Clerk's office also uses CityView for business licensing.

Other General Fund activities proposed for 2027 include $208,250 for lodging tax payments to the Chamber of Commerce and $240,000 to implement the City's Classification and Compensation Study. Together, these activities total $448,250 and represent approximately 1.2% of the General Fund budget.

Council Member Gliva asked whether the proposed $240,000 represented the cost of the Classification and Compensation Study or the anticipated budget increase resulting from the study.

Finance Director Hove explained that the $240,000 represents funding to realign positions and adjust pay grades and salary ranges based on the study's recommendations. She noted that the Classification and Compensation Study itself was budgeted at approximately $65,000 in the 2026 Human Resources budget and is expected to come in at or slightly below that amount.

Council Member Gliva asked whether the study had been completed.

Finance Director Hove explained that the study remains in progress. Employees have completed questionnaires describing their positions, supervisors have reviewed the information, and the consultant has gathered comparable data from other cities. She stated that the consultant is currently analyzing the information, with initial findings expected in approximately 4 to 5 weeks. Those findings will then be reviewed with managers and employees before final recommendations are presented to the Council, along with implementation options.

Council Member Gliva asked when the City last completed a study.

Finance Director Hove stated that the City has not completed one during her 6 years, noting that such studies are generally recommended every 5 to 10 years.

Council Member Gliva asked whether the study is required by State law, noting that Union contracts also address salary and compensation.

Interim City Administrator Hiniker explained that the State's pay equity requirements are statutory and require cities to periodically demonstrate compliance. She noted that classification and compensation studies are commonly used to help ensure positions remain properly aligned for pay equity purposes as job responsibilities evolve over time.

She added that the proposed $240,000 is a conservative estimate based on preliminary recommendations, which had suggested a larger amount might ultimately be needed. She explained that any recommended adjustments could be phased in over multiple years at the Council's discretion and noted that it is common for studies of this nature to result in position and compensation adjustments.

Council Member Gliva asked whether the study would also include positions covered by Union contracts.

Interim City Administrator Hiniker explained that the consultant will evaluate all City positions, including Union positions, and that the recommendations will help inform future

collective bargaining negotiations. She noted that the study provides a more comprehensive evaluation than the City's annual salary comparisons by examining the actual duties and responsibilities of each position rather than simply comparing job titles among neighboring communities. She acknowledged that implementing the recommendations can be challenging because employees may have differing views regarding the results but noted that such studies are a common practice among cities.

Mayor Dietrich asked whether the City had ever failed to meet the State's pay equity requirements during Finance Director Hove's tenure.

Finance Director Hove responded that she was not aware of the specific results of prior pay equity reviews but did not believe the City had been found out of compliance. She noted, however, that municipalities can be directed by the State to make corrections if pay equity requirements are not met and referenced other communities that had recently been required to address pay equity issues.

The projected 2027 non-property tax revenues were reviewed again, totaling $6,093,316 and serving to offset the property tax levy. Revenues from taxes other than property taxes are expected to increase by $219,500, while licenses and permits decrease by $58,900, charges for services decrease by $11,125, fines and forfeits decrease by $26,079, transfers in decrease by $154,530, and planned use of SAFER fund balance decreases by $205,000.

Grants and State Aid are expected to increase slightly by $1,700, while other revenues and reimbursements increase by $143,725, resulting in an overall reduction of $90,709 in non-property tax revenues compared with the 2026 budget.

Interim City Administrator Hiniker explained that the proposed 2027 staffing recommendations assume approximately a 1% property tax levy increase, or $364,500, to fund new positions and position reclassifications. She noted that a 3-year staffing forecast projects anticipated staffing needs requiring approximately 2% annual levy increases over the next 3 to 5 years. The forecast also reflects the gradual phase-out of grant funding for 9 full-time Firefighters hired through the 2022 SAFER Grant and 3 Police Officers hired through the 2025 COPS Grant. She recommended holding dedicated annual work sessions to evaluate staffing needs, organizational structure, and long-term workforce planning.

Staff recommended approximately $364,500 in new staffing and position-related funding for the 2027 budget, representing an estimated 1% increase to the property tax levy, with several positions proposed as mid-year hires to minimize the levy impact. Recommended additions include an Assistant City Administrator in the fall of 2027, a part-time Digital Content Creator for the Communications Department in the summer of 2027, an Accountant for the Finance Department in the spring of 2027, and a Park Maintenance Worker for the Parks Department in the summer of 2027. Additional recommendations include reclassifying the Street Maintenance Worker position to Lead effective January 2027, increasing the Parks and Recreation/VMCC Communications Specialist position from 0.8 full-time equivalent to full-time effective January 2027, providing a $1.00 per hour wage increase for Paid-on-call Firefighters effective January 2027, and further consideration of an Assistant Planner, Planning Technician, or Intern position and reclassifying Fire Captains to Battalion Chiefs during the November work session discussion.

Council Member Murphy asked whether the proposed 3-year staffing forecast would include information demonstrating increased productivity, additional projects, and operational needs, rather than focusing solely on staffing levels.

Interim City Administrator Hiniker responded that staff would be responsible for demonstrating the need for any proposed positions by identifying additional responsibilities, operational demands, or projects that justify increased staffing. She explained that several departments currently have limited staffing capacity and that many of the proposed positions are intended to strengthen existing operations rather than expand services. She noted that some department directors are performing work that could be delegated to other staff, limiting their ability to focus on long-range planning, strategic initiatives, and organizational improvements. Using the Finance Department as an example, she explained that additional staffing capacity would allow more time for long-term financial planning and implementation of important internal initiatives, such as improvements to the Tyler financial and payroll system, which have been delayed because of existing workloads.

She emphasized that the proposed staffing recommendations are intended to improve the City's ability to accomplish its current responsibilities more effectively, with each department providing additional justification for its requests during future work sessions.

Council Member Scales asked about the proposed wage increase for paid-on-call Firefighters and whether it would make the City's compensation comparable to neighboring communities.

Interim City Administrator Hiniker responded that the initial recommendation had been a $2.00 per hour increase followed by additional increases over the next two years. She explained that staff had discussed instead implementing a $1.00 per hour increase each year over a 3-year period.

Staffing budget increases already committed for the 2027 levy include $257,500 associated with the 2022 SAFER Grant and Savings Plan for 9 new Fire Department positions, $98,000 for the 3 Police Officer positions funded through the COPS grant, $36,500 to provide a partial year of funding for the Human Resources Coordinator position (budgeted $87,100 in 2026) and $35,000 to increase the Accounts Receivable Accounting Technician position from 0.8 (part-time) to 1.0 FTE (full-time) following a mid-year change due to retirement. Together, these previously approved staffing commitments total approximately $427,000, representing an estimated 1.2% levy increase.

The total staffing impact on the proposed 2027 property tax levy includes approximately $427,000 in previously approved staffing commitments for the Fire Department, Police Department, Human Resources, and Finance, along with an additional $364,500 for the recommended 2027 staffing requests and position adjustments. Combined, staffing-related costs total approximately $791,500, representing an estimated 2.2% increase to the 2027 property tax levy.

Future property tax levy impacts associated with the Fire Department's 2022 SAFER Grant hires and the Police Department's 2025 COPS Grant hires reflect the gradual transition from grant funding to full City funding. The 2022 SAFER Grant funded wages and benefits for 9

new Firefighters for a 3-year period. To reduce the long-term impact on the levy, the City established a SAFER savings plan by levying funds during the grant period from 2022 through 2024 and using those savings to gradually offset costs between 2025 and 2027. As a result, the 2027 levy includes an increase of $257,500 for these positions, followed by an additional $190,000 in 2028, at which point the full cost of the positions will be supported through the levy. The 2025 COPS Grant provided $375,000, or $125,000 per officer, toward the wages and benefits of 3 new Police Officers over a 36-month period. The City is using one-time Public Safety funds to gradually transition these costs to the levy, with increases of approximately $98,000 in 2027, $118,700 in 2028, and $122,800 in 2029 before the positions become fully levy supported. Combined, the future levy impact totals approximately $355,500 in 2027, $308,700 in 2028, and $122,800 in 2029.

Staffing projections for 2028 through 2030 illustrate the long-term need to increase staffing capacity across the organization. Staff emphasized that the projections represent an iterative planning tool that will continue to evolve and should be evaluated annually through dedicated work sessions to assess organizational needs and priorities. Recommendations for future discussion in 2028 include several proposed staffing additions and position reclassifications to address anticipated operational needs. Proposed changes include establishing a Natural Resources Superintendent position in mid-2028 to oversee Stormwater Management, Forestry, and Environmental Technicians, reclassifying an Environmental Technician position effective January 2028, adding a City Forester in mid-2028, reclassifying a Civil Engineer position to a supervisory role effective January 2028, adding a Fleet Maintenance Manager in the Public Works Department in mid-2028, hiring a Rental Housing Inspector for Community Development in mid-2028, and providing a $1.00 per hour wage increase for Paid-on-call Firefighters effective January 2028. Staff also recommended holding 2027 work session discussions to further evaluate the concept of creating a Natural Resources Division and to review a potential Rental Housing Inspection program.

Council Member Scales expressed concern that the proposed phased wage increases for Paid-on-call Firefighters would not allow the City to remain competitive with neighboring communities. He asked why the City was taking a gradual approach if compensation is already below surrounding cities and questioned whether the City intended to eventually reach comparable pay levels.

Interim City Administrator Hiniker explained that recent wage increases have generally been around 3% annually and noted that a larger adjustment had been discussed several years earlier. She stated that while the City's compensation is somewhat below neighboring communities, it is not substantially lower, and staff also considered recent actions involving the Fire Relief Association when developing the recommendation. She added that staff believed the proposed increase was a reasonable approach but indicated the recommendation could be discussed further during a future work session.

Council Member Scales stated that he struggled with adding several new positions while not doing more to increase compensation for current employees.

Mayor Dietrich asked whether the Citygate Study had addressed compensation for Paid-on-call Firefighters.

Interim City Administrator Hiniker responded that Paid-on-call Firefighters were not included in the Classification and Compensation Study because those positions fall outside the scope of that analysis. She noted that compensation comparisons for Paid-on-call Firefighters are relatively straightforward because neighboring communities generally use similar pay structures.

Potential staffing additions for future discussion in 2029 include a Communications Specialist effective January 2029, a Fire Inspector effective January 2029, 2 additional seasonal Street Department workers for the summer of 2029, an Environmental Technician in the Natural Resources Division beginning mid-year 2029, and a Park Agent for the Police Department effective January 2029.

Potential staffing additions for future discussion in 2030 include hiring 3 full-time Firefighters, a Park Maintenance Worker for the Parks Department, a Maintenance Trainee for the Public Works Department, and an Environmental Technician for the Natural Resources Division, with all positions proposed to begin in January 2030.

Projected staffing impacts on the property tax levy from 2027 through 2030 were provided for illustrative purposes based on the City's 3-year staffing plan. Total staffing-related levy impacts are estimated at approximately $791,500 in 2027, $891,700 in 2028, $790,300 in 2029, and $646,000 in 2030. These projections include the ongoing transition of grant-funded Fire and Police positions to levy support, carryover costs from prior mid-year staffing commitments, and proposed new staffing requests. Staff emphasized that the Council was not being asked to make decisions on specific future staffing recommendations at this time.

Instead, the projections illustrate anticipated staffing needs submitted by Departments, which were prioritized and extended through 2030, with several positions proposed as mid-year hires to help distribute costs more evenly and reduce the annual impact on the property tax levy.

Future work session discussions are planned to evaluate several organizational and staffing initiatives. Topics scheduled for Fall 2026 include Community Development, with a focus on Planning and the Economic Development Authority, and the Fire Department's leadership structure and 5-year plan. Topics identified for 2027 include the Communications Division, creation of a Natural Resources Division, and consideration of a Community Development Rental Inspections Program.

Mayor Dietrich suggested discussing whether code compliance should be placed under the Police Department, noting that some communities organize it that way.

Interim City Administrator Hiniker responded that cities take different approaches and that placing code compliance under the Police Department can create a more enforcement-oriented perception among residents. She noted that staff could further evaluate the concept and discuss it with the Council during a future work session.

Mayor Dietrich asked whether such a change would affect how code compliance staff present themselves in the community.

Interim City Administrator Hiniker responded that it would primarily be an organizational change rather than a change in how staff interact with the public.

Finance Director Amy Hove explained that the proposed preliminary budget includes a strategy to begin addressing the City's growing facility capital needs, an issue that has been discussed during recent budget cycles but has remained unresolved because of limited levy capacity. The City Facilities Fund operates as an Internal Service Fund without a dedicated capital funding source, so departmental facility charges currently cover only operating expenses such as custodial services, building supplies, and fire alarm fees rather than long-term facility improvements. Between 2021 and 2022, the Council closed several outdated funds and transferred their remaining balances into the City Facilities Fund, and those resources have since been used to finance ongoing Capital Improvement Program (CIP) projects.

To establish a sustainable funding source, an approximately 1% property tax levy increase, or $361,786, was proposed for City Facilities. She explained that when the Internal Service Fund was originally established, it was intended to support only City Hall operating expenses and did not include capital improvements or operating costs for the City's other facilities, including its 3 fire stations. The draft 2027-2031 CIP indicates that existing resources will not adequately fund facility projects beyond 2028 and includes approximately $885,000 for improvements at Fire Station No. 1 and $1.5 million for replacement of the Police Department side roof at City Hall in 2030. An additional levy increase could be considered in 2028 to address future facility capital needs, with the Host Community Fund identified as a potential interim funding source.

Council Member T'Kach asked whether the proposed capital funding applied only to City facilities, noting that the utility funds already collect user fees that are set aside for future capital replacement projects.

Finance Director Hove confirmed that the water, sanitary sewer, and stormwater utilities each maintain separate capital funds that pay for improvements to their own systems, such as projects at the water treatment plant. She explained that the proposed funding source is intended only for general City facilities, including City Hall and the fire stations, with project costs assigned to the appropriate revenue source.

Council Member T'Kach also asked whether the Public Works Garage would be included in the proposed funding approach.

Finance Director Hove explained that the Public Works Garage is more complex because it houses both utility operations and General Fund departments. The facility is currently funded through the Central Maintenance Fund, but she noted the City may need to evaluate a different funding model in the future to better allocate costs among the departments that share the building.

Several one-time uses of available fund balances were identified to help reduce the impact on the property tax levy. Existing uses include the SAFER Savings Plan established in 2021 to support Fire Department staffing and one-time Public Safety funding to assist with the transition of Police Department positions hired through the 2025 COPS Grant. Additional

proposed uses include $70,000 from the Technology Fund to implement Planning CityView Software, $245,000 from 2026-2027 Central Equipment savings and Parks Capital funds to purchase new parks equipment, and approximately $82,000 in unused 2026 Fire Department savings from the State Aid Sharing Agreement with the Inver Grove Heights Fire Relief Association to purchase a vehicle for the Training Chief, with that recommendation still subject to additional review.

The preliminary 2027 Citywide property tax levy includes approximately 1% increases for staffing and City Facilities capital funding. General Fund expenditures and transfers are projected to increase from $36.8 million in the 2026 approved budget to approximately $39.8 million in the 2027 draft budget, an increase of about $3.0 million, or 8.2%. After accounting for a slight decrease in non-tax revenues, the General Fund levy is projected to increase by approximately $3.1 million, or 10.1%, from $30.6 million in 2026 to $33.7 million in 2027. The Pavement Management levy is projected to increase by $90,684, or 3.0%, while the Debt Service levy is expected to increase by $7,525, or 0.3%. Overall, the preliminary Citywide property tax levy is projected to increase from approximately $36.2 million in 2026 to $39.4 million in 2027, an increase of about $3.2 million, or 8.8%.

A 5-year history of the Citywide property tax levy showed an average annual levy increase of approximately 6.7% between 2022 and 2026. During that period, the total Citywide levy increased from approximately $28.0 million in 2022 to $36.2 million in 2026. The General Fund levy grew from approximately $22.9 million to $30.4 million, while the Pavement Management levy increased from $2.6 million to just over $3.0 million. Debt Service levies remained relatively stable throughout the 5-year period at approximately $2.5 million annually, and the Tax Abatement levy was added beginning in 2023 at approximately $183,000 per year. Annual levy increases totaled approximately $1.9 million in 2022, $2.3 million in 2023, $2.4 million in 2024, $1.5 million in 2025, and $2.0 million in 2026, representing year-over-year increases of 7.1%, 8.4%, 7.9%, 4.5%, and 5.7%, respectively.

Council Member Gliva asked whether the departmental budget summary handout reflected the proposed 1% staffing levy increase and 1% City Facilities capital levy increase.

Finance Director Hove clarified that the handout did not include the proposed staffing or City Facilities levy increases, nor certain other items such as the lodging tax allocation, classification and compensation study, and the $240,000 adjustment because those costs had not yet been assigned to specific departments. She explained the handout was intended only as a summary of departmental budget changes and that staffing costs would be incorporated once the staffing plan is finalized.

Council Member T'Kach asked how staff evaluates future staffing and equipment needs as the City continues to grow, including whether additional positions may be needed in departments such as Planning, Economic Development, Police, Fire, or Public Works.

Interim City Administrator Hiniker explained that the proposed 3-year staffing plan reflects current service levels and infrastructure already in place rather than future development that has not yet occurred. She noted that as new parks, amenities, and other infrastructure are added, the Council will need to consider the ongoing staffing and maintenance costs associated with those investments.

Council Member T'Kach noted that the Metropolitan Council has reduced its growth projections for Inver Grove Heights and asked whether those or other forecasts are considered when planning future staffing needs.

Interim City Administrator Hiniker responded that the current staffing plan focuses on meeting today's operational needs through the next several years and does not incorporate longer-term growth projections. She said staffing levels will continue to be evaluated as additional infrastructure is constructed and future service demands become clearer.

Interim City Administrator Hiniker reminded those in attendance that the meeting was a budget work session and that additional budget discussions would occur over the coming weeks. She noted there would be opportunities for public input before the preliminary tax levy is adopted in September and explained that while the Council may reduce the proposed levy after its preliminary adoption, State law does not allow it to increase the levy afterward.

The next steps include following up on Council input, questions, and requests, along with continuing budget reviews for funds outside of the General Fund. At the August 3 work session, the Council will review the Community Center, Host Community Fund, Pavement Management, EDA, Debt Service, Internal Service Funds, Public Safety Small Equipment Fund, and Opioid Settlement Fund budgets, followed by a recap of the General Fund and proposed tax levy at the September 8 work session, with adoption of the preliminary tax levies and preliminary budgets planned for the September 14 Council meeting.

Additional budget reviews are scheduled for the October 5 work session and will include the Inver Wood Golf Course, Water, Sewer, Stormwater, and Convention and Visitors Bureau budgets. The November 2 work session will include continued discussion of the 2027-2030 staffing plan and additional review of the staffing recommendations before budget adoption in December. A public meeting to discuss the proposed budget and property tax levy and receive public input is scheduled for the December 7 Council meeting, with adoption of the final tax levies and final budgets planned for the December 14 Council meeting.

B. Proposed 5-Year Capital Improvement Plan (2027-2031)

The proposed 2027-2031 Capital Improvement Plan (CIP) was introduced by Finance Director Hove, Public Works Director Connolly, Parks & Recreation Director Lares, and Facilities Maintenance Superintendent Fitzloff. The CIP is a long-range planning and fiscal management tool used to coordinate the timing, location, and financing of major capital improvements throughout the City over a multi-year period. Its primary purposes are to preserve existing infrastructure and public assets, identify long-term facility and infrastructure needs, assist with future budget development, and balance community goals and priorities when determining future capital investments.

The current CIP continues to evolve and does not yet include several significant long-term needs. These include larger facility remodels, repairs, and expansions such as construction of the proposed Central Maintenance Facility and any major remodeling or replacement of Fire Station No. 3. Maintenance and replacement needs for City parking lots and trails have

not yet been fully incorporated into the CIP, and the Central Equipment replacement schedule continues to be managed separately through an Excel-based tracking system rather than being integrated into the CIP.

The draft 2027-2031 CIP includes approximately $3.9 million in City Facilities projects, $6.6 million for the Community Center, $1.5 million for the Golf Course, and $4.1 million for Parks improvements. Public Works-related projects include approximately $83.7 million for Pavement Management of local streets, $7.7 million for Pavement Management partnership projects, $4.6 million for Sewer improvements, $2.8 million for Stormwater improvements, and $8.1 million for Water infrastructure. Annual capital expenditures are projected at approximately $29.2 million in 2027, $25.3 million in 2028, $27.9 million in 2029, $20.2 million in 2030, and $20.5 million in 2031, for a 5-year CIP total of approximately $123.1 million.

A summary of the 5-year plan showed total proposed Funding sources for the draft 2027-2031 CIP include approximately $290,000 from the Central Equipment Fund, $3.0 million from the City Facilities Fund, $3.1 million from the Community Center Capital Fund, $667,500 through County cost sharing, and $26,000 from the General Fund. Additional funding is provided through the Golf Course Capital Fund at approximately $1.5 million, $1.0 million from other Jurisdictions and Agencies, $4.1 million from the Park Capital Replacement Fund, $26.6 million from the Pavement Management Fund, $8.7 million from the Sewer Capital Fund, and approximately $33.8 million from Special Assessments. Other funding sources include $1.35 million in State Grants and Aid, approximately $12.5 million in Municipal State Aid (MSA), $6.8 million from the Stormwater Capital Fund, $2.5 million in currently unfunded projects, and approximately $17.1 million from the Water Capital Fund.

Combined, these funding sources support the 5-year CIP totaling approximately $123.1 million, with annual expenditures of approximately $29.2 million in 2027, $25.3 million in 2028, $27.9 million in 2029, $20.2 million in 2030, and $20.5 million in 2031.

Council was asked to review the proposed 5-year CIP and provide feedback on whether the appropriate projects had been identified, prioritized correctly, and scheduled appropriately, as well as whether any projects should be added or removed. The primary focus was on the second year of the plan, 2028, as those projects will soon move into detailed planning and public communication during 2026 and 2027.

The CIP includes a Department Summary identifying the department responsible for each project, a Funding Source Summary outlining how projects will be financed, reports organizing projects and funding by department, and detailed project descriptions identifying the planned year, managing department, funding source, and a narrative explaining each project.

Facilities Maintenance Superintendent Fitzloff presented the proposed 2027 City Facilities projects, totaling $200,000, which are fully funded through the City Facilities Fund. Planned improvements include replacing the heat pumps at City Hall for $150,000, replacing four exhaust fans at Fire Station No. 1 for $25,000, and completing $25,000 in exterior building repairs at Fire Station No. 1.

City Facilities projects planned for 2028 total $971,000. Improvements include replacing additional heat pumps at City Hall for $150,000, installing new water heaters at City Hall for $35,000, completing a $420,000 roof repair at Fire Station No. 1, replacing the station's generator for $200,000, installing new lockers for $26,000, replacing rooftop units for $100,000, and replacing rooftop units 2 and 3 at the Water Treatment Plant for $40,000.

Funding consists of $905,000 from the City Facilities Fund, $26,000 from the General Fund, and $40,000 from the Water Capital Fund.

Council Member T'Kach asked about the expected lifespan of the proposed capital improvements, including how long a roof replacement or generator would last before requiring replacement.

Facilities Maintenance Superintendent Fitzloff explained that the proposed built-up roof has an average life expectancy of 25 to 30 years and, with proper maintenance, could potentially last up to 35 years depending on weather conditions. He added that rooftop HVAC units are generally evaluated for replacement after about 15 years, noting the units at Fire Station No. 1 were installed around 2008.

Council Member T'Kach then asked about the proposed generator, including whether it would be diesel-powered.

Facilities Maintenance Superintendent Fitzloff responded that the generator would be natural gas rather than diesel and noted the existing generator may already be overdue for replacement. He added that the planned facility study will help determine the best location for a replacement generator and that quieter generator models are available for use in residential areas.

Beyond 2028, additional City Facilities improvements include foundation repairs at Fire Station No. 1, replacement of the Water Treatment Plant roof in 2029 at an estimated cost of $550,000 using Water Capital Fund balances, and replacement of the City Hall and Police Station roof in 2030 at an estimated cost of $1.5 million. Staff also noted that parking lot replacement projects have not yet been estimated or incorporated into the CIP.

The proposed Community Center capital projects for 2027 total $277,000 and are fully funded through the Community Center Capital Fund. Planned improvements include a $30,000 spa repair in the aquatics area, $82,000 for arena engineering services and make-up air improvements for the West Rink, $130,000 for engineering services related to the boilers and fire system, and $35,000 to replace hot water heaters in The Grove.

Community Center projects planned for 2028 total $260,000 and are also fully funded through the Community Center Capital Fund. Planned improvements include replacement of the 1-meter and 3-meter diving boards and stands, along with lap lane lines in the aquatics area for $73,000; replacement of the arena link furnace, rooftop unit, and rink edger for $80,000; $40,000 for fitness equipment replacement; and $67,000 for ADA doors and card readers at The Grove.

Long-range Community Center improvements include replacement of 3 east and west rink compressors in 2029 at an estimated cost of $4.5 million. The proposed funding plan

includes utilizing $1 million from Community Center Capital Fund balances, anticipating $1 million from outside partnerships, and identifying the remaining $2.5 million as currently unfunded. Additional projects planned for 2030 include replacement of the Pool boilers and 1 of 2 generators, each estimated at approximately $300,000. The Community Center roof replacement has not yet been estimated or incorporated into the CIP.

Council Member T'Kach asked about the assumption of a $1 million contribution from an outside partner for future ice arena improvements, noting previous discussions about how a proposed Hockey Hall of Fame facility could affect competition for ice rentals. She questioned how confident staff was that the partnership funding would still be available for projects planned in 2029 and beyond.

Parks and Recreation Director Lares responded that preliminary discussions have taken place with City leadership and a neighboring community regarding renewing an existing Partnership Agreement. He explained that the community has expressed interest in continuing the partnership even if an additional arena is built north of Inver Grove Heights because partnering with a City provides a greater level of certainty than working with a private or nonprofit organization. He said he remains fairly confident the City will secure some level of partnership funding, either from a neighboring community or a youth hockey association.

Parks and Recreation Director Lares reviewed the proposed 2027 Golf Course capital projects, totaling $215,000, which are fully funded through the Golf Course Capital Fund.

Planned improvements include construction of course steps for $20,000, replacement of a fairway mower for $85,000, and replacement of a two-wheel-drive rough mower for $110,000.

Golf Course projects planned for 2028 total $450,000 and are fully funded through the Golf Course Capital Fund. Planned improvements include replacement of 2 triplex greens mowers for $115,000, debris blowers for $35,000, and $300,000 to prepare plans for the future Golf Maintenance Facility.

Beyond 2028, planned Golf Course improvements include $100,000 in interior clubhouse updates in 2029 and a $500,000 bunker renovation in 2030.

Council Member Gliva asked how the Golf Course equipment is currently being stored and whether the proposed $300,000 for facility planning would result in a complete set of construction-ready plans.

Parks and Recreation Director Lares explained that, as discussed during the earlier feasibility study, the maintenance facility has exceeded its capacity, with some equipment stored outdoors year-round. He confirmed the proposed funding would complete all engineering, architectural, mechanical, and consulting work needed to create bid-ready plans so the project would be ready for construction when funding becomes available.

Golf Course Superintendent Metz added that while most equipment is stored indoors, the building is overcrowded, two exterior storage units are full, and some equipment remains

outside throughout the year. He explained the facility was never built with adequate storage space, equipment has grown in size over time, and additional equipment has been added.

He noted that newer and more valuable equipment is prioritized for indoor storage, while older utility vehicles and less critical equipment are stored outside and covered during the winter. He agreed that expensive equipment should not be left outdoors whenever possible.

Council Member Gliva commented that expensive equipment should not have to be stored outside during the winter months.

Parks and Recreation Director Lares reviewed the proposed 2027 Parks capital projects, totaling $580,000, which are fully funded through the Park Capital Replacement Fund. Planned improvements include replacement of the playground at Ernster Park for $200,000, replacement of the playground at Salem Hills Park for $150,000, replacement of the hockey rink boards at Groveland Park for $80,000, and trail repairs along the Rich Valley Trail for $150,000.

Parks projects planned for 2028 total $1.07 million and are also funded through the Park Capital Replacement Fund. Improvements include construction of a new hockey rink at Oakwood Park for $100,000, replacement of the playground at Lions Park for $170,000, and replacement of the playground at Rich Valley Park for $800,000. The Rich Valley Park playground project assumes the City will receive $500,000 in donations from Pine Bend through installments received in 2026, 2027, and 2028, with those funds deposited into the Park Capital Replacement Fund to help finance the project.

Long-range Parks improvements focus on Rich Valley Park between 2029 and 2031, with approximately $2 million in planned investments funded through accumulated Park Capital Replacement Fund balances. Planned improvements include $500,000 in trail improvements in 2029, replacement of one parking lot in 2030 for approximately $1 million, and replacement of a second parking lot in 2031 for approximately $500,000.

Public Works Director Connolly reviewed the proposed 2027 Pavement Management–Local Streets Fund, totaling approximately $15.3 million. The program includes $14.87 million for annual Pavement Management Improvement (PMI) projects, $250,000 for broad area patching, $150,000 for crack sealing and pavement rejuvenation, and $30,000 for traffic calming and safety improvements. The annual PMI program is funded through a combination of assessments, Utility Funds, and Municipal State Aid (MSA).

Mayor Dietrich asked how many miles of roadway are typically included in the annual Pavement Management Improvement (PMI) program.

Public Works Director Connolly responded that the City generally rehabilitates between 6 and 7 miles of streets each year through the annual PMI program.

Council Member T'Kach asked whether any of the traffic calming funds had been used during 2026.

Public Works Director Connolly responded that, to his knowledge, no traffic calming funds had been used in 2026. He explained the funding is set aside as a contingency to address opportunities that may arise through partnerships with neighboring communities or Dakota County, or from recommendations generated by the City's traffic committee.

Funding for the 2027 Pavement Management–Local Streets consists of approximately $5.86 million from the Pavement Management Fund, $6.47 million from Special Assessments, $597,209 from Municipal State Aid (MSA), $551,437 from the Sewer Capital Fund, $1.28 million from the Stormwater Capital Fund, and $528,785 from the Water Capital Fund, fully funding the $15.3 million program. The funding amounts are based on the 2027 PMI Feasibility Report accepted by the Council on April 13, 2026.

The 2027 Pavement Management–Local Streets includes projects in the Barbara Avenue neighborhood between 75th Street and 80th Street (2027-09D), the Boyd Avenue and 75th Street area between 70th Street and 80th Street (2027-09E), and Blaine Avenue between College Trail and 80th Street (2027-09F). The projects include a combination of FDR, and FDR/Reconstruction and encompass approximately 6.57 total miles of roadway improvements.

The proposed 2028 Pavement Management–Local Streets totals approximately $18.34 million. Planned improvements include approximately $16.89 million for the annual Pavement Management Improvement (PMI) projects, $260,000 for broad area patching, $155,000 for crack sealing and pavement rejuvenation, $30,000 for traffic calming and safety improvements, and $1 million for an Ultra-Thin Maintenance Overlay project (UTBWC). As with the 2027 program, the annual PMI projects are funded through a combination of Assessments, Utility Funds, MSA, and other funding sources.

Funding for the 2028 Pavement Management–Local Streets includes approximately $4.88 million from the Pavement Management Fund, $7.57 million from Special Assessments, $3.75 million from MSA, $306,866 from the Sewer Capital Fund, $1.21 million from the Stormwater Capital Fund, and $627,307 from the Water Capital Fund, providing full funding for the $18.34 million program.

Beginning in 2029, the Pavement Management–Local Streets is expected to focus on ongoing annual improvement projects, including Pavement Management Index (PMI) work on approximately 6 to 7 miles of roadway each year, broad area patching, ultra-thin maintenance overlays, crack sealing, and pavement rejuvenation. The City also plans to phase out the broad area patching program by 2029 following completion of the South Grove sealcoat remediation project in 2026. Future ultra-thin maintenance overlay projects will target other areas requiring sealcoat stripping on alternating even-numbered years.

The 2027 Pavement Management Partnership projects include reconstruction of 70th Street from TH 3 to Cahill Avenue at an estimated cost of approximately $4.97 million, construction of the 70th Street and TH 52 west ramp intersection at approximately $332,000, and design of the 80th Street and Cahill Avenue intersection at approximately $180,000, for a total project cost of approximately $5.482 million. Funding includes approximately $3.59 million from the Pavement Management Fund, $96,000 from the Stormwater Capital Fund, $203,000 from the Sewer Capital Fund, $1.503 million from the

Water Capital Fund, and $90,000 in Dakota County Funding for the City-led 80th Street and Cahill Avenue intersection design project.

Council Member Gliva asked whether future traffic signal replacements would include flashing yellow left-turn arrows or whether that would depend on the results of a traffic study.

Public Works Director Connolly explained that the traffic study currently underway on Cahill Avenue is evaluating whether flashing yellow arrows would be appropriate. He noted that new traffic signals are generally expected to include that capability, but the timing and operation of flashing yellow arrows depend on traffic volumes and time of day. He added that the study will determine whether a flashing yellow arrow is the best configuration, as some intersections may still function more effectively with traditional protected left-turn phasing.

Council Member Gliva also asked about the left-turn signal from Upper 55th Street onto Highway 52, noting that neighbors have expressed frustration with the long red-light cycle.

Public Works Director Connolly responded that the signal is maintained by MnDOT and is currently planned for replacement in either 2029 or 2030. He said the City has not received details on the future signal configuration but is participating in the project through a cost-sharing agreement included in the CIP.

Council Member T'Kach asked whether newer traffic signal technology could allow signal timing to be adjusted during the school year to improve pedestrian and bicycle safety.

Public Works Director Connolly explained that modern traffic signals can be programmed for different times of day and times of year and are equipped with traffic detection technology that adjusts signal operations based on traffic conditions. He noted that signal timing also depends on whether the signal is coordinated with nearby intersections.

Because Dakota County owns the Cahill Avenue signal, the City will rely on the County to determine how the signal will ultimately operate. He added that the project is scheduled for design in 2027 and construction in 2029, with the extended timeline allowing time for potential right-of-way acquisition needed to accommodate pedestrian ramp improvements and other intersection enhancements.

The 2028 Pavement Management Partnership projects include right-of-way acquisition for the 80th Street and Cahill Avenue intersection at an estimated cost of approximately $165,000. The project will be funded equally through approximately $82,500 from the Pavement Management Fund and $82,500 in Dakota County cost sharing as part of the City-led project.

Beginning in 2029, Pavement Management Partnership projects include construction of the 80th Street and Cahill Avenue intersection in conjunction with the Cahill Avenue reconstruction Pavement Management Index (PMI) project. In 2030, a MnDOT-led project is planned to replace and upgrade the traffic signal at the TH 52 and Upper 55th Street on/off ramp intersection.

The 2027 Sewer projects include bi-annual Sanitary Sewer rehabilitation at a cost of approximately $630,000, annual Sanitary Sewer cleaning and televising at approximately $410,000, and replacement of the Lift Station Programmable Logic Controller (PLC) at approximately $25,000. The total cost of the 2027 Sewer projects is approximately $1.065 million, with all funding provided through the Sewer Capital Fund.

The 2028 Sewer projects include annual Sanitary Sewer cleaning and televising at an estimated cost of approximately $430,000. The project is fully funded through the Sewer Capital Fund, for a total project cost of approximately $430,000.

Beginning in 2029, Sewer projects are expected to include bi-annual sewer rehabilitation in odd-numbered years, annual Sanitary Sewer cleaning and televising, and ongoing lift station upgrades, including controller and pump replacements.

The 2027 Stormwater projects include annual minor drainage improvements at an estimated cost of approximately $90,000, Storm Sewer televising at approximately $70,000, rehabilitation of Gisch Pond at approximately $1.5 million, and implementation of the MS4 program implementation at approximately $30,000. The total cost of the 2027 Stormwater projects is approximately $1.69 million, funded through approximately $340,000 from the Stormwater Capital Fund and $1.35 million in State Grants and Aid. The Gisch Pond rehabilitation project is contingent upon replacement of the Union Pacific Railroad culvert and receipt of grant funding.

The 2028 Stormwater projects include annual minor drainage improvements at an estimated cost of approximately $100,000, bi-annual Raingarden Inlet rehabilitation at approximately $20,000, Schmidt Lake outfall channel restoration at approximately $250,000, and Storm Sewer televising at approximately $75,000, for a total project cost of approximately $445,000. The projects are fully funded through the Stormwater Capital Fund.

Beginning in 2029, Stormwater projects are expected to include annual minor drainage improvements with funding increasing each year, annual Storm Sewer televising, and bi-annual Raingarden Inlet rehabilitation during even-numbered years.

The 2027 Water projects include annual well pump rehabilitation for Well No. 8 at an estimated cost of approximately $80,000, replacement of Programmable Logic Controllers (PLCs) for Groundwater Well No. 3 at approximately $25,000, annual Water Treatment Plant pump rehabilitation for HSP No. 4 at approximately $50,000, replacement of the Water Treatment Plant sludge pump at approximately $55,000, preparation of a Comprehensive Water System Management Plan at approximately $125,000, installation of water tower mixers at the Northside Water Tower at approximately $25,000, rehabilitation of the Northside Water Tower at approximately $1.5 million, and the first year of a Citywide water meter replacement program at approximately $2.5 million. The total cost of the 2027 water projects is approximately $4.36 million, with all funding provided through the Water Capital Fund. The Comprehensive Water System Management Plan is being evaluated for potential funding through the Operating Fund budget.

The 2028 Water projects include annual well pump rehabilitation for Well No. 3 at an estimated cost of approximately $85,000, replacement of PLCs for Groundwater Well No. 7

at approximately $27,000, replacement of the Water Treatment Plant sludge pump at approximately $55,000, updates to variable frequency drives for Water Treatment Plant HSP No. 4 and the backwash pump at approximately $25,000, and the second year of the Citywide water meter replacement program at approximately $3.0 million. The total cost of the 2028 Water projects is approximately $3.192 million, with all funding provided through the Water Capital Fund.

Beginning in 2029, Water projects are expected to include annual inspection and rehabilitation of wells and Water Treatment Plant booster pumps, annual replacement of programmable logic controllers (PLCs) for wells and pumps, ongoing variable frequency drive upgrades for wells and pumps, annual Water Treatment Plant sludge pump replacements through 2029, and a Supervisory Control and Data Acquisition (SCADA) system upgrade in 2029.

Finance Director Hove emphasized that the CIP is an important planning tool that establishes annual work plans, with 2027 projects already being prepared and planning for 2028 projects beginning soon. She explained that the program also serves as the foundation for developing future budgets, determining property tax levies when necessary, evaluating impacts on utility rates and other user fees, identifying unfunded capital needs, and improving transparency and communication with residents.

Determining how to fund the proposed CIP was identified as the final step in the planning process. Over the coming weeks and months, cash flow forecasting will be completed for each fund to evaluate its ability to support the plan, identify funding shortfalls, and develop recommendations for the Council regarding property tax levies, utility rates, utility connection fees, interfund loans, and potential bonding options.

Several capital improvement needs remain unprogrammed or unfunded, including larger facility projects, the Railroad Quiet Zone, and roadway improvements on 65th Street from TH 3 to Babcock Trail and Akron Avenue from Rosemount to Cliff Road. The need for those street projects remains, although the City Council has requested that Dakota County reconsider its funding policy and cost-sharing approach before moving forward. Additional unfunded utility projects include Stormwater improvements, where the City has already identified a funding deficit, Northwest Area Stormwater Outfalls and the B-Line Lift Station, both of which are dependent on future Northwest Area development, and repairs to the 64th Street Outfall, which remain dependent on completion of a damage assessment and potential disaster relief funding.

The Council was asked to provide feedback on the proposed 5-year CIP, including whether the recommended projects are appropriate, properly prioritized, and scheduled within reasonable timeframes. The Council was also asked to identify any projects that should be added to or removed from the plan and to indicate whether it is comfortable with the proposed 2028 Pavement Management Index (PMI) projects, which are scheduled to begin feasibility studies and be introduced to residents in Fall, 2026.

Mayor Dietrich asked for an update on the Akron Avenue project, noting that the corridor has a well-organized neighborhood group but little visible progress. He asked what is currently on the horizon for the project.

Public Works Director Connolly explained that Dakota County presented the proposed Akron Avenue improvements to the Council in 2024 and was asked to reconsider its proposed funding split before the City would support moving the project forward. While no revised proposal has been presented, he noted the need for the project has not gone away and the road will eventually be paved, with the remaining question being whether the City will participate financially. Dakota County continues to believe the City should contribute to the project, while the Council has maintained that the previous cost-sharing proposal did not provide a fair return on investment. He said opinions remain divided among nearby residents, with some supporting paving and others preferring the road remain unpaved due to concerns about maintenance, dust, and other impacts. He added that the project remains in the later years of the CIP because the need will continue to grow and construction costs will increase over time. Staff continue to have discussions with Dakota County, but no revised funding proposal has been brought forward for Council consideration.

Mayor Dietrich asked whether there had been any new conversations regarding the project. Public Works Director Connolly replied that there had not. He noted that nearby roads were recently improved through the City's pavement management program, which may encourage additional traffic to use Akron Avenue to avoid the gravel surface. From an engineering perspective, he said the traffic volumes indicate the road should be paved, but because Akron Avenue is a County road, any improvements remain the County's responsibility.

Council Member Scales said his concern is not paving Akron Avenue itself, but the type of roadway Dakota County has proposed. He said the design would be overbuilt for the area, require additional right-of-way, and take more property from nearby homeowners. He added that he would be more supportive if the County proposed a more appropriate rural roadway design.

Mayor Dietrich commented that, given Dakota County's current financial situation, she doubted the County would offer additional funding for the project.

Mayor Dietrich then asked whether the lighting project included in the CIP referred to Cahill Avenue. She noted that the City's holiday decorations have been used for decades and asked whether the planned lighting improvements were the reason they had not yet been replaced.

Public Works Director Connolly explained that he was not aware of a specific lighting project in the CIP. However, the planned rehabilitation of Cahill Avenue in 2029 and 2030 will include evaluating the existing decorative lighting installed in the late 1990s. He noted that the decorative lights have reached the end of their service life, replacement parts are no longer available, and failed fixtures have generally been replaced with standard streetlights. He said the City will need to determine through the feasibility process whether to install new decorative lighting or standard lighting, taking costs and Council priorities into consideration. Staff anticipate bringing those discussions to the Council during a work session in the first half of next year.

Mayor Dietrich said she would like the Council to be presented with a full range of design options for future roadway projects rather than a single proposal, allowing members to consider all available improvements before making decisions.

Public Works Director Connolly agreed, noting that Cahill Avenue has long been a focal point for the City and remains its primary corridor for community events such as the annual parade. He said staff intentionally began the traffic study several years in advance so the necessary data would be available before feasibility planning begins. He expects the Council to discuss potential improvements during one or more work sessions next year to help establish priorities and guide the feasibility study.

Council Member T'Kach asked whether the previous small area planning efforts for Cahill Avenue, including discussions about creating a downtown-style corridor, could influence the upcoming Public Works planning process and how those concepts would fit into future improvements.

Public Works Director Connolly said he was not aware of any previous small area plan for Cahill Avenue during his 4 ½ years with the City. He explained that the traffic analysis assumed the highest-density mixed-use development identified in the Comprehensive Plan, ensuring the study accounted for the greatest potential traffic impacts. He added that questions about future land use planning would be best addressed by the Community Development Department and could be discussed either as part of the upcoming Comprehensive Plan update or as a separate effort before roadway design decisions are made.

Mayor Dietrich said she was also concerned about how the City could more robustly fund its stormwater system.

Finance Director Hove responded that the concern was warranted.

5. ADJOURN:

Motion to Adjourn at 9:09 p.m. by Scales; second by Gliva.
Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Tammy Greenlee

INVER GROVE HEIGHTS CITY COUNCIL MEETING
MONDAY, JULY 27, 2026 – 6:00 P.M. – 8150 BARBARA AVENUE

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in regular session on Monday, July 27, 2026, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was recited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members Gliva, Murphy, T'Kach, and Scales
Staff In Attendance: Interim City Administrator Hiniker, City Clerk Kiernan, City Attorney Nason, Community Development Director Ziemer, and City Engineer Merchlewicz.

3. APPROVAL OF AGENDA:

Motion to approve agenda as presented by Scales; second by T'Kach.
Ayes: 5
Nays: 0 Motion carried.

4. PRESENTATIONS: None

5. CONSENT AGENDA:

- **A.** Approval of Disbursements, **Resolution 2026-144**
- **B.** Personnel Actions
- **C.** Approval of Conveyance of Right of Way Parcel, **Resolution 2026-145**
- **D.** Approve Resolution Granting an Additional Extension for the Filing Plat Deadline for Buckley Corner Townhomes 2nd Addition, **Resolution 2026-146**
- **E.** Resolution Approving a Joint Powers Agreement with Dakota County for Phase
- **F.** Summary of Performance Evaluation and Amendment of Contract-Interim City Administrator
- **G.** Approve Joint Powers Agreement with Dakota County for Post-Election Review
- **H.** Approval of Data Practices Policy Update

Motion to approve Items A-H by T'Kach; second by Gliva.
Ayes: 5
Nays: 0 Motion carried.

6. PUBLIC HEARINGS: None

7. REGULAR BUSINESS:

A. Citizen Petition Review for Environmental Assessment Worksheet (EAW) for Proposed Data Center at 5890 Carmen Avenue.

Community Development Director Ziemer provided an overview of the Environmental Assessment Worksheet (EAW) petition review and determination process for the proposed data center at 5890 Carmen Avenue. He outlined the review timeline, explaining that the Citizen petition was submitted on June 25, after which the Minnesota Environmental Quality Board (EQB) reviewed the petition and assigned the City of Inver Grove Heights as the Responsible Governmental Unit (RGU). The City Council was required to make its determination by July 27, with publication of the decision in the EQB Monitor Publication scheduled for August 4 and the

review period ending August 7. If an EAW were allowed, the environmental study period would begin following completion of the 30-business-day EAW determination review period.

The petition review process begins with the EQB receiving the petition, determining whether it is complete, and assigning the RGU, with the City of Inver Grove Heights designated as the RGU for this petition. During the review, the project is temporarily paused while a technical review is conducted according to Minnesota Rules. The process does not include a public comment period or public hearing and is not intended to serve as an in-depth environmental study. Instead, the petition and the need for an EAW are evaluated against Minnesota Rules, with two primary considerations: whether there is a need for a discretionary EAW or whether the project is exempt from study. A report containing recommendations is then provided to the RGU, and the City retained a third-party consultant to complete the petition review.

If the determination finds that a discretionary EAW may be considered, action on the development remains paused while the RGU determines whether to proceed with an environmental study. Such a study would take approximately five to six months to complete, would be paid for by the applicant, and may or may not identify impacts requiring mitigation. If the project is determined to be exempt from discretionary EAW requirements, however, no environmental study may legally be ordered, the RGU would move to deny the petition, and review of the application may proceed once the statutory 60-day review clock restarts. The determination must also be published in the EQB Monitor before the statutory “60-day” clock restarts after publication.

Minnesota's environmental review process includes three thresholds of study: mandatory, discretionary, and exempt. An exempt project meets or falls below the minimum criteria established by Minnesota Rules, preventing the RGU from ordering a study. A discretionary project does not trigger mandatory review but is not exempt, allowing the RGU to determine whether a study should be required. Mandatory review applies when a project exceeds the minimum criteria established in Minnesota Rules, automatically requiring an environmental review.

The third-party consultant's review relied on Minnesota Rules and Statutes, including Minnesota Rule 4410.4600, Subpart 10, which states that light industrial facilities under 75,000 square feet in second-class cities are exempt from environmental review, and Minnesota Statute §410.01, which defines second-class cities as those with populations between 20,000 and 100,000. Based on those provisions, the consultant determined that the proposed project is exempt from formal environmental review, concluded that Minnesota Rules do not allow the City to require a discretionary EAW, and recommended denying the petition on those two factors. The consultant also noted that the project must still comply with all applicable regulations and permit requirements of the applicable regulatory authorities.

Additional information clarified that the EAW petition and the Council's action on the petition were unrelated to the previously enacted Interim Ordinance. The Interim Moratorium Ordinance was approved on June 26, 2026, by a 3-2 vote and established a one-year pause on data center development to allow further study and consider topics applicable to the City's zoning standards. The moratorium includes the pending data center proposed at 5890 Carmen Avenue, and once the statutory 60-day review clock restarts, action on the application must occur on or before October 4, 2026.

Additional clarification was provided regarding the Alternative Urban Areawide Review (AUAR). An AUAR is generally used to evaluate broad undeveloped geographic areas planned for future growth, development, or redevelopment rather than specific land uses or already developed

sites. It is associated with long-range planning efforts, such as a Comprehensive Plan, is unrelated to the current EAW petition, and no additional environmental study through an AUAR could affect the project's exempt status.

The consultant's final recommendation was to deny the EAW petition because the proposed data center project is exempt from environmental review under Minnesota Rules. The recommended Council action was to deny the petition for an EAW for the proposed data center at 5890 Carmen Avenue on that basis.

Council Member Scales asked whether the City could order an environmental review.

Director Ziemer responded that it could not.

Council Member T'Kach asked whether any agencies still evaluating the proposed project could impose requirements related to hazardous waste. She noted that the EAW report identified no hazardous waste concerns but questioned who would be responsible for removing hazardous materials if the facility were abandoned in the future due to excess capacity or another circumstance. She also asked whether that responsibility would fall to the property owner or facility operator and requested clarification regarding why an AUAR would have no bearing on the EAW determination.

Director Ziemer explained that an AUAR is commonly used when a City is planning the long-term growth and development of a larger geographic area, such as after completion of a moratorium or as part of the 2050 Comprehensive Plan. An AUAR could examine how an area may develop overall; however, the results of a broader study involving data centers could not affect the proposed project because it is exempt from additional environmental review under Minnesota Rules. Even if the study identified issues that should be addressed, those findings would not change the project's exempt status.

Council Member T'Kach asked how long an AUAR typically takes to complete.

Director Ziemer explained that when the City completed the AUAR update for the Northwest Area, the process took approximately three to four months to complete and cost between $50,000 and $60,000. He noted that an AUAR requires defining the specific area or issue being studied and is typically not associated with a specific land use or previously developed property. Instead, it is generally used to evaluate areas planned for future growth and development.

Responding to Council Member T'Kach's earlier question regarding hazardous materials, Director Ziemer explained that under environmental regulations, a property owner remains responsible for any environmental contamination or cleanup associated with the property, even if the business ceases operations. While responsibility for cleanup may be negotiated between a buyer and seller during a property sale, the property owner is ultimately responsible for addressing any contamination or environmental issues resulting from activities on the site that require mitigation or cleanup.

Council Member T'Kach asked whether the City could require cleanup if the property remained vacant for several years and eventually became a derelict site.

Director Ziemer responded that it was difficult to answer because the circumstances would vary but noted that while cities can require existing property owners to clean up vacant properties, doing so involves a formal process.

Council Member Gliva asked how the minimum thresholds used for EAW exemptions, including the 75,000-square-foot limit and the population threshold for second-class cities, were established.

Ms. Burgess of Bolton & Menk explained that those thresholds were established by the Minnesota Legislature during updates to the environmental review rules. She noted that the limits were developed as part of the state's mandatory and discretionary environmental review framework and also define the criteria for projects that qualify for an exemption.

Council Member Gliva then asked how long those statutes or guidelines had been in effect.

Ms. Burgess responded that she was not certain when the specific statute was originally adopted but noted that the environmental review rules had been updated recently. She recalled that at least one of the applicable provisions had been updated in 2025, although she could not confirm whether it was the specific statute being discussed.

Motion to accept correspondence into record by Scales; second by Gliva.
Ayes: 5
Nays: 0 Motion carried.

Motion to approve Resolution 2026-148 denying a petition for the preparation of an Environmental Assessment Worksheet (EAW) for the QLevr, LLC Data Center project at 5890 Carmen Avenue by Gliva; second by T'Kach.
Ayes: 5
Nays: 0 Motion carried.

8. PUBLIC COMMENT:

Kari Lundberg thanked the Council for adopting the data center moratorium and encouraged it to consider conducting an Alternative Urban Areawide Review (AUAR). She stated that an AUAR would evaluate cumulative environmental impacts, provide information to support updates to the City's zoning standards before the moratorium expires, and urged the Council to review the State's AUAR guidance.

Ann Lundquist asked the Council to consider requiring developers seeking variances involving tree removal or increased impervious surfaces to appear before the Environmental Advisory Commission due to potential impacts on flooding, water quality, natural resources, and property values. She also encouraged the City to offer existing home improvement loan programs, including low- or no-interest options available through CEE and the Dakota County CDA, to help residents maintain affordable housing.

Heather Thornton encouraged the Council to consider removing data centers as an explicitly permitted use in the City's zoning code. She stated that doing so could provide the City with greater flexibility and control if the moratorium were invalidated and allow additional time to thoughtfully determine where data centers should be permitted in the community.

Dawn Patterson thanked the Council and past City leaders for their thoughtful and careful planning over the years. She encouraged the Council to continue that approach and expressed her opposition to the proposed data center, stating that she hoped the City could prevent the project because she believed most residents do not want it in the community.

9. MAYOR AND COUNCIL COMMENTS:

Mayor Dietrich announced that the Police Department was collecting school supplies in the City Hall foyer. She encouraged anyone wishing to donate to bring supplies to the Police Department or City Hall in the coming days.

Council Member Scales noted that Inver Grove Heights participates in the Dakota County CDA home improvement loan program and that City residents have used it successfully. He suggested improving the City's website to better connect residents with information about the program.

Council Member Gliva noted that early voting was open and asked Clerk Kiernan what the voting hours were.

City Clerk Kiernan stated that absentee voting hours are Monday through Friday from 8:00 a.m. to 4:30 p.m. Additional hours will be available from 9:00 a.m. to 3:00 p.m. on the Saturday before the election and from 8:00 a.m. to 5:00 p.m. on the day before the election.

Council Member T'Kach reminded residents that the Farmers Market is held every Sunday from 8:00 a.m. to 1:00 p.m. in the northwest parking lot of the Community Center and encouraged everyone to support local farmers.

10. ADJOURN

Motion to Adjourn at 6:31 p.m. by Gliva; seconded by Scales.
Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Tammy Greenlee

INVER GROVE HEIGHTS CITY COUNCIL WORK SESSION
MONDAY, AUGUST 3, 2026 – 8150 BARBARA AVENUE

1. CALL TO ORDER:

The City Council of Inver Grove Heights met in special session on Monday, August 3, 2026, in person. Mayor Dietrich called the meeting to order at 6:00 p.m. The Pledge of Allegiance was cited.

2. ROLL CALL:

Present In-Person: Mayor Dietrich; Council Members: Gliva, Murphy, Scales, and T'Kach
Staff In Attendance: Interim City Administrator Hiniker, Finance Director Hove, Community Development Director Ziemer, Public Works Director Connolly, Parks & Recreation Director Lares, Communications Manager Looze, Technology Manager Gade, Recreation Superintendent Dorshak, Facilities Maintenance Superintendent Fitzloff, and Deputy City Clerk Malott

3. APPROVAL OF AGENDA:

Motion to approve Agenda as published by Gliva; second by Scales.
Ayes: 5
Nays: 0 Motion carried.

4. DISCUSSION ITEMS:

A. Review of 2027 General Fund Budget and Preliminary Tax Levy

Interim City Administrator Hiniker provided information on the proposed 2027 General Fund Budget and Tax Levy and sought Council feedback on the factors contributing to the proposed levy, additional considerations, the impact on residential properties, and historical levy trends.

The 2027 budget assumptions and factors represent a 3.55% levy increase totaling $1,284,524. This includes $785,000 for a 3% cost-of-living adjustment (COLA) and 12% insurance increases; $109,015 for 3% inflationary increases for Pavement Management (PMP) and Parks Capital funding, reduced from the 5% increase used in the 2026 budget; and $355,500 for the continued phase-in of prior-year Fire and Police Department hires made possible through grants. These increases are partially offset by a $62,200 reduction in Minnesota Paid Leave costs resulting from employer and employee cost sharing and a $65,000 reduction associated with the 2026 Class and Compensation Study. An additional $71,500 is included to provide a full year of funding for the HR Coordinator and Accounting Technician positions that were hired or changed mid-year in 2026, while reduced non-tax revenues add $90,709 to the levy requirement. All of the levy associated with these factors, except the PMP levy, is part of the General Fund.

Additional factors contribute another $632,255, or 1.75%, to the levy increase. These include $60,000 for 2027 Comprehensive Plan consultant costs above the 2026 consultant costs; $240,000 for implementation of the Class and Compensation Study, based on an assumed 1% increase in General Fund personnel costs; $32,000 for the first year of a two-year process to recodify and update the City Code; and $24,038 for the first of annual payments to Dakota County for new election equipment. The proposed budget also includes a $95,217 increase in the Police Department's Axon contract for the integrated public safety technology platform, including tasers and cameras, and a $181,000 increase in the Central Equipment Fund allocation to account for

replacement needs associated with new equipment. Other outside contracts were identified as not applicable at this point.

Other considerations could add another 2%, or approximately $723,500, to the levy. The 2027 staffing recommendations contemplate a 1% levy increase for new positions and reclassifications, with additional Council work session consideration in September and October to prioritize those requests. A separate 1% levy increase is being considered to begin building a dedicated Capital Fund revenue source for City Facilities, with a 1% increase proposed each year for three years.

When combined by factor, the core or carryover budget assumptions and factors account for $1,284,524, or 3.55%, of the proposed levy increase. Additional contributing factors account for $632,255, or 1.75%; staffing accounts for $361,750, or 1.00%; and City Facilities Capital accounts for $361,750, or 1.00%. Together, these items total $2,640,279, representing a 7.30% increase. Other various increases add $554,915, or 1.53%, resulting in a proposed 2027 levy increase of $3,195,194, or 8.83%. The other increases include internal service fund allocations, small equipment purchases, new software, and other specific departmental requests identified during the July 20 work session.

The proposed 8.83% Citywide tax levy increase would result in a proposed Citywide Tax Levy of $39,373,782 for taxes payable in 2027 and a 7.07% change in the tax rate. The median-valued residential property for Pay 2027 is estimated at $376,800, representing a 4.2% increase in value over Pay 2026. For a property valued at $376,800, the estimated annual increase in City taxes would be $221. For comparison, a property valued at the prior-year median value of $361,600 would experience an estimated annual increase of $130 in City taxes. The median-valued property for Pay 2026 was $361,600.

Finance Director Hove stated that historical levy information showed an average levy increase of 6.7% from 2022 through 2026. The General Fund levy increased from $22,916,070 in 2022 to $24,856,311 in 2023, $26,971,103 in 2024, $28,549,075 in 2025, and $30,422,141 in 2026, with a preliminary 2027 levy of $33,516,126. The Tax Abatement levy was $33,000 in 2023, $182,880 in 2024, $183,300 in 2025, and $183,000 in 2026, with a preliminary 2027 levy of $186,000.

The Pavement Management levy was $2,550,000 in 2022, $2,900,000 in 2023, $3,045,000 in 2024, $2,934,750 in 2025, and $3,022,792 in 2026, with $3,113,476 proposed for 2027. Debt Service Funds totaled $2,519,316 in 2022, $2,545,484 in 2023, $2,542,411 in 2024, $2,547,632 in 2025, and $2,550,657 in 2026, with a preliminary 2027 amount of $2,558,182. The total Citywide Tax Levy was $27,985,386 in 2022, $30,334,795 in 2023, $32,741,394 in 2024, $34,214,757 in 2025, and $36,178,590 in 2026, compared with a preliminary 2027 levy of $39,373,784.

The annual dollar change in the Citywide levy was $1,862,028 in 2022, $2,349,409 in 2023, $2,406,599 in 2024, $1,473,363 in 2025, $1,963,833 in 2026, and $3,195,194 for preliminary 2027. The corresponding percentage changes were 7.1% in 2022, 8.4% in 2023, 7.9% in 2024, 4.5% in 2025, 5.7% in 2026, and 8.8% for preliminary 2027.

Median-valued property information was not available for 2022 under the current methodology. The median-valued property was $337,100 in 2023, $342,800 in 2024, $349,200 in 2025, $361,800 in 2026, and is estimated at $376,800 for 2027. The change in median property value was 1.7% in 2024, 1.9% in 2025, 3.6% in 2026, and 4.2% for 2027. The corresponding change in City taxes on the median-valued property was $129 in 2023, $75 in 2024, $62 in 2025, $90 in 2026, and approximately $220 in 2027. Using a $361,600 property value for comparison, the 2027 change in City taxes is estimated at $130. Prior to 2023, the City used the same property from year to year to model the annual median-valued property calculations. Beginning in 2023, staff updated the process to consistently use median-valued property data received from Dakota County.

Mayor Dietrich stated that the City has been running very lean over the past two years and said the proposed levy approach made sense to her.

Council Member T'Kach asked why the median home value had increased by 3.6%.

Finance Director Hove explained that the increase is likely related to the value of new housing being added in Inver Grove Heights. Many new homes are valued significantly higher than the City's median home value of approximately $376,000, which increases the overall median value. She clarified that this does not mean an individual homeowner's property value increased by the same amount. The County considers housing values throughout the City to determine the median valued home, which is the information provided to the City.

Council Member Murphy asked whether the County provides other measures in addition to the median value, including the mode.

Finance Director Hove said she was unsure whether the County provides the mode but noted that it provides the median value and another valuation measure.

Interim City Administrator Hiniker asked Council Members for feedback on the current recommendation and whether there were areas they would like staff to further consider as preparations continue. She noted that staff was comfortable with the recommendation but recognized that Council may want changes. Receiving direction in advance would give staff additional time to prepare information and potential alternatives for Council consideration in September.

Council Member Scales said the requests made sense but expressed interest in finding ways to reduce the proposed amount. While he did not have specific reductions to recommend at this time, he noted that the County may also have a significant increase this year and encouraged staff to identify potential savings that could lessen the impact on residents.

Council Member Gliva agreed with Council Member Scales and asked about the $24,000 cost for election equipment, including whether it was an annual payment and the length of the lease.

Finance Director Hove stated that the election equipment is being paid through a five-year lease, with the annual payment representing the City's share of the cost and the County contributing additional funding. She noted that Council approved the election equipment either last year or the year before and that the City is now beginning to make the required payments.

Council Member Gliva asked whether any joint agreements or cost-sharing arrangements with Dakota County had changed, resulting in the City being responsible for a larger percentage of projects or services.

Interim City Administrator Hiniker identified the social worker program within the Police Department as one example. Due to the County's financial situation, the County asked participating cities to fund 50% of the social worker position. Based on the Police Chief's recommendation, staff did not recommend that the City assume the additional cost. If the County is unable to continue funding the position, the Police Department would no longer have that position. She said she was not aware of changes to cost-sharing arrangements for street projects and suggested that Public Works Director Connolly could provide additional information regarding those agreements.

Council Member Gliva asked whether the County had requested additional City funding for any other services.

Interim City Administrator Hiniker said there had been no other requests for additional funding beyond the City's existing contracts.

Council Member Gliva requested detailed information regarding the portion of the proposed increase related to staffing, including the need for any new positions and the benefits those positions would provide to residents. She emphasized the importance of ensuring that any additional staffing is necessary and efficient.

Interim City Administrator Hiniker stated that staff would provide additional detail before the September work session, when Council would have an opportunity to focus specifically on staffing and ask questions. She noted that the information would include recommended positions for both 2027 and 2028, allowing Council to consider whether the proposed positions are prioritized appropriately. Staff had already made internal decisions to adjust the timing of some requested positions and spread them across multiple years.

Council Member Gliva asked whether available public safety funding could be used to offset approximately $95,000 in increased Axon contract costs.

Finance Director Hove stated that one-time public safety funds remain available and are currently being used in part to phase in the City's costs associated with the COPS grant. She said the funds could potentially offset a portion of the Axon contract increase but cautioned that the contract represents an ongoing annual operating expense. Using one-time funding in 2027 would therefore require the City to absorb the full ongoing cost in 2028. One option would be to fund half of the increase through the 2027 budget and use one-time public safety funds for the remaining half before incorporating the full contract cost in 2028.

Council Member Gliva noted that identifying several savings of this type could collectively result in a meaningful reduction to the proposed levy increase.

Interim City Administrator Hiniker noted that Police Chief Chiodo previously explained that the Axon agreement is a five-year contract that has now expired and is being renewed. She said the increased cost reflects advancements in technology and additional services incorporated into the new contract, including drone technology, rather than simply an increase in the cost of the existing services.

Council Member T'Kach said the staffing information should identify any new programs or initiatives associated with additional positions and explain the value residents would receive. She also requested information about programs, projects, or services that could be delayed or not move forward if positions are not approved, including items staff has already deferred to future years.

Interim City Administrator Hiniker explained that many staffing requests address existing operational needs rather than new programs or services. Some positions would provide needed internal capacity and address work that is not being completed or opportunities being missed. She cited park maintenance as a more visible example, as staffing needs increase with additional park acreage. Department directors will provide further information on the need for each recommended position.

Mayor Dietrich noted that operating with lean staffing has resulted in some work being deferred and has limited the City's ability to modernize certain operations. She cited code updates as an example of work that may not provide an immediately visible benefit but can create challenges for the City when delayed.

Council Member Murphy asked whether position reclassifications could ever result in reduced compensation if job responsibilities change.

Interim City Administrator Hiniker explained that the current classification and compensation study may identify positions that are being paid above the appropriate level based on their assigned duties. In those situations, compensation could potentially be held at its current level rather than reduced, with any necessary approach brought to Council for consideration.

Council Member Murphy said he was unsure where reductions to the proposed 8.8% levy increase could be made but expressed concern about adopting the highest levy increase of the past six years, particularly given the County's anticipated increase. He encouraged staff to identify potential reductions where possible, noting that even smaller savings would benefit taxpayers.

Finance Director Hove identified several areas that could provide opportunities to reduce the proposed levy as additional information becomes available. Potential savings could result from lower-than-anticipated health insurance costs, increased State aid, or higher permit revenues if development activity improves. She noted that some of this information will not be available until after the preliminary levy is adopted in September, but staff will continue monitoring these areas and update revenue and expense assumptions where appropriate.

Mayor Dietrich clarified that the preliminary levy represents the maximum amount and could be reduced later.

Interim City Administrator Hiniker confirmed that once the preliminary levy is adopted in September, Council may reduce it but cannot increase it

B. 2027 Budget – Non-General Fund Budgets

Finance Director Hove provided information on the proposed 2027 Debt Service Funds, which consist of debt associated with street improvements and Fire Station projects. Street-related debt includes the 2015A, 2016A, and 2017B General Obligation (G.O.) Improvement Bonds, while Fire Station debt includes the 2018A and 2019A G.O. Improvement Bonds.

For street-related debt, the levy for the 2015A G.O. Bonds was $633,210 in 2024, $634,055 in 2025, and $633,255 in 2026, with $637,875 proposed for 2027. The final budget year for the 2015A bonds is 2030. The 2016A G.O. Bonds had levies of $718,292 in 2024, $723,227 in 2025, and $728,923 in 2026, with $734,042 proposed for 2027 and a final budget year of 2033. The 2017B G.O. Bonds had levies of $262,882 in 2024, $267,731 in 2025, and $261,765 in 2026, with $262,228 proposed for 2027 and a final budget year of 2032.

The 2020A G.O. Bonds required $177,250 in both 2024 and 2025, which was offset in each year by the use of $177,250 from the Closed Bond Fund. No levy is included for these bonds in 2026 or 2027. In December 2024, the Council approved the early payoff of the City's 2020A Bonds using funds available in the Closed Bond Fund.

For Fire Station debt, the levy for the 2018A G.O. Bonds was $739,552 in 2024, $733,514 in 2025, and $737,189 in 2026, with $734,302 proposed for 2027. The levy for the 2019A G.O. Bonds was $188,475 in 2024, $189,105 in 2025, and $189,525 in 2026, with $189,735 proposed for 2027. Both Fire Station bond issues have a final budget year of 2038.

Overall Debt Service Fund levies totaled $2,542,411 in 2024, $2,547,632 in 2025, and $2,550,657 in 2026. The proposed 2027 debt levy totals $2,558,182, representing a 0.3% increase.

The proposed 2027 debt budgets identify the individual debt levy, other revenues, total revenues, principal and interest obligations, and resulting net amounts for each bond fund. Fund 365, the 2015A G.O. Bonds, includes a debt levy of $637,875 and $20,000 in other revenues from interest and special assessments, resulting in total revenues of $657,875. Principal, interest, and other costs total $595,800, resulting in a net amount of $62,075. Fund 367, the 2016A G.O. Bonds, includes a $734,042 debt levy and $12,000 in other revenues, for total revenues of $746,042. Principal, interest, and other costs total $687,150, resulting in a net amount of $58,892. Fund 369, the 2017B G.O. Bonds, includes a debt levy of $262,228 and $43,000 in other revenues, resulting in total revenues of $305,228. Principal, interest, and other costs total $313,013, resulting in a negative net amount of $7,785. Fund 392, the 2018A G.O. Bonds, includes a $734,302 debt levy and $6,000 in other revenues, for total revenues of $740,302. Principal, interest, and other costs total $691,210, resulting in a net amount of $49,092. Fund 393, the 2019A G.O. Bonds, includes a $189,735 debt levy and $1,500 in other revenues, resulting in total revenues of $191,235. Principal, interest, and other costs total $178,600, resulting in a net amount of $12,635.

Combined, the proposed 2027 Debt Service Funds include a total debt levy of $2,558,182 and $82,500 in other revenues, resulting in total revenues of $2,640,682. Principal, interest, and other costs total $2,465,773, leaving an overall net amount of $174,909.

The proposed 2027 Internal Service Funds budget addresses City funds and departments whose primary responsibility is to provide goods and services that support other City departments. The City has four internal service funds: Risk Management, which includes Workers Compensation and Property/Casualty Insurance; Technology; City Facilities; and Central Equipment.

Overall internal service fund allocations are proposed to increase from $6,973,050 in 2026 to $7,261,140 in 2027, an increase of $287,790, or 4.1%. Workers Compensation decreases from $576,100 to $467,100, a reduction of $109,000, or 18.9%, primarily because the League of Minnesota Cities Insurance Trust lowered rates for certain employee categories, particularly public safety. Property/Casualty Insurance increases from $504,200 to $526,900, an increase of $22,700, or 4.5%. Because the City had not yet received its renewal information, the budget assumes a 4.5% increase, with fund balance available for consideration if the actual increase exceeds that amount. Technology increases from $1,410,700 to $1,504,000, an increase of $93,300, or 6.6%, due to increased Citywide software and telephone-related costs. City Facilities increases from $885,650 to $904,140, an increase of $18,490, or 2.1%, and Central Equipment increases from $3,596,700 to $3,859,000, an increase of $262,300, or 7.3%, primarily due to continued refinement of capital replacement schedules.

The Risk Management Fund, which accounts for League of Minnesota Cities Insurance Trust (LMCIT) premiums for property, equipment, liability, auto, bond, and Workers Compensation insurance, along with related deductibles. The Property/Casualty deductible has been $50,000, with $1,000 per claim after the deductible has been met. A $5,000-per-claim Workers Compensation deductible was added in 2023 and is reviewed annually with the City's broker. Insurance renewals were tentatively scheduled for Council consideration on August 10, 2026.

Other Risk Management Fund expenses include insurance agent fees, corporate charges for attorney representation in lawsuits, and a portion of Finance personnel costs. Activities are funded through departmental allocations, including a proposed Workers Compensation allocation of $467,100, an 18.9% decrease. This represents the second consecutive year of a decrease due to lower Workers Compensation rates from the League and reduced City claims. The proposed Property/Casualty Insurance allocation is $526,900, a 4.5% increase, although this remains an estimate pending the League's renewal quote.

For 2027, the requested budget includes $994,000 in departmental allocations and $65,000 in other revenues from sources such as interest and LMCIT dividends, resulting in total Risk Management Fund revenues of $1,059,000. This compares with 2026 revenues of $1,080,000 in departmental allocations and $60,100 in other revenues, totaling $1,140,100. Proposed 2027 expenditures total $1,059,000, consisting of $37,800 for personnel, $25,962 for contracted services and agent fees, $80,077 for repairs, maintenance, deductibles and other costs, and $915,161 for insurance premiums. In comparison, 2026 expenditures totaled $1,140,100, including $36,100 for personnel, $24,609 for contracted services, $82,870 for repairs, maintenance, deductibles and other costs, and $996,521 for insurance premiums.

Historical allocations totaled $1,253,600 in 2024, $1,273,600 in 2025, and $1,080,300 in 2026, with $994,000 proposed for 2027. Workers Compensation allocations declined from $774,000 in 2024 to $754,700 in 2025, $576,100 in 2026, and $467,100 in 2027, while Insurance allocations were $479,600 in 2024, $518,900 in 2025, $504,200 in 2026, and $526,900 in 2027. The annual percentage change in total Risk Management allocations was 2.4% in 2024, 1.5% in 2025, a 15.2% decrease in 2026, and a proposed 8.0% decrease in 2027. The fund's average cash balance is $1,146,600. Property/Casualty dividends totaled $100,846 in 2021, $66,765 in 2022, $19,810 in 2023, and $19,967 in 2024, along with a Workers Compensation dividend of $43,328 in 2024. No dividends were issued in 2025, while notice of a 2026 Workers Compensation dividend had been received, although the amount was not yet known.

Technology Manager Gade addressed the Technology Fund, which is funded through departmental allocations under expense code 5445. The fund supports the IT Department's operating budget, including staff wages, benefits and training; printers, copiers, desktop and laptop computers; core Citywide software such as Microsoft Office and Laserfiche products; and servers, infrastructure and backup systems. Departmental allocations are based on the number of full-time equivalent employees and device counts, including computers, laptops and tablets. The proposed 2027 Technology allocation is $1,504,000, representing a 6.6% increase.

The Technology Fund's 2027 requested budget includes $1,504,000 in departmental allocations and $26,500 in other revenues, for total revenues of $1,530,500, compared with $1,410,700 in departmental allocations and $26,500 in other revenues, totaling $1,437,200 in 2026. Proposed expenditures increase from $882,500 to $933,300 for personnel, $24,800 to $66,000 for supplies, $475,185 to $581,935 for other charges and services, and $68,000 to $110,000 for capital outlay - machinery and equipment. Capital outlay and supply costs vary from year to year based on planned capital replacement. Total expenditures increase from $1,450,485 in 2026 to $1,691,235 in 2027.

Council Member T'Kach asked for additional detail regarding the increase in supplies.

Manager Gade explained that some of the costs are related to technology projects, including $20,000 in professional services for an upcoming server upgrade to the City's ESRI/GIS environment. The upgrade will require a parallel migration and restructuring of the server environment.

Council Member T'Kach clarified that the supplies category does not refer to typical office supplies such as pens and pencils but includes costs that may be related to technology projects without qualifying as capital expenditures. The 2027 budget includes $20,000 for ESRI services and $70,000 for implementation of Cityview for the Planning Department.

Manager Gade confirmed that some of these costs, such as professional services, are not considered capital expenditures.

Proposed 2027 Technology capital expenditures total $167,900, including $50,000 for workstation devices, $110,000 for switches and firewall equipment, $5,500 for new wireless access points, and $2,400 for audio/visual equipment for conference room televisions, audio equipment, and related technology. Of the total, $57,900 is budgeted under Small Tools and Minor Equipment and $110,000 under Machinery and Equipment.

The 2027 budget summary includes $1,530,500 in revenues and $1,691,235 in expenditures, resulting in a $160,735 decrease to the Technology Fund balance. The budget includes $70,000 to implement the Cityview Planning module, which will incorporate Planning Department functions into the City's existing permitting and business licensing system. The estimated fund balance as of December 31, 2027, is $595,472. The Technology Department may also research Microsoft Enterprise Licensing for 2028.

Council Member T'Kach asked whether the $70,000 for the Cityview Planning module would be treated as revenue from the Planning Department or included in departmental technology allocations.

Manager Gade explained that the $70,000 is not allocated specifically to the Planning Department but is included within the overall Technology Fund budget. He noted that the Technology Fund has previously been used for software purchases and implementation costs. While many software products have moved to subscription-based models, Cityview is not subscription based and requires implementation costs.

Interim City Administrator Hiniker clarified that the $70,000 will be funded as a one-time use of Technology Fund capital and will not increase allocations to City departments. Using the Technology Fund for the Cityview expansion reduces the projected fund balance to approximately $595,000 but avoids adding the cost to departmental allocations and, ultimately, the tax levy.

The Technology Fund has maintained a healthy fund balance, although it has gradually declined since 2021. The fund balance is projected to be approximately $600,000 in 2027, with a goal of maintaining a balance equal to approximately 30% of IT operating costs.

Council Member T'Kach asked about the City's firewall and cybersecurity protections and whether the City is making the necessary investments to stay ahead of emerging security threats.

Manager Gade stated that the City is doing well and takes cybersecurity seriously. He noted that while other cities have recently experienced security incidents, Inver Grove Heights has not been compromised. He said the City has multiple safeguards in place and believes the City is staying current with cybersecurity needs.

Council Member T'Kach said it is important for the public to have confidence that the City is taking appropriate precautions and making necessary investments to protect against future cybersecurity threats.

Facilities Maintenance Superintendent Fitzloff addressed the City Facilities Fund. Activities are funded through departmental allocations under expense code 5455, with a total 2027 allocation of $904,140, representing a 2.1% increase. Until 2022, the fund covered facility costs solely associated with City Hall and is currently in a transition phase. The allocation continues to be based on historical full-time equivalent staffing and departmental square footage, and the formula has not been updated for several years. The allocation does not include a capital replacement component comparable to Central Equipment. The proposed 2027 budget and levy include a 1% tax levy increase to provide a direct transfer from the General Fund to support long-term capital needs identified in the five-year CIP.

The City Facilities Fund's 2027 requested budget includes $904,140 in departmental allocations, $425,660 in other revenues from interest and solar credits, and a $362,000 transfer from the General Fund, for total revenues of $1,691,800. The 2026 adopted budget included $885,650 in departmental allocations, $425,660 in other revenues and no General Fund transfer, for total revenues of $1,311,310. Proposed 2027 operating expenditures include $386,900 for personnel, $53,700 for supplies and $889,200 for other charges and services, for an operating subtotal of $1,329,800. Capital outlay for buildings totals $200,000, resulting in total expenditures of $1,529,800. In comparison, the 2026 budget included $374,100 for personnel, $49,000 for supplies, $888,210 for other charges and services, an operating subtotal of $1,311,310, and $500,000 for capital outlay, for total expenditures of $1,811,310.

Mayor Dietrich asked why the proposed capital amount was less than half of the previous amount.

Superintendent Fitzloff explained that fewer capital projects are planned for 2027 to allow the fund balance to build, with additional projects anticipated in future years.

Interim City Administrator Hiniker added that Finance and Facilities have worked together to identify projects that can be deferred. Because the capital fund does not currently have a dedicated revenue source, the City needs to build the fund balance before moving forward with additional projects planned for future years.

Mayor Dietrich clarified that the proposed $200,000 in capital funding for 2027 is less than the ideal amount needed.

The City Facilities operating budget continues to prioritize fiscal management and essential services, with existing resources redirected to support preventive maintenance and current operational needs. With the addition of a new hire, staff will continue evaluating workload, service demands and operational efficiency to determine whether existing resources remain sufficient or whether future adjustments may be necessary.

Proposed 2027 City Facilities capital projects total $200,000, including $150,000 to replace heat pumps at City Hall, $25,000 for four exhaust fans at Fire Station #1, and $25,000 for exterior building repairs at Fire Station #1. The entire $200,000 is proposed to be funded through the City Facilities Fund.

With $1,691,800 in revenues, including the $362,000 transfer from the levy, and $1,529,800 in expenditures, the City Facilities Fund is projected to increase its fund balance by $162,000 in 2027. The fund had a cash balance of $1,567,362 as of December 31, 2025. The adopted 2026 budget included a $500,000 spend-down of fund balance for capital needs, which would leave approximately $1,067,362.

Historical cash activity included a $572,000 transfer into the City Facilities Fund in 2021 following completion of the Fire Station project. In 2022, $652,300 was transferred into the fund following closure of the Central Stores Fund, and an additional $226,029 was transferred when the ADA Fund was closed. The five-year Capital Plan anticipates $3,911,000 in capital spending, of which $3,005,000, or 77%, falls under general City Facility funding. Without annual levy transfers from the General Fund, the projected cash position would decline significantly as planned capital projects are completed. Based on current projections, funding available for City facilities would be depleted after 2028, leaving no remaining resources for City facility projects by 2031.

Projected City Facilities capital funding assumes a beginning balance of $1,000,000 in 2027, $1,197,000 in 2028, $1,057,895 in 2029, $1,844,921 in 2030, and $1,259,493 in 2031. General Fund transfers are projected at $362,000 in 2027, $724,000 in 2028, and $1,000,000 annually from 2029

through 2031. Interest and other revenues are estimated at $35,000 in 2027, $41,895 in 2028, $37,026 in 2029, $64,572 in 2030, and $44,082 in 2031. Capital expenditures are projected at $200,000 in 2027, $905,000 in 2028, $250,000 in 2029, $1,650,000 in 2030, and an average estimate of $750,000 in 2031. Estimated year-end balances are $1,197,000 in 2027, $1,057,895 in 2028, $1,844,921 in 2029, $1,259,493 in 2030, and $1,553,575 in 2031.

Council Member Murphy asked about the estimated cost of replacing the City Hall roof, noting that it represents a significant future expense.

Superintendent Fitzloff stated that preliminary estimates are well over $1 million. He noted that the estimate is currently high-level and could increase as the project approaches and more detailed cost information becomes available.

Council Member T'Kach requested an additional line on the cash position chart showing how the projected fund balance would change with the proposed 1% levy increase.

Interim City Administrator Hiniker confirmed that staff could add the information to the chart for comparison.

Public Works Director Connolly addressed the Central Equipment Fund, which supports vehicle maintenance and replacement. Activities are funded through departmental allocations under expense code 5460, with a proposed 2027 allocation of $3,859,000, representing a 7.3% increase from 2026. The allocation consists of operating costs based on a three-year average of fuel usage and repair parts and hours, as well as capital costs based on vehicle replacement schedules specific to each department.

Central Equipment operating allocations were $1,560,600 in 2024, $1,490,750 in 2025, $1,399,800 in 2026, and are proposed at $1,490,020 in 2027, a 6.5% increase from 2026. Capital replacement allocations were $1,647,800 in 2024, $2,211,950 in 2025, $2,196,900 in 2026, and are proposed at $2,369,000 in 2027, a 7.8% increase. Total departmental allocations were $3,208,400 in 2024, $3,702,700 in 2025, $3,596,700 in 2026, and are proposed at $3,859,000 in 2027. The significant increase in the 2025 capital replacement allocation resulted from updated replacement costs for several Fire Department vehicles. The decrease in the 2026 operating allocation reflected higher anticipated interest revenues and lower Streets capital allocations due to longer useful lives for certain vehicles. The 2027 capital increase reflects continued refinement of replacement schedules to better account and plan for the cost of replacing existing equipment and inflation, with the possibility of additional adjustments in future budget cycles.

The Central Equipment Fund's proposed 2027 budget includes $3,859,000 in departmental allocations and $325,000 in interest and other reimbursements, for total revenues of $4,184,000, compared with total revenues of $3,921,700 in 2026. Proposed expenditures include $692,800 for personnel, $470,050 for supplies and $652,170 for other charges and services, for total expenditures before capital of $1,815,020. Capital outlay for vehicles and equipment is estimated at $838,810, bringing total expenditures after capital to $2,653,830. The comparable 2026 amounts were $674,200 for personnel, $401,900 for supplies, $646,937 for other charges and services, $1,723,037 in total expenditures before capital, $598,500 in capital outlay, and $2,321,537 in total expenditures after capital. The 2027 capital estimate includes vehicle and equipment replacements and Police Department squad outfitting, with equipment replacement recommendations expected to return to the Council at a future 2026 meeting to accommodate pre-orders.

At year-end 2026, the only outstanding interfund loan balance due to the Central Equipment Fund is expected to be $93,035 for the Veterans Memorial Community Center's final payment on the 2018

rink improvements, with annual payments received from the City of Rosemount. Two Fire Department equipment pre-orders are also outstanding. A Fire Engine/Pumper costing $1,184,146 was approved by the Council on June 26, 2023, with delivery anticipated in November 2026. A Ladder Truck costing $2,127,578 was approved by the Council on October 27, 2025, with delivery anticipated between November 2029 and February 2030. Trade-in and prepayment discounts could reduce the Ladder Truck cost by approximately $100,000 to $200,000.

Director Connolly addressed the proposed 2027 Pavement Management Fund budget, including City-dedicated funding, local street projects, special assessment financing, partnership projects, and future capital financing considerations.

For 2027, proposed City-dedicated funding for the Pavement Management Fund totals $5,349,307, compared with $5,174,902 in the 2026 adopted budget. Funding includes a property tax levy of $3,113,476, a 3% increase from $3,022,792 in 2026; franchise fees of $1,133,331, compared with $1,122,110 in 2026; State Aid for maintenance of $577,500, compared with $550,000; Transportation Advancement Aid (TAA) of $100,000, unchanged from 2026; and interest revenue of $425,000, compared with $380,000 in 2026. The proposed 2027 funding consists of approximately 58% from the tax levy, 21% from franchise fees, 13% from State Aids, and 8% from interest.

Proposed 2027 local street projects total $15,299,058. This includes $14,869,058 for annual Pavement Management Initiative (PMI) projects, $250,000 for broad area patching, $150,000 for crack sealing and pavement rejuvenation, and $30,000 for traffic calming and safety improvements. The annual PMI project costs include funding from multiple sources, including assessments, utility funds and Municipal State Aid.

Funding for the $15,299,058 in local street projects includes $5,864,149 from the Pavement Management Fund, $6,473,030 in special assessments, $597,209 in State Aid (MSA), $551,437 from the Sewer Capital Fund, $1,284,448 from the Stormwater Capital Fund, and $528,785 from the Water Capital Fund. The funding amounts are based on the 2027 PMI Feasibility Report accepted on April 13, 2026.

Special assessment revenues can vary depending on the type of construction and the amount of special benefit received by the property. Assessments for reconstruction, reclamation and overlay projects generally range from 35% to 80% of pavement costs but are capped by the special benefit received. Special assessment payment modifications are based on the assessment cost, with repayment periods of 5, 10, or 15 years. Future adjustments to special assessment rates may be necessary as current rates approach the limits of the special benefit received by properties. Most reconstruction projects are reaching assessment caps, resulting in an increased percentage of project costs being funded by the Pavement Management Local Fund.

Bonding is considered a “tool in the toolbox” for special assessments and may be used when available fund balances are not sufficient to cover the full cost of a project. The amount bonded can be tied to assessable project costs, with assessment collections used to repay the loan. Since 2022, fund balances have been sufficient to cover project costs without the need to bond. One of the key factors in determining whether bonding is necessary is the number of assessments prepaid by property owners. When more property owners prepay the full assessment amount upfront, the City receives an influx of funds that can be used to cover project costs. Historically, prior to 2023, approximately 10% to 15% of assessments were prepaid in full. Since 2023, approximately 30% of assessments have been prepaid, which has negated the need to bond for upfront project costs. Staff reviews bond financing metrics annually with a Financial Advisor, and any bonds issued would be repaid through annual special assessment collections. There is potential to bond for assessment

costs associated with the 2026 and 2027 PMP projects; however, a more in-depth analysis of the fund and future projections is needed.

The Pavement Management Fund's total 2027 expenditure budget is $18,970,751. This includes $15,299,058 in project costs, $3,590,000 in transfers to Partnership Projects, and $81,693 in additional operational costs. The additional operational costs include division software, ICON Pavement Ratings, special assessment fees, and professional services to support financial modeling.

Proposed 2027 Pavement Management Partnership Projects total $5,482,000 and include $4,970,000 for construction of 70th Street from Highway 3 to Cahill Avenue, $332,000 for construction of the 70th Street and Highway 52 west ramp intersection, and $180,000 for design of the 80th Street and Cahill Avenue intersection. The 80th Street and Cahill Avenue intersection is identified as a City-led project with County funding as noted. Funding for the $5,482,000 in projects includes $3,590,000 from the Pavement Management Fund, $96,000 from the Stormwater Capital Fund, $203,000 from the Sewer Capital Fund, $1,503,000 from the Water Capital Fund, and $90,000 from Dakota County.

Capital Improvement Plan financing models will be considered at a future Council work session. The financing models will include projects identified within the current Public Works CIP draft as well as the project estimates included in the current budget information. Separate financing models will be developed for each PMP Fund, including Local Streets and Partnership Projects. The models will also contain updated bonding recommendations based on annual cash balances within the Local Streets Fund (Fund 440).

Additional project-specific funding for the Pavement Management Fund in 2027 identifies special assessment collections as TBD and bond proceeds as TBD. State Aid for construction is projected at $597,209, and transfers in from Utility Funds are projected at $2,364,670. Because special assessment collections and bond proceeds have not yet been determined, total project-specific funding for 2027 remains TBD. The project funding categories consist of special assessment collections, bond proceeds, State Aid for construction, transfers from other funds, and other revenues or reimbursements. Based on the funding amounts currently identified, State Aid for construction represents approximately 20% of the identified funding and transfers from other funds represent approximately 80%.

Combined Pavement Management Fund revenue for 2026 was identified at $19,185,234. This consists of $5,233,598 in requested City-dedicated PMI Fund revenue and $13,951,636 in projected additional project-specific funds. City-dedicated PMI funds represent approximately 27% of the total 2026 funding, while additional project-specific funds represent approximately 73%.

Community Development Director Ziemer addressed the proposed 2027 Economic Development Authority (EDA) Fund budget.

The proposed 2027 EDA budget includes staffing, services, and other expenditures totaling $223,605, compared with $240,685 in FY 2026. Staffing costs include 10% of the Community Development Director's salary and benefits, along with wages for a part-time EDA Recording Secretary, increasing from $22,000 in FY 2026 to $23,400 in FY 2027. The budget also includes a full-time Economic Development Specialist position, which is currently vacant, with salary and benefits increasing from $143,800 in FY 2026 to $146,000 in FY 2027. Legal and professional services decrease from $60,000 in FY 2026 to $38,000 in FY 2027. Other expenditures include $6,000 for supplies and printed materials in both years; $2,910 for dues, licenses, and subscriptions, compared with $2,635 in FY 2026; $2,645 for training and travel, compared with $2,600; $4,000 for stormwater charges associated with EDA parcels, compared with $3,000; and $650 for insurance

and facility allocations, unchanged from FY 2026. Total proposed expenditures decrease from $240,685 in FY 2026 to $223,605 in FY 2027.

Proposed funding sources for the 2027 EDA budget include a $187,862 transfer from the General Fund levy, representing a 3.0% increase from $182,390 in 2026; $11,500 in interest earnings, compared with $10,500 in 2026; and $24,243 in Use of Fund balance, compared with $47,795 in 2026. These funding sources provide total funding of $223,605 for 2027, compared with $240,685 in 2026. The EDA Fund had a fund balance of $341,202 as of December 31, 2025. After the $47,795 budgeted for use in 2026 and the proposed $24,243 use of fund balance in 2027, the projected remaining fund balance is $269,164. If the budgeted full-time EDA staff position is not filled or the funding is not used for other purposes, use of fund balance would not occur, and the fund balance would continue to increase.

The EDA is currently funded through a transfer from the General Fund levy. Future consideration could be given to establishing EDA and HRA tax levies to provide dedicated funding for EDA purposes. Such levy and funding sources could have a specific purpose related to development and redevelopment activities. An EDA levy would be combined with the City's general tax levy, while an HRA levy would appear as a separate line item.

Previous and ongoing EDA work projects include development of an Economic Development Strategic Plan to establish an economic development vision, priorities and goals, and desired outcomes. The plan is intended to guide and inform the City's economic development direction, resource needs, and decisions. Other ongoing efforts include increasing the City's involvement and visibility within the economic development community through memberships, event attendance, sponsorships, marketing, and materials; updating the City's website to enhance business resource information and access; identifying and working on Small Area Plans; developing financial assistance policies; addressing the Business Subsidy Policy and Excess SAC Credit; and reviewing existing economic development and community profile data.

The EDA budget includes funding for a dedicated, full-time Economic Development position. Funding for the position has been included since 2023, although the position is currently vacant. There continues to be a significant need for the position based on current work and priorities and the continued growth of EDA programs and activities, with further consideration planned for the August EDA meeting.

A temporary reallocation of the funding to the Planning Division is proposed to address the immediate need for an Assistant Planner and allow the City to hire for that position. The approach is intended to make judicious use of public resources by leveraging existing available funding. Because the funding is part of the general tax levy, it can be repurposed to support Planning. The proposed reallocation is part of a refocused plan for planning based on current needs and opportunities, as planned and newly added priority work has significantly reduced the capacity of existing staff. The Assistant Planner position is not a new position within the City's Planning function but has been vacant. The goal is to bring an Assistant Planner on board on or before year-end.

Mayor Dietrich noted that expanding economic development efforts and attracting additional development have been Council priorities for several years. She referenced the City’s participation in MNCAR and asked whether there are other similar opportunities the City could pursue. She emphasized ensuring that sufficient funding is available to participate effectively in future economic development activities.

Director Ziemer explained that the City was able to undertake several economic development activities last year using existing budget resources and would have some flexibility to pursue

additional opportunities if current funding levels remain. He noted that future activities will depend in part on the EDA's priorities and the economic development strategic planning process. Potential opportunities could include participation in national retail organizations or other regional economic development events and organizations that could increase the City's visibility and help attract businesses.

Mayor Dietrich noted that she recalled an organization or opportunity specifically related to grocery retailers.

Director Ziemer noted that there are various retail and real estate organizations and events that provide opportunities to connect with developers and other businesses. He said smaller, ongoing networking opportunities can sometimes be as valuable as larger events.

Mayor Dietrich encouraged Director Ziemer to bring forward recommendations for economic development opportunities that could benefit the City.

Council Member T'Kach suggested focusing first on updating the EDA's economic development strategic plan before significantly expanding external outreach. She said establishing clearer goals, priorities, and direction for the City could help determine how and when to market the City to prospective businesses and developers while potentially allowing additional staff time for Planning Department work.

Director Ziemer agreed that a strategic plan would help establish goals, guide future budget decisions, and determine where staff resources should be focused. However, he emphasized the importance of continuing to maintain the City's current presence and relationships with outside organizations. He noted that the economic development planning work is expected to be incorporated into the 2050 Comprehensive Plan and help establish future priorities.

Council Member T'Kach reiterated that significantly expanding external economic development efforts in 2027 may be premature until that planning work is further developed.

Director Ziemer stated that staff is not recommending any new economic development activities at this time beyond continuing participation in MNCAR, real estate functions, and other development forums. He noted that additional opportunities may arise during the year and could be brought back to the EDA for consideration.

Recreation Superintendent Dorshak and Facilities Maintenance Superintendent Fitzloff addressed the proposed 2027 Veterans Memorial Community Center (VMCC).

The VMCC is a facility of more than 153,000 square feet and includes the Aquatics Center, Fitness Center, Indoor Playground, Ice Arena, Senior Center, Community Rooms, and National Guard Armory Gym. The Fitness Center, Aquatics Center, Gym, and Indoor Playground operate approximately 5,366 hours annually, averaging 15 hours per day, while the Arena operates approximately 5,980 hours annually, averaging 16.5 hours per day. In 2025, the facility had 3,869 members and 233,979 admissions, with more than 525,000 attendees annually when Arena, Senior Center, Gym, Community Room, and other attendance is included.

Staffing at the VMCC totals 16.2 full-time equivalents (FTEs), including 6.2 FTEs for operations and maintenance, 4.2 FTEs for programming, 2.9 FTEs for guest services, and 3.0 FTEs for administration. In addition, approximately 100 to 150 seasonal, temporary, non-benefited employees work across all divisions.

The Community Center operating budget is organized among five divisions which was established new in 2024. Common Administration and General Operations are accounted for in Department 4410; Aquatics in Department 4420; Fitness in Division 4430; Arenas in Division 4440; and Community Rooms, Rentals, Kids Rock, and Active Older Adults in Division 4450.

The proposed 2027 expenditure budget is distributed among the five Community Center divisions, with Aquatics accounting for approximately 30% of expenditures, Fitness approximately 20%, Arenas approximately 15%, Community Rooms, Rentals, Kids Rock, and Active Older Adults approximately 14%, and Common Administration and General Operations approximately 21%. The Community Center serves as an important public resource, providing access to water activities and swimming lessons, a gathering place for families and the broader community, and opportunities that promote health and wellness for residents.

Revenue projections reflect fee increases implemented in 2025, followed by significant increases to membership and admission fees in 2026. No additional fee increase is proposed for 2027, and current fees are considered comparable to those charged by local agencies. The 2027 revenue projections anticipate slight membership growth, increased personal training fees, and new revenue from the Indoor Playground. Total operating revenues were $3,607,295 in 2024 and $3,481,505 in 2025, with $3,955,856 budgeted for 2026 and $4,078,562 proposed for 2027. The annual change in operating revenues was an increase of $411,275 in 2024, a decrease of $125,790 in 2025, an increase of $474,351 in 2026, and a proposed increase of $122,706 in 2027.

Community Center operating expenses totaled $3,955,410 in 2024 and $4,184,112 in 2025, with an original 2026 budget of $4,626,545 and a 2027 requested budget of $4,748,068. Personnel costs were $2,438,698 in 2024 and $2,685,949 in 2025, increasing to $3,089,250 in the 2026 original budget and $3,157,810 in the 2027 request. The 2027 personnel amount does not include the separate 2027 staffing request. Supplies totaled $199,655 in 2024 and $206,580 in 2025, with $207,910 budgeted in 2026 and $212,239 requested for 2027. Services and charges totaled $1,317,057 in 2024 and $1,279,773 in 2025, increasing to $1,329,385 in 2026 and $1,378,019 in 2027. Capital outlay was $0 in 2024, $11,809 in 2025, and $0 in both the 2026 and 2027 operating budgets. Of the proposed 2027 expenditures, personnel represent approximately 67%, supplies approximately 4%, and services and charges approximately 29%.

Several noteworthy operational items were identified for the Community Center. Temporary and seasonal part-time staffing costs are being held flat except for the traditional 3% cost-of-living adjustment. New facility scheduling and registration software is being implemented during 2026 and 2027 and is expected to create staff efficiencies. The new Indoor Playground opened in June 2026. SilverSneakers memberships have increased approximately 16% since December 31, 2025, resulting in the addition of classes to maintain class sizes within recommended levels. SilverSneakers participants are an important part of Community Center activity during the day, and many also participate in Senior Center programs and specialty classes and bring friends and family to the Aquatics Center and Indoor Playground.

Additional operational considerations include new security requirements for the National Guard Gym. Staff continues to evaluate prior-year operating costs and revenues in an effort to establish a consistent annual budget and is currently in the second year of a three-year review.

The three-year staffing plan includes a 2027 request to increase the Parks and Recreation Communications Specialist position to full-time at an estimated cost of $18,000. Of that amount, $9,000 would impact the General Fund and $9,000 would impact the Community Center and Golf Course. No staffing request is identified for 2028. Potential 2029 staffing requests include increasing

the hours of the Fitness Specialist and adding an Ice Arena Supervisor and a Rental/Recreation Specialist.

The 2027 operating summary by department identifies $263,180 in revenues and $1,014,821 in expenditures for Common Administration and General Operations, resulting in a $751,641 deficit. Aquatics is projected to generate $1,169,948 in revenues against $1,417,392 in expenditures, resulting in a $247,444 deficit. Fitness is projected to generate $1,204,350 in revenues with $970,530 in expenditures, resulting in a $233,820 surplus. Arenas are projected to generate $954,989 in revenues with $698,695 in expenditures, resulting in a $256,294 surplus. Community Rooms, Rentals, Active Older Adults/55+, and Kids Rock are projected to generate $486,095 in revenues with $646,630 in expenditures, resulting in a $160,535 deficit. Combined revenues total $4,078,562 and expenditures total $4,748,068, resulting in an overall operating shortfall of $669,506.

For purposes of allocating revenues among Community Center departments, general membership revenue is currently split with 10% allocated to Common Administration and General Operations, 20% to Aquatics, and 70% to Fitness. General admission revenue is allocated 10% to Common Administration and General Operations, 65% to Aquatics, and 25% to Fitness. This allocation methodology remains a work in progress and is used to help determine the operating transfer needed.

Council Member Murphy asked whether the National Guard's potential security requirements would be limited to cameras or could also include door locks and procedures for monitoring people entering and leaving the facility.

Superintendent Dorshak explained that staff is working with the National Guard to determine the specific requirements for monitoring access. Options being considered include existing participant check-in procedures, cameras at the entrance to the Armory portion of the facility, and key locks. Doors are currently closed and locked when programming is not taking place. During programming, staff monitor the area, and a staff member is required to be present when the gym is in use.

Parks and Recreation Director Lares explained that the new requirements differ from the historical operation of the shared facility and have created challenges. Staff is working with the National Guard to meet updated safety and security requirements while maintaining affordable and accessible programming. Additional security requirements could require increased staffing, which may affect the 2027 budget and future programming costs. The City's agreement with the National Guard is scheduled for renewal in 2027.

Council Member T'Kach asked whether the National Guard had identified specific security concerns or incidents that could be addressed directly.

Director Lares explained that the concerns are primarily related to current National Guard safety and security standards rather than specific incidents. Unlike standalone armories, the shared facility was originally designed to allow more open access between the Community Center and Armory. The National Guard is working with the City to determine how to meet current security requirements while continuing to allow community access and programming. This may require additional staff coverage during programs. He emphasized that both parties are working toward a compromise that maintains security without reducing services available to the community.

The Community Center's operating costs that are not supported by operating revenues are funded through transfers from the Host Community Fund. Total operating expenditures were $3,955,409 in 2024 and $4,184,112 in 2025, with $4,626,545 budgeted for 2026 and $4,748,068 requested for

2027. Total operating revenues were $3,607,295 in 2024 and $3,481,505 in 2025, with $3,955,856 budgeted for 2026 and $4,078,562 requested for 2027. Based on audited financial information, the transfer needed from the Host Community Fund was $348,114 in 2024 and $702,607 in 2025, compared with $670,689 budgeted for 2026 and $669,506 requested for 2027. The percentage of operating costs not covered by revenue was 8.8% in 2024, 16.8% in 2025, 14.5% in the 2026 budget, and is projected at 14.1% for 2027. Actual Host Community Fund transfers were $348,115 in 2024 and $702,459 in 2025, resulting in differences of $1 in 2024 and negative $148 in 2025. Actual transfers are often calculated before the year-end audit is finalized, so the transfer required based on audited financial statements may differ slightly from the transfer actually completed. These differences either increase or decrease the Community Center Fund balance.

Superintendent Fitzloff stated that the Community Center Capital Fund is supported by an annual $700,000 transfer from the Host Community Fund for capital needs. Consistent annual funding allows the City to manage capital repairs and replacements during years with both higher and lower capital needs. A significant exception is the East and West Rink Compressor project scheduled for 2029, which is estimated at $4.5 million and currently has approximately $2.5 million in unfunded costs. Individual capital projects will continue to require annual City Council approval.

Proposed 2027 Community Center capital projects total $277,000. Aquatics projects include $30,000 for spa repairs. Arena projects include $82,000 for compressor engineering services and make-up air improvements for the West Rink. Mechanical projects include $130,000 for engineering services related to boilers and the fire system. The Grove includes $35,000 for hot water heaters.

The Community Center Capital Fund, Fund 206, is projected over the 2026-2031 period based on anticipated revenues and projects in the CIP. The beginning fund balance is $1,043,177 for 2026, $638,229 for 2027, $1,083,567 for 2028, $1,561,492 for 2029, negative $1,322,856 for 2030, and negative $1,281,856 for 2031. Annual transfers from the Host Community Fund are projected at $700,000 in each year from 2026 through 2031. Interest and other revenues are projected at $36,512 in 2026, $22,338 in 2027, $37,925 in 2028, $1,054,652 in 2029, and $0 in both 2030 and 2031.

Capital project expenditures, based on the 2027-2031 CIP and including carryover projects in 2026, are projected at $1,141,460 in 2026, $277,000 in 2027, $260,000 in 2028, $4,639,000 in 2029, $659,000 in 2030, and $703,000 in 2031. Based on these revenues and expenditures, projected year-end balances are $638,229 in 2026, $1,083,567 in 2027, $1,561,492 in 2028, negative $1,322,856 in 2029, negative $1,281,856 in 2030, and negative $1,284,856 in 2031. The 2027-2031 CIP estimates the East and West Rink Compressor project at $4.5 million. The 2029 projections for interest and other revenue and capital projects assume a potential $1.0 million cost-share partnership agreement, leaving approximately $2.5 million or less unfunded.

Council Member Gliva asked whether the City allocates approximately $700,000 annually for Community Center capital needs and another approximately $700,000 for operating costs.

Director Lares clarified that both the operating subsidy and the capital funding come from the Host Community Fund, with no Community Center funding coming from the General Fund levy. He confirmed that approximately $1.4 million is provided annually from the Host Community Fund. He noted that the dedicated $700,000 annual capital allocation began around 2023. Prior to that, there was no dedicated capital funding, and the City generally addressed major repairs or equipment failures as they occurred.

Council Member Gliva expressed support for the dedicated capital funding but questioned the level of Host Community Fund support provided for Community Center operations.

Director Lares explained that the Host Community Fund has historically supported both operating and capital costs. He noted that the operating subsidy was approximately $1.3 million in 2022 and has since decreased as the Community Center has worked to improve fiscal responsibility while maintaining a lean workforce and keeping programs affordable and accessible. Cost recovery has improved from approximately 70%–72% to approximately 80%–85%. He noted that the aquatics facility represents a significant portion of operating costs but provides an important public benefit, with Host Community Fund support helping offset those costs.

Council Member Gliva reiterated her support for maintaining the annual capital allocation and expressed hope that additional funding can be identified to address the unfunded portion of the 2029 rink compressor project.

Director Lares explained that engineering services are evaluating options for the future of the rink refrigeration system. While R22 is no longer produced, reclaimed supplies and synthetic alternatives remain available, and the City currently has enough R22 stored to address one catastrophic leak, with the option to purchase additional supply. This could allow the existing system to remain operational for several more years while the City monitors regulatory changes and potential State or federal grant opportunities. He noted that if a compressor conversion moves forward, the City should also consider improvements that would allow the second rink to operate year-round and generate additional revenue, including a new dehumidification system and potentially modifications to the compressor room. Staff will continue evaluating the options through engineering services and bring additional information to Council as it becomes available.

Mayor Dietrich asked about the transfer from the Host Community Fund and whether the Veterans Memorial Community Center (VMCC) business model was ever intended to be fully self-sustaining.

Director Lares explained that the VMCC was intended to provide affordable access to health and wellness opportunities rather than operate on a full cost-recovery model. An analysis conducted approximately three years ago found the VMCC had one of the highest cost-recovery rates among comparable community centers, arenas, and aquatic facilities in the State. The next closest comparable facility was approximately 64%, with most facilities receiving support through a host community fund, general levy, or another funding source. Aquatic facilities alone typically recover approximately 70% to 85% of their costs.

Staff is exploring additional revenue opportunities, including sponsorships and potential arena naming rights, noting that the VMCC's more than 500,000 annual visitors provide significant marketing value. Staff is also working with the Finance Department to better identify the actual costs of each cost center and refine the facility's financial model.

He emphasized maintaining the VMCC as an affordable and accessible public benefit. While membership and admission fees could be increased, doing so could price some residents out of the facility. The goal is not to compete with private fitness facilities, but to provide affordable access to recreation, health, and wellness opportunities for the community.

Finance Director Hove addressed the proposed 2027 Host Community Fund budget. Host Community Fund revenue is generated from landfill host community fees, including tonnage fees from Pine Bend and fixed fees from Pine Bend. The Fund also receives a $25,000 fixed fee from Frattalone/Dawn Way, with 2027 identified as the final year the City will receive that payment.

Host Community Fund revenues for 2027 are projected at $2,873,782, compared with $3,127,218 budgeted for 2026, $2,874,291 in actual revenues for 2025, and $2,676,808 in actual revenues for

2024. Pine Bend tonnage fee revenue is projected at $2,483,557 for 2027, compared with $2,709,718 budgeted for 2026, $2,494,624 received in 2025, and $2,219,064 received in 2024. Year-to-date tonnage in 2026 is trending lower than at the same time in 2025; however, the tonnage fee rate will increase from $7.98 per ton in 2026 to $8.30 per ton in 2027. Pine Bend fixed fee revenue is projected at $265,225 for 2027, compared with $257,500 in 2026, $250,000 in 2025, and $225,000 in 2024. Dawn Way fixed fee revenue remains at $25,000 for 2027, the same amount received or budgeted in 2024, 2025, and 2026. Interest and other revenue are projected at $100,000 for 2027, compared with $135,000 budgeted for 2026, $104,667 received in 2025, and $207,744 received in 2024.

The Council has broad discretion regarding the use of the Host Community Fund. Under Section 7.06 of the Host Community Agreement, The Host Community Fund is to be used by the City for public purposes, which may include General Fund purposes, costs associated with hosting the landfill, providing firefighting services, and conducting environmental review and monitoring. Funds may also be used for costs associated with meeting and conferring with BFIWSNA, Dakota County, the MPCA, the United States Environmental Protection Agency, the Metropolitan Council, the Office of Environmental Assistance, and other entities having jurisdiction over the landfill. Additional allowable uses include sustainability projects and programs, green initiatives, the GreenStep Cities Program, and other legal public purposes.

The recent history of Host Community Fund uses reflects several changes in the City's financial priorities. In 2023, the City identified "core uses" and "temporary uses" for the Fund. In 2024, the core uses were modified to include Stormwater, with a plan to transition existing PMP dollars to Stormwater at $100,000 per year. In 2025, that transition was accelerated and new financial priorities were affirmed for Stormwater and Sewer beginning in 2026. The 2026 financial priorities included $500,000 for Stormwater annually through 2030 and $500,000 for Sewer in 2026. An additional $4 million was later earmarked for the Minnesota Hockey Hall of Fame land purchase. A review of future cash flow options is planned for 2027.

Planned 2027 Host Community Fund expenses include staff and consultant costs associated with landfill monitoring and legal costs associated with enforcing the current Host Community Agreement. Core uses of the Fund include transfers to Veterans Memorial Community Center (VMCC) operations and VMCC capital, a transfer to Stormwater Capital, and a transfer to cover the funding gap in the City's Recycling Program.

Proposed 2027 Host Community Fund expenditures and transfers total $2,035,806, compared with $2,530,489 budgeted for 2026. General expenses associated with the Fund are proposed at $161,300 for 2027, compared with $154,800 in 2026. Core uses include a $669,506 transfer to VMCC operations, compared with $670,689 in 2026; a $700,000 transfer to VMCC capital, unchanged from 2026; $5,000 for the balance of the Recycling Grant, unchanged from 2026; and a $500,000 transfer to Stormwater, also unchanged from 2026. The 2026 budget included a $500,000 transfer to Sewer, while no Sewer transfer is proposed for 2027. The $669,506 proposed for VMCC operations does not yet include the 2027 budget request for additional hours for the Communications Specialist. Potential "temporary" uses include the Minnesota Hockey Hall of Fame, Central Maintenance Facility/debt, City Facilities, and other uses, with further consideration scheduled for the September 8 work session.

Host Community Fund balance modeling includes an updated 2026 estimated starting balance of $4,590,397, plus estimated revenues of $2,776,290 and expenditures and transfers of $2,538,490, resulting in an estimated ending balance of $4,828,197. For 2027, the estimate based on the proposed budget begins with a fund balance of $4,828,197, adds $2,873,782 in revenues, and

subtracts $2,046,656 in expenditures and transfers, resulting in an estimated ending balance of $5,655,323. A more comprehensive review of the Fund's long-term financial modeling is scheduled for the September 8, 2026, work session.

Council Member Gliva asked whether Pine Bend provides the City with tonnage estimates or annual or five-year projections.

Director Hove said she was not aware of any advance estimates and noted the City has generally reviewed tonnage and revenue after the fact. She recalled a previous decline in tonnage when Pine Bend reduced intake while awaiting approval of an expansion permit and preserving capacity for its own needs. She said staff could reach out regarding future projections.

Council Member T'Kach recalled that tracking and reporting requirements were included in the most recent agreement with Pine Bend.

Interim City Administrator Hiniker confirmed that the City receives monthly reports from Pine Bend, which are provided to the Environmental Specialist. She said staff could also explore obtaining forecasts of anticipated tonnage for 2027 and future years to assist with City revenue projections.

5. ADJOURN:

Motion to Adjourn at 8:21 p.m. by Scales; second by Gliva.
Ayes: 5
Nays: 0 Motion carried.

Minutes prepared by Recording Secretary Tammy Greenlee

Agenda Item 5.D.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Approval of Disbursements

MEETING DATE: August 24, 2026
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 of August 5,2026 - August 18, 2026.

BACKGROUND
The following chart represents a summary by fund type of the disbursements processed during the period of August 5, 2026 - August 18, 2026. Disbursement details are attached to this memo.

Fund Type	Amount
General Fund	$646,367.63
Special Revenue	98,358.45
Debt Service	-
Capital Projects	1,490,769.96
Enterprise	890,133.45
Internal Service	175,994.06
Escrows	560.00
Total - All Funds	$3,302,183.55

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

RECOMMENDATION
Staff recommends approval of the disbursements as presented.

ATTACHMENTS
1. Resolution 8.24.2026
2. Disbursements Listing (8.5.2026 - 8.18.2026)

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING DISBURSEMENTS FOR THE PERIOD OF AUGUST 5, 2026 – AUGUST 18, 2026.

WHEREAS, a detailed listing of disbursements for the period of August 5, 2026 – August 18, 2026 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	$646,367.63
Special Revenue	98,358.45
Debt Service	-
Capital Projects	1,490,769.96
Enterprise	890,133.45
Internal Service	175,994.06
Escrows	560.00
Total - All Funds	$3,302,183.55

Approved by the City of Inver Grove Heights, Minnesota this 24th day of August 2026.

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

City of Inver Grove Heights

Expense Approval Report

By Fund

Payment Dates 8/5/2026 - 8/18/2026

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
Fund: 101 - GENERAL FUND					
MARCO TECHNOLOGIES, LLC	INV15235598	05/28/2026	Spring 2026 Shred Event	101.5000.420.5310	1,040.00
MN DEPT OF LABOR & INDUS...	8/5/2026	08/05/2026	Surcharge 7.2026	101.0000.000.2207	1,653.01
MN DEPT OF LABOR & INDUS...	8/5/2026	08/05/2026	Surcharge 7.2026 - Less Amou...	101.0000.000.4300	-33.06
RONALD C. KOSMAN	'0014482	08/06/2026	Property Abatement - 7453 C...	101.5000.000.5310	2,000.00
RONALD C. KOSMAN	'0014483	08/06/2026	Property Abatement - 3549 71...	101.5000.000.5310	350.00
ALBERTA BOOT COMPANY OU...	01-I060632	08/06/2026	Honor Guard Boots - Meade	101.2000.000.5175	787.50
TYLER TECHNOLOGIES, INC	025-562314	08/06/2026	Payroll System Consulting 7.28..	101.1800.000.5310	145.00
TYLER TECHNOLOGIES, INC	025-562314	08/06/2026	Payroll System Consulting 7.29..	101.1800.000.5310	580.00
BEACON ATHLETICS	'0640753-IN	08/06/2026	Line Chalk	101.4200.000.5125	959.04
HOLIDAY COMPANIES	'080901082600	08/06/2026	Squad Car Washes 7.2026	101.2000.000.5410	350.00
KIDTRESTING	10001	08/06/2026	Music & Movement Classes 4....	101.4300.454.5310	306.00
KIDTRESTING	10002	08/06/2026	preschool tumbling classes 6....	101.4300.454.5310	972.00
BILL RASCHER MECHANICAL I...	11029	08/06/2026	Add Union on Pipe - Vista Pines	101.4200.000.5400	1,303.36
STORM TRAINING GROUP LLC	1305	08/06/2026	SBT Training- Bohrer & Bohla...	101.2000.000.5340	1,598.00
EXPERT TREE SERVICE AND SC...	15280	08/06/2026	Remove 14 oaks behind base...	101.4200.000.5425	4,550.00
EXPERT TREE SERVICE AND SC...	15307	08/06/2026	Boxelder Tree Removal - River...	101.4200.000.5310	4,600.00
EXPERT TREE SERVICE AND SC...	15308	08/06/2026	Remove diseased ash trees - ...	101.4200.000.5425	2,100.00
CULLIGAN	157985524824x073126	08/06/2026	Water Equipment Rentals - Ri...	101.4200.000.5430	58.55
VERSATILE VEHICLES, INC.	167551	08/06/2026	Utility Vehicle Rental 7.2026 - ...	101.4200.000.5430	600.00
FIRST IMPRESSION GROUP	183144	08/06/2026	Business Cards - Kuzel	101.2000.000.5105	75.00
KENNEDY & GRAVEN	194226C	08/06/2026	Veterans Memorial Greenway...	101.1000.000.5305	102.00
HESSE, INC.	2279	08/06/2026	Gravel Road Dust Control pro...	101.3200.000.5415	15,153.12
JULEE QUARVE-PETERSON, IN...	26-049	08/06/2026	Park Safety & Accessibility Ins...	101.4200.000.5310	4,000.00
SAFETY SIGNS	263175	08/06/2026	Crosswalk Thermo paint and i...	101.3200.000.5415	3,469.20
SAFETY SIGNS	263176	08/06/2026	Crosswalk Thermo paint and i...	101.3200.000.5415	4,156.90
SAFETY SIGNS	263177	08/06/2026	Crosswalk marking paint install	101.3200.000.5415	1,345.50
JORGENSON, VICKI	26-3179	08/06/2026	Patch stickers (2 rolls)	101.2000.000.5182	450.00
WARRANT DIVISION - RECORDS	26421050	08/06/2026	Bail Money - Peterson - Warra...	101.0000.000.2208	50.00
GERTENS	264725/12	08/06/2026	weed killer	101.3200.000.5125	304.98
GERTENS	264725/12	08/06/2026	PPE-Gloves	101.3200.000.5175	33.99
L.T.G. POWER EQUIPMENT	305134	08/06/2026	Blades, trottle trigger, 3lb line...	101.4200.000.5125	177.04
C.J. SPRAY, INC.	3275758	08/06/2026	Traffic paint parts	101.3200.000.5125	76.00
CINTAS CORPORATION	4276998251	08/06/2026	Uniform Laundry - streets	101.3200.000.5175	261.12
CINTAS CORPORATION	4276998251	08/06/2026	Uniform Laundry - Parks	101.4200.000.5175	26.28
CINTAS CORPORATION	4277742122	08/06/2026	Uniform Laundry - Streets	101.3200.000.5175	160.56
CINTAS CORPORATION	4277742122	08/06/2026	Uniform Laundry - Parks	101.4200.000.5175	26.28
BCA BUREAU OF CRIMINAL A...	47513	08/06/2026	Basic Narcotics Inv Training 12...	101.2000.000.5340	450.00
MARTIN MARIETTA MATERIAL...	49871291	08/06/2026	Asphalt for Patching	101.3200.000.5125	223.44
MARTIN MARIETTA MATERIAL...	49887146	08/06/2026	Asphalt for Patching	101.3200.000.5125	250.80
MARTIN MARIETTA MATERIAL...	49928032	08/06/2026	Asphalt for Patching	101.3200.000.5125	234.84
MARTIN MARIETTA MATERIAL...	49946973	08/06/2026	Asphalt for Patching	101.3200.000.5125	391.40
MARTIN MARIETTA MATERIAL...	49961003	08/06/2026	Asphalt for Patching	101.3200.000.5125	385.32
MARTIN MARIETTA MATERIAL...	49974811	08/06/2026	Asphalt for Patching	101.3200.000.5125	782.04
CINTAS CORPORATION	5348411706	08/06/2026	Medical supplies - VMCC	101.4300.459.5190	24.07
DAKOTA COUNTY FINANCIAL ...	5505893	08/06/2026	2nd Quarter Electric Billing - 2...	101.3400.000.5355	946.17
HOLMES DESIGN, INC.	5682	08/06/2026	Design work - all depts - May ...	101.1300.000.5310	1,815.00
ENTERPRISE FM TRUST	587711A-070326	08/06/2026	Vehicle leases 07.2026	101.2000.000.5430	3,681.94
CENTRAL IRRIGATION SUPPLY, ...	65013434-00	08/06/2026	Sprinkler Nozzles	101.4200.000.5125	583.20
BRYAN ROCK PRODUCTS	75927	08/06/2026	Crushed Limestone - Rich Vall...	101.4200.000.5125	5,199.88
RIVER HEIGHTS CHAMBER OF ...	8/4/2026	08/06/2026	Lodging Tax (95%) 6.2026	101.0000.000.5492	21,441.33
ALLIANT ENGINEERING, INC.	86069	08/06/2026	Doffing Ave City Parcel Bound...	101.5000.000.5310	4,597.50
IVAN'S TREE SERVICE, LLC	9237	08/06/2026	Contracted Tree Removal - 71...	101.3200.000.5310	3,400.00
INNOVATIVE OFFICE SOLUTIO...	CIN134464	08/06/2026	Office Chair - Swenhaugen	101.4300.459.5160	484.97

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
GEOTAB USA, INC.	IN504358	08/06/2026	ProPlus Plan 7.2026	101.2000.000.5395	283.43
INNOVATIVE OFFICE SOLUTIO...	IN5171485	08/06/2026	Copy Paper & Lysol Wipes	101.4300.459.5105	243.07
PIONEER ATHLETICS	INV-300168	08/06/2026	White field marking paint - 22...	101.4200.000.5125	6,400.00
CONSERVATION CORPS MINN...	INV367	08/06/2026	Remove buckthorn & oriental ...	101.4200.000.5310	9,720.00
T-MOBILE USA, INC.	L2607130186	08/06/2026	Phone Warrant - Case #26001...	101.2000.000.5310	165.00
MIP V ONION PARENT LLC	MP305089	08/06/2026	Porta potty rental 7.2026 - Ov...	101.4200.000.5430	3,224.06
MIP V ONION PARENT LLC	MP305436	08/06/2026	Porta potty rentals 7.2026 - Pa...	101.4200.000.5430	2,799.18
ST. PAUL PIONEER PRESS	SPA102284	08/06/2026	Annual TIF Disclosure Statem...	101.1800.000.5330	136.80
LELS	INV0245530	08/07/2026	UNION DUES (LELS LIEUTENA...	101.0000.000.2041	219.00
INT'L UNION OF OPERATING ...	INV0245531	08/07/2026	UNION DUES IUOE-49 REGUL...	101.0000.000.2041	245.00
INT'L UNION OF OPERATING ...	INV0245532	08/07/2026	UNION DUES IUOE-49 WORKI...	101.0000.000.2041	121.31
IUOE	INV0245533	08/07/2026	UNION DUES IUOE-70	101.0000.000.2041	1,897.00
LELS LOCAL #84	INV0245534	08/07/2026	UNION DUES (LELS)	101.0000.000.2041	2,701.00
LELS	INV0245535	08/07/2026	UNION DUES (LELS)	101.0000.000.2041	64.66
LELS	INV0245536	08/07/2026	UNION DUES (LELS)	101.0000.000.2041	258.64
LELS	INV0245537	08/07/2026	UNION DUES (LELS SGT)	101.0000.000.2041	584.00
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 -AGE <49 %	101.0000.000.2038	10,998.72
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 - ROTH AGE 50+	101.0000.000.2038	20.00
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 -AGE <49	101.0000.000.2038	5,825.38
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 PLAN -AGE 50+ %	101.0000.000.2038	845.06
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 - ROTH AGE <50 %	101.0000.000.2038	3,040.38
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 -AGE 50+	101.0000.000.2038	1,950.29
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	457 - ROTH AGE <50	101.0000.000.2038	1,225.00
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	ROTH-AGE <49 %	101.0000.000.2039	234.93
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	ROTH IRA (AGE 50 & OVER)	101.0000.000.2039	838.46
ICMA RETIREMENT TRUST - 4...	INV0245538	08/07/2026	ROTH IRA (AGE 49 & UNDER)	101.0000.000.2039	4,085.38
AFSCME COUNCIL 5	INV0245539	08/07/2026	UNION DUES (AFSCME FULL S...	101.0000.000.2041	696.08
AFSCME COUNCIL 5	INV0245539	08/07/2026	UNION DUES (AFSCME FULL S...	101.0000.000.2041	47.46
MN DEPARTMENT OF HUMAN...	INV0245540	08/07/2026	CASE #000115468905	101.0000.000.2220	73.37
MN DEPARTMENT OF HUMAN...	INV0245540	08/07/2026	CASE #001570640001	101.0000.000.2220	136.59
MN DEPARTMENT OF HUMAN...	INV0245540	08/07/2026	CASE #001563363401	101.0000.000.2220	445.31
TEXAS STATE DISBURSEMENT...	INV0245541	08/07/2026	CASE #0012022247	101.0000.000.2220	230.77
MEDSURETY ACH ONLY	INV0245542	08/07/2026	HSA ELECTION-FAMILY	101.0000.000.2031	5,106.19
MEDSURETY ACH ONLY	INV0245542	08/07/2026	HSA ELECTION-SINGLE	101.0000.000.2031	8,314.63
IGH PROFESSIONAL FIREFIGHT...	INV0245543	08/07/2026	UNION DUES (IAFF)	101.0000.000.2041	620.32
INVER GROVE HEIGHTS POLICE...	INV0245544	08/07/2026	IGH POLICE ASSOCIATION CO...	101.0000.000.2041	441.00
MN STATE RETIREMENT SYST...	INV0245545	08/07/2026	MINNESOTA DEFERRED COM...	101.0000.000.2038	2,095.00
MN STATE RETIREMENT SYST...	INV0245545	08/07/2026	457 ROTH IRA (AGE 49 & UND...	101.0000.000.2038	1,668.00
MN STATE RETIREMENT SYST...	INV0245545	08/07/2026	MINNESOTA DEFERRED COM...	101.0000.000.2038	1,176.39
MN STATE RETIREMENT SYST...	INV0245545	08/07/2026	457 ROTH IRA (AGE 49 & UND...	101.0000.000.2038	233.42
PERA	INV0245546	08/07/2026	PERA DEFINED PLAN	101.0000.000.2225	15.77
PERA	INV0245546	08/07/2026	EMPLOYER SHARE (PERA DEFI...	101.0000.000.2225	15.77
PERA	INV0245546	08/07/2026	EMPLOYER SHARE (EXTRA PE...	101.0000.000.2225	4,647.10
PERA	INV0245546	08/07/2026	PERA POLICE & FIRE PLAN	101.0000.000.2225	41,224.76
PERA	INV0245546	08/07/2026	PERA COORDINATED PLAN	101.0000.000.2225	60,412.00
PERA	INV0245546	08/07/2026	EMPLOYER SHARE (POLICE & F...	101.0000.000.2225	61,837.10
EFTPS	INV0245547	08/07/2026	SOCIAL SECURITY WITHHOLDI...	101.0000.000.2210	70,893.12
EFTPS	INV0245547	08/07/2026	MEDICARE WITHHOLDING	101.0000.000.2211	26,691.74
EFTPS	INV0245547	08/07/2026	FEDERAL WITHHOLDING	101.0000.000.2213	89,053.54
MN DEPT OF REVENUE (PAYR...	INV0245548	08/07/2026	STATE WITHHOLDING	101.0000.000.2215	40,456.11
HERITAGE LANDSCAPE SUPPLY...	0028685555-001	08/13/2026	Fertilizer - Park Fields	101.4200.000.5135	6,303.80
LANGUAGE LINE SERVICES	11988316	08/13/2026	Interpretation Services 7.2026	101.2000.000.5310	635.29
STORM TRAINING GROUP LLC	1308	08/13/2026	Warrant Training- Harrington ...	101.2000.000.5340	598.00
FIRST IMPRESSION GROUP	183421	08/13/2026	Business Cards - Taarud	101.2000.000.5105	75.00
KENNEDY & GRAVEN	194676	08/13/2026	General City Business Legal Fe...	101.1000.000.5305	11,126.50
KENNEDY & GRAVEN	194676	08/13/2026	6526 Doffing Ave. Encroach & ...	101.1000.000.5305	275.00
DAKOTA COUNTY DISTRICT C...	19WSCR2244991	08/13/2026	Bail Money - Case #26002140	101.0000.000.2208	700.00
ELSA LITECRY	20260728	08/13/2026	Outdoor Survival Camp 7.27 - ...	101.4300.452.5310	1,400.00
TRUGREEN	228010495	08/13/2026	Weed control treatment 6.20...	101.4200.000.5310	3,672.87
MN ASSOC OF GOV'T COMM...	260810RQCZUU	08/13/2026	MAGC Annual Conference - L...	101.1300.000.5340	310.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
PINE BEND PAVING, INC.	261707	08/13/2026	Asphalt for Patching	101.3200.000.5125	839.68
MAYER ARTS INC	3735	08/13/2026	Musical Theater Camp 8.3.20...	101.4300.452.5310	2,080.00
CAMPBELL KNUTSON, P.A.	7/31/2026	08/13/2026	Prosecution Services 7.2026	101.2000.000.5306	19,958.49
ZIEGLER INC	IN002516478	08/13/2026	ROW Mower Rental 7.2026	101.3200.000.5430	8,700.00
				Fund 101 - GENERAL FUND Total:	**630,011.19**
Fund: 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND					
ITL PATCH COMPANY, INC.	000561	08/13/2026	New PD Badges-State Seal Re...	102.2000.000.5175	16,356.44
				Fund 102 - PUBLIC SAFETY SMALL EQUIPMENT FUND Total:	**16,356.44**
Fund: 205 - COMMUNITY CENTER-OPERATING FUND					
BRIDGET RUSSELL	13-2026	08/06/2026	WSI Course 7.2026	205.4420.000.5310	850.00
JOHNSON FITNESS & WELLNE...	22-047669	08/06/2026	Wrist roller - Workout equipm...	205.4430.000.5190	49.37
JOHNSON FITNESS & WELLNE...	22-047674	08/06/2026	Move old fitness equipment d...	205.4430.000.5310	100.00
AMERICAN RED CROSS	23411015	08/06/2026	WSI Certifications & Training	205.4420.000.5335	270.00
TAHO SPORTSWEAR	26T04796	08/06/2026	T-Shirts, Sweatshirts & Jackets..	205.4420.000.5175	242.22
TAHO SPORTSWEAR	26T04796	08/06/2026	T-Shirts, Sweatshirts & Jackets..	205.4430.000.5175	161.48
TAHO SPORTSWEAR	26T04796	08/06/2026	T-Shirts, Sweatshirts & Jackets...	205.4440.000.5175	302.78
TAHO SPORTSWEAR	26T04796	08/06/2026	T-Shirts, Sweatshirts & Jackets..	205.4450.481.5175	100.92
DANIEL BAUER - TRUE MECH...	3254	08/06/2026	Grove Boiler Preventative Mai...	205.4420.000.5310	243.00
DANIEL BAUER - TRUE MECH...	3254	08/06/2026	Grove Boiler Preventative Mai...	205.4430.000.5310	162.00
CINTAS CORPORATION	4277450575	08/06/2026	Rug Rentals 7.2026 - VMCC	205.4420.000.5430	214.54
CINTAS CORPORATION	4277450575	08/06/2026	Rug Rentals 7.2026 - VMCC	205.4430.000.5430	143.02
CINTAS CORPORATION	4277450575	08/06/2026	Rug Rentals 7.2026 - VMCC	205.4440.000.5430	114.93
CINTAS CORPORATION	4277450575	08/06/2026	Rug Rentals 7.2026 - VMCC	205.4450.481.5430	38.31
TOTAL CONSTRUCTION & EQU...	46458	08/06/2026	Light Replacements - VMCC L...	205.4420.000.5400	1,181.60
TOTAL CONSTRUCTION & EQU...	46458	08/06/2026	Light Replacements - VMCC L...	205.4430.000.5400	1,772.40
CINTAS CORPORATION	5348411706	08/06/2026	Medical supplies - VMCC	205.4410.470.5190	100.53
COMCAST	8772105910127188x061226	08/06/2026	Cable & Music 7.2026 - VMCC	205.4430.000.5335	327.47
COMCAST	8772105910127188x071226	08/06/2026	Cable & Music 8.2026 - VMCC	205.4430.000.5335	327.49
GRAINGER	9009954281	08/06/2026	DP Contactors - Arena HVAC	205.4440.000.5125	27.50
GRAINGER	9025422982	08/06/2026	Lead testing kit - Arena	205.4440.000.5125	54.61
CINTAS CORPORATION	9383842442	08/06/2026	AED Agreement 7.2026 - VMCC	205.4410.470.5310	134.42
CINTAS CORPORATION	9383842442	08/06/2026	AED Agreement 7.2026 - VMCC	205.4420.000.5310	134.42
CINTAS CORPORATION	9383842442	08/06/2026	AED Agreement 7.2026 - VMCC	205.4430.000.5310	134.42
CINTAS CORPORATION	9383842442	08/06/2026	AED Agreement 7.2026 - VMCC	205.4450.481.5310	134.42
CHEMSEARCH	9629240	08/06/2026	Arena Cooling Tower Preventa...	205.4440.000.5310	536.78
CHEMSEARCH	9629240	08/06/2026	Arena Cooling Tower Preventa...	205.4450.481.5310	178.92
CHEMSEARCH	9669248	08/06/2026	Arena cooling chem Preventat...	205.4440.000.5310	536.78
CHEMSEARCH	9669248	08/06/2026	Arena cooling chem Preventat...	205.4450.481.5310	178.92
INNOVATIVE OFFICE SOLUTIO...	IN5171485	08/06/2026	Copy Paper & Lysol Wipes	205.4410.470.5105	229.74
TOTAL MECHANICAL SERVICES...	PM6521	08/06/2026	Arena Compressors Preventat...	205.4440.000.5310	1,496.49
TOTAL MECHANICAL SERVICES...	PM6521	08/06/2026	Arena Compressors Preventat...	205.4450.481.5310	498.83
OXYGEN SERVICE COMPANY, ...	0008961544	08/13/2026	CO2 Tank - Pool	205.4420.000.5125	369.45
OXYGEN SERVICE COMPANY, ...	0008965234	08/13/2026	CO2 Tank - Pool	205.4420.000.5125	407.74
TWIN SOURCE SUPPLY	00524289	08/13/2026	Towels, Soap & Toilet Paper - ...	205.4420.000.5125	599.65
TWIN SOURCE SUPPLY	00524289	08/13/2026	Towels, Soap & Toilet Paper - ...	205.4430.000.5125	399.76
TWIN SOURCE SUPPLY	00524289	08/13/2026	Towels, Soap & Toilet Paper - ...	205.4440.000.5125	749.56
TWIN SOURCE SUPPLY	00524289	08/13/2026	Towels, Soap & Toilet Paper - ...	205.4450.481.5125	249.85
MN LOCKS	101142415	08/13/2026	Key Copies - VMCC	205.4430.000.5190	16.25
MN LOCKS	101142420	08/13/2026	Key Copies - VMCC	205.4420.000.5190	19.50
APEC	126628	08/13/2026	HVAC Filters - VMCC Arena Si...	205.4440.000.5125	379.37
APEC	126628	08/13/2026	HVAC Filters - VMCC Arena Si...	205.4450.481.5125	126.46
APEC	126631	08/13/2026	HVAC Filters - VMCC	205.4420.000.5125	778.34
APEC	126631	08/13/2026	HVAC Filters - VMCC	205.4430.000.5125	518.89
CULLIGAN	157011438908x073126	08/13/2026	Softener Salt - VMCC	205.4420.000.5125	202.73
CULLIGAN	157011438908x073126	08/13/2026	Softener Salt - VMCC	205.4430.000.5125	135.16
CULLIGAN	157011438908x073126	08/13/2026	Softener Salt - VMCC	205.4440.000.5125	108.61
CULLIGAN	157011438908x073126	08/13/2026	Softener Salt - VMCC	205.4450.481.5125	36.20
SQUEAKY CLEANERS & PAINT...	2547	08/13/2026	Cleaning services 8.2026 - VM...	205.4410.470.5310	469.87
SQUEAKY CLEANERS & PAINT...	2547	08/13/2026	Cleaning services 8.2026 - VM...	205.4420.000.5310	2,114.44
SQUEAKY CLEANERS & PAINT...	2547	08/13/2026	Cleaning services 8.2026 - VM...	205.4430.000.5310	2,114.44

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
DANIEL BAUER - TRUE MECH...	3260	08/13/2026	HVAC Repair - VMCC Arena Si...	205.4440.000.5400	533.92
DANIEL BAUER - TRUE MECH...	3260	08/13/2026	HVAC Repair - VMCC Arena Si...	205.4450.481.5400	177.97
CLARE, RITA	7/21/2026	08/13/2026	Refund for class due to injury- ...	205.4430.000.4374	95.00
HAWKINS, INC.	7518341	08/13/2026	Chemicals - Pool	205.4420.000.5135	5,077.31
GRAINGER	9035632844	08/13/2026	Water Heater Pilot - VMCC Ar...	205.4440.000.5125	116.58
ONSITE PARTNERS PROJECTCO..	INV-2171	08/13/2026	Solar panel fee 7.2026	205.4420.000.5355	4,134.57
ONSITE PARTNERS PROJECTCO..	INV-2171	08/13/2026	Solar panel fee 7.2026	205.4430.000.5355	2,756.38
ONSITE PARTNERS PROJECTCO..	INV-2171	08/13/2026	Solar panel fee 7.2026	205.4440.000.5355	5,182.04
ONSITE PARTNERS PROJECTCO..	INV-2171	08/13/2026	Solar panel fee 7.2026	205.4450.481.5355	1,727.34
			Fund 205 - COMMUNITY CENTER-OPERATING FUND Total:		**40,575.69**
Fund: 206 - COMMUNITY CENTER-CAPITAL FUND					
JOHNSON FITNESS & WELLNE...	22-047670	08/13/2026	New Fitness Equipment & Deli...	206.4430.000.5615	35,720.76
			Fund 206 - COMMUNITY CENTER-CAPITAL FUND Total:		**35,720.76**
Fund: 270 - HOST COMMUNITY FUND					
DAKOTA COUNTY FINANCIAL ...	100789	08/06/2026	Unity Trail Mosaic Art Benches	270.4200.000.5190	15,000.00
BARR ENGINEERING COMPANY	23190218.03-4	08/06/2026	Pine Bend Landfill Technical A...	270.5900.000.5310	7,062.00
			Fund 270 - HOST COMMUNITY FUND Total:		**22,062.00**
Fund: 401 - PARK CAPITAL IMPROVEMENT FUND					
KENNEDY & GRAVEN	194226B	08/06/2026	SV Park Project Legal Fees	401.4210.000.5305	140.00
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (Sa...	401.4210.000.5610	95,940.26
			Fund 401 - PARK CAPITAL IMPROVEMENT FUND Total:		**96,080.26**
Fund: 402 - PARK ACQUISITION & DEVELOPMENT FUND					
KENNEDY & GRAVEN	194226B	08/06/2026	HVP Phase IV Project Legal Fe...	402.4210.000.5305	35.00
			Fund 402 - PARK ACQUISITION & DEVELOPMENT FUND Total:		**35.00**
Fund: 440 - PAVEMENT MGMT-LOCAL STREETS					
SHORT ELLIOTT HENDRICKSON..	513667	08/13/2026	PMI Design Support 7.2026	440.3210.000.5310	239.43
BITUMINOUS ROADWAYS, INC.	7/30/2026	08/13/2026	2025 PMI Pay Voucher No. 9 (...	440.3210.000.5610	119,772.15
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (An...	440.3210.000.5610	131,643.10
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (52...	440.3210.000.5610	192,113.38
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (Al...	440.3210.000.5610	71,751.60
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (85...	440.3210.000.5610	826,603.43
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (A...	440.3210.000.5610	228.00
MCNAMARA CONTRACTING I...	8/7/2026	08/13/2026	2026 PMI Const Pay App 3 (A...	440.3210.000.5610	45,263.61
			Fund 440 - PAVEMENT MGMT-LOCAL STREETS Total:		**1,387,614.70**
Fund: 443 - TREE REPLACEMENT FUND					
ASHLEY ROSE SENJEM	160	08/06/2026	Goat Rentals 6.1 - 8.3.2026	443.4210.000.5430	7,040.00
			Fund 443 - TREE REPLACEMENT FUND Total:		**7,040.00**
Fund: 510 - WATER-OPERATING FUND					
SHADES OF GREEN OUTDOOR ...	2794	08/06/2026	Lawn Fertilizer Services - Wate..	510.7100.000.5310	1,950.00
CINTAS CORPORATION	4277742045	08/06/2026	Rug Rentals - Water Plant	510.7100.000.5430	124.94
CITY OF EAGAN	6/30/2026	08/06/2026	2nd Qtr 2026-Water-Eagan JPA	510.7100.000.5361	58,585.79
LONE OAK COMPANIES	99750	08/06/2026	7.2026 UB Billing (50%)	510.7100.000.5310	371.18
CORE & MAIN LP	J000033856	08/06/2026	Sensus propagation study - IG...	510.7100.000.5310	875.00
DALEY ELECTRIC, LLC	252168	08/13/2026	Install CTS & Voltage Meter - ...	510.7100.000.5420	1,447.00
DALEY ELECTRIC, LLC	262096	08/13/2026	Check Valve Repair - Well #7	510.7100.000.5420	1,948.00
TRUSTONE FINANCIAL CREDIT...	7/30/2026	08/13/2026	Utility Payment Refund - Bank...	510.0000.000.1105	159.84
WALKER LAWN CARE, INC.	9864	08/13/2026	Water Main Repair - 7106 Cla...	510.7100.000.5415	2,430.00
USABLUEBOOK	INV01127927	08/13/2026	Bee Bopper Wasp Spray (10 c...	510.7100.000.5125	104.18
CORE & MAIN LP	J000034752	08/13/2026	Water Meter Reader	510.7100.000.5158	603.75
			Fund 510 - WATER-OPERATING FUND Total:		**68,599.68**
Fund: 511 - WATER-CAPITAL FUND					
STANTEC CONSULTING SERVI...	2595124	08/06/2026	Water Plant Rehab Constructi...	511.7110.000.5310	5,891.75
MINNESOTA PUBLIC FACILITIE...	7/30/2026	08/06/2026	2026 Principal (PFA Loan) 8.20...	511.7110.000.5700	92,000.00
MINNESOTA PUBLIC FACILITIE...	7/30/2026	08/06/2026	2026 Interest (PFA Loan) 8.20....	511.7110.000.5710	14,724.44
DALEY ELECTRIC, LLC	262036	08/13/2026	Soft Starter Repairs - Booster ...	511.7110.000.5420	15,924.00
VINCO, INC.	8/10/2026	08/13/2026	Monopole Construction-Pay A...	511.7110.000.5605	356,250.19
CORE & MAIN LP	J000034638	08/13/2026	AMI Sensus SAAS Set Up Fee	511.7110.000.5310	8,755.00

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
CORE & MAIN LP	J000034638	08/13/2026	AMI Sensus Analytic Set Up Fee	511.7110.000.5310	7,440.00
				Fund 511 - WATER-CAPITAL FUND Total:	**500,985.38**
Fund: 520 - SEWER-OPERATING FUND					
CITY OF EAGAN	6/30/2026	08/06/2026	2nd Qtr 2026-Sewer-Eagan JPA	520.7200.000.5371	67,771.78
GRAINGER	9020885019	08/06/2026	Backup Battery for UPS Lift Sta..	520.7200.000.5125	491.46
LONE OAK COMPANIES	99750	08/06/2026	7.2026 UB Billing (50%)	520.7200.000.5310	371.17
METROPOLITAN COUNCIL	0001211214	08/13/2026	MCES Sewer Charges 9.2026	520.7200.000.5373	206,075.54
W W GOETSCH ASSOCIATES, I...	116895	08/13/2026	Install Impellers on Pumps (2)	520.7200.000.5420	10,024.70
				Fund 520 - SEWER-OPERATING FUND Total:	**284,734.65**
Fund: 530 - STORMWATER-OPERATING FUND					
CITY OF EAGAN	6/30/2026	08/06/2026	2nd Qtr 2026-Stormwater-Eag...	530.7300.000.5381	9,249.90
PRAIRIE RESTORATIONS, INC.	INV-020072	08/06/2026	Site Mowing 07.22.26-Prairie ...	530.7300.000.5310	430.00
				Fund 530 - STORMWATER-OPERATING FUND Total:	**9,679.90**
Fund: 550 - GOLF COURSE-OPERATING FUND					
HERITAGE LANDSCAPE SUPPLY...	'0028320741-002	08/06/2026	Golf course chemicals	550.7700.000.5135	840.71
HERITAGE LANDSCAPE SUPPLY...	'0028320741-003	08/06/2026	Golf course fungicide chemica...	550.7700.000.5135	291.23
HERITAGE LANDSCAPE SUPPLY...	'0028320741-004	08/06/2026	Golf course chemicals	550.7700.000.5135	266.48
HERITAGE LANDSCAPE SUPPLY...	'0028320741-005	08/06/2026	Golf course chemicals	550.7700.000.5135	959.10
ARAMARK REFRESHMENT SER...	'0606093968	08/06/2026	Coffee for resale	550.7600.000.5197	298.72
COVERALL NORTH AMERICA I...	1000687163	08/06/2026	clubhouse cleaning services 8....	550.7600.000.5310	1,459.69
BREAKTHRU BEVERAGE MINN...	128181491	08/06/2026	Beer for resale	550.7600.000.5199	392.60
BREAKTHRU BEVERAGE MINN...	128183574	08/06/2026	Beer for resale	550.7600.000.5199	167.00
COLLEGE CITY BEVERAGE, Inc.	1286992	08/06/2026	seltzers for resale	550.7600.000.5199	297.00
COLLEGE CITY BEVERAGE, Inc.	1286993	08/06/2026	Beer for resale	550.7600.000.5199	369.15
UNIFIRST CORPORATION	1410246293	08/06/2026	GC uniforms & towels laundry	550.7700.000.5175	58.41
UNIFIRST CORPORATION	1410248098	08/06/2026	GC uniforms and towels laund...	550.7700.000.5175	58.42
UNIFIRST CORPORATION	1410248104	08/06/2026	GC Mats & Cloth Rentals	550.7600.000.5430	76.02
MTI DISTRIBUTING CO	1530076-00	08/06/2026	Labor equipment repair servic...	550.7700.000.5405	570.29
MTI DISTRIBUTING CO	1530443-00	08/06/2026	Equipment repair services	550.7700.000.5405	132.78
MTI DISTRIBUTING CO	1531127-00	08/06/2026	Irrigation system repair parts	550.7700.000.5125	2,004.33
MTI DISTRIBUTING CO	1531288-00	08/06/2026	Equipment repair services	550.7700.000.5405	618.60
MTI DISTRIBUTING CO	1531296-00	08/06/2026	Equipment repair services	550.7700.000.5405	421.00
MTI DISTRIBUTING CO	1532428-00	08/06/2026	Tines for equipment repairs	550.7700.000.5125	214.88
MTI DISTRIBUTING CO	1532490-00	08/06/2026	Tines for equipment repairs	550.7700.000.5125	35.27
MTI DISTRIBUTING CO	1532742-00	08/06/2026	pump house repair services	550.7700.000.5310	450.00
MTI DISTRIBUTING CO	1532928-00	08/06/2026	GC sprinkler repair parts	550.7700.000.5125	479.48
MN GOLF ASSOCIATION, INC.	260635	08/06/2026	Handicap dues	550.7600.000.5488	525.00
SHAMROCK GROUP	269-00363	08/06/2026	Ice for beverage resales	550.7600.000.5197	120.00
M. AMUNDSON LLP	428599	08/06/2026	candy, beef sticks & nature ba..	550.7600.000.5197	253.69
PHILLIPS WINE & SPIRITS	5208693	08/06/2026	Alcohol for resale	550.7600.000.5199	81.20
PERFORMANCE FOOD GROUP ...	547650	08/06/2026	foods for resale	550.7600.000.5197	690.67
PERFORMANCE FOOD GROUP ...	547694	08/06/2026	Corn chips for resale	550.7600.000.5197	51.49
PHILLIPS WINE & SPIRITS	586895	08/06/2026	credit for product return	550.7600.000.5199	-75.58
DENNY'S 5TH AVENUE BAKERY	71833	08/06/2026	breads for resale	550.7600.000.5197	117.88
DENNY'S 5TH AVENUE BAKERY	72014	08/06/2026	bread order for resale	550.7600.000.5197	149.38
DENNY'S 5TH AVENUE BAKERY	72157	08/06/2026	bread order for resale	550.7600.000.5197	117.88
BIG TOP RENTAL, INC.	88850	08/06/2026	Portable toilet rentals 7.2026 -...	550.7700.000.5430	194.63
TITLEIST	923758903	08/06/2026	golf balls for resale	550.7600.000.5195	1,350.36
CINTAS CORPORATION	9383802152	08/06/2026	AED agreement 7.2026 - GC	550.7600.000.5310	216.25
COPY RIGHT	99907	08/06/2026	GC Pace Cards	550.7600.000.5190	1,033.72
TWIN CITY SAW	A26021	08/06/2026	Welding repair services	550.7700.000.5310	92.26
HERITAGE LANDSCAPE SUPPLY...	0028829629-001	08/13/2026	Fungicide & Insecticide - GC	550.7700.000.5135	763.00
HERITAGE LANDSCAPE SUPPLY...	0028903623-001	08/13/2026	new fertilizer spreader	550.7700.000.5160	1,149.44
DRAFT TECHNOLOGIES	08052602	08/13/2026	Beer line cleaning 8.5.2026	550.7600.000.5405	85.00
BREAKTHRU BEVERAGE MINN...	128286630	08/13/2026	Beer for resale	550.7600.000.5199	276.00
COLLEGE CITY BEVERAGE, Inc.	1289411	08/13/2026	beers for resale	550.7600.000.5199	611.40
COLLEGE CITY BEVERAGE, Inc.	1289412	08/13/2026	Seltzers for resale	550.7600.000.5199	198.00
UNIFIRST CORPORATION	1410250039	08/13/2026	Uniforms & towels laundry - ...	550.7700.000.5175	52.05
MTI DISTRIBUTING CO	1533601-00	08/13/2026	Bucket for golf hole cutting to...	550.7700.000.5160	152.43

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
SHAMROCK GROUP	259-00563	08/13/2026	Ice for beverage resales	550.7600.000.5197	300.98
SHAMROCK GROUP	268-00579	08/13/2026	Ice for beverage resales	550.7600.000.5197	147.70
SHAMROCK GROUP	280-00166	08/13/2026	Ice for beverage resales	550.7600.000.5197	128.54
WINTERS RECREATION LLC	328850	08/13/2026	Repair golf cart bag hoop	550.7600.000.5405	270.37
ARTISAN BEER COMPANY	3879557	08/13/2026	N/A beer for resale	550.7600.000.5197	33.85
ARTISAN BEER COMPANY	3879558	08/13/2026	Beer for resale	550.7600.000.5199	226.20
THE TORO COMPANY - NSN	413593335	08/13/2026	NSN Irrigation Software 8.2026	550.7700.000.5395	373.00
M. AMUNDSON LLP	429064	08/13/2026	Candy, Nature Bars & Peanuts ..	550.7600.000.5197	271.31
COCA COLA BOTTLING COMP...	53650592015	08/13/2026	Pop for resale	550.7600.000.5197	1,610.61
COCA COLA BOTTLING COMP...	53650592017	08/13/2026	Credit - returned CO2 tank	550.7600.000.5197	-130.00
COCA COLA BOTTLING COMP...	53758270021	08/13/2026	Pop for resale	550.7600.000.5197	1,327.12
PERFORMANCE FOOD GROUP ...	550617	08/13/2026	PVC Film, Trash Bags, Hand So...	550.7600.000.5125	194.62
PERFORMANCE FOOD GROUP ...	550617	08/13/2026	Foods & supplies for food & b...	550.7600.000.5197	848.23
HEGGIES PIZZA	612707	08/13/2026	pizzas for resale	550.7600.000.5197	40.40
DENNY'S 5TH AVENUE BAKERY	72241	08/13/2026	Breads for resale	550.7600.000.5197	117.88
DENNY'S 5TH AVENUE BAKERY	72439	08/13/2026	Breads for resale	550.7600.000.5197	144.88
DENNY'S 5TH AVENUE BAKERY	72556	08/13/2026	Breads for resale	550.7600.000.5197	117.88
DENNY'S 5TH AVENUE BAKERY	72621	08/13/2026	Breads for resale	550.7600.000.5197	117.88
MANSFIELD SERVICE PARTNE...	IN-00431394	08/13/2026	Gas for golf carts	550.7600.000.5130	1,325.08
				Fund 550 - GOLF COURSE-OPERATING FUND Total:	**26,133.84**
Fund: 603 - CENTRAL EQUIPMENT					
OXYGEN SERVICE COMPANY, ...	'0003658359	08/06/2026	Torch/Welding Tanks	603.8300.000.5125	22.89
OXYGEN SERVICE COMPANY, ...	'0003658726	08/06/2026	Torch/Welding Tanks	603.8300.000.5125	184.63
FACTORY MOTOR PARTS COM...	1-11960396	08/06/2026	unmarked police car (#1600) a...	603.8300.000.5125	9.86
MTI DISTRIBUTING CO	1533710-00	08/06/2026	ball drag machine (#567) chok...	603.8300.000.5125	46.34
MANSFIELD OIL COMPANY	28209347	08/06/2026	Unleaded Fuel	603.8300.000.5130	6,705.92
CINTAS CORPORATION	4276998251	08/06/2026	Uniform Laundry - Mechanics	603.8300.000.5175	40.25
CINTAS CORPORATION	4276998251	08/06/2026	Shop supplies	603.8300.000.5430	69.17
CINTAS CORPORATION	4277742014	08/06/2026	Rug Rental - PW	603.8300.000.5430	243.72
CINTAS CORPORATION	4277742122	08/06/2026	Uniform Laundry - Mechanics	603.8300.000.5175	40.25
CINTAS CORPORATION	4277742122	08/06/2026	Shop rentals	603.8300.000.5430	56.04
INVER GROVE FORD	5370408	08/06/2026	F150 (#802) Taillight asy	603.8300.000.5125	113.51
INVER GROVE FORD	6471963	08/06/2026	Squad car (#2627) touch scre...	603.8300.000.5410	1,076.40
INVER GROVE FORD	6477864	08/06/2026	Fire truck (#E21) engine & a/c ...	603.8300.000.5410	9,892.98
CINTAS CORPORATION	9383819427	08/06/2026	Rug Rental - PW	603.8300.000.5430	130.50
CINTAS CORPORATION	9383856187	08/06/2026	AED Agreement 7.2026 - PW	603.8300.000.5310	134.42
POMP'S TIRE SERVICE, INC.	980151162	08/06/2026	skid loader (#352) mounted 4 t..	603.8300.000.5405	278.64
TRI-STATE BOBCAT INC.	P64356	08/06/2026	skid loader (#352) wiring harn...	603.8300.000.5125	409.84
TRI-STATE BOBCAT INC.	P64357	08/06/2026	Mower (#522) shoe skid	603.8300.000.5125	263.30
CUSTOM FIRE APPARATUS INC	0025220-IN	08/13/2026	Doorstop - Fire Truck (#E21)	603.8300.000.5125	63.05
NORTH AMERICAN TRAILER S...	030004271245	08/13/2026	Marker Light - F450 (#300)	603.8300.000.5125	15.10
DIESEL DIRECT CENTRAL LLC	10631288	08/13/2026	Windshield washer fluid & Oil	603.8300.000.5125	1,148.40
DIESEL DIRECT CENTRAL LLC	10631379	08/13/2026	Exhaust Fluid - Dump Truck (#...	603.8300.000.5125	234.30
DIESEL DIRECT CENTRAL LLC	10631380	08/13/2026	Exhaust Fluid - Fire Dept	603.8300.000.5125	468.60
FACTORY MOTOR PARTS COM...	1-Z40137	08/13/2026	Battery - F450 (#327)	603.8300.000.5125	179.96
FACTORY MOTOR PARTS COM...	1-Z40138	08/13/2026	Nitrile gloves - Shop supplies	603.8300.000.5125	131.90
SQUEAKY CLEANERS & PAINT...	2547	08/13/2026	Cleaning services 8.2026 - PW	603.8300.000.5310	1,044.75
MANSFIELD OIL COMPANY	28251136	08/13/2026	Dyed Fuel	603.8300.000.5130	5,984.37
MANSFIELD OIL COMPANY	28251137	08/13/2026	Unleaded Fuel 8.6.2026	603.8300.000.5130	10,794.60
INVER GROVE FORD	5370544	08/13/2026	Tire pressure sensor - Squad C...	603.8300.000.5125	158.67
INVER GROVE FORD	5370574	08/13/2026	Fuel Filter - F550 (#515)	603.8300.000.5125	86.24
MACQUEEN EQUIPMENT INC	INV16924	08/13/2026	Replace aerial manifold O-ring...	603.8300.000.5410	1,189.33
MACQUEEN EQUIPMENT INC	INV17179	08/13/2026	Fuel Tank - Fire Truck (#E17)	603.8300.000.5125	2,216.99
MACQUEEN EQUIPMENT INC	INV18148	08/13/2026	Fuel tank vent - Fire Truck (#E...	603.8300.000.5125	110.02
TRI-STATE BOBCAT INC.	P65152	08/13/2026	Filters - Skid Loader (#352)	603.8300.000.5125	225.58
TITAN MACHINERY	PS1283092-1	08/13/2026	Grader oil (#309) pressure sen...	603.8300.000.5125	256.71
				Fund 603 - CENTRAL EQUIPMENT Total:	**44,027.23**
Fund: 605 - CITY FACILITIES					
BOLTON & MENK, INC.	'0401737	08/06/2026	Retaining Wall Replacement - ...	605.8500.000.5310	8,318.00
APEC	126616	08/06/2026	HVAC Filters - GC	605.8500.000.5125	68.73

Vendor Name	Payable Number	Post Date	Description (Item)	Account Number	Amount
APEC	126617	08/06/2026	HVAC filters - PW	605.8500.000.5125	131.69
APEC	126618	08/06/2026	HVAC filters - water plant	605.8500.000.5125	58.87
TAHO SPORTSWEAR	26T04796	08/06/2026	T-Shirts, Sweatshirts & Jackets...	605.8500.000.5175	756.00
DANIEL BAUER - TRUE MECH...	3181	08/06/2026	CO2 sensor replacement - PW	605.8500.000.5400	11,865.00
TOTAL CONSTRUCTION & EQU...	46459	08/06/2026	Undercabinet lights install - Fi...	605.8500.000.5400	2,878.94
TOTAL CONSTRUCTION & EQU...	46460	08/06/2026	Replace lighting control - May...	605.8500.000.5400	572.85
HILLYARD INC	90226663	08/06/2026	Trash bags, TP, Gloves & Sanit...	605.8500.000.5125	701.51
HILLYARD INC	90230319	08/06/2026	Trash Bags - CH	605.8500.000.5125	29.46
GRAINGER	9027060806	08/06/2026	Swivel - FS #3 plumbing repairs	605.8500.000.5125	-159.36
GRAINGER	9027555516	08/06/2026	Cogged V-belt - FS #3 HVAC R...	605.8500.000.5125	104.88
GRAINGER	9027555524	08/06/2026	Swivel - FS #3 Plumbing Repairs	605.8500.000.5125	228.80
CINTAS CORPORATION	9383859981	08/06/2026	AED Agreement 7.2026 - CH	605.8500.000.5310	270.00
XCEL ENERGY	988319532	08/06/2026	Monopole Electric 7.15-7.23.2...	605.8500.000.5355	23.71
MEI TOTAL ELEVATOR SOLUTI...	1201968	08/13/2026	Elevator Repairs - CH	605.8500.000.5400	743.75
APEC	126619	08/13/2026	HVAC Filters - FS #3	605.8500.000.5125	91.47
APEC	126620	08/13/2026	HVAC Filters - FS #3	605.8500.000.5125	58.87
APEC	126633	08/13/2026	HVAC Filters - FS #2	605.8500.000.5125	333.22
CULLIGAN	157985030228x073126	08/13/2026	Softener Salt - CH	605.8500.000.5125	100.75
LVC COMPANIES, INC.	204053	08/13/2026	Fire System PIV Repairs - PW	605.8500.000.5400	1,049.34
LVC COMPANIES, INC.	204282	08/13/2026	Fire system diagnostics - FS #3	605.8500.000.5400	460.00
SQUEAKY CLEANERS & PAINT...	2547	08/13/2026	Cleaning services 8.2026 - CH/...	605.8500.000.5310	6,185.00
DANIEL BAUER - TRUE MECH...	3264	08/13/2026	Replace heat pump (#28)	605.8500.000.5605	9,300.00
CINTAS CORPORATION	4278189526	08/13/2026	Rugs - CH	605.8500.000.5430	188.15
GRAINGER	9032377104	08/13/2026	Plumbing repair kits - CH	605.8500.000.5125	246.24
GRAINGER	9036205913	08/13/2026	Wedge V-belt - Water Plant H...	605.8500.000.5125	21.09
ONSITE PARTNERS PROJECTCO..	INV-2171	08/13/2026	Solar panel fee 7.2026	605.8500.000.5355	3,574.51
GIP III ZEPHYR ACQUISITION P...	INVRGRV-12608	08/13/2026	Solar garden fees 6.2026	605.8500.000.5357	35,424.39
GIP III ZEPHYR ACQUISITION P...	INVRGRV-22608	08/13/2026	Solar garden fees 6.2026	605.8500.000.5357	10,359.26
				Fund 605 - CITY FACILITIES Total:	**93,985.12**
Fund: 606 - TECHNOLOGY FUND					
MARCO TECHNOLOGIES, LLC	CM664471	04/30/2026	Credit for funds sent as dealer...	606.8600.000.5430	-4,675.00
MARCO TECHNOLOGIES, LLC	INV15160088	04/30/2026	Printers & Copiers Meter usag...	606.8600.000.5430	155.78
MARCO TECHNOLOGIES, LLC	INV15424306	07/09/2026	Printers & Copiers Contract 4....	606.8600.000.5430	3,440.69
LOCAL GOVERNMENT INFOR...	154207	08/06/2026	Cisco CSE-Endpoints	606.8600.000.5395	9,200.00
LOCAL GOVERNMENT INFOR...	154207	08/06/2026	Cisco-DNS Security	606.8600.000.5395	3,990.00
LOCAL GOVERNMENT INFOR...	154207	08/06/2026	Entrust tokens (7)	606.8600.000.5395	105.00
LOCAL GOVERNMENT INFOR...	154256	08/06/2026	Network Services Thru 06.30....	606.8600.000.5310	1,128.00
LOCAL GOVERNMENT INFOR...	154302	08/06/2026	Gopher State Locates - 05.2026	606.8600.000.5310	43.20
MARCO TECHNOLOGIES, LLC	42443396	08/06/2026	Printers & Copiers Contract 7....	606.8600.000.5430	7,045.53
US INTERNET	6029118	08/06/2026	Email Filtering System 8.2026	606.8600.000.5395	230.00
POPP.COM, INC.	992923427	08/06/2026	Internet Phone System Usage ...	606.8600.000.5320	3,798.94
INNOVATIVE OFFICE SOLUTIO...	IN5162319	08/06/2026	Printer Paper for Copiers	606.8600.000.5105	119.60
MARCO TECHNOLOGIES, LLC	INV15455247	08/06/2026	Printers & Copiers Meter usag...	606.8600.000.5430	381.67
INSIGHT PUBLIC SECTOR	1101412510	08/13/2026	Office 365 License 7.2026	606.8600.000.5395	2,519.10
AT&T MOBILITY	287298707874X08032026	08/13/2026	Cell Phones 7.2026 - FD	606.8600.000.5320	955.14
AT&T MOBILITY	287298708193X08032026	08/13/2026	Cell Phones 7.2026 - PD	606.8600.000.5320	3,591.64
AT&T MOBILITY	287299110577X08032026	08/13/2026	Cell Phones 7.2026 - CH	606.8600.000.5320	4,446.35
VERIZON WIRELESS	6149388081	08/13/2026	Monthly Cell Phones 7.2026	606.8600.000.5320	215.06
CONSOLIDATED COMMUNICA...	7/15/2026	08/13/2026	Monthly Phone Bill 7.2026	606.8600.000.5320	1,118.01
INNOVATIVE OFFICE SOLUTIO...	IN5172114	08/13/2026	Toner for Copier/Printer	606.8600.000.5105	167.37
SPOK, INC.	K0317493T	08/13/2026	Monthly Translation Svcs 7.20...	606.8600.000.5395	5.63
				Fund 606 - TECHNOLOGY FUND Total:	**37,981.71**
Fund: 702 - ESCROW FUND					
BOLTON & MENK, INC.	'04000897	08/06/2026	Construction Observation - St...	702.3100.334.2050	560.00
				Fund 702 - ESCROW FUND Total:	**560.00**
				Grand Total:	**3,302,183.55**

Agenda Item 5.E.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Personnel Actions

MEETING DATE: August 24, 2026
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 8.24.26 (hires-terms)

Agenda Item 5.F.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Annual Property/Casualty and Workers' Compensation Insurance Renewals

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Roberta Ellison, Assistant Finance Director, 651-450-2516

ACTION REQUESTED

The Council is asked to adopt the attached Resolutions, approving the League of Minnesota Cities Insurance Trust (LMCIT) insurance policy renewals for Property/Casualty and Workers' Compensation insurance for the coverage period of September 1, 2026 to September 1, 2027.

BACKGROUND

The League of Minnesota Cities Insurance Trust (LMCIT) is a not-for-profit, self-insured membership cooperative formed by Minnesota cities in 1980 and specifically designed to help cities address their property/casualty and workers' compensation insurance needs. LMCIT provides coverage unique to cities for items such as land use litigation, cybersecurity, property damage, sewer backups, etc. and continues to develop new coverage as needed. The City has been a member of the cooperative since 1985.

Annual premium costs for cities participating in these programs are affected by municipal market rates, exposures, and experience. A specific city's premium will also be impacted by changes in exposure such as payrolls, city expenditures, property values or changes in workers' compensation claims.

The renewal process involves two separate applications and quotes through LMCIT - a property/casualty application and a workers' compensation application. The property/casualty application involves listing the city's assets, expenditures, and other exposure items and an analysis by LMCIT. The application for a workers' compensation quote involves submitting payroll data to LMCIT and having them perform risk calculations based on employee types.

Property/Casualty Program for Property, Liability, Auto Insurance

As a condition of participating in the property/ casualty program, cities must have an insurance agent. An agent helps coordinate the gathering of information to complete the renewal application, provides advice on selecting coverage options, reviews coverage documents, answers questions on coverage and premium calculations, reviews loss reports for correct reporting and helps in identifying and dealing with risk exposures, among many other services.

Staff worked with LMCIT and North Risk Partners, the City's agent of record, to submit the required renewal paperwork. The quoted premium, after accounting for a change to the deductible structure (described below) came in at $447,905, a decrease of 0.9% from last year's renewal. Some contributing factors include:

- Change to the deductible structure that generated approximately $15,500 in premium savings.
- Most coverage areas, and corresponding rates, remained relatively flat.
- There was a decrease in automobile-related premiums due to fewer claims.
- The City did see an increase in property premiums due to the addition of new parks to the property listing.
- This year, the City was required to add a $225 fireworks premium to cover any city-related liability that might arise from hosting fireworks in a city park.

Property/Casualty Deductible Structure

In prior years, the deductible was structured as a $15,000 per occurrence deductible, up to a maximum deductible of $50,000, with a $1,000 per occurrence maintenance deductible due thereafter on additional claims. During this year's renewal, the agent and staff reviewed the past five years of claims and deductibles. Based on that review, it is recommended that this year's renewal be structured with a $25,000 per occurrence deductible, up to a maximum deductible of $50,000, with a $1,000 per occurrence maintenance deductible thereafter. This will generate premium savings of approximately $15,500. Staff will continue to review this structure with the City's agent in future renewal cycles to determine which structure makes the most sense based on claim history.

Workers Compensation Policy

The LMCIT provides workers' compensation coverage and benefits as required under state statutes, and offers additional coverage for things such as exposure testing for employees exposed to blood-borne pathogens or infectious diseases, employer's liability for work-related injuries, and additional injury provisions provided under federal laws. The policy covers employees, elected and appointed officials, separate boards and commissions, emergency response employees, and volunteers.

North Risk Partners is also the City's insurance agent of record for workers' compensation. In consultation with North Risk, staff completed the workers' compensation renewal and received back a quote for 2026–2027. The quoted premium, after accounting for the $5,000 per occurrence deductible (described below) came in at $440,561, a decrease of 19.1% from last year's renewal. There were several factors that led to this lower quote:

- Reduction in the City's utilization of the workers' compensation coverage, referred to as the "modification factor".
- The City had some larger 2020 claims that have now aged out of the annual modification factor calculation.
- Overall changes to public safety personnel coverage. Between 2022 and 2024, LMCIT increased premiums significantly for public safety personnel based on claim trends they were seeing throughout Minnesota. In the last two renewal cycles, the City has seen healthy decreases to the rates for these covered personnel; and LMCIT issued workers' compensation dividends back to participating cities in 2024 and 2026.

Workers' Compensation Deductible Structure

In 2023, the City added a $5,000 per occurrence deductible to the workers' compensation policy. Staff continue to review this deductible annually with North Risk. Based on this year's review, the recommendation is to continue with the $5,000 per occurrence deductible. This drops the premium from $466,910 to $440,561, and based on the previous five years of claim history, is projected to generate a net savings of $26,349.

FISCAL IMPACT

Total premiums are within the amounts budgeted in the 2026 approved budget and the proposed 2027 budget.

RECOMMENDATION

Staff recommends adoption of the two attached Resolutions, approving the League of Minnesota Cities Insurance Trust (LMCIT) insurance policy renewals for Property/Casualty and Workers Compensation insurance for the coverage period of September 1, 2026 to September 1, 2027.

ATTACHMENTS

1. Resolution - Property/Casualty
2. Resolution - Workers Compensation

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING LEAGUE OF MINNESOTA CITIES INSURANCE TRUST POLICY RENEWALS FOR PROPERTY AND CASUALTY COVERAGE FOR THE COVERAGE PERIOD OF SEPTEMBER 1, 2026, TO SEPTEMBER 1, 2027

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) is a not-for-profit self-insured membership cooperative formed by Minnesota cities in 1980 to help cities address their property/casualty and workers compensation insurance needs; and

WHEREAS, the City has procured its insurance from the LMCIT since 1985; and

WHEREAS, City staff, in coordination with North Risk, LLC, the City's agent for Property and Casualty insurance, have submitted renewal application materials to the LMCIT and received premium proposals back from the LMCIT for property and casualty coverage; and

NOW, THEREFORE BE IT RESOLVED, by the City of Inver Grove Heights that the Council does hereby approve the LMCIT September 1, 2026, to September 1, 2027, insurance policy renewals for the City of Inver Grove Heights which reflect Property and Casualty premium costs of $447,905 to include a $25,000 per occurrence deductible up to a maximum of $50,000 with a $1,000 per occurrence once maximum is met.

Adopted by the City Council of Inver Grove Heights this 24th day of August 2026.

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION APPROVING LEAGUE OF MINNESOTA CITIES INSURANCE TRUST POLICY RENEWAL FOR WORKERS COMPENSATION FOR THE COVERAGE PERIOD OF SEPTEMBER 1, 2026, TO SEPTEMBER 1, 2027

WHEREAS, the League of Minnesota Cities Insurance Trust (LMCIT) is a not-for-profit self-insured membership cooperative formed by Minnesota cities in 1980 to help cities address their property/casualty and workers compensation insurance needs; and

WHEREAS, the City has procured its insurance from the LMCIT since 1985; and

WHEREAS, City staff, in coordination with North Risk, LLC, the City's agent for Workers Compensation insurance, have submitted renewal application materials to the LMCIT and received premium proposals back from the LMCIT for workers compensation coverage; and

NOW, THEREFORE BE IT RESOLVED, by the City of Inver Grove Heights that the Council does hereby approve the LMCIT September 1, 2026, to September 1, 2027, insurance policy renewals for the City of Inver Grove Heights which reflect a worker's compensation insurance premium cost of $440,561 to include a $5,000 deductible per occurrence.

Adopted by the City Council of Inver Grove Heights this 24th day of August 2026.

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

Agenda Item 5.G.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: School Resource Officer Contract with ISD #199 for the 2026-2027 School Year

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, authorizing the appropriate officials to enter into the attached agreement with Independent School District (ISD) 199 for the School Resource Officer Program for the 2026-27 school year.

BACKGROUND

The IGH Police Department and Independent School District No. 199 ("District") wish to continue the School Resource Officer (SRO) Program, which fosters an efficient and cohesive program to build positive relationships between police officers, school staff, and students; promotes a safe and positive learning environment; and decreases the number of youths formally referred to the juvenile justice system.

The previous agreement expired on June 30, 2026. The new agreement would run through June 30, 2027. One SRO is primarily stationed at Simley High School, and a second SRO will be primarily stationed at the middle school.The two SROs would visit each of the district's elementary schools as well.

FISCAL IMPACT

Under the recommended agreement, ISD 199 would pay the City for the following costs:

	1st SRO	2nd SRO
Wages & Benefit costs for 9 months	$129,713.00	$135,324.00
Squad Car	$1,800	$1,800
Computer-aided dispatch software	$400	$400
Computer	$200	$200
TOTAL	**$132,113.00**	**$137,724.00**

RECOMMENDATION

Staff recommends adoption of the attached Resolution, authorizing the appropriate officials to enter into the attached agreement with Independent School District (ISD) 199 for the School Resource Officer Program for the 2026-27 school year.

ATTACHMENTS

1. Resolution - SRO 2026-2027 Contract
2. 2026 to 2027 SRO Contract Final

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION APPROVING AGREEMENT BETWEEN THE CITY OF INVER GROVE HEIGHTS AND INDEPENDENT SCHOOL DISTRICT NO. 199 FOR THE SCHOOL RESOURCE OFFICER PROGRAM FOR THE 2026-2027 SCHOOL YEAR

RESOLUTION NO.___

WHEREAS, The City of Inver Grove Heights ("City") and Independent School District No. 199 ("District") will continue the School Resource Officer Program which fosters an efficient and cohesive program that will build a positive relationship between police officers, school staff, and the students, promote a safe and positive learning environment, and decrease the number of youths formally referred to the juvenile justice system; and

WHEREAS, District schools are located within the city limits of the City of Inver Grove Heights; and

WHEREAS, the City and District desire to have 2 School Resource Officer's assigned to the District schools for the **2026-2027** school year, as liaisons between the District and the City; and

WHEREAS, the District will reimburse the City for the assignment of the two School Resource Officer's for the **2026-2027** school year.

NOW, THEREFORE BE IT hereby RESOLVED, by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

1. The City Council hereby approves the attached Agreement for the School Resource Officer Program between Independent School District No. 199 and the City of Inver Grove Heights for the **2026-2027** school year.
2. The City Council hereby authorizes the mayor to enter into the attached Agreement for the School Resource Officer Program between Independent School District No. 199 and the City of Inver Grove Heights for the **2026-2027** school year.

Adopted by the City Council of Inver Grove Heights this 24th day of August 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

Attest:

_____
Rebecca Kiernan, City Clerk

This Agreement (the "Agreement") is made by and between the City of Inver Grove Heights, a Minnesota municipal corporation (the "City") and Independent School District No. 199, a Minnesota public school corporation (the "District") (collectively, the "Parties"). Subject to the terms and conditions hereafter stated and based on the representations, covenants, and agreements herein contained, the parties do hereby agree as follows:

Purpose

The purpose of this Agreement is to formalize the collaboration between the Police Department and the District on the implementation of a School Resource Officer ("SRO") Program in order to promote school safety; help maintain a positive school climate for all students, families, and staff; enhance cultural understanding between students and law enforcement; promote school participation and completion by students; facilitate appropriate information-sharing (as outlined in Section VI below); and inform the Parties' collaborative relationship to best serve the school community.

This agreement does not, and may not be relied upon to, create any rights, substantive, or procedural, enforceable by any person in any civil or criminal matter. Modifications of this Agreement are permissible when necessary to indicate local practice, so long as they are consistent with state and federal law.

I. Mission Statement, Goals, and Objectives

The mission of the School Resource Officer (SRO) program is to support a safe, inclusive, and positive school climate by fostering meaningful relationships between law enforcement and the school community. Through appropriate and strategic use of law enforcement resources, the SRO will contribute to the healthy development and success of all students. This mission is grounded in the mutual understanding that student engagement, academic participation, and school completion are vital to both individual opportunity and broader public safety.

The Parties agree to be guided by the following goals and objectives:

1. **Create a Safe and Supportive School Environment**
   Foster a school culture where all students, regardless of race, religion, national origin, immigration status, gender, disability, sexual orientation, gender identity or expression, or socioeconomic background, feel safe, respected, and supported.
2. **Clarify Roles and Build Strong Partnerships**
   Promote clear communication and collaboration between school staff and the SRO, with a shared understanding of their respective roles and responsibilities in maintaining school safety and student well-being.

3. **Encourage Shared, Principled Decision-Making**
   Establish a framework for thoughtful, equitable decisions about student conduct, intervention, and services, grounded in trauma-informed, youth-centered practices.
4. **Reinforce the Role of School Administrators in Discipline**
   Ensure that school administrators maintain responsibility for addressing code of conduct violations and routine discipline, while SROs focus solely on matters involving safety and criminal law.
5. **Reduce Unnecessary Exclusion or Criminalization**
   Minimize student exclusion from learning environments and reduce the number of school-based arrests, citations, and court referrals through proactive engagement, diversion, and alternatives to formal enforcement.
6. **Support Training and Professional Development**
   Provide guidance and requirements for comprehensive training, ensuring that SROs receive training required by law and aligned with best practices, and that school staff understand when and how to involve SROs appropriately.
7. **Collaborate on School Safety Initiatives**
   Support joint planning and coordination for violence prevention, behavioral intervention, crisis response, and emergency management, as appropriate.
8. **Provide Educational Outreach**
   Offer presentations and programs on law enforcement, juvenile justice, community engagement, and health and safety topics, tailored to enhance student understanding and strengthen relationships.

II. Organizational Structure, Compensation, and Complaint Resolution

Supervision and Chain of Command

The SRO shall remain an employee of the Inver Grove Heights Police Department and shall report directly to the Chief of Police or the Chief's designee. The SRO's conduct, deployment, and law enforcement duties shall be governed by the policies and procedures of the Police Department.

To support collaboration and ensure alignment between school and police functions, the SRO shall meet at least once per month with the Chief of Police or the Chief's designee, the Superintendent, or other designated school staff. These meetings shall serve as a touchpoint for communication, coordination, and issue resolution. Additional meetings may include the Superintendent or other designated school staff, as necessary.

Compensation

The Inver Grove Heights Police Department shall pay the SRO's salary and benefits, service costs, required training, certification, and professional development, including training mandated under Minnesota Statute § 626.8482.

The District shall reimburse the City as detailed below:

SRO Salary and Service Costs

Officer April Harrington

1. Salary and Benefits: $129,713.00 to be paid in nine (9) equal monthly installments of $14,412.55 from September 1, 2026, to May 1, 2027.
2. Vehicle Replacement Offset: $1,800.00 in nine (9) equal monthly installments of $200.00.
3. CAD Software Access: $400.00 in nine (9) equal monthly installments of $44.45.
4. Operational Support: $200.00 in nine (9) equal monthly installments of $22.23.

Total Annual Reimbursement: $132,113.00 paid in nine (9) equal monthly installments of $14,679.22/month beginning September 1, 2026.

Officer Nathan Taarud

1. Salary and Benefits: $135,324.00 to be paid in nine (9) equal monthly installments of $15,036.00 from September 1, 2026, to May 1, 2027.
2. Vehicle Replacement Offset: $1,800.00 in nine (9) equal monthly installments of $200.00.
3. CAD Software Access: $400.00 in nine (9) equal monthly installments of $44.45.
4. Operational Support: $200.00 in nine (9) equal monthly installments of $22.23.

Total Annual Reimbursement: $137,724.00 paid in nine (9) equal monthly installments of $15,302.67/month beginning September 1, 2026.

TOTAL REIMBURSEMENT TO BE PAID TO THE CITY BY THE DISTRICT: $269,837.00 paid in 9 equal monthly installments of $29,981.89 starting September 1, 2026.

Payment Terms

All payments shall be due on the first day of each month, beginning September 1, 2026, and ending May 1, 2027. Payment shall be submitted to the City of Inver Grove Heights Finance Department by check or electronic funds transfer, as directed by the City.

Complaint Resolution System

The Parties shall establish and maintain a clear, confidential, and accessible complaint resolution process for members of the school community to express concerns regarding the conduct, performance, or interactions involving the SRO.

This system shall:

1. Comply with the Inver Grove Heights Police Department's complaint procedures and due process requirements.
2. Allow students, families, and school staff to submit complaints confidentially, in writing or electronically, and in their preferred language.
3. Protect the identity of the complainant to the extent possible while preserving the SRO's due process rights.
4. Include clear timelines for the review, investigation, and resolution of complaints.
5. Ensure that the complainant is notified of the outcome, to the extent allowed by law and policy.

To ensure transparency and accessibility, the Parties shall publish information about the SRO complaint and feedback process annually in student and staff handbooks, on school and Police Department websites, and through printed materials as needed. This information shall also be presented during SRO orientation sessions at the beginning of each school year.

Copies of the policy shall be retained by the Police Department and the District and made available by either party for public review.

Internal School Concern Reporting by SROs

The Police Department shall also implement a process by which the SRO and other officers may raise internal concerns, including misconduct by school staff or administrators, through appropriate departmental channels. These concerns shall be reviewed according to Police Department policy, and when appropriate, shared with school leadership in accordance with data practices and confidentiality requirements.

III. Roles and Responsibilities of the SRO and School Administrators in Student Conduct, Use of Force Considerations

An SRO is a sworn municipal police officer appointed by the Chief of Police, who is fully certified and trained, including specialized SRO certification as required by law. The SRO is assigned to support school communities by:

1. Providing law enforcement services.
2. Promoting safety and security in school environments.
3. Contributing to a positive school climate that fosters learning and student well-being.

The District and Police Department recognize that school administrators and the SRO have distinct yet complementary roles in responding to student conduct to maintain safety and a supportive educational environment.

Prohibited Roles of the SRO

In accordance with applicable law, the SRO shall not:

1. Serve as a school disciplinarian or enforcer of school rules.
2. Act in place of licensed school psychologists, counselors, or social workers.
3. Use police powers to address non-criminal, traditional student conduct disciplinary matters under the school's code of conduct, such as classroom disruption or tardiness.

Role of School Administrators

The principal or principal's designee is responsible for managing student conduct in accordance with the school's code of conduct. They shall oversee all routine disciplinary issues and low-level misconduct that does not present a threat to physical safety.

Role of the SRO

The SRO is responsible for investigating and responding to:

1. Criminal or delinquent offenses that occur on school grounds.
2. Immediate safety threats that require law enforcement intervention to protect students, staff, or school property.

The SRO shall receive and review school discipline protocols annually to ensure a clear understanding of the boundaries between administrative discipline and law enforcement response. This knowledge supports coordination with school staff and reduces the risk of role confusion or inappropriate referrals.

School Staff Training

The District shall ensure that all school staff receive annual training on the roles of SROs and school staff in student conduct matters. This includes guidance on:

1. When and how to involve the SRO.
2. Legal and procedural boundaries.
3. Alternatives to enforcement-based responses.

Use of Discretion and Professional Judgment

The principal or principal's designee and SRO shall use their professional judgment to determine whether an SRO response is appropriate. The guiding principle is whether the student's conduct constitutes:

1. A substantial threat to the physical safety of others.
2. The willful and malicious destruction of property.
3. Theft of property of substantial value with intent to permanently deprive the owner.

Low-Level and Non-Criminal Incidents

SRO involvement is not appropriate for non-criminal behaviors, including but not limited to:

1. Unintentional destruction of property.

Even when a student's conduct technically meets the definition of a low-level, non-violent criminal offense, the Parties agree that many such incidents are best handled administratively through the school's disciplinary process.

Diversion and Alternatives to Arrest

The Parties agree that, where appropriate, the SRO should utilize alternatives to arrest, including restorative justice programs, diversion initiatives, or referral to school-based services. Arrests or citations should generally be limited to circumstances involving serious threats to safety or when diversion is not feasible. This approach supports the shared goal of reducing criminalization of student behavior and promoting equitable outcomes.

Such incidents should be managed by school staff using behavioral interventions, not law enforcement.

Students Under Age 12

For any incident involving a student under the age of 12, school administrators are responsible for determining the appropriate response unless an immediate, serious safety risk is present.

Emergencies and Imminent Threats

The SRO may be called upon to intervene immediately if there is an articulable threat to physical safety or serious property damage. In these cases, the SRO should:

1. De-escalate the situation where feasible.
2. Collaborate with school staff to ensure safety and support for the student involved.
3. Inform the principal or principal's designee as soon as practicable.

If a student requires urgent medical or mental health support and no school nurse, psychologist, or social worker is available, the SRO may intervene to prevent substantial harm.

Coordination During Investigations

If the SRO initiates a criminal investigation:

1. School staff shall not act as agents of law enforcement. While they may provide factual information as witnesses, school staff shall not conduct searches, interviews, or any investigative activities at the direction of the SRO or any law enforcement agency. All investigative actions must be initiated and carried out solely by the SRO or authorized law enforcement personnel, consistent with applicable laws and privacy protections.
2. The District may conduct its own disciplinary process in parallel, provided it does not interfere with the investigation.

Arrest and Custodial Interviews

Whenever possible, the SRO shall:

1. Consult with the principal or principal's designee before making an arrest.
2. Use summonses instead of custodial arrests unless flight or danger to others is a concern.
3. Notify a student's parent or guardian as soon as practicable after an arrest.
4. Ensure that no custodial questioning of a juvenile takes place without prior notice and an opportunity for a parent or interested adult to be present.

Use of Force Considerations

1. The Parties acknowledge that use-of-force incidents in school settings present unique risks and implications for students, staff, and the learning environment. The SRO shall adhere to the use-of-force standards outlined in Minnesota Statute § 609.06 and § 121A.58, including the prohibition on choke holds and prone restraints unless permitted by law.

2. The SRO shall prioritize de-escalation strategies and use the least restrictive means necessary to ensure safety. Physical intervention shall only be used when legally justified and when non-physical methods are insufficient to address an immediate threat to safety.
3. In any situation where a student or individual is physically restrained or detained, the SRO shall provide prompt and appropriate care in accordance with their training. This includes taking reasonable steps to ensure that the individual receives medical evaluation or assistance when necessary. The SRO must prioritize the safety, dignity, and well-being of the individual throughout the incident.
4. The SRO must not use force or the authority of their office solely to enforce school rules or policies or participate in the enforcement of discipline for violations of school rules.

IV. SRO Selection and Assignment

The Parties recognize that the selection of the SRO is foundational to the success of this Agreement and its purpose to create a safe, equitable, and supportive school environment. A strong relationship between the SRO and the school community—built on mutual respect, trust, and transparency—is essential to fostering a positive school climate and effective collaboration.

Assignment Authority and Process

In accordance with Minnesota law, the Chief of Police shall assign one or more peace officers to serve as the SRO. The Chief shall give strong preference to officers who possess the training, temperament, and experience necessary to engage effectively with children, youth, educators, and families in a school setting. The Chief or the Chief's designee shall collaborate with the Superintendent or the Superintendent's designee to ensure that selected candidates align with the vision, needs, and values of the school community.

Where resources are limited and assignments are not immediately feasible, the Chief shall notify the Superintendent and provide alternatives, subject to available funding and compliance with this Agreement and applicable state law, including statutory training requirements.

Minimum Qualifications and Preferred Attributes

The SRO shall, at a minimum, meet all training and certification requirements under Minnesota Statute § 626.8482. Additionally, preferred qualifications include:

1. Proven experience working effectively with children and adolescents.

2. Cultural competence and the ability to relate to the racial, ethnic, linguistic, and socio-economic diversity of the student body.
3. Experience or comfort working with students with disabilities, including those with social, emotional, or behavioral health needs.
4. Demonstrated commitment to de-escalation, diversion, restorative justice, and relationship-based policing.
5. Working knowledge of school-based legal issues (e.g., consent, confidentiality, FERPA (20 U.S.C. § 1232g), and MGDPA (Minnesota Statutes Chapter 13).
6. Familiarity with school safety planning, emergency response, and school-specific safety technology.
7. Ability to collaborate with school and community service providers and connect students to support resources.
8. Demonstrated sound judgment and discretion, with no history of sustained misconduct.
9. Demonstrated ability to engage in community outreach and develop rapport with students, staff, and families.

Community Input and Compatibility

To ensure that the assigned SRO is compatible with the school community, the Chief may solicit and consider feedback from the Superintendent, school principals, and a variety of representative groups of educators, students, and/or parents. This input may inform the selection process but not override the Chief's authority.

Consistent with state law, seniority shall not be the sole basis for assignment.

Conflicts of Interest

To avoid actual or perceived conflicts of interest:

1. SRO candidates must disclose any existing or anticipated familial or close personal relationships with students or staff at the school where they may be assigned.
2. If a potential conflict exists (e.g., the SRO is related to a student or staff member), the officer shall notify the Chief of Police at the earliest opportunity.
3. The Chief of Police shall determine appropriate safeguards, including whether an alternate officer should be assigned to specific incidents.
4. These conflict-of-interest considerations shall not prevent the SRO from responding to emergencies or critical safety situations.

V. Operational Terms

Daily Schedule

The City shall determine the SRO's annual shift. The SRO shall be assigned to the District during the regular school year (approximately nine months), beginning on the first day of the 2026–2027 school year in September and ending on the last day of school in June.

For the remainder of the year (approximately three months), the SRO shall return to full City duties. The school calendar in effect at the time of execution shall guide this determination.

During the school year, the SRO's schedule shall average 40 hours per week, Monday through Friday, aligned with a standard 8-hour workday.

The City and District shall collaborate to develop the SRO's daily schedule and jointly coordinate the SRO's presence at school special events (e.g., athletic events, dances). The District shall provide the City with a calendar of special events to facilitate planning.

Absences

The SRO may respond to emergency calls or City-assigned duties, including required police training, during the school day. The City shall not be required to provide a replacement SRO for such absences, and the District's financial obligation under Section 4.12 shall remain unchanged.

The City will make reasonable efforts to schedule training and special assignments outside regular school days.

Absences due to vacation, illness, personal leave, holidays, or other leave allowed under the collective bargaining agreement shall be communicated by the SRO to a District designee.

For absences exceeding two (2) consecutive weeks or involving a Minnesota Family Medical Leave Act (MFMLA) leave, the City will use reasonable efforts to provide a temporary replacement.

The City will also attempt to schedule vacation and planned leave (excluding illness or holidays) outside of regular school days.

If a planned absence exceeds five (5) consecutive regular school days, the City will, in consultation with the District, in good faith:

- Attempt to provide an alternate SRO, or
- Work to make up the time lost beyond the five days.

Overtime

Overtime shall be compensated by the City per the terms of the officer's collective bargaining agreement and must be approved by a Police Department supervisor on a case-by-case basis. Blanket approvals are not permitted.

Any additional work hours related to school special events requested by the District shall be compensated as **compensatory time only**, unless otherwise agreed in writing by both Parties.

Service Locations

During the school year, the SRO shall serve at the following District locations:

- Simley High School
- Inver Grove Heights Middle School
- Hilltop Elementary School
- Pine Bend Elementary School
- Salem Hills Elementary School
- Early Learning Center

City Responsibilities

At no cost to the District, the City shall provide the SRO with necessary law enforcement equipment and resources, including:

- Uniforms and duty gear
- Training and certification
- Weapons and safety equipment
- Other supplies required to perform law enforcement duties

District Responsibilities

At no cost to the City, the District shall provide the SRO with necessary facilities, resources, and access, including:

1. A private, lockable, properly lit office equipped with telephone, internet, and a printer
2. Secure file storage for records
3. Office furniture and basic supplies
4. Opportunities to engage with school staff, students, and families to promote the SRO program
5. Ability to provide input on student-related criminal justice issues
6. Access to in-service workdays to collaborate with school staff
7. Relevant school documents, including Emergency Operations Manual, Crisis Plan, and Student Handbook

8. A designated staff liaison for referrals to counseling and student support services
9. Joint training for school staff and the SRO on student conduct, appropriate SRO involvement, and alternatives to arrest.

VI. Annual Review of the SRO

In accordance with Minnesota state law and this Agreement, the Chief of Police or the Chief's designee and the Superintendent shall conduct a formal annual review of an assigned SRO. The review is intended to evaluate the SRO's performance, alignment with the goals and mission of this Agreement, and overall contribution to school safety, climate, and student well-being.

Timing and Process

The review shall take place at the end of each school year.

Performance Metrics

The Chief or the Chief's designee and Superintendent shall jointly develop and agree upon performance metrics in advance of the review. These metrics shall be clearly aligned with the purpose, mission, goals, and objectives outlined in Sections I and II of this Agreement.

The performance review shall include, but is not limited to, assessment of:

1. Compliance with the terms of this Agreement.
2. The SRO's effectiveness in supporting a safe and inclusive school environment.
3. Efforts to minimize unnecessary arrests, citations, or court referrals of students.
4. Use of de-escalation and diversion strategies.
5. Participation in restorative and prevention-based approaches to school safety.
6. Quality and frequency of positive, non-enforcement interactions with students, staff, and families.
7. Collaboration with school staff on problem-solving, threat assessment, and emergency planning.
8. Engagement in professional development and training relevant to working in a school setting.

Community Feedback

To ensure the review reflects broad input, the Chief or the Chief's designee and Superintendent shall establish a mechanism to solicit structured feedback from the school community, including:

1. School principals and administrators.
2. Classroom teachers and support staff.
3. Students and their families.

All feedback shall be considered seriously and in good faith. The Chief of Police or the Chief's designee shall respond to identified concerns or suggestions as appropriate and make efforts to adjust practices or provide additional support or training to the SRO when needed.

Assignment Consideration

While the final authority over the assignment or reassignment of the SRO rests with the Chief of Police, the Superintendent's input shall be given meaningful weight. If the Superintendent recommends that the assigned SRO not return to a specific school, and the Chief elects to maintain the assignment, the Chief shall provide the Superintendent with a written explanation of that decision.

VII. Integrating the SRO into the School Environment

The Parties recognize that the thoughtful and intentional integration of an SRO into the school community is essential to building trust, strong relationships, and open communication between the SRO, students, families, and school staff. A well-integrated SRO contributes not only to physical safety but also to a positive school climate grounded in transparency, mutual respect, and equity.

Formal Introduction to the School Community

The District shall ensure that the SRO is formally introduced at the beginning of each school year to students, families, and school staff. The introduction shall include:

1. The SRO's background, training, and prior experience.
2. A clear explanation of the SRO's role, responsibilities, and limitations under this Agreement and state law.
3. Guidance on when and how school staff, students, and families should involve the SRO.
4. Contact information and designated times for meetings or outreach.
5. Instructions on how to submit questions, concerns, or feedback, confidentially if desired.

For families whose primary language is not English, the District will provide this information in appropriate languages and formats to ensure meaningful access.

The SRO shall also take the initiative in meeting with new and returning students and staff to understand their perspectives on the school climate and to build relationships early in the school year.

Participation in the Life of the School

The SRO shall be regularly invited to attend and participate in:

1. Staff meetings and school-wide assemblies.
2. School safety and crisis response planning.
3. Educational programs and classroom instruction on age-appropriate topics such as criminal justice, public safety, conflict resolution, and civic engagement.

Where available, the District may coordinate with community partners or the County Attorney's Office to offer student rights training, and the SRO shall make reasonable efforts to attend such sessions when they occur.

The SRO shall not be utilized for non-law enforcement support roles such as:

1. Hall monitoring.
2. Cafeteria supervision.
3. Substitute teaching or administrative coverage.

Collaboration on Emergency Management and Threat Assessment

The SRO shall actively participate in:

1. District and school-based emergency preparedness efforts, including lockdown drills and response plans.
2. Threat assessment teams, as permitted by law and school policy.

Information sharing in these contexts shall be in full compliance with FERPA (20 U.S.C. § 1232g) and MGDPA (Minnesota Statutes Chapter 13), ensuring that only appropriate and lawful disclosures are made.

Understanding Student Needs and Individualized Plans

When a student has a 504 Plan or Individualized Education Program (IEP) that includes accommodations relevant to interactions with law enforcement or behavioral response, the District shall:

1. Notify the student's parent or guardian of the opportunity to provide voluntary, informed, written consent for the SRO to access limited and relevant sections of the student's educational plan.

2. Ensure that the consent clearly specifies:
    - Which portions of the plan are being shared.
    - The purpose of disclosure.
    - That the consent applies only to the SRO.

Whenever possible, a school staff member shall be made available to assist the SRO in interpreting these documents and to support collaboration between the SRO, the student, and the family.

This process is designed to ensure sensitive and respectful engagement with students who have disabilities or mental health considerations and to foster a relationship based on understanding and shared goals for success.

Additional SRO Duties

In addition to the duties described elsewhere in this Agreement, the SRO's duties shall include:

1. Fostering a positive school climate through relationship building and open communication;
2. Protecting students, staff, and visitors to the school grounds from criminal activity;
3. Serving as a liaison from law enforcement to school officials;
4. Providing advice on safety drills;
5. Identifying vulnerabilities in school facilities and safety protocols;
6. Educating and advising students and staff on law enforcement topics; and
7. Enforcement of criminal laws.

VIII. Information Sharing Between SROs, School Staff, and Other Partners

The Parties acknowledge the importance of clear and lawful information sharing to support student safety and well-being. They also recognize the legal boundaries that govern the use and disclosure of student information under the Family Educational Rights and Privacy Act (FERPA), the Minnesota Government Data Practices Act (MGDPA), and other applicable state and federal laws.

Points of Contact for Sharing Student Information

To ensure appropriate and consistent communication, the principal or principal's designee and the assigned SRO shall be the primary points of contact for sharing student information with external agencies (Law

Enforcement and non-Law Enforcement). Other designated individuals include:

1. District Superintendent or the Superintendent's designee.
2. Chief of Police or the Chief's designee.

Compliance with FERPA and Minnesota Law

At all times, school staff must comply with FERPA (20 U.S.C. § 1232g), MGDPA (Minnesota Statutes Chapter 13), and relevant rules concerning the confidentiality of student education records. An SRO may be considered a 'school official' under FERPA and may access student records without parental consent if:

1. The District has a legitimate educational interest in sharing the information.
2. The SRO performs institutional services (such as school safety) that would otherwise be conducted by District staff.
3. The SRO is subject to FERPA re-disclosure limitations.
4. The District includes SROs in its annual FERPA notification as school officials.

Disclosures for health or safety emergencies under 34 C.F.R. § 99.36 are also permitted.

Restrictions on Sharing Sensitive Information

Consistent with state and federal privacy protections, the SRO or school staff shall not disclose information related to a student's:

1. Immigration status
2. Citizenship
3. National origin, ethnicity, or religion
4. Residence and/or neighborhood of residence
5. Suspected gang affiliation

Such data may only be disclosed in compliance with law, such as during a health and/or safety emergency, to comply with court orders, or with informed written parental consent.

Law Enforcement and Non-Law Enforcement Disclosures

If a principal or principal's designee believes student conduct may warrant a law enforcement response, they may notify the SRO. Other school and/or District staff should report through the principal or principal's designee and not directly to the SRO, unless there is an immediate safety concern. The principal or principal's designee and SRO should determine the appropriate

response, which may include law enforcement, school-based intervention, or referrals to supportive services (i.e. social services, advocacy).

Information obtained through privileged communications (e.g., counselors or social workers) shall only be shared in compliance with state law and professional standards. Disclosures must follow HIPAA, FERPA (20 U.S.C. § 1232g), MGDPA (Minnesota Statutes Chapter 13), and Minnesota laws such as mandatory reporting statutes.

SRO Sharing Information with the School

Subject to the provisions of the Minnesota Government Data Practices Act, the SRO may notify the principal or principal's designee of any student-related incident involving:

1. Arrest or pending criminal charges.
2. Health or safety emergencies involving mental or physical well-being.
3. Voluntary participation in restorative or diversion programming (if relevant to school support).

Such information should be shared only when necessary to support the student, protect school safety, or coordinate intervention services.

IX. SRO Training

In accordance with Minnesota Statute § 626.8482, Subdivisions 3 and 4, the Police Department shall ensure that all SROs assigned to school duties receive specialized training that prepares them to work effectively and equitably with youth in educational environments.

Initial Training Requirements

Before assignment, or within six months of assignment if previously untrained, each SRO shall complete training approved by the Minnesota Board of Peace Officer Standards and Training (POST Board) that covers the following:

1. Juvenile Justice and Developmental Differences
    - Legal distinctions in police procedures involving juveniles vs. adults.
    - Child and adolescent brain development, including impacts of trauma, behavioral health, mental illness, and neurodiversity (e.g., autism spectrum disorders).
    - Effective engagement, de-escalation, and communication strategies for youth.
2. Conflict Resolution and Diversion

- Use of restorative justice, diversion programs, and alternatives to arrest or use of force.
- Community-based problem solving and non-enforcement intervention techniques.

3. Youth-Centered Crisis Response
   - Responding to behavioral health crises, including coordination with crisis teams or support staff.
   - Strategies for reducing the use of force and physical intervention.
4. Data Privacy and Civil Rights
   - FERPA (20 U.S.C. § 1232g), MGDPA (Minnesota Statutes Chapter 13), and the handling of student information.
   - Student rights, school search standards, and protection from unreasonable seizure.

Expanded Professional Development

The following additional training areas are recommended for continued annual professional development:

1. Restorative practices and community-building strategies.
2. Anti-bias and cultural competency training, including religious, racial, gender, and disability inclusion.
3. Trauma-informed care and the impact of Adverse Childhood Experiences (ACEs).
4. School-specific safety procedures, threat assessment, and emergency management.
5. Cyberbullying, teen dating violence, and healthy relationship education.
6. Minnesota-specific special education law and student discipline regulations.
7. Positive youth development, mental wellness supports, and SEL (social-emotional learning).
8. Investigating hate crimes, supporting vulnerable youth, and collaborating with victim communities.

Training Refresher

Each SRO shall complete a refresher course that reinforces the learning objectives, as required by POST Board rules and consistent with Subd. 4 of Minnesota Statute § 626.8482. The Police Department shall maintain documentation of training compliance for all assigned SROs.

Short Term SRO Assignment

In accordance with Minnesota Statute § 626.8482, Subd. 3(d), an officer temporarily assigned as a substitute SRO for fewer than 60 student contact days in a school year is not required to complete the full SRO training program. However, the substitute officer shall review this Agreement and the department's SRO policy before assuming school-based responsibilities.

Joint Training with School Administrators

Where practicable, the School District shall encourage collaborative training sessions for SROs and school administrators to enhance shared understanding of:

- The defined role and limitations of SROs.
- Appropriate referral processes for law enforcement engagement.
- Alternatives to exclusionary discipline.
- Shared responsibility for promoting a positive school climate.

X. Data Collection and Reporting

To promote transparency and support compliance with state and federal reporting requirements, the Parties agree to coordinate on the collection and reporting of data related to SRO activities and school-based law enforcement interactions.

District Reporting Responsibilities

The Superintendent of Independent School District No. 199 shall:

1. Submit school-based discipline and safety data to the Minnesota Department of Education (MDE) as required through the Disciplinary Incident Reporting System (DIRS), including:
    - The number of school-based arrests, citations, and referrals to law enforcement or juvenile court.
    - Disaggregated data as required by federal and state law (e.g., by race, gender, and disability).
    - Other required safety or incident data as requested by MDE.
2. Provide public reporting or school board updates as appropriate, summarizing the use of law enforcement in schools and related school safety efforts, consistent with district policy.

Police Department Support for Data Collection

The Inver Grove Heights Police Department agrees to:

1. Share timely and accurate data with the District related to school-based incidents involving:
    - Arrests, citations, or court referrals.
    - Non-identifiable summaries of law enforcement actions on school grounds.
2. Ensure data shared with the District complies with the FERPA (20 U.S.C. § 1232g) and MGDPA (Minnesota Statutes Chapter 13).
3. The Chief or the Chief's designee will coordinate with the Superintendent to ensure the completeness and accuracy of shared data.

XI. SRO Standard Operating Procedures

To ensure clarity, accountability, and consistency in the delivery of school-based law enforcement services, the Chief of Police, in consultation with the Superintendent of Independent School District No. 199, shall develop and maintain written Standard Operating Procedures (SOPs) governing the day-to-day responsibilities and limitations of SROs. These SOPs shall be consistent with this Agreement, applicable Police Department policies, and Minnesota Statute § 626.8482.

At a minimum, the SOPs shall address the following:

Uniform and Appearance

1. Guidance on appropriate attire (e.g., plain clothes, modified uniform) based on the school climate, approachability, and student comfort, as required under Minnesota Statute § 626.8482, Subd. 5(b)(1).

Use of Law Enforcement Authority on School Grounds

1. Policies on the use of force, arrest, citation, and court referral within the school environment.
2. Clear limitations prohibiting the use of police authority to enforce school discipline or non-criminal student behavior (per Subd. 2(c)).

Student Rights and Legal Protections

1. Protocols for the questioning and searching of students, including:
    - When parent/guardian notification is required.
    - Circumstances under which an administrator must be present.
    - Adherence to constitutional protections and Minnesota law regarding search and seizure in schools.

Command Structure and Communication

1. Clear delineation of the SRO's chain of command within the Police Department.
2. Procedures for coordinating with school administrators while preserving the SRO's role as a law enforcement officer.

Performance Monitoring and Evaluation

1. Metrics and review criteria, including:
    - Compliance with this Agreement and applicable statutes.
    - Frequency and nature of arrests, citations, and use of force.
    - Engagement in relationship-building and preventative activities.

Diversion and Referral Protocols

1. Procedures for referring students to school-based services or community-based services when intervention is appropriate.
2. Prioritization of non-punitive responses to behavioral concerns involving youth.

Information Sharing Protocols

1. Guidance on how and when SROs may share or receive student information from school staff.
2. Required compliance with FERPA (20 U.S.C. § 1232g), MGDPA (Minnesota Statutes Chapter 13), and any parental consent requirements for accessing IEPs or 504 Plans.

XII. Terms of Agreement, Termination, Suspension, Force Majeure, Scope, Binding Agreement, Governing Law, Counterparts, Communication Effective Date, Duration, Applicability, and Modification

Terms of Agreement

This Agreement shall take effect upon signature by both Parties and shall remain in force until terminated by either Party with written notice, or the last day of school in the District in June of 2027, whichever occurs first. This Agreement shall not become effective unless and until it is approved by the City Council and the School Board and is signed by the representatives listed below.

Upon execution, copies of the Agreement shall be maintained on file by the Department and the District. Additionally, the Agreement shall be provided to the assigned SRO, the principals of any schools to which the SRO is assigned, and any other individuals deemed relevant or who request a copy. If required

by the MDE or another educational governing body, the District shall submit a copy of this Agreement to the appropriate agency annually.

Termination

Either party may terminate this Agreement upon one hundred eighty (180) days' advance written notice of such termination. If the District terminates this Agreement before January 15th of each calendar year of the current school year, the District shall pay an amount equal to one-half of the fees that would otherwise be payable to the Police Department during the term of this Agreement.

Suspension

The Agreement may be suspended by the District for a period not to exceed ninety (90) days upon thirty (30) days' written advance notice to the Police Department of such suspension. If the District suspends this Agreement, the District shall pay a prorated amount equal to one-half of the fees that would otherwise be payable for the period of suspension.

Force Majeure

The Police Department reserves the right to suspend or terminate this Agreement and reassign the SRO in the event of natural or man-made disasters, civil unrest, terrorism, war, pandemic, or other similar unforeseen events for the duration of such an event. The District agrees that the Police Department's failure to perform or delay in the performance of the Police Department's specified duties in this Agreement will not constitute a breach of contract if the failure to perform or delay in the performance of the Police Department's specified duties is due to or caused by an event of natural or man-made disaster, civil unrest, terrorism, war, pandemic, or any similar unforeseen event.

Scope

It is agreed that the entire agreement of the parties is contained herein, and that this Agreement supersedes all oral and written agreements and negotiations between the parties relating to the subject matter hereof. This Agreement may not be altered, changed, or amended except by an instrument in writing, signed by all parties.

Binding Agreement

The parties mutually recognize and agree that all terms and conditions of this Agreement shall be binding upon the parties and the successors and assigns of the parties.

Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

Counterparts

This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute the same instrument.

Communication

Any notice, demand, or communication to the District shall be addressed to the Superintendent at:

Superintendent of Schools
Independent School District No. 199
2990 80th Street East
Inver Grove Heights, MN 55076-3232

Any notice, demand, or communication to the City shall be addressed to the Chief of Police at:

Chief of Police
City of Inver Grove Heights
8150 Barbara Avenue
Inver Grove Heights, MN 55077

INDEMNIFICATION

The District and the City agree to indemnify and hold harmless the other party and its agents, employees and officers from any claims, causes of action, damages and expenses arising from the performance of this Agreement to the extent they are caused by the negligent acts, omissions or breach of contract of the indemnifying party or those for whom the indemnifying party is legally responsible. Notwithstanding anything herein to the contrary, nothing herein shall be deemed a waiver of immunity available to either party or the maximum liability limits provided under Minnesota Statutes, Chapter 466.

This Agreement shall not become effective unless and until it is approved by the City Council and the School Board and is signed by the representatives listed below.

By: _____
Brenda Dietrich, Mayor

Attest: _____
Rebecca Kiernan, City Clerk

Date: _____

INDEPENDENT SCHOOL DISTRICT #199

By: _____
Carrie Lounsberry, School Board Chair

Attest: _____
Shana Dukes, School Board Clerk

Date: _____

Agenda Item 5.H.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Approve a Resolution, Authorizing a Budget Amendment to the City's Fiscal Year 2025 Community Development Block Grant Annual Action Plan.**

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

The City Council is asked to adopt the attached Resolution, approving an amendment to the Annual Action Plan budget for the Fiscal Year 2025 Community Development Block Grant (CDBG) program.

BACKGROUND

The Community Development Block Grant (CDBG) is a federal grant program of the U.S. Department of Housing and Urban Development (HUD) focused on assisting low- and moderate-income individuals and neighborhoods. Eligible use of fund also includes funding support for planning studies.

The City submits an annual application for grant funding to the Dakota County Community Development Agency (CDA), which then makes an application to HUD. If funds are awarded, the CDA administers the program funds on behalf of the federal government and the City.

The Annual Action Plan budget approved with the City's Fiscal Year 2025 (FY25) CDBG allocation is for the Home Improvement Loan Program. The budgeted amount is $77,970.

On August 10, 2026, the Economic Development Authority (EDA) authorized City staff to prepare a Request for Proposal to complete a Redevelopment Master Plan and Streetscape Plan for the Cahjll Avenue-65th Street commercial district. The proposed study would be tied for the planned reconstruction of Cahill Avenue from Upper 55th Street to 80th Street. The study is also timely given the pending start of the 2050 Comprehensive Plan update.

City staff identified three (3) potential funding sources, including a reallocation of up to $50,000 in FY25 CDBG funding, to support the study. Other identified sources of funding included a Dakota County CDA Redevelopment Incentive Grant (RIG) application and EDA funding. CDA staff recommended the use of CDBG funding due to the current low utilization of the Home Improvement Loan program, specifically the FY25 funds.

The budget request was submitted to CDA staff by the required August 14, 2026 deadline to be considered by the Dakota County Board Commissioners at their September 22, 2026 meeting. Once

approved, the City can solicit proposals and present to the EDA at its October 12, 2026 for approval, allowing the study project to commence.

FISCAL IMPACT
N/A

RECOMMENDATION
Staff recommends adoption of the attached Resolution.

ATTACHMENTS
1. Resolution_Amend Budget_FY2025 CDBG_08-20-2026
2. Dakota County CDBG Activity Amendment-Executed

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

A RESOLUTION REQUESTING A BUDGET AMENDMENT TO FUNDING FOR THE FISCAL YEAR 2025 DAKOTA COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

WHEREAS, the City of Inver Grove Heights is a participating jurisdiction with the Dakota County Community Development Block Grant ("CDBG") Entitlement Program; and,

WHEREAS, the Dakota County Community Development Agency ("CDA") is a Subgrantee of Dakota County for the administration of the CDBG Program; and,

WHEREAS, on November 24, 2024, the City Council ("Council") approved its annual application, requesting the allocation of funds based on the approved Annual Action Plan and corresponding budget; and,

WHEREAS, the Council seeks to amend the CDBG budget of the Annual Action Plan for Fiscal Year 2025, authorizing the reallocation of funds for the purpose of completing a Cahill Avenue-65th Street Redevelopment Master Plan and Streetscape Plan, pending approval by the Dakota County Board of Commissioners.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, MINNESOTA that a budget amendment to the Annual Action Plan for the Fiscal Year 2025 Community Development Block Grant application is hereby requested and directed to be submitted to the Dakota County Community Development Agency for approval by the Dakota County Board of Commissioners.

BE IT FURTHER RESOLVED, the Mayor and City Clerk of the City of Inver Grove Heights is authorized to execute any required agreements amendments and documents as may be required by Dakota County or CDA related to receiving and using the awarded CDBG funds.

BE IT FURTHER RESOLVED, the CDA is designated as the administrative entity to carry out the CDBG program on behalf of the City of Inver Grove Heights and subject to future Subrecipient Agreements that may be required for specific CDBG-funded activities.

This resolution is passed and adopted by the City Council of the City of Inver Grove Heights, Dakota County, Minnesota this 24th day of August, 2026.

CITY OF INVER GROVE HEIGHTS

_____

Brenda Dietrich
Its: Mayor

ATTEST:

_____

Rebecca Kiernan
Its: City Clerk

Dakota County CDBG Activity Amendment Request Form

City/Township Name: City of Inver Grove Heights

Please identify the change(s) to be made:

Administrative Amendment

☒ Change an existing activity budget < $100,000

Substantial Amendment

Please Note: A substantial amendment will take approximately 45-60 days to complete.

☐ Create a new activity (previously not an application). Please complete pages 3-6.
☐ Cancel an existing activity
☐ Change an existing activity budget > $100,000+
☐ Change the National Objective of an existing activity
☐ Identify the specific property location for an activity previously unknown at the date of application

Identify the activity budgets you are requesting to be amended. The amendment options include:

- A transfer of funds from one activity to a different activity within the same program year;
- A transfer to a newly created activity from an existing activity within the same program year;
- A cancelation of an activity (with no prior expenditure) and transfer of funds to one or more existing/new activities within the same program year.

Activity Status*	Program Year	Activity Name	Existing Budget	Proposed Budget	Budget Change
New	2025	Redevelopment Planning	$0	$50,000	+$50,000
Reduction	2025	FY2025 Home Improvement Loan	$77,970	$27,970	($50,000)

*(i.e. New, Cancel, Transfer, or Continue)

Prepared by:

Jason Ziemer, Community Development Director
Local Program Administrator (Print)

(*Signature*)

Approved by:

Amy Hove, Finance Director
City or Township Financial Officer (Print)

(*Signature)*

Dakota County CDBG Activity Amendment Request Form

CDA Office Use Only

		Reviewer
Amendment Received	08/13/2026	Maggie Dykes

Other Comments:

CDBG Account Numbers	CDBG Account Numbers

If creating a new activity, complete the following sections.

Dakota County Community Development Agency
CDA

Dakota County CDBG Activity Amendment Request Form

Describe the proposed activity in detail. Please be specific about purpose, location, number of people or households served, etc.

The City of Inver Grove Heights proposes to develop a Redevelopment Master Plan and Streetscape Plan ("Master Plans") for the planned Cahill Avenue-65th Street redevelopment district ("Cahill Area"). Development of these plan documents shall coincide and be incorporated into with the City's planned capital reinvestment project of Cahill Avenue from Upper 55th Street to 80th Street, slated for construction from 2028-2030.

This specific commercial district is identified locally as Downtown Inver Grove Heights and has long served as the unofficial "Main Street" for the community. The 65-acre Cahill Area is currently an eclectic mix of commercial, residential and institutional uses. It is buttressed by single-family and medium-density homes to the north, south and west, and industrial businesses to the east, making this area a central and accessible commercial and services district for much of the community; notably the large concentration of the older and more traditional neighborhoods in Inver Grove Heights. The development of this commercial district occurred in various stages from the late 1960s to the mid-1980s; the few remaining remnant parcels later developed in the early 1990s. In 1969, a large indoor mall was constructed on the nearly 10-acre parcel that is the epicenter of the Cahill Area. It stood until 2000 when much of it was demolished, save for three individual buildings that once served as the mall anchors. Except those three buildings, this parcel is dominated by mostly surface parking and is significantly underdeveloped as a result. Several of the adjacent properties within this current commercial district feature older, outdated buildings that are set far back from the roadway and with massive parking lots; several of which are in disrepair. As a result, this commercial district is vastly underutilized and presents tremendous opportunity for redevelopment, infill and rehabilitation of existing storefronts, allowing the Cahill Area to become a true Main Street and a gathering place for the community.

Except for pending affordable housing infill development on the western fringe, there are no immediate redevelopment plans in the Cahill Area. Yet, drafting these implementable Master Plans that establish the vision and scenarios for the long-term redevelopment of the Cahill Area will foster the understanding of future uses (i.e. commercial, residential, etc.); multi-modal access needs and locations; and identify associated critical district improvements – from parking to pedestrian areas and public spaces, placemaking elements and district amenities – that will encourage redevelopment efforts and support the long-term success of this "Main Street" area. The physical redevelopment of the Cahill Area – how and where it could happen – is critical to the design and construction of the planned public investments for the Cahill Area as it will also allow project planning to incorporate those necessary elements into the design and plan for project costs and funding sources. The current 2040 Comprehensive Plan guides the Cahill Area as Mixed Use, allowing for a "mix" of commercial, office and higher density residential type uses to occur within the boundaries of this redevelopment area. The City does not anticipate that land use designation changing with the 2050 Comprehensive Plan update; the timing of the planned Cahill Avenue capital project warrants the development of this proposed Master Redevelopment Plan and Streetscape Master Plan.

Will the proposed activity alter the completion timeline for any previously funded activity?

No.

Dakota County CDBG Activity Amendment Request Form

Check the eligible activity category of the proposed activity:

Affordable Rental Housing ☐ Rehabilitation of Multi-Unit Residential ☐ Fair Housing Activities ☐ Energy Efficiency Improvements	**Public Service** ☐ Senior Services ☐ Youth Services ☐ Transportation Services ☐ Operational Support
Affordable Homeowner Housing ☐ Homeownership Assistance ☐ New (Re)Construction Homeowner Housing ☐ Rehabilitation/ Energy Efficiency Improvement of Single Unit Residential ☐ Fair Housing Activities	**Public Facilities** ☐ Recreational Parks ☐ Public Water/Sewer Improvements ☐ Street Improvements ☐ Sidewalks ☐ ADA Improvements ☐ Assessment Abatement
Homelessness ☐ Coordinated Access to Service & Shelter ☐ Housing Stabilization ☐ Emergency Shelter Operation	**Neighborhood Revitalization** ☐ Acquisition of Real Property ☐ Clearance and Demolition ☐ Clean-up of Contaminated Site
Economic Development ☐ Employment Training ☐ Economic Development Assistance ☐ Rehabilitation of Commercial/Industrial Buildings ☐ Micro-Enterprise Assistance ☐ Relocation	**Planning and Administration** ☒ Planning ☐ Administration

Describe the activity schedule:

Proposed Activity Start Date: 11/01/2026 Proposed Activity Completion Date: 08/31/2027

Dakota County CDBG Activity Amendment Request Form

CDBG funded activities must meet one of the program objectives. Check the objective for which the CDBG funds will be used.

Not applicable.

Indicate the proposed objective and outcome of the activity/project.

	Outcome #1 Availability/Accessibility	**Outcome #2 Affordability**	**Outcome #3 Sustainability**
Objective #1 Suitable Living Environment	☐ Accessibility for the purpose of creating a suitable living environment	☐ Affordability for the purpose of creating a suitable living environment	☐ Sustainability for the purpose of creating a suitable living environment
Objective #2 Decent Housing	☐ Accessibility for the purpose of providing decent housing	☐ Affordability for the purpose of providing decent housing	☐ Sustainability for the purpose of providing decent housing
Objective #3 Economic Opportunity	☒ Accessibility for the purpose of creating economic opportunities	☒ Affordability for the purpose of creating economic opportunities	☒ Sustainability for the purpose of creating economic opportunities

Dakota County CDBG Activity Amendment Request Form

Indicate how the activity outcome will be measured and projected number of beneficiaries.

Not applicable.

Provide the total project cost and CDBG request.

Total Project Cost: $100,000 Total CDBG Request: $50,000

Describe all other funding sources.

Source of Funds	Amount	Committed	Pending
IGH Economic Development Authority	$25,000	☒	☐
Dakota County CDA RIG Funding	$25,000	☐	☒
Total:	$50,000		

…

Itemized Use of Funds/Expenses	Costs	CDBG Funds Requested	Other Funding Sources
Planning Consultant	$100,000	$50,000	$50,000
Total:	$100,000	$50,000	$50,000

Agenda Item 5.I.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Resolution to Amend Final Project Budget and Close City Project No. 2026-09N

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Paul Merchlewicz, City Engineer, 651.450.2572

ACTION REQUESTED

The Council is asked to adopt the attached Resolution, amending the final project budget and closing the project accounts for City Project No. 2026-09N (2026 Ultra Thin Bituminous Wear Course)

BACKGROUND

On May 26, 2026, Council awarded the contract and approved the budget for City Project No. City Project No. 2024-09N (2026 Ultra-Thin Bituminous Wear Course) under Resolution Nos. 2026-110 and 2026-111, respectively. The Project was delivered as part of the City's pavement maintenance solution to remedy surface stripping of pavements in the South Grove area of Inver Grove Heights.

During construction, it was discovered that the bidding documents were missing quantities for an area of the project. Generally, decisions on the size of the Ultra-Thin program each year are contingent on the size of the savings from Pavement Management Initiative (PMI) projects. Due to the rapid pace of construction, Staff determined that it would be more cost-effective to allow quantities to be overrun and not have to pay for a contractor delay or re-mobilization. An analysis of the savings in the overall PMI program for the year identified that the overage in costs could be absorbed without affecting other projects or long-term budgets. Finally, with the completion of the streets included in this year's program, the City will now be transitioning to a bi-yearly program. The inclusion of the missing streets provides for a clean transition.

Construction of City Project No. 2026-09N has now been completed. The project came in over budget in Pavement Management – Local Streets (Fund 440).

FISCAL IMPACT

City Staff recommend utilizing the respective funds to cover those deficient costs, as denoted in red text below for City Project No. 2026-09N. Final numbers are compared to original budgeted costs versus completed construction and Legal, Engineering, Administrative, and Finance (LEAF) costs respectively. Budget overruns are due to quantities missed during plan and bid document preparation.

The final fund allocation for City Project No. 2026-09N is as follows:

FUND	FUNDING CATEGORY NAME	FINAL FUNDING ALLOCATION(2)	DIFFERENCE FROM ORIGINAL BUDGET(1)

440	Pavement Management — Local Streets	$1,125,290.29	$(125,290.29)

1. Negative number denotes negative remaining budget (i.e., budget overrun)
2. Includes all LEAF costs.

RECOMMENDATION

Staff recommend adopting the attached Resolution amending the final project budget and closing the project account for City Project No. 2026-09N (2026 Ultra-Thin Bituminous Wear Course).

ATTACHMENTS

1. Resolution - Close Project No 2026-09N

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION AMENDING FINAL PROJECT BUDGET AND CLOSING THE PROJECT ACCOUNT FOR CITY PROJECT NO. 2026-09N

WHEREAS, on May 26, 2026, the City Council adopted Resolution No. 2026-110, awarding a contract for the 2026 Ultra-Thin Bituminous Wear Course program to Asphalt Surface Technologies Corp (ASTECH); and

WHEREAS, the original budget for City Project No. 2026-09N (Resolutions Nos. 2026-111) was approved at the same meeting; and

WHEREAS, on August 6, 2026, Invoice No. 1 for a first and final Contractor payment was submitted and approved by staff; and

WHEREAS, City Project No. 2026-09N remains open due to budget deficiencies in the Pavement Management – Local Streets (Fund 440), for the project, requiring approval by the Council for final payment due to the overrun; and

WHEREAS, in order to close City Project No. 2026-09N, amending the final project budget and transferring the associated remaining costs from the Pavement Management – Local Streets (Fund 440), is necessary.

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

1) The following budget is hereby amended for City Project No. 2026-09N:

PROJECT COSTS	2026-09N
Final Construction	$1,122,850.00
Legal, Engineering, Administrative, & Finance (LEAF)	$2,440.29
TOTAL	$1,125,290.29

FUNDING SOURCES	2026-09N
Pavement Management – Local Streets (Fund 440)	$1,125,290.29
TOTAL	$1,125,290.29

2) The Council hereby authorizes the transfer of $125,290.29 from the Pavement Management – Local Streets (Fund 440) to the project to cover the funding shortfall and to balance the project budget; and

3) Upon transfer of these funds and balancing the project budget, Staff will make the first and final payment to the Contractor and City Project No. 2026-09N will be closed.

Approved by the City Council of the City of Inver Grove Heights, Minnesota this 24 day of August 2026.

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

Agenda Item 5.J.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Contract Between the Criminal Justice Network and Inver Grove Heights Police Department for Reimbursement of Staff Professional Services Performed by an Inver Grove Heights Employee.**

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Melissa Chiodo, Police Chief, 651.450.2526

ACTION REQUESTED

The Council is asked to consider and approve the contract between the Criminal Justice Network and the Inver Grove Heights Police Department for reimbursement of professional services.

BACKGROUND

The Criminal Justice Network (CJN) has been developing a new Records Management System (RMS) in support of multiple law enforcement agencies, including the Inver Grove Heights Police Department (IGHPD). As a part of this collaborative effort, sworn staff and records staff from multiple agencies have been actively involved with the development of the new RMS.

As the project progressed and is nearing the rollout phase, a critical staffing vacancy occurred at CJN which could interfere with the project timeline and delay the implementation of the new RMS program. CJN has requested to utilize one of IGHPD's staff members to maintain continuity of release and successful transition to the new RMS system in a timely manner. The identified need for the IGHPD staff member would be to spend up to 32 hours a week working at CJN on the RMS implementation team through November 2026.

Recognizing that the IGHPD staff member would be spending a significant amount of their work week dedicated to CJN on the RMS implementation, CJN has agreed to reimburse the City of Inver Grove Heights for the salary and fringe for the hours worked on the project by the IGHPD staff member.

The contract has been reviewed by our CIty Attorney. CJN would consider the IGHPD staff member as a contract employee while working on the RMS development and implementation.

FISCAL IMPACT

CJN will reimburse the City of Inver Grove Heights at a rate of $67.77/hour up to a total of $37,000 for work performed by the IGHPD staff member between August 3rd and November 30th, 2026. This rate covers the entire hourly salary and fringe of the identified IGHPD staff member.

RECOMMENDATION

Staff recommends that council approves the contract for reimbursement of professional services.

ATTACHMENTS

1. Contract Between CJIN and Inver Grove Heights Police Department
2. Resolution Between IGHPD & CJN for Reimbursement of Services

CONTRACT BETWEEN THE CRIMINAL JUSTICE NETWORK AND INVER GROVE HEIGHTS POLICE DEPARTMENT

FOR STAFF PROFESSIONAL SERVICES

This Contract is between the Criminal Justice Network, a Minnesota joint powers organization created pursuant to Minn. Stat. § 471.59, ("**CJN**") and the City of Inver Grove Heights, ("**Contractor**"). This Contract uses the word "**Parties**" for both CJN and Contractor.

WHEREAS, CJN requires professional services for CJN records management system development, particularly in the areas of data conversion, testing and training; and

WHEREAS, the Parties intend that Contractor will loan and provide the professional services of Emily Heidelberg, a Contractor employee ("Employee"), to CJN to perform such work; and

ACCORDINGLY, the Parties agree:

1. TERM

This Contract is effective and enforceable on August 3, 2026 ("**Effective Date**") and expires on November 30, 2026 ("**Expiration Date**").

2. SCOPE OF SERVICES

2.1. Services. Employee will provide input and review as a subject matter expert in law enforcement records management systems to include data conversion, testing, and training. Collectively, these are referred to as the "**Services**." Employee will be available to perform the Services up to thirty-two (32) hours per week during the term of this Agreement. Scheduling will be coordinated between the Liaisons, subject to reasonable flexibility for operational needs of CJN and Contractor.

2.2. Substitution. Contractor will not substitute or reassign Employee without CJN's prior written consent, which CJN may grant or withhold in its reasonable discretion. If Employee becomes unavailable, the Parties will confer in good faith regarding a mutually acceptable substitute and any necessary amendment.

2.3. Standard of Care. In the performance of the Services, Contractor will ensure that Employee uses the care and skill a reasonable practitioner in Employee's profession would use in the same or similar circumstances.

2.4. Policies and Staff. CJN may terminate this Contract by providing 10 calendar days' Notice if the Contractor makes or proposes significant changes in policies or staffing. CJN will not control the manner or means by which Employee performs the Services. However, the Contractor will be responsive to the needs and concerns of CJN in performing the Services.

2.5. Property. Employee and Contractor must return CJN's property, documentation, records, or other types of data within 14 calendar days of the Expiration Date or after receipt of a Notice of Termination, whichever occurs first. Contractor must maintain records related to its performance of the Contract as may be directed by CJN in the Notice of Termination (as applicable) or as required by law or this Contract.

3. PAYMENT

3.1. Total Cost. CJN will pay Contractor a total amount not to exceed Thirty-Seven Thousand and 0/100 U.S. Dollars ($37,000.00) ("**Contract Maximum**").

3.2. Compensation.

A. CJN will pay the Contractor for the Services provided by Contractor's Employee at the rate of $67.67 per hour. Any incidental or out-of- pocket expenses must be pre-approved by CJN to be eligible for reimbursement under this Contract.

B. The Contractor must submit monthly invoices to CJN summarizing the Services provided during the month and the compensation due for those Services.

3.3. Time of Payment. CJN will pay Contractor within 35 calendar days after the date on which Contractor's invoice is received. If the invoice is incorrect, defective, or otherwise improper, CJN will notify Contractor within 10 calendar days after the date on which the invoice is received. CJN will pay Contractor within 35 calendar days after the date on which the corrected invoice is received.

3.4. Interest on Late Payments. This provision is required by Minn. Stat. § 471.425. CJN will pay interest of 1½ percent poer month or any part of a month to the Contractor on any undisputed amount that is not paid on time. The minimum monthly interest penalty payment for an unpaid balance of $100 or more is $10. For unpaid balances of less than $100, CJN will pay the actual interest penalty due the Contractor.

3.5. Late Request for Payments. CJN may refuse to pay invoices received or postmarked more than 90 calendar days after the date that the invoiced Services were performed.

4. COMPLIANCE WITH LAWS/STANDARDS

4.1. Minnesota Law to Govern. The laws of Minnesota govern all matters related to this Contract, without giving effect to the principles of conflict of law. Venue and jurisdiction for any litigation related to this Contract must be in those courts located within Dakota County, State of Minnesota or U.S. District Court, District of Minnesota.

5. INDEPENDENT CONTRACTOR STATUS

Contractor is an independent contractor. Nothing in this Contract is intended to create an employer and employee relationship between CJN and the Contractor or the Employee. Neither Contractor nor Employee is entitled to receive any of the benefits received by CJN employees and is not eligible for workers' or unemployment compensation benefits. Contractor also acknowledges and agrees that no withholding or deduction for State or Federal income taxes, FICA, FUTA, or otherwise, will be made from the payments due Contractor, and that it is Contractor's sole obligation to comply with the applicable provisions of all State and Federal tax laws.

6. INDEMNIFICATION

6.1. General. To the greatest extent allowed by law, in the performance of or failure to perform this Contract, Contractor must indemnify, defend (in the case of third-party claims, with counsel satisfactory to CJN), and hold harmless CJN, its officers, agents, and employees, from and against any actual or alleged loss, litigation cost (including, but not limited to, reasonable attorney fees and costs and expenses of defense), costs, settlement, judgment, demands, damage, liability, lien, debt, injury, harm, fees, fines, penalties, interest, expenditure, diminution in value, disbursement, action, claim, proceeding, or dispute of any sort (collectively "**Losses**"), whether or not involving a third party, which are attributable to Contractor's, or Contractor's agents', independent contractors', employees', or delegatees', actual or alleged:

A. Intentional, willful, or negligent acts or omissions; or

B. Actions or omissions that give rise to strict liability; or

C. Negligent or intentional misrepresentation, breach of warranty, covenant, contract, or subcontract

whether or not well-founded in fact or in law, known or unknown, foreseen, or unforeseen, fixed, or contingent and howsoever originating or existing, and whether or not based upon statute, common law, or equity. This indemnity provision survives expiration or termination of this Contract.

To the greatest extent allowed by law, in the performance of or failure to perform this Contract, CJN must indemnify, defend (in the case of third-party claims, with counsel satisfactory to Contractor), and hold harmless Contractor, its officers, agents, and employees, from and against any actual or alleged loss, litigation cost (including, but not limited to, reasonable attorney fees and costs and expenses of defense), costs, settlement, judgment, demands, damage, liability, lien, debt, injury, harm, fees, fines, penalties, interest, expenditure, diminution in value, disbursement, action, claim, proceeding, or dispute of any sort (collectively "**Losses**"), whether or not involving a third party, which are attributable to CJN's, or CJN's agents', independent contractors', employees', or delegatees', actual or alleged:

D. Intentional, willful, or negligent acts or omissions; or

E. Actions or omissions that give rise to strict liability; or

F. Negligent or intentional misrepresentation, breach of warranty, covenant, contract, or subcontract

whether or not well-founded in fact or in law, known or unknown, foreseen, or unforeseen, fixed, or contingent and howsoever originating or existing, and whether or not based upon statute, common law, or equity. This indemnity provision survives expiration or termination of this Contract.

6.2. Limitations. The indemnification obligations of this section do not apply to the extent that liability is the direct or proximate result of CJN's or Contractor's negligence. This limitation is not a waiver on the part of CJN or Contractor of any immunity or limits on liability under Minn. Stat. Ch. 466, or other applicable State or Federal law.

6.3. Notice. The Parties will promptly provide Notice in writing and in reasonable detail of:

A. Any demand, action, suit, or proceeding against the party providing Notice; or

B. Any event or fact that may give rise to indemnification under section 7.1 by Contractor.

6.4. Control of Defense and Settlement. Contractor must promptly provide Notice to CJN of any proposed settlement, and Contractor may not, without CJN's prior written consent (which CJN will not unreasonably withhold, condition, or delay), settle such claim or consent to entry of any third-party judgment. Nothing in this section precludes Contractor from allowing CJN from undertaking control of the defense.

7. DEFAULT

7.1. Notice of Default. Unless otherwise stated in a specific section of this Contract, no event or circumstance constitutes a default giving rise to the right to terminate for cause unless and until a Notice of Default is provided to the defaulting party, specifying the event or circumstance, series of events or circumstances, or failure constituting the default and cure period, if any.

7.2. Cure Period. The party providing the Notice of Default has the option, but is not required, to

give the other party an opportunity to cure the specified default. If an opportunity to cure is given, it must be specifically described in the Notice of Default, including any period in which to comply.

7.3. Withholding Payment. Notwithstanding any other provision of this Contract, CJN may, after giving Notice of Default, withhold, without penalty or interest, any payment which becomes due after Notice of Default is provided until the specified default is excused or cured, or the Contract is terminated.

8. TERMINATION

8.1. Termination Without Cause. Either party may terminate this Contract without cause upon 30 calendar days' Notice of Termination to the other party.

8.2. Notice of Termination. The Notice of Termination must state the intent to terminate the Contract and specify the events or circumstances and relevant Contract provision warranting termination of the Contract and whether the termination is for cause.

9. CONTRACT RIGHTS AND REMEDIES

9.1. Rights Cumulative. All remedies under this Contract or by law are cumulative and may be exercised concurrently or separately. The exercise of any one remedy does not preclude exercise of any other remedies.

9.2. Waiver. Any waiver is only valid when reduced to writing, specifically identified as a waiver, and signed by the waiving party's Authorized Representative. A waiver is not an amendment to the Contract. CJN's failure to enforce any provision of this Contract does not waive the provision or CJN's right to enforce it.

10. AUTHORIZED REPRESENTATIVE

10.1. The Authorized Representatives of the respective Parties for purposes of this Contract are as follows:

To Contractor:

Chief Melissa Chiodo
Inver Grove Heights Police Dept
8150 Barbara Avenue
Inver Grove Heights MN 55077
Telephone: 651-450-2526
mechiodo@ighmn.gov

To CJN:

Executive Director Mary Cerkvenik
Criminal Justice Network
14041 Biscayne Ave.
Rosemount, MN 55068
Telephone: 651 438-4559
mary.cerkvenik@co.dakota.mn.us

10.2. The Authorized Representative, or successor, has authority to bind the respective party and sign this Contract. CJN's Authorized Representative has only the authority granted by the CJN Board. The Parties must promptly provide Notice to each other when an Authorized Representative's successor is appointed. The Authorized Representative's successor will thereafter be the Authorized Representative for purposes of this Contract.

11. LIAISON

11.1. The Liaisons of the respective Parties for purposes of this Contract are as follows:

Contractor Liaison: Joshua Otis
Telephone: 651-450-2528
Email Address: jotis@ighmn.gov

CJN Liaison: Mary Cerkvenik
Telephone: 651-438-4559
Email Address:
mary.cerkvenik@co.dakota.mn.us

11.2. The Liaison, or successor, has authority to assist the Parties in the day-to-day performance of this Contract, ensure compliance, and provide ongoing consultation related to the performance of this Contract. The Parties must promptly provide Notice to each other when a Liaison's successor is appointed. The Liaison's successor will thereafter be the Liaison for purposes of this Contract.

12. OWNERSHIP OF WORK PRODUCT

As CJN's contractor for hire, CJN owns in perpetuity, solely and exclusively, all rights of every kind and character, in all proceeds, works, drawings, products, plans, and all other materials created by Contractor, or Employee, pursuant to this Contract (collectively referred to as "**Works**"), and CJN is deemed the author thereof for all purposes. Such Works are deemed "works for hire," as defined in the U.S. Copyright Act, 17 U.S.C. § 101. Contractor will, upon the request of CJN, execute all papers and perform all other acts necessary to assist CJN to obtain and register copyrights on such Works. If, for any reason, any of the Works do not constitute a "work made for hire," Contractor hereby irrevocably assigns to CJN, in each case without additional consideration, all right, title, and interest throughout the universe in and to the Works, including all copyrights therein.

13. AMENDMENTS

Any amendments to this Contract are only valid when reduced to writing, specifically identified as an amendment, and signed by both Parties' Authorized Representative.

14. SEVERABILITY

The provisions of this Contract are severable. If any provision of this Contract is void, invalid, or unenforceable, it will not affect the validity and enforceability of the remainder of this Contract unless the void, invalid, or unenforceable provision substantially impairs the value of the entire Contract with respect to either party.

15. CONTRACT INTERPRETATION AND CONSTRUCTION

This Contract was fully reviewed and negotiated by the Parties. Any ambiguity, inconsistency, or question of interpretation or construction in this Contract will not be resolved strictly against the party that drafted the Contract. It is the intent of the Parties that that all language used in this Contract be constructed and construed to give its natural and ordinary meaning and effect.

16. ELECTRONIC SIGNATURES

Each party agrees the electronic signatures of the parties included in this Contract are intended to authenticate this writing and to have the same force and effect as wet ink signatures.

[SIGNATURE PAGE TO FOLLOW]

IN WITNESS WHEREOF, the Parties hereto have executed this Contract on the date(s) indicated below.

Approved as to form by CJN's attorney:

Signed by:
Amanda Johnson
E78CD63AEFDD497...
Attorney Name / Date

CRIMINAL JUSTICE NETWORK

By:_____
Mary Cerkvenik, Executive Director

Date of Signature:_____

CONTRACTOR

(I represent and warrant that I am authorized by law to execute this contract and legally bind the Contractor)

By:_____

Title: Chief of Police

Date of Signature:_____

docusign

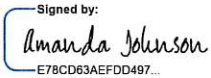
Certificate Of Completion

Envelope Id: B6621138-5049-8948-818E-DFD2F82B82FC
Status: Sent
Subject: Complete with Docusign: DCA24494 IGH -Emily Heidelberg Professional Services Contract FINAL.pdf
Source Envelope:
Document Pages: 6
Signatures: 1
Certificate Pages: 5
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
Doug Gross
1590 Highway 55
Hastings, MN 55033
doug.gross@co.dakota.mn.us
IP Address: 72.58.82.67

Record Tracking

Status: Original
8/6/2026 11:03:40 AM
Holder: Doug Gross
doug.gross@co.dakota.mn.us
Location: DocuSign
Security Appliance Status: Connected
Pool: StateLocal

Signer Events	Signature	Timestamp
Amanda Johnson ajohnson@eckberglammers.com Security Level: Email, Account Authentication (None)	Signed by:  E78CD63AEFDD497... Signature Adoption: Pre-selected Style Using IP Address: 2607:fb91:b4a:8146:9097:251d:9113:a9d4 Signed using mobile	Sent: 8/6/2026 11:12:06 AM Viewed: 8/6/2026 11:15:08 AM Signed: 8/6/2026 11:15:25 AM
Electronic Record and Signature Disclosure: Accepted: 8/6/2026 11:15:08 AM ID: 2d6d95c2-e4c4-45bb-bba0-219bbd8d60ee		
Melissa Chiodo mechiodo@ighmn.gov Chief of Police Security Level: Email, Account Authentication (None)		Sent: 8/6/2026 11:15:26 AM Viewed: 8/6/2026 12:55:33 PM
Electronic Record and Signature Disclosure: Accepted: 8/6/2026 12:55:33 PM ID: 3fb8c53d-bda2-4c6b-a90f-2a63faa179d4		
Mary Cerkvenik mary.cerkvenik@co.dakota.mn.us Security Level: Email, Account Authentication (None)		
Electronic Record and Signature Disclosure: Not Offered via Docusign		

In Person Signer Events	Signature	Timestamp

Editor Delivery Events	Status	Timestamp

Agent Delivery Events	Status	Timestamp

Intermediary Delivery Events	Status	Timestamp

Certified Delivery Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp

Carbon Copy Events	Status	Timestamp
Elizabeth Weller Elizabeth.Weller@co.dakota.mn.us Security Level: Email, Account Authentication (None) **Electronic Record and Signature Disclosure:** Not Offered via Docusign		

Witness Events	Signature	Timestamp

Notary Events	Signature	Timestamp

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	8/6/2026 11:12:06 AM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Dakota County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through your DocuSign, Inc. (DocuSign) Express user account. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to these terms and conditions, please confirm your agreement by clicking the 'I agree' button at the bottom of this document.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. For such copies, as long as you are an authorized user of the DocuSign system you will have the ability to download and print any documents we send to you through your DocuSign user account for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. To indicate to us that you are changing your mind, you must withdraw your consent using the DocuSign 'Withdraw Consent' form on the signing page of your DocuSign account. This will indicate to us that you have withdrawn your consent to receive required notices and disclosures electronically from us and you will no longer be able to use your DocuSign Express user account to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through your DocuSign user account all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Dakota County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: bruce.peters@co.dakota.mn.us

To advise Dakota County of your new e-mail address

To let us know of a change in your e-mail address where we should send notices and disclosures electronically to you, you must send an email message to us at bruce.peters@co.dakota.mn.us and in the body of such request you must state: your previous e-mail address, your new e-mail address. We do not require any other information from you to change your email address..

In addition, you must notify DocuSign, Inc to arrange for your new email address to be reflected in your DocuSign account by following the process for changing e-mail in DocuSign.

To request paper copies from Dakota County
To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an e-mail to bruce.peters@co.dakota.mn.us and in the body of such request you must state your e-mail address, full name, US Postal address, and telephone number. We will bill you for any fees at that time, if any.
To withdraw your consent with Dakota County

To inform us that you no longer want to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your DocuSign account, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an e-mail to bruce.peters@co.dakota.mn.us and in the body of such request you must state your e-mail, full name, IS Postal Address, telephone number, and account number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

Required hardware and software

Operating Systems:	Windows2000? or WindowsXP?
Browsers (for SENDERS):	Internet Explorer 6.0? or above
Browsers (for SIGNERS):	Internet Explorer 6.0?, Mozilla FireFox 1.0, NetScape 7.2 (or above)
Email:	Access to a valid email account
Screen Resolution:	800 x 600 minimum
Enabled Security Settings:	• Allow per session cookies

	• Users accessing the internet behind a Proxy Server must enable HTTP 1.1 settings via proxy connection

** These minimum requirements are subject to change. If these requirements change, we will provide you with an email message at the email address we have on file for you at that time providing you with the revised hardware and software requirements, at which time you will have the right to withdraw your consent.

Acknowledging your access and consent to receive materials electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please verify that you were able to read this electronic disclosure and that you also were able to print on paper or electronically save this page for your future reference and access or that you were able to e-mail this disclosure and consent to an address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format on the terms and conditions described above, please let us know by clicking the 'I agree' button below.

By checking the 'I Agree' box, I confirm that:

- I can access and read this Electronic CONSENT TO ELECTRONIC RECEIPT OF ELECTRONIC RECORD AND SIGNATURE DISCLOSURES document; and
- I can print on paper the disclosure or save or send the disclosure to a place where I can print it, for future reference and access; and
- Until or unless I notify Dakota County as described above, I consent to receive from exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to me by Dakota County during the course of my relationship with you.

CITY OF INVER GROVE HEIGHTS, MINNESOTA
Dakota County, Minnesota

RESOLUTION NO. _____

RESOLUTION APPROVING A CONTRACT BETWEEN THE CRIMINAL JUSTICE NETWORK AND THE INVER GROVE HEIGHTS POLICE DEPARTMENT FOR CONTRACTED SERVICES

WHEREAS, the Criminal Justice Network (CJN) has been developing a new Records Management System (RMS) for multiple law enforcement agencies, including the Inver Grove Heights Police Department (IGHPD); and

WHEREAS, sworn staff and records staff from multiple agencies, including IGHPD, have been actively involved in the development of the new RMS as part of this collaborative effort; and

WHEREAS, as the project progressed and neared rollout, a critical staffing vacancy occurred at CJN that could interfere with the project timeline and delay implementation of the new RMS program; and

WHEREAS, CJN has requested to utilize an IGHPD staff member to maintain continuity of release and support a successful and timely transition to the new RMS system; and

WHEREAS, the identified IGHPD staff member would spend up to thirty-two (32) hours per week working with CJN on the RMS implementation team through November 2026; and

WHEREAS, CJN has agreed to reimburse the City of Inver Grove Heights for the salary and fringe benefits attributable to the hours worked by the IGHPD staff member on RMS development and rollout; and

WHEREAS, CJN will reimburse the City of Inver Grove Heights at a rate of sixty-seven dollars and seventy-seven cents ($67.77) per hour, up to a total amount not to exceed thirty-seven thousand dollars ($37,000), for work performed by the IGHPD staff member between August 3, 2026, and November 30, 2026; and

WHEREAS, the contract has been reviewed by the City Attorney, and CJN would consider the IGHPD staff member as a contract employee while working on RMS development and implementation; and

WHEREAS, the City Council finds that approving the contract is in the best interests of the City and supports the timely implementation of the RMS program.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights, Minnesota, as follows:

1. The contract between the Criminal Justice Network and the Inver Grove Heights Police Department for contracted services related to RMS development and implementation is hereby approved.
2. The Chief of Police is hereby authorized to enter into and execute the agreement on behalf of the City of Inver Grove Heights, together with any documents or actions necessary to carry out the intent of this Resolution, subject to review and approval by the City Attorney as to form.
3. CJN shall reimburse the City of Inver Grove Heights at the rate of $67.77 per hour, up to a total amount not to exceed $37,000, for eligible work performed between August 3, 2026, and November 30, 2026.
4. This Resolution shall be effective immediately upon its passage and adoption.

Passed and adopted by the City Council of the City of Inver Grove Heights, Minnesota, this ____ day of _____, 2026.

_____

Mayor Brenda Dietrich

ATTEST:

_____

City Clerk Rebecca Kiernan

Agenda Item 5.K.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Approval of Contracts for HVAC and Electrical Service

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Aaron Fitzloff, Facilities Maintenance Superintendent, (651) 450-2469

ACTION REQUESTED
Request approval of attached service agreements

BACKGROUND
The City has been using True Mechanical and Total Construction to provide as-needed HVAC and electrical services for years. The BCA is requiring the City to have written service agreements in place with vendors working in the Police Department space within City Hall. The attached service agreements will meet this BCA requirement.

FISCAL IMPACT
n/a

RECOMMENDATION
Request approval of the attached service agreements

ATTACHMENTS
1. Service Agreement-Total Construction
2. Service Agreement-True Mechanical

SERVICE AGREEMENT

BETWEEN THE CITY OF INVER GROVE HEIGHTS AND __Total Construction.

THIS SERVICE AGREEMENT ("Service Agreement") is entered into by and between the City of Inver Grove Heights, a Minnesota municipal corporation ("City"), and ____Total Construction- Electrical Work_____, a Minnesota corporation located at ("10195 Inver Grove Trail
Inver Grove Heights, MN 55076"). The City is retaining the Contractor to render certain services described below.

In consideration of the foregoing, and the terms, conditions and mutual promises contained herein, the parties agree as follows:

AGREEMENT

1. SCOPE OF SERVICES

A. Contractor shall provide services described on the Work Order between the City and Contractor. Contractor shall perform such services in a professional manner employing a level of skill commensurate with the requirements of the work to be performed. In the event of any conflict between this Agreement and a Work Order, this Agreement shall control.

B. Contractor shall render services and prepare and submit such reports regarding its performance and its progress as City may reasonably request from time to time.

2. COMPENSATION

Contractor shall be compensated at a rate of $_135.39____/hour for work performed during normal business hours (8 am-5 pm). Contract shall be compensated at a rate of $__177.45___/hour for work performed outside of normal business hours. Labor rate good through April 30, 2027, subject to change per union contract.

3. EXPENSES

Contractor shall be responsible for all its costs and expenses associated with delivery of services pursuant to this Agreement.

4. SERVICE PROVIDER(S); ASSIGNMENT

Services shall be provided by Contractor's personnel. This Agreement shall not be assigned except upon City's written consent.

5. AGREEMENT ADMINISTRATION

All provisions of this Agreement shall be coordinated and administered by the City's delegated primary contact noted in Paragraph 14 of this Agreement.

6. AMENDMENTS

No amendments may be made to this Agreement except in writing and executed in the same manner as this Agreement.

7. INDEPENDENT CONTRACTOR

Contractor is not an employee of the City. It is agreed that Contractor will act hereunder as an independent contractor providing its services using independent judgment and discretion, and shall acquire no rights to tenure, workers' compensation benefits, re-employment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City.

8. LIABILITY AND INDEMNIFICATION

Any and all claims that arise or may arise against the Contractor, its officers, agents, employees or contractors as a consequence of any act or omission on the part of the Contractor or its officers, agents, employees or contractors while engaged in the performance of the Agreement shall by solely Contractor's, and shall in no way be the obligation or responsibility of the City. Contractor agrees to defend, indemnify and hold the City harmless from any liability, claims, damages, costs, judgments, or expenses resulting directly or indirectly from the provision of the services provided to the City under this Agreement. Nothing in this Agreement shall constitute a waiver or limitation on the City's statutory limits or immunities from liability under Minnesota Statutes, Chapter 466.

9. ConstructionTERM OF AGREEMENT

This Agreement shall be in full force and effect for ____3____ years from the date of full execution. The City may terminate this Agreement upon 30 days' notice to Contractor, subject to City's payment obligation as provided in paragraph 2 above.

10. DATA PRACTICES

A. The Contractor agrees to comply with the Minnesota Government Data Practices Act (the "Act") and all other applicable state and federal laws relating to data privacy or confidentiality. Contractor will immediately report to the City any requests from third parties for information relating to this Agreement, or services provided thereunder. The City agrees to promptly respond to inquiries from the Contractor concerning data requests. Contractor agrees to hold the City and employees harmless from any claims

resulting from Contractor's failure to disclose data maintained by Contractor and authorized for release by the City, and from Contractor's unlawful disclosure or use of data protected under state and federal laws.

B. Any information, data, reports, records, contracts or other materials given to or prepared or assembled by Contractor under this Agreement shall be kept confidential and Contractor shall not make any of this material available to any individual or organization without prior approval of the City.

C. At the termination of this Agreement, all information, data, reports, records, contracts or other materials relating to the Contractor's assignment under this Agreement shall remain the property of the City.

11. AUDITS

Contractor agrees that the City or the State Auditor, including any duly authorized representatives of the City or State Auditor, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, and records that involve relevant transactions relating to this Agreement at any time during normal business hours and as often as they may reasonably deem necessary.

12. APPLICABLE LAW

The laws of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in and under those courts located within Dakota County, Minnesota.

13. CANCELLATION FOR DEFAULT

A. Either party may cancel this Agreement upon 10 days' written notice of default to the other, subject to a right to cure during such 10 day notice period.

B. Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by Contractor by the termination of this Agreement. The City may, in such event, withhold payments due to Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined. The rights or remedies provided for herein shall not limit the City, in case of any default by Contractor, from asserting any other right or remedy allowed by law, equity, or by statute.

14. NOTICES

Any notice or demand authorized or required under this Agreement shall be in writing and shall be sent by certified mail to the other party as follows:

To Contractor:	To the City:
Total Construction 10195 Inver Grove Trail Inver Grove Heights, MN 55076	City of Inver Grove Heights 8150 Barbara Ave Inver Grove Heights, MN 55077

15. INSURANCE

A. The Contractor shall maintain Commercial General Liability Insurance in a minimum amount of $1,000,000 per occurrence; $2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. At the City's request, the Contractor must name the City as an "additional insured" under its policy. Prior to performing any services under this Agreement, the Contractor must provide evidence to the City that acceptable insurance coverage is effective.

B. The Contractor shall provide Workers' Compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. The Contractor shall also carry Employers' Liability Coverage with minimum limits as follows:

- $500,000 – Bodily Injury by Disease per employee
- $500,000 – Bodily Injury by Disease aggregate
- $500,000 – Bodily Injury by Accident

16. COMPLIANCE REQUIREMENTS

During the performance of this Agreement, Contractor shall be in compliance with applicable federal, state and city, statutes, regulations, ordinances, and policies, including without limitation, Minnesota Statutes, Section 181.59, and shall not discriminate against any person, or any employee or applicant for employment because of race, color, religion, sex or national origin.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CONTRACTOR	CITY
BY: _____. ITS: _____.	BY: _____ Mayor BY: _____ City Clerk

SERVICE AGREEMENT

BETWEEN THE CITY OF INVER GROVE HEIGHTS
AND __True Mechanical-Ro Mech_____.

THIS SERVICE AGREEMENT ("Service Agreement") is entered into by and between the City of Inver Grove Heights, a Minnesota municipal corporation ("City"), and ___True Mechanical-Ro Mech_____, a Minnesota corporation located at ("Contractor"). The City is retaining the Contractor to render certain services described below.

In consideration of the foregoing, and the terms, conditions and mutual promises contained herein, the parties agree as follows:

AGREEMENT

1. SCOPE OF SERVICES

A. Contractor shall provide services described on the Work Order between the City and Contractor. Contractor shall perform such services in a professional manner employing a level of skill commensurate with the requirements of the work to be performed. In the event of any conflict between this Agreement and a Work Order, this Agreement shall control.

B. Contractor shall render services and prepare and submit such reports regarding its performance and its progress as City may reasonably request from time to time.

2. COMPENSATION

Contractor shall be compensated at a rate of $__150.00___/hour for work performed during normal business hours (7am.-330 M-F) and trip and tool charge of $50.00per visit. Contract shall be compensated at a rate of $__1 1/2___/hour for work performed outside of normal business hours 3:30pm-7:00pm M-F. Double time 7pm-7am M-F. Saturday, Sunday 7am-3pm 1/1/2 hours worked. Double time Saturday, Sunday 3:30pm-7am. Labor will increase May 2027 per contract wage increase.

3. EXPENSES

Contractor shall be responsible for all its costs and expenses associated with delivery of services pursuant to this Agreement.

4. SERVICE PROVIDER(S); ASSIGNMENT

Services shall be provided by Contractor's personnel. This Agreement shall not be assigned except upon City's written consent.

5. AGREEMENT ADMINISTRATION

All provisions of this Agreement shall be coordinated and administered by the City's delegated primary contact noted in Paragraph 14 of this Agreement.

6. AMENDMENTS

No amendments may be made to this Agreement except in writing and executed in the same manner as this Agreement.

7. INDEPENDENT CONTRACTOR

Contractor is not a employee of the City. It is agreed that Contractor will act hereunder as an independent contractor providing its services using independent judgment and discretion, and shall acquire no rights to tenure, workers compensation benefits, re-employment compensation benefits, medical and hospital benefits, sick and vacation leave, severance pay, pension benefits or other rights or benefits offered to employees of the City.

8. LIABILITY AND INDEMNIFICATION

Any and all claims that arise or may arise against the Contractor, its officers, agents, employees or contractors as a consequence of any act or omission on the part of the Contractor or its officers, agents, employees or contractors while engaged in the performance of the Agreement shall by solely Contractor's, and shall in no way be the obligation or responsibility of the City. Contractor agrees to defend, indemnify and hold the City harmless from any liability, claims, damages, costs, judgments, or expenses resulting directly or indirectly from the provision of the services provided to the City under this Agreement. Nothing in this Agreement shall constitute a waiver or limitation on the City's statutory limits or immunities from liability under Minnesota Statutes, Chapter 466.

9. TERM OF AGREEMENT

This Agreement shall be in full force and effect for __3____ years from the date of full execution. The City may terminate this Agreement upon 30 days' notice to Contractor, subject to City's payment obligation as provided in paragraph 2 above.

10. DATA PRACTICES

A. The Contractor agrees to comply with the Minnesota Government Data Practices Act (the "Act") and all other applicable state and federal laws relating to data privacy or confidentiality. Contractor will immediately report to the City any requests from third parties for information relating to this Agreement, or services provided thereunder. The City agrees to promptly respond to inquiries from the Contractor concerning data

requests. Contractor agrees to hold the City and employees harmless from any claims resulting from Contractor's failure to disclose data maintained by Contractor and authorized for release by the City, and from Contractor's unlawful disclosure or use of data protected under state and federal laws.

B. Any information, data, reports, records, contracts or other materials given to or prepared or assembled by Contractor under this Agreement shall be kept confidential and Contractor shall not make any of this material available to any individual or organization without prior approval of the City.

C. At the termination of this Agreement, all information, data, reports, records, contracts or other materials relating to the Contractor's assignment under this Agreement shall remain the property of the City.

11. AUDITS

Contractor agrees that the City or the State Auditor, including any duly authorized representatives of the City or State Auditor, shall have access to and the right to examine, audit, excerpt and transcribe any books, documents, papers, and records that involve relevant transactions relating to this Agreement at any time during normal business hours and as often as they may reasonably deem necessary.

12. APPLICABLE LAW

The laws of the State of Minnesota shall govern all interpretations of this Agreement, and the appropriate venue and jurisdiction for any litigation which may arise hereunder will be in and under those courts located within Dakota County, Minnesota.

13. CANCELLATION FOR DEFAULT

A. Either party may cancel this Agreement upon 10 days' written notice of default to the other, subject to a right to cure during such 10 day notice period.

B. Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by Contractor by the termination of this Agreement. The City may, in such event, withhold payments due to Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined. The rights or remedies provided for herein shall not limit the City, in case of any default by Contractor, from asserting any other right or remedy allowed by law, equity, or by statute.

14. NOTICES

Any notice or demand authorized or required under this Agreement shall be in writing and shall be sent by certified mail to the other party as follows:

To Contractor:	To the City:
True Mechanical- Ro Mech 3225 West 180th Street Jordan, MN 55352	City of Inver Grove Heights 8150 Barbara Ave Inver Grove Heights, MN 55077

15. INSURANCE

A. The Contractor shall maintain Commercial General Liability Insurance in a minimum amount of $1,000,000 per occurrence; $2,000,000 annual aggregate. The policy shall cover liability arising from premises, operations, products-completed operations, personal injury, advertising injury, and contractually assumed liability. At the City's request, the Contractor must name the City as an "additional insured" under its policy. Prior to performing any services under this Agreement, the Contractor must provide evidence to the City that acceptable insurance coverage is effective.

B. The Contractor shall provide Workers' Compensation insurance for all its employees in accordance with the statutory requirements of the State of Minnesota. The Contractor shall also carry Employers' Liability Coverage with minimum limits as follows:

- $500,000 – Bodily Injury by Disease per employee
- $500,000 – Bodily Injury by Disease aggregate
- $500,000 – Bodily Injury by Accident

16. COMPLIANCE REQUIREMENTS

During the performance of this Agreement, Contractor shall be in compliance with applicable federal, state and city, statutes, regulations, ordinances, and policies, including without limitation, Minnesota Statutes, Section 181.59, and shall not discriminate against any person, or any employee or applicant for employment because of race, color, religion, sex or national origin.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the date first written above.

CONTRACTOR	CITY
BY: _____. ITS: _____.	BY: _____ Mayor BY: _____ City Clerk

Agenda Item 5.L.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Resolution Appointing Interim Public Works Director

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Ellen Hiniker, Interim City Administrator, 651.450.2511

ACTION REQUESTED
Request approval of resolution appointing Interim Public Works Director

BACKGROUND
A vacancy in the Public Works Director position was created following the departure of Brian Connolly on August 7, 2026. The City is fortunate to have very capable leadership within the Public Works Department who are supported by committed staff. In acknowledgment of the department's well-established staff and the demonstrated leadership of its City Engineer, Paul Merchlewicz, it is recommended that the City Council appoint Paul Merchlewicz as the Interim Public Works Director.

City Engineer Merchlewicz has demonstrated strong project management and leadership skills throughout his tenure with the City of Inver Grove Heights. He has already assumed many of the day-to-day administrative and managerial responsibilities associated with the Public Works Director position and is well positioned to take on additional responsibilities during this interim period, including oversight of projects previously led by Mr. Connelly. This appointment provides continuity for the department while recognizing Mr. Merchlewicz's demonstrated ability to manage both operational responsibilities and complex projects.

Given there are a number of larger projects that will require close attention, a separate item has been included on the agenda to approve an agreement with an independent contractor for added capacity.

FISCAL IMPACT
In acknowledgment of added duties and responsibilities, the Interim Public Works Director will receive an additional $959 per pay period. This represents the differential between pay classifications.

RECOMMENDATION
Request approval of the attached resolution appointing Paul Merchlewicz and the Interim Public Works Director.

ATTACHMENTS
1. Resolution appointing Interim Public Works Director

CITY OF INVER GROVE HEIGHTS, MINNESOTA
Dakota County, Minnesota

RESOLUTION NO. _____

RESOLUTION APPOINTING INTERIM PUBLIC WORKS DIRECTOR

WHEREAS, the position of Public Works Director is currently vacant; and

WHEREAS, Section 1-6A-5 of the Inver Grove Heights City Code provides that appointments to the municipal service shall be recommended by the City Administrator and confirmed by the City Council; and

WHEREAS, the City Administrator has evaluated the operational and management needs of the Public Works Department during the interim period and recommends the appointment of Paul Merchlewicz, City Engineer, as Interim Public Works Director; and

WHEREAS, during the interim appointment, Paul Merchlewicz will assume the management and administrative responsibilities of the Public Works Director while continuing to provide oversight of the City's engineering functions; and

WHEREAS, the City Administrator may utilize consulting services during the interim period to assist with designated projects and provide technical and managerial advice as needed, with such consultant reporting directly to the City Administrator; and

WHEREAS, this interim structure is intended to provide continuity of leadership and operations within the Public Works Department until a permanent Public Works Director is appointed.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Inver Grove Heights that:

1. Upon recommendation of the City Administrator, Paul Merchlewicz is hereby appointed Interim Public Works Director, effective August 15, 2026.

2. During the interim appointment, the Interim Public Works Director shall have the duties, responsibilities, and authority associated with the Public Works Director position and shall report directly to the City Administrator.

3. The Interim Public Works Director shall continue to oversee and perform responsibilities associated with the City Engineer position as determined by the City Administrator.

4. During the interim appointment, Paul Merchlewicz shall receive additional compensation of $959 per pay period (every two weeks).

5. The appointment shall continue until a permanent Public Works Director is appointed or until otherwise modified or terminated by the City.

Passed and adopted by the City Council of the City of Inver Grove Heights, Minnesota, this ____ day of _____, 2026.

_____
Mayor Brenda Dietrich

ATTEST:

_____
City Clerk Rebecca Kiernan

Agenda Item 5.M.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Independent Contractor Agreement for Public Works Consulting Services

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Ellen Hiniker, Interim City Administrator, 651.450.2511

ACTION REQUESTED

Request to approve independent contractor agreement for public works consulting services.

BACKGROUND

In a previous agenda item, the City Council was asked to approve the appointment of Paul Merchlewicz as Interim Public Works Director. As noted, several significant projects are currently underway within the Public Works Department, including but not limited to the citywide meter replacement program, the water tower project, the Central Maintenance Facility project, 117th Street reconstruction, coordination of monopole antennas and management of related leases, citywide lead service line inspections, and development of the City's Water Supply Plan.

To provide additional capacity during this interim period and allow Mr. Merchlewicz to focus on the broader administrative, operational, and leadership responsibilities of the Public Works Director position, staff recommends retaining consulting support to assist with some of these major projects. This approach will help maintain project momentum, provide continuity during the transition, and ensure that critical initiatives continue to receive the necessary level of attention while the City conducts its recruitment for a permanent Public Works Director.Staff contacted Klay Eckles, former Public Works Director for the City of Woodbury and former Senior Consultant with WSB. During his tenure with WSB, Mr. Eckles served as the City of Inver Grove Heights' Interim Public Works Director for approximately nine (9) months. His extensive public works experience, familiarity with the City's operations and infrastructure, and established relationships within the organization make him well suited to provide support during this interim period.

Mr. Eckles has since retired from WSB but expressed interest in providing limited consulting services to the City. His role would be focused on specific projects and assignments, providing additional capacity and technical expertise while supporting continuity during the transition to a permanent Public Works Director.

Mr. Eckles is available to work 10-20 hours per week and would begin by focusing his attention on the Central Maintenance Facility project, the citywide meter replacement program, and close-out of the Water Treatment Plant renovation project. He will report directly to the City Administrator and collaborate with the Interim Public Works Director as appropriate. In addition to his project management services, Mr. Eckles will also be available to advise on operational and technical issues as they arise.

Attached is a service agreement which includes terms for payment. Staff recommends compensating Mr. Eckles $160/hr. There is also a provision in the agreement that addresses partial loss of social security benefits due to earned income. The cost of services under this agreement is less than that which would typically be charged by consulting firms for similar services.

FISCAL IMPACT

Based on a $160 per hour billing rate, the City's cost for services would be approximately $45,000 if Mr. Eckles worked an average of 15 hours per week through the end of the year.

RECOMMENDATION

Staff recommends approval of the attached independent contractor agreement for public works consulting services.

ATTACHMENTS

1. Independent-Contractor-Agreement Klay Eckles

INDEPENDENT CONTRACTOR AGREEMENT FOR PUBLIC WORKS CONSULTING SERVICES

This Independent Contractor Agreement for Public Works Consulting Services (the "Agreement") is made and entered into this 25th day of August 2026 between the City of Inver Grove Heights, a Minnesota municipal corporation (the "City") and Klay Eckles (the "Contractor"). The City and the Contractor are referred to herein individually as a "Party" and collectively as the "Parties."

1. Purpose. The purpose of this agreement is to set forth the terms and conditions under which the Contractor will provide certain services to the City.

2. Scope of Services. The Contractor agrees to perform the following services:

- Manage special projects as directed by the Interim City Administrator/City Administrator
- Assist Interim Public Works Director on matters as requested by the Interim City Administrator/City Administrator

It is anticipated that Contractor will spend 10-20 hours/week performing the Services.

Contractor represents and warrants that he has the requisite training, skills, and experience necessary to provide the Services and is appropriately licensed by all applicable agencies and governmental entities and will perform the Services with reasonable care and skill. In providing services hereunder, the Contractor shall abide by all statutes, ordinances, rules, and regulations, including all non-discrimination laws, pertaining to the provision of the Services.

The Contractor shall exercise the same degree of care, skill, and diligence in the performance of the Services as is ordinarily possessed and exercised by a contractor under similar circumstances.

3. Term. This Agreement shall be effective on the date hereof and shall continue until terminated. Either party may terminate this Agreement for any reason at any time. Termination shall be effective upon ten (10) days' written notice to the Contractor.

The Parties may voluntarily terminate this Agreement at any time by mutual agreement.

In the event of termination, the City shall only be responsible to pay for the Services satisfactorily performed by the Contractor to the effective date of termination, as described in the final invoice to the City.

4. Compensation. As consideration for the provision of the Services, the City agrees to pay the Contractor $160/hour, billed in .25-hour increments.

The Contractor shall submit a written invoice to the City upon completion of the Services each month.

Each invoice shall include the hours worked, and a general description of the Services performed.

The invoice shall be submitted to the City Council for approval at the first City Council meeting following receipt of the invoice.

If the City objects to all or any portion of any invoice, the City shall notify the Contractor of the dispute with ten (10) days from the date of receipt and shall pay that portion of the invoice not in dispute. Any dispute shall be settled in accordance with Paragraph 8 of this Agreement.

In recognition of the impact of federal earnings restrictions on the Contractor's Social Security benefits, the City shall reimburse the Contractor for the calculated reduction in Social Security benefits attributable to net income earned from services provided to the City of Inver Grove Heights through December 31, 2026 in an amount not to exceed $8,000.

If the Contractor continues to provide services to the City in 2027, this provision shall be reevaluated to account for applicable 2027 federal Social Security earnings limits and the potential impact of income earned from the City on the Contractor's Social Security benefits.

5. Independent Contractor Relationship. It is expressly understood that the Contractor is an "independent contractor" and not an employee of the City. The Contractor shall have control over the manner in which the Services are performed under this Agreement. The Contractor shall not be entitled to any benefits from the City, including, without limitation, insurance benefits, sick and vacation leave, Earned Sick and Safe Time, workers' compensation benefits, unemployment compensation, disability, severance pay, or retirement benefits. Nothing in this Agreement shall be deemed to constitute a partnership, joint venture or agency relationship between the Parties.

Notwithstanding the foregoing, the parties agree that, to the fullest extent allowed by law, Contract, while providing Services under this Agreement, shall be deemed to be an officer of the City, as set forth in Minnesota Statutes, Chapter 466, and shall be entitled to the immunities and protections available to officers in Chapter 466.

6. Insurance Requirements. The Contractor, at his expense, shall procure and maintain in force for the duration of this Agreement the following minimum insurance coverages:

A. Professional (Errors and Omissions) Liability Insurance. The Contractor shall maintain professional liability insurance for all claims the Contractor may become legally obligated to pay resulting from any actual or alleged negligent act, error, or omission related to Contractor's professional services required under this Agreement. The Contractor is required to carry the following minimum limits: $1,000,000 per occurrence; $2,000,000 annual aggregate. The retroactive or prior acts date of such coverage shall not be after the effective date of this Agreement and the Contractor shall maintain such insurance for a period of at least one (1) year, following completion of the Services. If such insurance is discontinued, extended reporting period coverage must be obtained by the Contractor to fulfill this requirement.

B. Workers' Compensation. Contractor represents that they are an independent contractor, has no employees performing services under this Agreement, and is not required to maintain workers' compensation insurance pursuant to Minn. Stat. § 176.041. Contractor shall be solely responsible for Contractor's own medical expenses, disability, lost income, and other losses arising from injury sustained in connection with the performance of services under this Agreement, except to the extent caused by the negligence or wrongful conduct of the City. Contractor agrees to indemnify and hold harmless the City from claims, liabilities, penalties, or assessments arising from Contractor's failure to maintain workers' compensation coverage if such coverage is determined to be required by law.

C. Additional Insurance Conditions.
   1. The Contractor shall, prior to commencing the Services, deliver to the City a Certificate of Insurance as evidence that the above coverages are in full force and effect.

   2. The insurance requirements may be met through any combination of primary and umbrella/excess insurance. The City must be endorsed as an additional insured on any umbrella/excess policy.

   3. The Contractor's policies shall be primary insurance and non-contributory to any other valid and collectible insurance available to the City with respect to any claim arising out of the Contractor's performance under this Agreement.

   4. The Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' written notice for non-payment of premium.

7. Indemnification. To the fullest extent permitted by law, the Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of the Contractor's negligence or the Contractor's performance or failure to perform its obligations under this Agreement. The Contractor's indemnification obligation shall apply to the Contractor's subcontractor(s), or anyone directly or indirectly employed or hired by the Contractor, or anyone for whose acts the Contractor may be liable. The Contractor agrees this indemnity obligation shall survive the completion or termination of this Agreement.

8. Dispute Resolution. The City and the Contractor agree to informally negotiation all disputes related to this Agreement in good faith for a period of fifteen (15) days from the date of the notice of dispute prior to proceeding to file a lawsuit regarding the dispute.

9. General Provisions.
   A. Entire Agreement. This Agreement supersedes any prior or contemporaneous representations or agreements, whether written or oral, between the Parties and contains the entire agreement.

B. Assignment. The Contractor may not assign this Agreement to any other person unless written consent is obtained from the City.

C. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both Parties.

D. Nondiscrimination. In the hiring of employees to perform work under this Agreement, the Contractor shall not discriminate against any person by reason of any characteristic or classification protected by state or federal law.

E. Governing Law. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. All proceedings related to this Agreement shall be venued in Dakota County, Minnesota.

F. Ownership of Documents. All reports, plans, specifications, data, maps, and other documents produced by the Contractor in the performance of Services under this Agreement shall be the property of the City. The City may use such information for its purposes. The City shall be the copyright owner.

G. Government Data/Privacy. The Contractor agrees to abide by the applicable provisions of the Minnesota Government Data Practices Act, Minnesota Statues, Chapter 13, HIPAA requirements and all other applicable state or federal rules, regulations or orders pertaining to privacy or confidentiality. The Contractor understands that all of the data created, collected, received, stored, used, maintained or disseminated by the Contractor in performing those functions that the City would perform is subject to the requirements of Chapter 13, and the Contractor must comply with those requirements as if it were a government entity. This does not create a duty on the part of the Contractor to provide the public with access to public data if the public data is available from the City, except as required by the terms of this Agreement.

H. Audits. Pursuant to Minn. Stat. Section 16C.05, subd. 5, the Contractor's books, records, documents, and accounting procedures and practices that are relevant to this Agreement, are subject to examination by the City and either the Legislative Auditor or the State Auditor for a minimum of six years from the end of this Agreement.

I. Waiver. The waiver by either party of any breach or failure to comply with any provision of this Agreement by the other Party shall not be construed as or constitute a continuing waiver of such provision or a waiver of any other breach of or failure to comply with any other provision of this Agreement.

J. Third Party Reliance. This Agreement is intended for the mutual benefit of Parties hereto and no third-party rights are intended or implied.

K. Notices. All notices and other communications pursuant to this Agreement must be in writing and must be given by registered or certified mail, postage prepaid, or delivered by hand at the addresses set forth below:

Notice to City: City of Inver Grove Heights
Attn: City Administrator
8150 Barbara Ave.
Inver Grove Heights, MN 55077

Notice to Contractor: Klay Eckles
_____
_____

L. Force Majeure. Except for payment of sums due, neither Party shall be liable to the other or deemed in default under this Agreement, if and to the extent that Party's performance is prevented by reason of f*orce majeure*. *"Force majeure"* includes war, an act of terrorism, a pandemic or epidemic, fire, earthquake, flood and other circumstances which are beyond the control and without the fault or negligence of the Party affected and which by the exercise of reasonable diligence the Party affected was unable to prevent.

M. Savings Clause. If a court finds any portion of this Agreement to be contrary to law, invalid, or unenforceable, the remainder of the Agreement will remain in full force and effect.

N. Counterparts. This Agreement may be signed in counterparts, each of which shall be deemed an original, and which taken together shall be deemed to be one and the same document.

IN WITNESS WHEREOF, the Parties, have caused this Agreement to be approved on the date above.

City of Inver Grove Heights, Minnesota

By: _____
Its Mayor

And: _____
Its Clerk

_____
Contractor Klay Eckles

Agenda Item 5.N.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Request for Donation to IGH Days Fireworks Display

MEETING DATE: August 24, 2026
ITEM TYPE: Consent Agenda
CONTACT: Ellen Hiniker, Interim City Administrator, 651.450.2511

ACTION REQUESTED
The Council is asked to authorize a financial contribution toward the cost of the IGH Days Fireworks Display, scheduled for September 12, 2026.

BACKGROUND
Inver Grove Heights (IGH) Days is a volunteer-organized community celebration that takes place annually during the second weekend of September. For many years, the City has contributed toward the cost of the Saturday night fireworks display. An amount of $7,500 has been contributed the past three years and was accounted for in the 2026 budget.

Attached is a request for this donation from IGH Days President Mickey Difronzo.

FISCAL IMPACT
As noted above, $7,500 is currently budgeted for this purpose.

RECOMMENDATION
Staff recommends that Council authorize the contribution of $7,500 to the IGH Days organization to be used toward the cost of the fireworks display planned for Saturday, September 12, 2026.

ATTACHMENTS
1. Letter of request for Fireworks

Mayor and IGH City Council:

The IGH Days Volunteer Committee is hard at work planning the 2026 community celebration September 9th thru 13th.

Our community celebration has included activities for the entire family such as: City Wide Garage Sale, Children's Family Fun Night Carnival and Treasure Hunt, Disc Golf, Pickleball, Bean Bag and Volleyball Tournaments, Pet Contest, Business Expo, Public Safety Display, Car Show, Bingo, Street Dance, Parade and Fireworks.

Last year, the city of Inver Grove Heights donated $7,500 to the committee which was in turn used towards the Saturday evening fireworks display. I am submitting the request for the annual donation again this year. The city has been extremely gracious in the past not only with a cash donation, but the support from Public Safety, Fire, Public Works, Park and Rec, and many more. The volunteer committee appreciates this support and looks forward to working with everyone to make this year's celebration a great one.

Thanks

Mickey DIfronzo

IGH Days President

651.242.0521

Agenda Item 6.A.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Temporary Two-Day Liquor License for Church of St Patrick

MEETING DATE: August 24, 2026
ITEM TYPE: Public Hearing
CONTACT: Rebecca Kiernan, City Clerk, 651.450.2513

ACTION REQUESTED
The Council is asked to hold a public hearing and then consider approval of an application for a temporary, two-day liquor license for the Church of St Patrick for the premise located at 3535 72nd Street E, Inver Grove Heights, MN, 55076.

BACKGROUND
The Church of St. Patrick has applied for a temporary, two-day liquor license for September 19 and 20, 2026, in conjunction with their annual Fall Festival.

A public hearing is required, and notice of such was published in the August 7, 2026 issue of the Pioneer Press.

FISCAL IMPACT
NA

RECOMMENDATION
Staff recommends approval of the temporary license following the public hearing.

ATTACHMENTS
1. Temporary 2 day On-Sale Liquor License - Church of St Patrick

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

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

Name of organization	Date of organization	Tax exempt number
Church of St. Patrick	1856	9110954

Organization Address (No PO Boxes)	City	State	Zip Code
3535 72nd Street East	Inver Grove Heights	MN	55076

Name of person making application	Business phone	Home phone
Danika Dorame, Parish Administrator	651-621-1561	715-441-7442

Date(s) of event: September 19 and 20, 2026

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

Organization officer's name	City	State	Zip Code
Fr. Brian Fier	Inver Grove Heights	MN	55076
Ryan Kane	Cottage Grove	MN	55016
Brian Spiewak	Inver Grove Heights	MN	55076

Location where permit will be used. If an outdoor area, describe.
On the church premises in Shamrock Hall, the dining space, and the back lawn, which is on the opposite side of the building from the parking lots.

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

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
Catholic Mutual for 1,000,000.

APPROVAL

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

City or County approving the license

Date Approved

$30.00
Fee Amount

Permit Date

Event in conjunction with a community festival ☒ Yes ☐ No

City or County E-mail Address

Current population of city

Please Print Name of City Clerk or County Official

Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event

No Temp Applications faxed or mailed. Only emailed.

ONE SUBMISSION PER EMAIL, APPLICATION ONLY.

PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. ***E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US***

Agenda Item 6.B.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Second Reading of Proposed Changes to City Code 1-6A-5 Appointment Procedure

MEETING DATE: August 24, 2026
ITEM TYPE: Public Hearing
CONTACT: Patty Norwig, Human Resources Manager, 651.450.2512

ACTION REQUESTED

At its August 10, 2026 meeting, the City Council held first reading to remove the 1-6A-5 APPOINTMENT PROCEDURE section of City code and replace it with the proposed City Hiring Policy. Council is asked to hold Second Reading of the ordinance and consider waiving the third and final reading.

BACKGROUND

Human Resource staff are working through the City Code to update provisions related to personnel policies. As staff brings forward these updates for Council review, Council is asked to adopt an ordinance removing that section from city code with the intent to ultimately having the entire personnel policy as a stand-alone document. This is standard for most cities and allows more flexibility, as state and federal requirements change frequently. Once the Personnel Policy has been entirely separated from the code, future changes will continue to be brought to Council for approval, but not subject to the three-reading rule required for ordinances.

The language in the existing appointment procedure is outdated and needs to be modified to incorporate updated federal and state laws. Additionally, the current language requires pre-employment physicals for all regular employees prior to hire, which is unnecessary for many positions (such as office staff), and results in unnecessary expenses to the City.

There are five notable changes from City Code to the proposed policy.

1. The nondiscrimination language is being updated to include protected classes currently listed in federal and state law. It also removes the “Affirmative Action” reference, replacing it with an “Equal Opportunity Statement"
2. The rejection of applications section is updated to clarify that pre-employment screening occurs after an offer of employment, not before; and it clarifies that reasonable accommodation may be provided if needed.
3. Pre-employment physicals would not be required for every position. The City would be able to determine which job titles require a physical, and eliminate that requirement for positions which do not demand a minimum level of physical fitness to complete the job successfully.
4. Redundant criminal background checks may be waived for employees, excluding police and fire, who separate from service in good standing, and are rehired by the city within 6 months of separation. These employees would also have a CBC on file within the last three years.

5. The “Relationship to other City Personnel” section would be removed to comply with language in the MN Human Rights Act (MHRA) which prohibits discrimination based on familial status.

The attached draft policy addresses the above-described issues. Removing this appointment procedure language from City Code into a City policy then allows for more timely updates to the policy as federal and state laws change.

FISCAL IMPACT

There will be some savings by decreasing expenses for certain unnecessary pre-employment screenings.

RECOMMENDATION

Staff recommends that the Council removes the 1-6A-5 APPOINTMENT PROCEDURE section of City code and replace it with the proposed City Hiring Policy. Staff further recommends that Council waive the third and final reading.

ATTACHMENTS

1. 1-6A-5 Appointment Procedure - displays old and new language
2. Ord Amd Personnel Policy

1-6A-5: APPOINTMENT PROCEDURE:

A. General Requirements: All appointments to the municipal service shall be recommended by the administrator and confirmed by the city council. The city's appointments shall be made in accordance with the city's policies and all applicable laws including but not limited to the Veteran's Preference Act, the Americans with Disabilities Act (ADA), Title V11 of the Civil Rights Act of 1964, the Genetic Information Nondiscrimination Act (GINA), and the Minnesota Human Rights Act (MHRA (Ord. 1125, 12-12-2005)

B. Equal Employment Statement: The city shall provide for equal opportunity in employment and personnel management for all persons; to appoint, promote, and transfer employees without discrimination because of race (including traits associated with race, including, but not limited to, hair texture and hair styles such as braids, locs and twists), color, creed, religion, age, national origin, sex, sexual orientation, gender identity or gender expression, marital status, familial status, genetic information, public assistance status, veteran status, disability or political affiliation, membership on a local human rights commission, or any other category protected by law. Employment vacancies in the city shall be filled on the basis of qualifications without discrimination or favor. (Ord. 888, 3-11-1997; amd. 2008 Code)

C. Vacancy Notice: A department head, immediately upon becoming aware that any position in the department is vacant or is to become vacant, shall give the city administrator written notice of the same and state whether the position is to be filled.

D. Application Procedures: Each applicant for a position with the city shall make application on an application form approved by the city administrator. An applicant may be required to present certificates of competency, licenses or other evidence of special qualifications when necessary. The application shall contain a certification by the applicant attesting to the accuracy of the statements made in the application. Should it be determined on a subsequent date that statement(s) made on the application were fraudulent, the applicant/employee will be subject to dismissal. All applications and related material shall be maintained by the assistant city administrator.

E. Rejection of Applications: Applications for positions may be rejected by the city administrator for any one of the following:

1. Lack of specified minimum qualifications required.
2. ~~*Applicant's lack of physical, mental, or personal prerequisites deemed necessary to meet the essential requirements of the duties and responsibilities of the position.*~~
3. ~~*Reference and/or investigation of the applicant prove unsatisfactory.*~~
4. Applicant has directly or indirectly rendered or promised to give money, payment, service or valuable item to any person in connection with the appointment.
5. Incomplete application form, falsification of information on the application form, or failure to provide required application information.
6. Such other causes and reasons deemed sufficient. (Ord. 888, 3-11-1997)

F. Examination: When required by law or the city administrator or the city council, merit and fitness may be ascertained by written, oral or other examinations and shall relate to those

matters which will test fairly the capacity and fitness of the candidate to discharge efficiently the duties of the position for which such examinations are held.

G. Without Examination: In case of appointments to budgeted positions for which examinations are not required, the administrator may recommend and the city council may confirm the appointment of any person who appears to meet the requirements listed in the class specifications and who is deemed qualified to perform the duties of the position. (Ord. 1125, 12-12-2005)

H. Physical Examination: ~~*A physical examination is required of all full time and part time final candidates.*~~ The city administrator or their designee may determine a pre-employment medical examination, which may include a physical and/or psychological evaluation, and/or a review of medical information is necessary to determine fitness to perform the essential functions of any city position. When a pre-employment medical exam is required, it will be required of all candidates who are offered employment for a given job class.
The examination will take place once a conditional position offer has been made. Appointment to the position is subject to the candidate passing the examination in accordance with subsection I of this section. The examination shall be administered by a qualified medical provider selected by the city, with associated costs paid by the city. The medical provider will notify the city administrator or their designee that a candidate either is or is not medically able to perform the essential functions of the job, with or without accommodation. The provider may also identify potential accommodations and/or provide other relevant information. Information obtained from the exam will be treated as confidential medical records and pursuant to any applicable laws

I. Health Requirements: If the candidate requires accommodation to perform one or more of the essential functions of the job, the city administrator or their designee will confer with the medical provider, the candidate, and any necessary staff regarding reasonable and acceptable accommodations. If a candidate is rejected for employment based on the results of the medical exam, they will be notified of this determination. ~~*Each person appointed to a position must be of sufficient health to perform the essential requirements of the position to which the applicant is appointed. When the medical evaluation report indicates that an otherwise eligible applicant for employment has a mental or physical condition which would impair the applicant's ability to perform the essential requirements of the position involved, and where undue hardship would be placed upon the city to accommodate that applicant, the city administrator may declare the applicant ineligible for consideration for appointment to the position. (Ord. 888, 3-11-1997)*~~

J. Criminal History Investigation: Candidates who are offered ~~A final applicant for~~ a city position will be subject to a criminal history investigation. City employees, excluding police and fire employees, who separate from service in good standing, and are rehired by the City within six (6) months of separation, and who also have on file with the City a completed criminal background check within the last three (3) years may be exempt from completion of a new criminal background check. In conducting criminal history investigation, the City will follow all applicable laws, including MN Statute Chapter 364. ~~The city administrator shall determine and select whether the police department, the city clerk or a private investigation agency shall conduct the investigation. As selected by the city administrator, the police department, the city~~

~~clerk and the private investigation agency are authorized to conduct a criminal history background investigation on applicants who are finalists for city employment. Before the investigation is undertaken, the finalist must authorize the police department, the city clerk or a private investigation agency in writing to undertake the investigation and to release the information to the human resources manager and other city staff as appropriate. No person shall be disqualified from employment with the city solely or in part because of prior conviction of a crime or crimes, unless the crime or crimes for which convicted directly relate to the position of employment sought. In determining if a conviction directly relates to the position of public employment sought, the hiring authority shall consider the requirements of Minnesota statutes chapter 364. Should the city reject the finalist's request for employment due partially or solely to the applicant's prior conviction of a crime, the human resources manager shall notify the finalist in writing of the following:~~

~~1. The grounds and reasons for the denial;~~

~~2. The applicable complaint and grievance procedure set forth in Minnesota statutes section 364.06;~~

~~3. The earliest date the applicant may reapply for employment; and~~

~~4. That all competent evidence of rehabilitation will be considered upon reapplication. (Ord. 1310, 3-14-2016)~~

~~**K. Relationship To Other City Personnel**:~~

~~1. Applicants shall not be selected for city employment if any of the following exist:~~

~~a. The applicant is related to a current elected official; or~~

~~b. The applicant is related to a current employee who could influence the employment, promotion, salary or performance review of that applicant.~~

~~2. For purposes of this subsection, the term "related" means any of the following: parent/child relationships, spousal relationships, and sibling relationships, including step relations of the preceding.~~

L. Reopening Of Position: If a position which has been filled through the recruitment and hiring process becomes vacant again within one year of the initial date of appointment, the city may review the remaining final candidates and recommend appointment from the remaining final candidates. The city reserves the right to readvertise for the said position, if it is deemed necessary, to fill the vacancy.

M. Temporary Employees: The procedures for hiring temporary employees are found within the administrative code chapter LVIII, "Personnel Procedures For Temporary, Seasonal, And Casual Employees". (Ord. 888, 3-11-1997)

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

AN ORDINANCE REPEALING AND REPLACING INVER GROVE HEIGHTS CITY CODE TITLE 1, CHAPTER 6, ARTICLE A, SECTION 5 REGARDING APPOINTMENT PROCEDURES

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

Section One. Amendment. Title 1, Chapter 6, Article A, Section 5, of the Inver Grove Heights City Code is hereby repealed in its entirety and replaced with the following language:

1-6A-5: APPOINTMENT PROCEDURE:

A. General Requirements: All appointments to the municipal service shall be recommended by the city administrator and confirmed by the city council. The city's appointments shall be made in accordance with the city's policies and all applicable laws including but not limited to the Veteran's Preference Act, the Americans with Disabilities Act (ADA), Title V11 of the Civil Rights Act of 1964, the Genetic Information Nondiscrimination Act (GINA), and the Minnesota Human Rights Act (MHRA).

B. Equal Employment Statement: The city shall provide for equal opportunity in employment and personnel management for all persons; to appoint, promote, and transfer employees without discrimination because of race (including traits associated with race, including, but not limited to, hair texture and hair styles such as braids, locs and twists), color, creed, religion, age, national origin, sex, sexual orientation, gender identity or gender expression, marital status, familial status, genetic information, public assistance status, veteran status, disability or political affiliation, membership on a local human rights commission, or any other category protected by law. Employment vacancies in the city shall be filled on the basis of qualifications without discrimination or favor.

C. Vacancy Notice: A department head, immediately upon becoming aware that any position in the department is vacant or is to become vacant, shall give the city administrator written notice of the same and state whether the position is to be filled.

D. Application Procedures: Each applicant for a position with the city shall make application on an application form approved by the city administrator. An applicant may be required to present certificates of competency, licenses or other evidence of special

qualifications when necessary. The application shall contain a certification by the applicant attesting to the accuracy of the statements made in the application. Should it be determined on a subsequent date that statement(s) made on the application were fraudulent, the applicant/employee will be subject to dismissal. All applications and related material shall be maintained by the human resources manager.

E. Rejection of Applications: Applications for positions may be rejected by the city administrator for any one of the following:

1. Lack of specified minimum qualifications required.
2. Applicant has directly or indirectly rendered or promised to give money, payment, service or valuable item to any person in connection with the appointment.
3. Incomplete application form, falsification of information on the application form, or failure to provide required application information.
4. Such other causes and reasons deemed sufficient.

F. Examination: When required by law or the city administrator or the city council, merit and fitness may be ascertained by written, oral or other examinations and shall relate to those matters which will test fairly the capacity and fitness of the candidate to discharge efficiently the duties of the position for which such examinations are held.

G. Without Examination: In case of appointments to budgeted positions for which examinations are not required, the city administrator may recommend and the city council may confirm the appointment of any person who appears to meet the requirements listed in the class specifications and who is deemed qualified to perform the duties of the position.

H. Physical Examination: The city administrator or their designee may determine a pre-employment medical examination, which may include a physical and/or psychological evaluation, and/or a review of medical information is necessary to determine fitness to perform the essential functions of any city position. When a pre-employment medical exam is required, it will be required of all candidates who are offered employment for a given job class. The examination will take place once a conditional position offer has been made. Appointment to the position is subject to the candidate passing the examination in accordance with subsection I of this section. The examination shall be administered by a qualified medical provider selected by the city, with associated costs paid by the city. The medical provider will notify the city administrator or their designee that a candidate either is or is not medically able to perform the essential functions of the job, with or without accommodation. The provider may also identify potential accommodations and/or provide other relevant information. Information obtained from the exam will be treated as confidential medical records and pursuant to any applicable laws

I. Health Requirements: If the candidate requires accommodation to perform one or more of the essential functions of the job, the city administrator or their designee will confer with the medical provider, the candidate, and any necessary staff regarding reasonable and acceptable accommodations. If a candidate is rejected for employment based on the results of the medical exam, they will be notified of this determination.

J. Criminal History Investigation: Candidates who are offered a city position will be subject to a criminal history investigation. City employees, excluding police and fire employees, who separate from service in good standing, and are rehired by the City within six (6) months of separation, and who also have on file with the City a completed criminal history investigation within the last three (3) years may be exempt from completion of a new criminal history investigation. In conducting criminal history investigation, the City will follow all applicable laws, including MN Statutes, Chapter 364

K. Reopening Of Position: If a position which has been filled through the recruitment and hiring process becomes vacant again within one year of the initial date of appointment, the city administrator may review the remaining final candidates and recommend appointment from the remaining final candidates. The city administrator reserves the right to readvertise for the said position, if it is deemed necessary, to fill the vacancy.

L. Temporary Employees: The procedures for hiring temporary employees are found within the administrative code chapter LVIII, "Personnel Procedures For Temporary, Seasonal, And Casual Employees".

Section 2. 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 ___ day of _____, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

Agenda Item 7.A.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: **Consider a Request for a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary Planned Unit Development for a 53-unit Single-Family Development known as Blackstone Vista 4th Addition**

MEETING DATE: August 24, 2026
ITEM TYPE: Regular Business
CONTACT: Benjamin Schneider, Senior Planner, 651-450-2569

ACTION REQUESTED

Consider the following requests from Builders Lot Group, LLC ("Developer") for the property adjacent to 7475 Argenta Court ("Subject Property"):

- Resolution approving a Comprehensive Plan Amendment, reguiding the Subject Property from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential
- Ordinance approving a rezoning of the Subject Property from A, Agricultural to R-3A/PUD
- Resolution approving a Preliminary Plat and Preliminary Planned Unit Development ("PUD") for a residential development with 53 single-family lots.

BACKGROUND

Builders Lot Group ("Developer") is proposing a new single-family residential development with 53 homes. The homes will be owner-occupied. The project site is located on a vacant 12.8-acre parcel across from Vista Pines Park, adjacent to 7475 Argenta Court ("Subject Property"). The Subject Property is currently guided MDR, Medium Density Residential, per the 2040 Comprehensive Plan, and zoned A, Agricultural. The requests include a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD.

SURROUNDING LAND USES

Location	Adjacent Use	Zoning	Future Land Use
North	Single-Family	R-1C/PUD	Low Density Residential
East (adjacent)	Storage Building	A	Medium Density Residential
East	Vista Pines Park	P	Public Parks and Open Space
West	Single-Family	A	Industrial Office Park
South	Highway 55	N/A	N/A

COMPREHENSIVE PLAN AMENDMENT

Background and Analysis

Based on a net acreage of 10.6 acres and 53 units, the proposed density of the Development is five (5) units per acre. The Subject Property is currently guided MDR, Medium Density Residential. Per the Comprehensive Plan, the MDR land use guidance requires a density range of 8 to 12 units per acre. The Developer is therefore requesting a Comprehensive Plan Amendment to re-guide the Subject Property to LMDR, Low-Medium Density Residential. This land use has an allowed density range of 4 to 8 units per acre.

The 2040 Comprehensive Plan includes broad categories of development policy areas throughout the City. The Subject Property is within the "Future Development Area." Below are some of the specific policies identified for this policy area:

1. Create a quality living environment that is adapted to the natural environment.
2. Encourage diverse housing styles consistent with the inherent characteristics of the site.
3. Encourage developments that incorporate natural features as integral elements of the residential environment.
4. 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.

Evaluation of Request

The following represent rationale for supporting the Comprehensive Plan Amendment request:

1. The Subject Property is heavily sloped with grade changes over 50 feet throughout the site. Like the Peltier Reserve 4th Addition project (now named "Glenlin Reserve") the Planning Commission considered in May 2026, the grades on the Subject Property limit the ability to construct a townhome development in the 8 to 12 units per acre density range.
2. Developing single-family lots rather than an attached product reduces the amount of significant grading, which promotes the goal of encouraging housing styles that are consistent with inherent site characteristics.
3. The Subject Property does not have direct access off an arterial or collector road. Argenta Court is considered a local road. It is not typical to have denser developments off local roads. Reducing the density from 8 to 12 units per acre to 5 units per acre, as proposed by the Development, is a better fit with the road network.

REZONING

The Subject Property is currently zoned A, Agricultural. The Developer is requesting to rezone the parcel to R-3A/PUD. R-3A is the corresponding zoning district to the LMDR land use guidance, and the PUD zoning is a requirement in the Northwest Area Overlay District. There are City Code flexibilities requested with the PUD zoning, which will be covered later in this report.

PRELIMINARY PLAT

Plat Name and Legal Description

The Preliminary Plat is proposed as "Blackstone Vista 4th Addition." The proposed corresponding legal description is Lots 1 through 16, Block 1; Lots 1 through 20, Block 2; Lots 1 through 9, Block 3, Lots 1 through 8, Block 4, Outlot A, Outlot B, Outlot C, and Outlot D.

Lot Configuration and Site Layout
The Preliminary Plat includes 53 single-family lots. There is an “exception” property to the east that is surrounding by the proposed plat. There are also three (3) outlots:

- Outlot A (2.2 acres) includes an infiltration basin for stormwater management as well as a lift station to support the sanitary utilities for the site.
- Outlot B (4,936 square feet) is excess land that abuts the exception property. This land could be used in the future if the exception property is developed.
- Outlot C (1.2 acres) could be developed in the future with the exception property. In the interim, the Developer is proposing a private dog park in this area.

Streets and Sidewalks
The Development will access Argenta Court. The roads are proposed to be publicly maintained with a right of way width of 60 feet. A six-foot wide sidewalk is shown on one side of the street throughout the site as required.

Parks and Trails
The Parks and Recreation Commission has reviewed this project and has recommended a cash payment in lieu of dedicating parkland. A private dog park is proposed on Outlot C until that area is developed in the future.

Phasing
The Subject Property is proposed to be developed in one phase. The narrative discusses the potential for a “phase 2” that could add an additional 13 units, but this future development cannot occur until the adjacent property is sold for development.

PRELIMINARY PUD – DEVELOPMENT STANDARDS REVIEW

This section reviews the development against the required development standards. The next section will summarize the PUD flexibilities that are being requested.

Lot Size and Lot Width
The tables below summarize the proposed lot size and lot widths. The median lot size and lot width for the Development is 4,928 square feet and 36.2 feet respectively. The R-3A Zoning District requires a minimum lot size of 5,445 square feet and a minimum lot width of 100 feet. PUD flexibility for lot size is needed for 29 of the 53 lots and all but two (2) lots will require PUD flexibility from the minimum lot width. The City has previously approved lots with similar sizes and dimensions in portions of the Peltier Reserve development.

Lot Size Range	Number of Lots within Range
Over 8,000 square feet	3
7,000-7,999 square feet	4
6,000-6,999 square feet	13
5,000-5,999 square feet	5
4,000-4,999 square feet	26
3,800-3,999 square feet	2

Lot Width Range	Number of Lots within Range

Over 96 feet	3
65-80 feet	2
41-65 feet	5
38-38.9 feet	8
37-37.9 feet	6
35.9-36.9 feet	29

Setbacks

The R-3A Zoning District has the following setback requirements in the Northwest Area Overlay:

- Front Yard: 20 feet
- Secondary Front Yard on Corner Lots: 20 feet
- Side Yard: 20 feet of structure separation
- Rear Yard: 30 feet

All proposed lots comply with the front yard setback standards for primary and secondary frontages. The Developer is requesting flexibility to have 5-foot side yard setbacks, which effectively would allow for 10 feet of structure separation. Forty-six (46) of the 53 lots meet the rear yard setback requirements.

Tree Preservation and Landscaping

The Developer is proposing to remove most of the trees currently on the Subject Property. A total of 3,821 caliper inches is required to be mitigated as a result. The landscape plan shows a total of 1,946.5 caliper inches being planted. This is 681.5 more inches than the plan that went to the Planning Commission. The Developer added caliper inches by increasing the initial diameter of several trees.

The developer will be required to pay a fee-in-lieu for the balance of caliper inches that are not mitigated. This payment option is allowed in the City Code in circumstances where there is no adequate space to meet tree replacement obligations. Thus, the approach to plant trees and pay the fee-in-lieu is compliantwith City Code.

Independent of tree removal, City Code requires one tree to be planted per single-family unit. The Developer is proposing to plant 421 trees, which far exceeds the 53 trees that are required.

Natural Areas/Open Space

The Northwest Area Overlay District requires 20 percent of the Subject Property to be preserved for natural area/open space. The site is 12.8 acres, or 557,373 square feet. Of that 20 percent land factor, at least 50 percent is required to be undisturbed. There is also a requirement for at least 75 percent of the open space to be contiguous. The table below shows what the Developer is proposing for natural areas/open space. PUD Flexibility is needed for the undisturbed open space.

Total Natural Area/Open Space Features	**Required**	**Proposed**
Natural/area open space	111,474 SF	143,007 SF
Undisturbed natural area/open space	55,373 SF (50%)	14,982 SF
Contiguous open space	83,606 SF (75%)	87,600 SF

Impervious Surface

The maximum impervious surface coverage in the Northwest Area Overlay District is 35 percent for

lots in the R-3A Zoning District. This is measured by the total project area. The developer is proposing 33.7 percent of impervious surface coverage.

Parking
The single-family lots will include garages, which satisfy parking requirements.

REQUESTED PUD FLEXIBILITIES

Minimum Lot Width, Minimum Lot Size and Side Yard Setbacks
The following flexibility requests are evaluated holistically, as the proposed conditions are a function of one another.

1. *Minimum Lot Size*. City Code requires a minimum lot size of 5,445 square feet per dwelling unit in the R-3A Zoning District. Twenty-nine (29) of the 53 lots are less than 5,445csquare feet in area.
2. *Minimum Lot Width*. The R-3A Zoning District has a minimum lot width of 100 feet. 52 of the 53 lots are less than 100 feet in width.
3. *Side Yard Setback.* In the Northwest Area Overlay, the R-3A Zoning District requires 20 feet of structure separation. The Developer is instead requesting a standard 5-foot side yard setback.

Staff Analysis. The rationale for these flexibility requests is discussed below:

a. The proposed zoning district of the Subject Property is R-3A/PUD. This zoning district is often used for townhome developments, although single-family dwellings are also permitted. Given the steep grade changes of over 50 feet throughout the site, it would be challenging to construct a townhome neighborhood. The proposed layout and lot configuration is a means to develop the land with comparable density to a townhome site while working more efficiently with the existing grades on the property.
b. Like the Peltier Reserve Neighborhood, the Developer has stated there will be a restrictive covenant that will prohibit accessory structures. This alleviates the concerns that staff would otherwise have about providing sufficient space for these improvements. Decks will still be allowed, and each lot has adequate space to accommodate future deck additions.
c. The City has previously approved lots with similar dimensions in the Peltier Reserve Neighborhood, particular along 76th Street West and across the street from the apartment building. There have not been any identified issues with these lots.
d. The performance standards for the R-3A Zoning District are primarily intended for townhome buildings rather than single-family homes. For example, the 100-foot lot width requirement is 15 feet more than the R-1C District, which is the most common Zoning District for new single-family developments.

Rear Yard Setbacks
The minimum rear yard setback in the R-3A Zoning District is 30 feet. Seven (7) of the 53 lots do not meet this standard. The proposed flexibility ranges from 22.2 feet to 27.3 feet.

Staff Analysis: The rear yards of five (5) of the seven (7) lots are adjacent to a 10-acre outlot from the neighborhood to the north. These are lots 16, 17, 18, 19, and 20 of Block 2, located on the east side of the site. The other lots that require this flexibility are lots 1 and 2 of Block 4, located in the middle of the development. The rear property lines of these lots face the rear yards of lot 6, lot 7, and lot 8 of Block 4. Since the neighborhood will have a covenant that

prohibits accessory structures, the portions of these yards will effectively be open space. Therefore, the rear yards of all seven (7) lots will all be next to unbuilt areas. Also, 24 of the 53 lots exceed the 30-foot rear setback requirement. Staff supports this flexibility request.

Deck Setbacks

The R-3A Zoning District requires a 50-foot structure setback along principal arterial roads. All applicable lots meet this standard. However, this setback would prevent eight (8) lots from adding decks that have rear frontage along Highway 55. The Developer is requesting flexibility to allow decks to be up to 30 feet from property lines that abut Highway 55. This would only apply to uncovered decks.

Staff Analysis: The Developer is making this request on the recommendation of Planning Staff. If this flexibility is not granted, the future owners of these eight (8) lots would have to apply for a variance to construct any deck. Future decks on these lots would still be at least 190 feet away from Highway 55. Staff supports this request because it is reasonable for these future property owners to have the option to add decks without requiring variance approvals.

Undisturbed Open Space

The Northwest Overlay District requires at least half of the required open space to be undisturbed. The Developer is proposing 13.4% of the required open space to be undisturbed.

Staff Analysis: The proposed development exceeds the general open space requirement by 21,553 square feet. Also, the largest area of open space is around the large infiltration basin and the lift station in Outlot A. Both of these facilities are required by the City for this development, and the western half of the site is the most practical location for these features. Without the stormwater basin and lift station, the project would be able to meet and exceed this requirement.

DEPARTMENT REVIEWS

Public Works and Engineering

Engineering staff have reviewed the plans for compliance with grading, drainage, utility, and stormwater requirements. There are three (3) outstanding comments that need to be addressed. These comments are included as conditions of approval in this report.

Police and Fire

The plans were shared with the Police and Fire Departments. No comments were received from either department.

WETLANDS

There are no wetlands identified on the Subject Property.

DEVELOPMENT CONTRACT

The Developer and Owner shall enter into a Development Contract and other associated agreements with the City. The list of agreements and details of the contract will be discussed with the applicant, city attorney and staff as part of the final PUD review. All the agreements will be approved by the City Council as part of the final PUD review.

PLANNING COMMISSION

The Planning Commission held a public hearing for this development on August 5, 2026. The Commission voted 3-2 to recommend denial of the Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD. This section will summarize the concerns raised by the Commission with responses from staff.

1. PUD Flexibilities. Some commissioners cited the number of flexibility requests as a reason for recommending denial of the project.

   Staff response: The Subject Property is currently guided for townhome development in the 8 to 12 units per acre range. Due to the topography of the site, this type of development would be challenging and possibly not viable financially. The developer is therefore proposing a project with detached homes that can be more efficiently constructed with the steep grades while still providing density that is similar to other townhome developments. The Zoning Ordinance does not currently have a zoning district with performance standards that neatly match this type of project. This is an example of why the Zoning Ordinance does allow for Planned Unit Developments, which are intended to encourage creative site designs that often require some flexibilities from City Code. Also, based on staff's analysis earlier in this report, each flexibility request appears to be reasonable. The type of development proposed is also more commensurate with the designed local road capacity of Argenta Trail.

2. Side yard setback. Multiple commissioners said they do not support the flexibility for 5-foot side yard setbacks. The general concern with the proposed setback is that the neighborhood would feel "too crowded" with 5-foot side yard setbacks.

   Staff response: The corresponding zoning district to the Low-Medium Density Residential land use designation is the R-3A District. This Zoning District allows for both single-family homes and townhomes, although it is most commonly utilized for townhome developments. As mentioned previously, the site conditions on the Subject Property are not conducive to townhomes. The Developer is thus proposing a layout that has a similar character to a townhome development, meeting the intent of this zoning district. The City has also previously approved single-family developments with this setback flexibility and there have been no identified issues with these lots.

3. Tree Preservation. There were concerns raised regarding the level of tree removal being proposed for this project.

   Staff response: City Code expressly allows developers to pay a cash fee in lieu for tree mitigation when there is not adequate space on a property to fully meet the tree replacement requirements via new plantings. The Landscape Plan shows a reasonable attempt to plant as many trees as is feasible. In general, the City should not deny developments based on plan elements that meet City Code standards. The Developer is meeting the City Code standards by agreeing to pay the fee in lieu at the time of Final Plat approval.

APPROVAL DEADLINE

If the Council does not support the request, resolutions of denial were included as attachments in this

packet. The 120-day review deadline is on September 12, 2026, which is before the next scheduled regular City Council Meeting. This means the City must take action at the August 24 meeting, unless an extension were to be granted in writing by the Applicant.

FISCAL IMPACT
N/A

RECOMMENDATION
Staff recommends approving the request with the conditions as stated in the attached resolutions.

ATTACHMENTS
1. Application Narrative
2. Supplemental Applicant Narrative
3. Civil and Landscape Plans
4. Resolution Approving Comprehensive Plan Amendment
5. Ordinance Approving Rezoning
6. Resolution Approving Preliminary Plat and PUD
7. Resolution Denying Comprehensive Plan Amendment
8. Resolution Denying Rezoning
9. Resolution Denying Preliminary Plat and PUD
10. Future Land Use Map
11. Location Map
12. Zoning Map
13. Resident Comments
14. Planning Commission Minutes (Draft)

July 17th, 2026

Blackstone Vista 4th Addition
Narrative for Rezoning,
Preliminary Plat, and Preliminary PUD

Builders Lot Group (BLG) has entered into a purchase agreement with Steven Schmidt for the development of approximately 12.8 acres at the south end of Argenta Court. BLG intends to develop the 12.8-acre parcel with 53 single-family lots within the property. A preliminary plan is included with the application for reference to the proposed project layout. The project shows a thoughtfully designed single-family neighborhood, advancing the City's long-term vision for orderly growth, housing diversity, and fiscally responsible development.

The application also includes a request to rezone the property to a PUD designation, consistent with the nearby Peltier Reserve project that Builders Lot Group developed. The PUD tool allows the city to approve a better overall project than would be possible under strict zoning. The requested flexibility is modest, targeted, and justified by site conditions, including topography, stormwater needs, and existing roadway alignments. The requested PUD flexibility in the lot requirements is outlined below:

1) A 5ft side yard setback to increase density, more like attached homes, but providing more privacy without a common wall. This setback is consistent with the Peltier Reserve project.
2) A 15 ft. side yard setback at the corner lots, to increase density and align with the Peltier Reserve PUD side yard setback.
3) A rear yard setback of 26.6' on lot 16 Block 2, instead of 30' typical rear yard setback.
   A rear yard setback of 25.8' on lot 17 Block 2, instead of 30' typical rear yard setback.
   A rear yard setback of 27.0' on lot 18 Block 2, instead of 30' typical rear yard setback.
   A rear yard setback of 26.7' on lot 19 Block 2, instead of 30' typical rear yard setback.
   A rear yard setback of 22.2' on lot 20 Block 2, instead of 30' typical rear yard setback and a front yard setback of 16.9, instead of 20' typical front yard setback.
   A rear yard setback of 22.6' on lot 1 Block 4, instead of 30' typical rear yard setback.
   A rear yard setback of 27.3' on lot 2 Block 4, instead of 30' typical rear yard setback.
   This requirement is requested due to the connection to Argenta Court and their irregular shape.
4) In addition to the lot setbacks, the project is requesting lot size and width PUD flexibility from the R-3A District standard minimum lot size of 5,445 SF for lots to increase density. The proposed residential lots range from 3,861 SF to 9,402 SF, aligning with the City's goal of denser residential development. The density also addresses consumer demand for single-family detached housing rather than attached housing.
5) The request for square footage flexibility corresponds to a similar request for the width to be below R-3A requirements of 100 ft. Our requested minimum lot width is 36' to meet the desired density.
6) The central ponding area exceeds 100 ft. minimum width. The contiguous open space deficiency is mitigated by exceeding the total open space requirement, with the project proposing 143,007 SF, compared to the 20% total open space requirement of 91,246 SF in NWA. This undevelopable open space measures 48,874 SF in addition to the open space we are providing.

7) Flexibility from the 50 ft. setback along Argenta Court for one single-family lot. This flexibility is requested because the space is approximately 75 ft. from the roadway, with significant green space and a trail separating the home sites from the roadway. The landscape plan also includes conifers as a buffer between the two lots adjacent to Argenta Trail.
8) Flexibility from the 50-foot arterial road setback for accessory structures for lots 5 thru 12 block 1. This requirement is requested due to widened highway right of way at that location. The request is to reduce this to 30-feet for accessory structures.
9) Undisturbed open space of 10% is requested from the required 50% of the open space area (10% of the total project area) since the existing terrain drops approximately 76 ft. across the site, and mass grading across the open space is required to provide for stormwater management areas and a level pad for the lift station.

The proposed unit count of 53 residential single-family homes in Phase 1 and 69 units in Phase 1 and 2 combined. This unit count does not meet the 8 units per acre required in the Medium Density Residential Land Use when considering the privately owned Outlots. As a result, we are requesting a land use amendment to Low-Medium Density Residential for the 4.99 Unit/Acre density. The single-family homes will generate a strong, stable tax base that supports City and will require a new lift station that that will allow future developments to the west of the project.

The entire Phase 1 site area will be graded as a single phase, with all utilities and stormwater facilities installed for the single-family homes.

The project will include high-quality homes that align with the adjacent developments and help meet the demand for more single-family residential units in Inver Grove Heights.

Blackstone Vista 4th Addition

Comprehensive Project Solution, Strategic Justification, and Council Approval Proposal
Inver Grove Heights, MN | Builders Lot Group, LLC

> *Executive Overview: This document outlines the strategic proposal for the final phase of the overall Blackstone Vista development project. By transitioning from unworkable attached townhomes to 53 premium detached homes, the project resolves severe engineering constraints, protects neighborhood character, and provides $26M in municipal tax base value while providing vital infrastructure expansion.*

1. Introduction and Project Background

The Blackstone Vista 4th Addition project, proposed by Builders Lot Group, LLC, represents the final development phase of the broader Blackstone Vista residential master plan initiated in 2015. Comprising of 53 high-quality, owner-occupied homes, this phase addresses severe topographical constraints while optimizing land use compatibility within Inver Grove Heights.

The proposed project directly addresses the Planning Commission comments regarding density, architectural layout, traffic management, and fiscal performance. By adapting the development strategy from high-density attached housing to premium detached townhomes, the project preserves city revenues, eliminates structural hazards associated with extreme site slopes, and ensures long-term neighborhood alignment.

2. Topographical Constraints and Site Analysis

The subject property presents distinct physical challenges that preclude standard medium-density attached configurations:

- **Elevation Variance:** The site experiences an extreme elevation change of approximately 50 feet across the parcel, accompanied by heavy woods and steep slopes.
- **Infrastructure Demands:** The engineering requirements necessitate the installation of a sewer lift station, which significantly increases development costs. Crucially, this infrastructure is sized to also serve approximately 19 adjacent residential acres and 13 industrial acres to the west, creating a significant regional utility benefit.
- **Failure of Attached Townhome Layouts:** Initial layouts evaluating attached townhomes revealed that a 12-foot drop along a standard building structure forces driveways on the lower side to become dangerously steep, even when foundations are stepped. Smaller four-unit configurations still introduce an unmanageable 8-foot drop, creating structural and driveway elevations incompatible with safe residential access.

3. Land Use, Density, and Neighborhood Consensus

While the property currently carries a Medium Density Residential (MDR) designation requiring a minimum of eight units per acre, physical constraints render this density threshold unattainable for a quality development:

» **Alternative Density Yields:** Attempting an attached townhome layout (shown below), at roughly 71 units yields a density of approximately 6.7 units per acre, still failing MDR minimums while introducing severe slope hazards. Additionally, as shown on photos 4 through 6 at the back of the document, attached townhomes offer very little green space for trees and lawn areas at the front of the home, and have limited architectural features and privacy. HOA fees associated with attached townhomes can be excessive for mowing, maintenance, and snow removal services.



» **Apartment Alternatives:** Although an apartment building could satisfy MDR thresholds, historical precedent and neighborhood feedback demonstrate robust opposition to multi-family rental configurations due to traffic and scale concerns.

» **Detached Townhome Solution & Neighborhood Alignment:** Through a proposed land use amendment, the project establishes a density of 5 units per acre via detached townhomes. This configuration features a minimum 5-foot setback, creating a 10-foot separation between structures that seamlessly accommodates 3-foot grade transitions between adjacent lots. This layout directly honors neighborhood preferences for owner-occupied, single-family structures that generate significantly less traffic through existing streets, mirroring successful implementations within the builder's Peltier Reserve development located on the east side of Argental Trail. The detached townhomes provide opportunities for a variety of architectural styles and colors, and avoid privacy

concerns and common walls as shown in Photos 1 through 3 at the back of this document. Additionally, the detached homes allow for more trees on the overall site.

4. Infrastructure and PUD Flexibilities as Regional Wins

To successfully execute this project under extreme site parameters, specific Planned Unit Development (PUD) flexibilities have been coordinated with City staff:

- **Setbacks and Lot Dimensions:** The project is being compared to the R-3A zoning code which allows up to four units per building on a 100 ft. wide lot (25 ft. per unit) with common walls. To increase privacy, green space, and accommodate the steep grades on the site, the Blackstone Vista project will provide detached homes on 36 ft. wide lots with 10 ft. of separation between units.
- **Open Space and Grading Compliance:** Due to the 50-foot vertical drop, grading disturbance will exceed standard thresholds, but the project successfully exceeds overall open space requirements and remains safely below maximum impervious surface thresholds.
- **Environmental Commitments & Tree Mitigation:** While tree removal is required for pad and roadway grading, mature trees are preserved along the western and southeastern perimeters as natural buffers. This is supplemented by the planting of 421 new trees, which are 4" in size, reducing the tree mitigation requirement to 2557 caliper inches.

5. Financial Benefits to the City

The City will receive the following benefits for granting PUD approval:

- An increased tax base to approximately $26,000,000 based on an average home cost of $500,000.
- City plat connection and park dedication fees of approximately $392,370
- Sewer and water access fees in the amount of $657,000
- Building permit fees of about $22,000 per home for a total of $1,166,000
- A sewer lift station that serves this project and approximately 19 acres of residential and 13 acres of industrial property to the west of Blackstone Vista. The lift station value is approximately $250,000
- The development will continue to improve the viability of commercial development in Inver Grove Heights

7. Conclusion and Action Requested

The Blackstone Vista 4th Addition project successfully reconciles difficult engineering constraints with high-end residential design. By substituting unworkable attached structures with 53 high-value detached homes, the development secures long-term neighborhood compatibility, protects municipal tax revenues, and expands regional infrastructure capacity.

Builders Lot Group respectfully requests City Council approval to advance this beneficial community investment.

8. Detached Townhome Photos

Photo #1 showing the variety of home styles.



Photo #2 showing the variety of home styles.



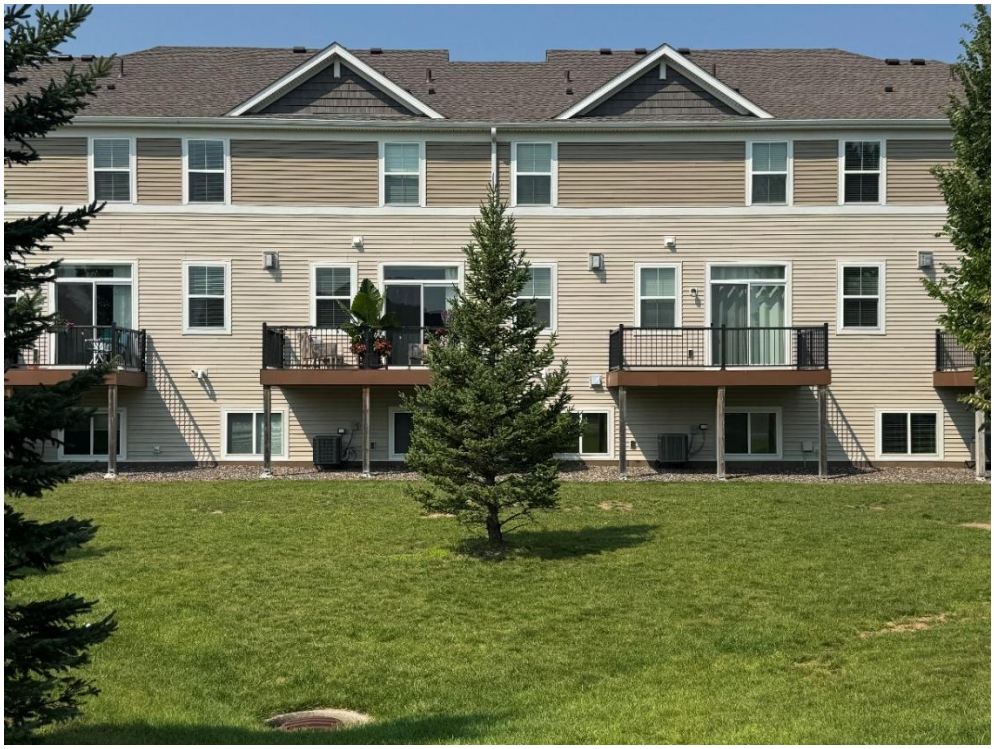
Detached Townhomes in Peltier Reserve with 5 ft. setback (10 ft. spacing) – Photo #3



9. Attached Townhome Photos

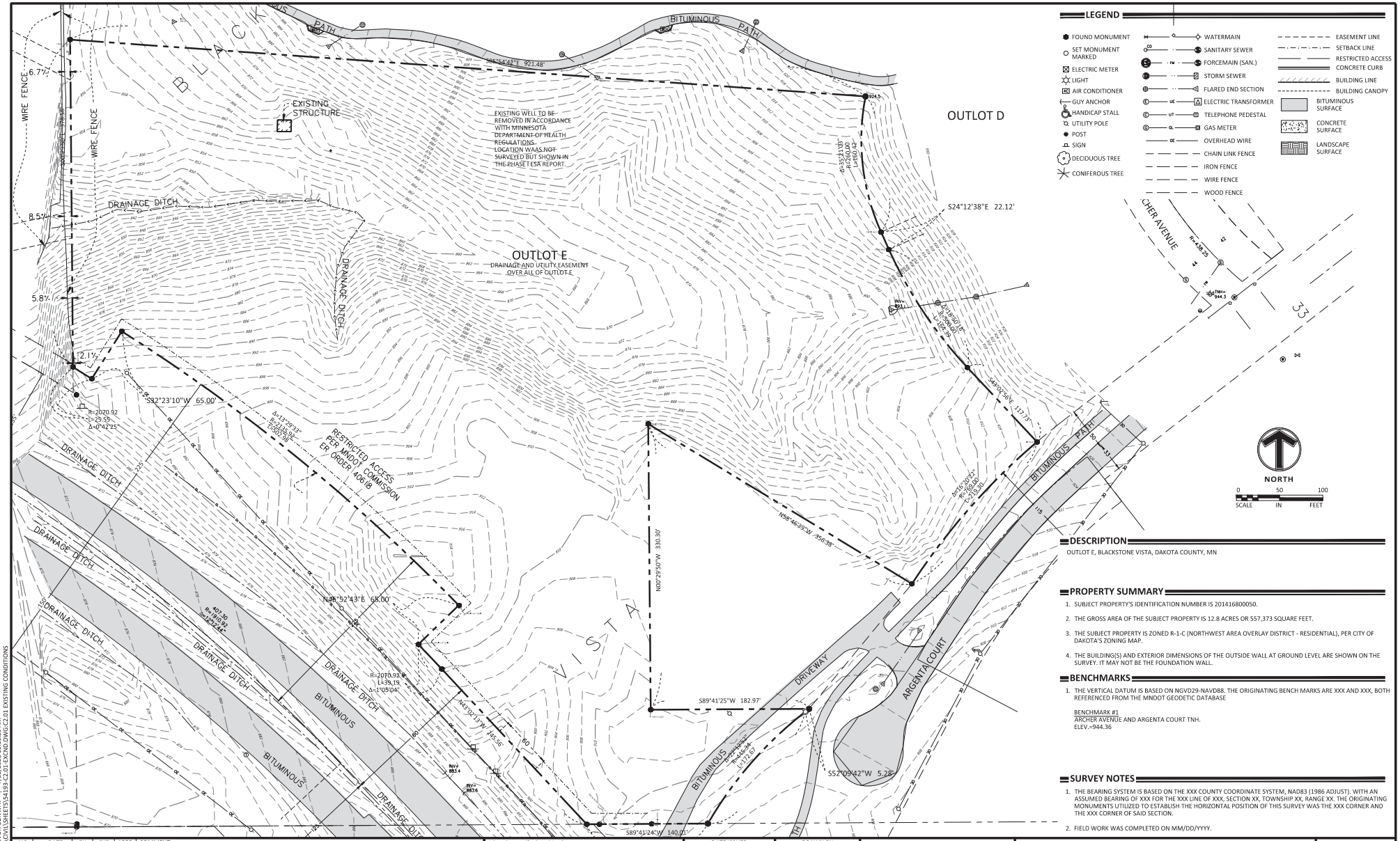
Photo #4 and #5 with less architectural features and privacy





Attached homes in Blackstone Vista – Photo #6 with very little green space.





LEGEND

- FOUND MONUMENT
- SET MONUMENT MARKED
- ELECTRIC METER
- LIGHT
- AIR CONDITIONER
- GUY ANCHOR
- HANDICAP STALL
- UTILITY POLE
- POST
- SIGN
- DECIDUOUS TREE
- CONIFEROUS TREE
- WATERMAIN
- SANITARY SEWER
- FORCEMAIN (SAN.)
- STORM SEWER
- FLARED END SECTION
- ELECTRIC TRANSFORMER
- TELEPHONE PEDESTAL
- GAS METER
- OVERHEAD WIRE
- CHAIN LINK FENCE
- IRON FENCE
- WIRE FENCE
- WOOD FENCE
- EASEMENT LINE
- SETBACK LINE
- RESTRICTED ACCESS
- CONCRETE CURB
- BUILDING LINE
- BUILDING CANOPY
- BITUMINOUS SURFACE
- CONCRETE SURFACE
- LANDSCAPE SURFACE

DESCRIPTION

OUTLOT E, BLACKSTONE VISTA, DAKOTA COUNTY, MN

PROPERTY SUMMARY

1. SUBJECT PROPERTY'S IDENTIFICATION NUMBER IS 201416800050.
2. THE GROSS AREA OF THE SUBJECT PROPERTY IS 12.8 ACRES OR 557,373 SQUARE FEET.
3. THE SUBJECT PROPERTY IS ZONED R-1-C (NORTHWEST AREA OVERLAY DISTRICT - RESIDENTIAL), PER CITY OF DAKOTA'S ZONING MAP.
4. THE BUILDING(S) AND EXTERIOR DIMENSIONS OF THE OUTSIDE WALL AT GROUND LEVEL ARE SHOWN ON THE SURVEY. IT MAY NOT BE THE FOUNDATION WALL.

BENCHMARKS

1. THE VERTICAL DATUM IS BASED ON NGVD29-NAVD88. THE ORIGINATING BENCH MARKS ARE XXX AND XXX, BOTH REFERENCED FROM THE MNDOT GEODETIC DATABASE

BENCHMARK #1
ARCHER AVENUE AND ARGENTA COURT TNH.
ELEV.=944.36

SURVEY NOTES

1. THE BEARING SYSTEM IS BASED ON THE XXX COUNTY COORDINATE SYSTEM, NAD83 (1986 ADJUST). WITH AN ASSUMED BEARING OF XXX FOR THE XXX LINE OF XXX, SECTION XX, TOWNSHIP XX, RANGE XX. THE ORIGINATING MONUMENTS UTILIZED TO ESTABLISH THE HORIZONTAL POSITION OF THIS SURVEY WAS THE XXX CORNER AND THE XXX CORNER OF SAID SECTION.
2. FIELD WORK WAS COMPLETED ON MM/DD/YYYY.

NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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I hereby certify that this plan, survey, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Print Name: _____

Date _____ License # _____

DATE ISSUED	DRAWN BY
DESIGN REVIEW	DESIGNED BY
PERMIT SUBMITTAL	CHECKED BY
CONSTRUCTION DOCUMENTS	PROJECT NO. 54193

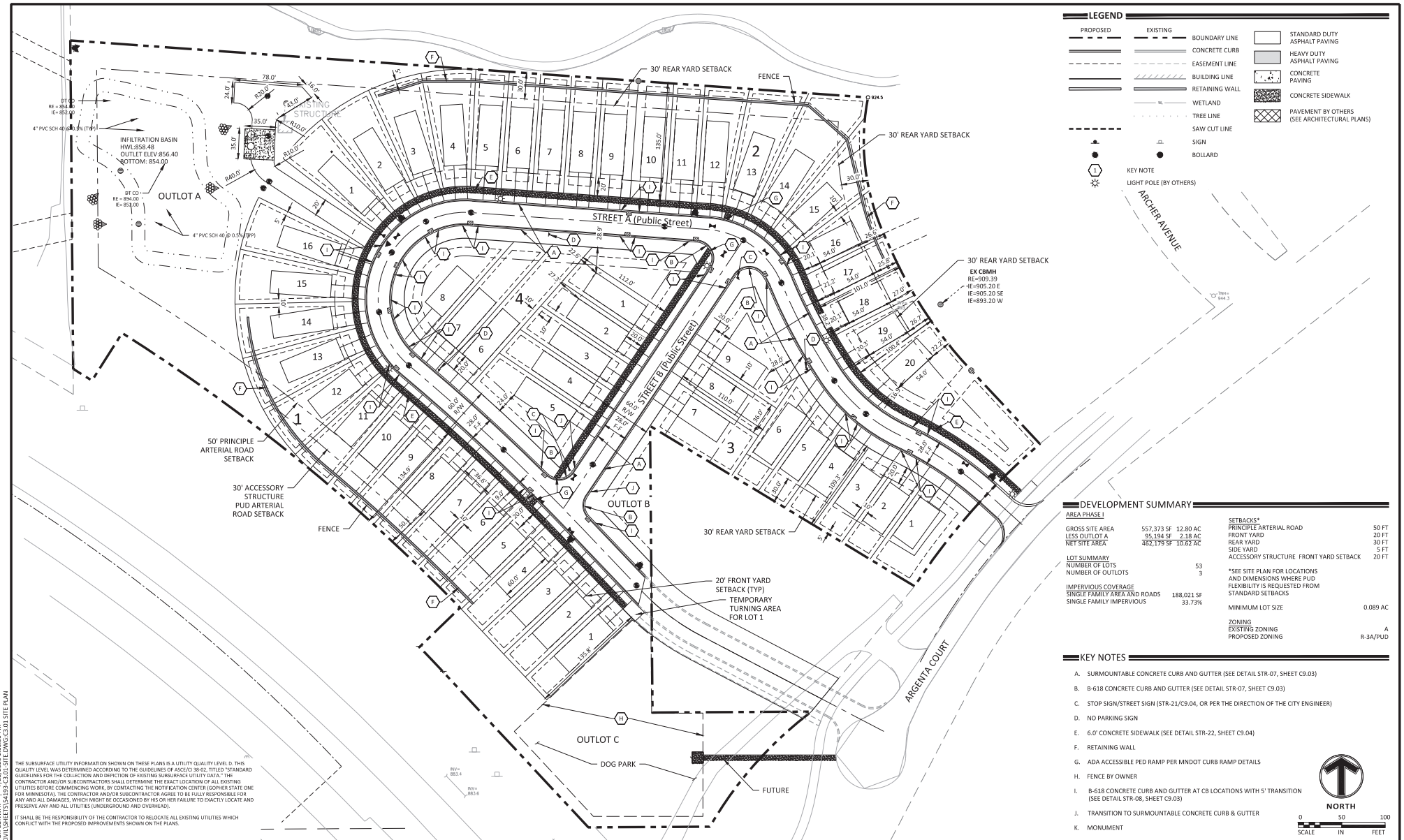
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EXISTING CONDITIONS

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET
C2.01
2 OF 32
REV.

24 15 (LMG TECH) | TREVOR CONWAY | 7/20/2026 10:16:29 AM
L:\PROJECTS\54193\CAD\CIVIL\SHEETS\54193-C2.01-EXCND.DWG C2.01 EXISTING CONDITIONS



DEVELOPMENT SUMMARY

AREA PHASE I

GROSS SITE AREA	557,373 SF	12.80 AC
LESS OUTLOT A	95,194 SF	2.18 AC
NET SITE AREA	462,179 SF	10.62 AC

LOT SUMMARY

NUMBER OF LOTS	53
NUMBER OF OUTLOTS	3

IMPERVIOUS COVERAGE

SINGLE FAMILY AREA AND ROADS	188,021 SF	
SINGLE FAMILY IMPERVIOUS		33.73%

SETBACKS*

PRINCIPLE ARTERIAL ROAD	50 FT
FRONT YARD	20 FT
REAR YARD	30 FT
SIDE YARD	5 FT
ACCESSORY STRUCTURE FRONT YARD SETBACK	20 FT

*SEE SITE PLAN FOR LOCATIONS AND DIMENSIONS WHERE PUD FLEXIBILITY IS REQUESTED FROM STANDARD SETBACKS

MINIMUM LOT SIZE	0.089 AC

ZONING

EXISTING ZONING	A
PROPOSED ZONING	R-3A/PUD

KEY NOTES

A. SURMOUNTABLE CONCRETE CURB AND GUTTER (SEE DETAIL STR-07, SHEET C9.03)

B. B-618 CONCRETE CURB AND GUTTER (SEE DETAIL STR-07, SHEET C9.03)

C. STOP SIGN/STREET SIGN (STR-21/C9.04, OR PER THE DIRECTION OF THE CITY ENGINEER)

D. NO PARKING SIGN

E. 6.0' CONCRETE SIDEWALK (SEE DETAIL STR-22, SHEET C9.04)

F. RETAINING WALL

G. ADA ACCESSIBLE PED RAMP PER MNDOT CURB RAMP DETAILS

H. FENCE BY OWNER

I. B-618 CONCRETE CURB AND GUTTER AT CB LOCATIONS WITH 5' TRANSITION (SEE DETAIL STR-08, SHEET C9.03)

J. TRANSITION TO SURMOUNTABLE CONCRETE CURB & GUTTER

K. MONUMENT

NORTH

SCALE 0 50 100 IN FEET

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IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.

NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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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.

Print Name: MARK ANDERSON

Date 7/22/2026 License # 23450

DATE ISSUED
DESIGN REVIEW
PERMIT SUBMITTAL
CONSTRUCTION DOCUMENTS

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DESIGNED BY JHB/TK/TC
CHECKED BY MCA
PROJECT NO. 54193

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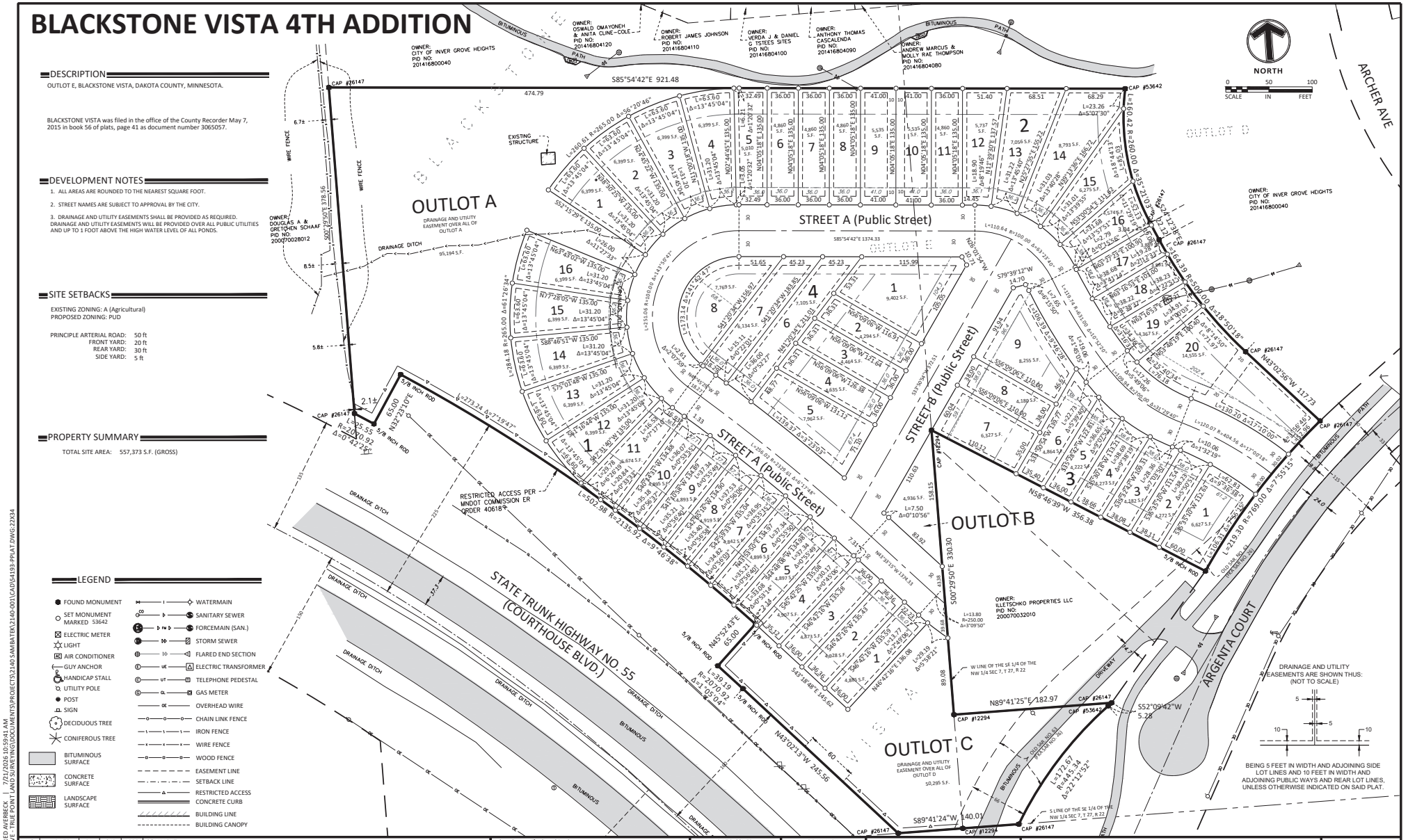
SITE PLAN

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET C3.01
3 OF 32
REV.

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BLACKSTONE VISTA 4TH ADDITION



NO	DATE	BY	CKD	APPR	COMMENT

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Print Name: Jared Averbeck

Date 7/21/26 License # 53642

DATE ISSUED	4/27/26
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DESIGNED BY	
CHECKED BY	JJA
PROJECT NO.	54193

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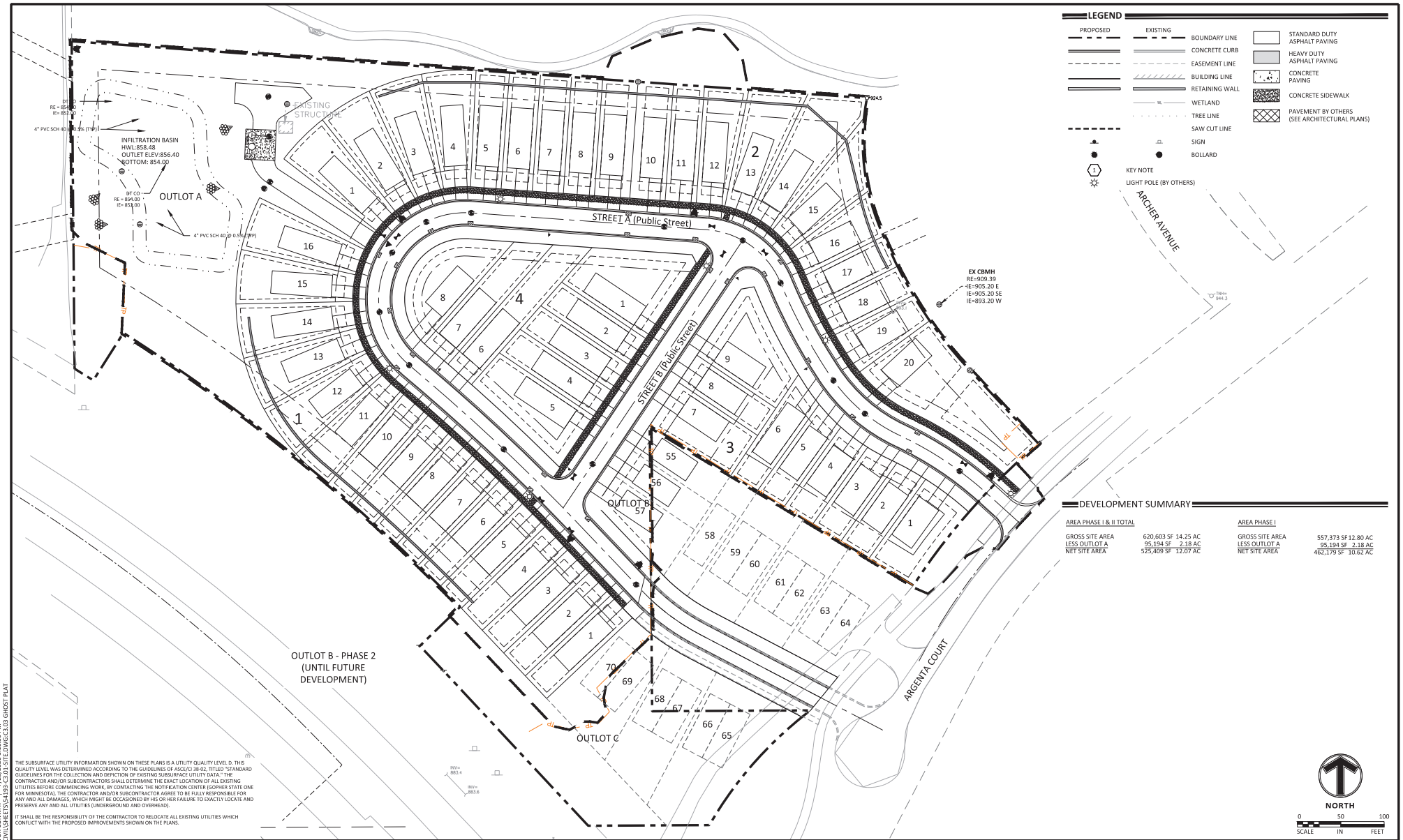
PRELIMINARY PLAT

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET 1 OF 1 REV.

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DEVELOPMENT SUMMARY

AREA PHASE I & II TOTAL			AREA PHASE I		
GROSS SITE AREA	620,603 SF	14.25 AC	GROSS SITE AREA	557,373 SF	12.80 AC
LESS OUTLOT A	95,194 SF	2.18 AC	LESS OUTLOT A	95,194 SF	2.18 AC
NET SITE AREA	525,409 SF	12.07 AC	NET SITE AREA	462,179 SF	10.62 AC

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NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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Print Name: MARK ANDERSON

Date 7/22/2026 License # 23450

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CONSTRUCTION DOCUMENTS	

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DESIGNED BY	JHB/TK/TC
CHECKED BY	MCA
PROJECT NO.	54193

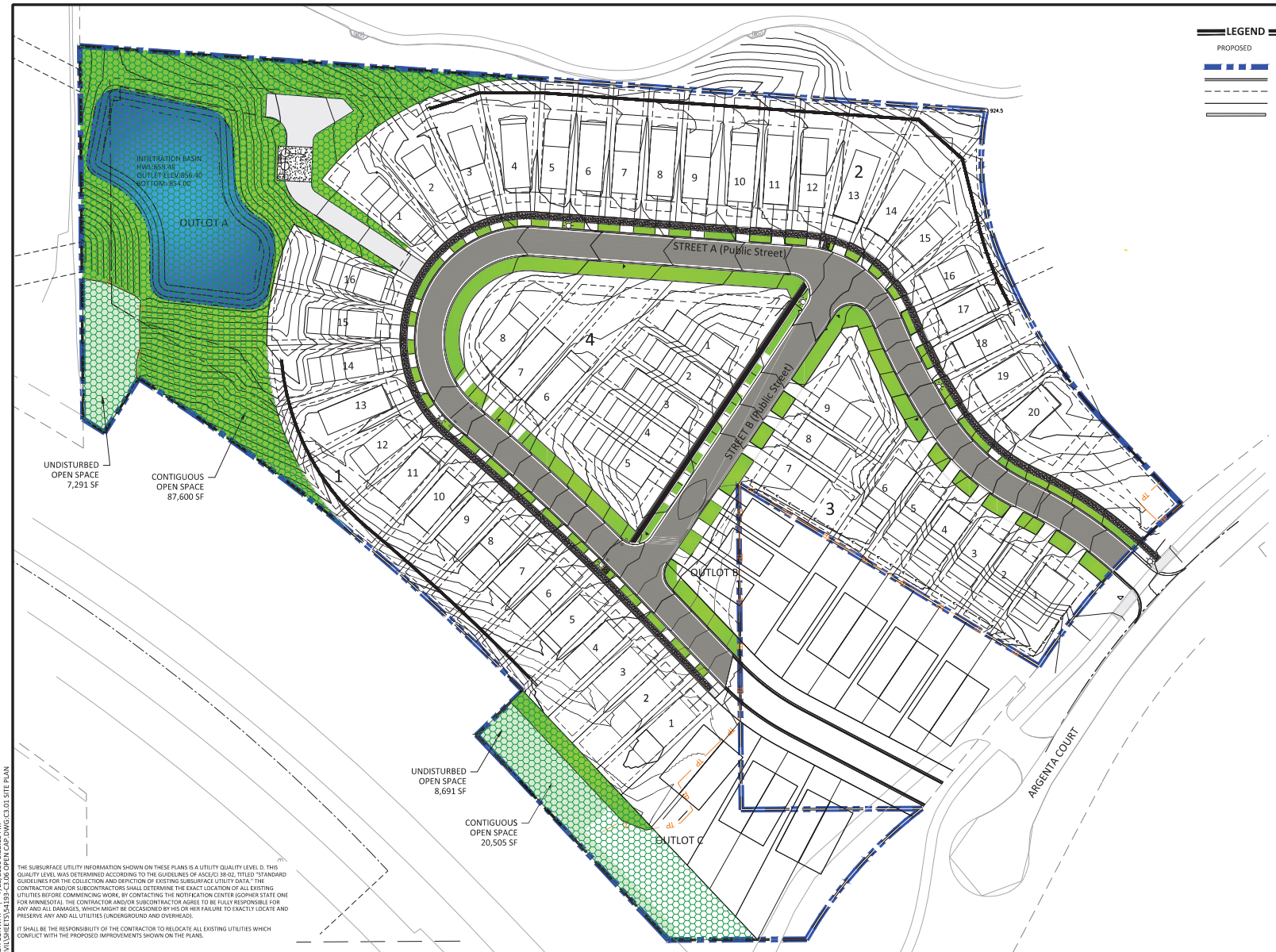
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GHOST PLAT

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET
C3.03
OF 32
REV. ----

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LEGEND

PROPOSED / EXISTING

- PROPERTY LIMIT
- CURB & GUTTER
- EASEMENT
- BUILDING
- RETAINING WALL

- UNDISTURBED OPEN SPACE
- OPEN SPACE
- CONTIGUOUS OPEN SPACE
- PROPOSED STORMWATER

DEVELOPMENT SUMMARY

AREA		
SITE AREA	557,373 SF	12.80 AC

OPEN SPACE SUMMARY	REQUIRED	PROPOSED
OPEN SPACE (20% GROSS SITE AREA)	111,474 SF	133,027 SF
UNDISTURBED SPACE (50% OPEN SPACE)	55,737 SF	14,982 SF
CONTIGOUS OPEN SPACE (75% OPEN SPACE)	83,606 SF	108,105 SF

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NORTH

0 50 100
SCALE IN FEET

NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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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.

Print Name: MARK ANDERSON

Date 7/22/2026 License # 23450

DATE ISSUED	DRAWN BY
	JHB/TK
DESIGN REVIEW	DESIGNED BY
	JHB/TK/TC
PERMIT SUBMITTAL	CHECKED BY
	MCA
CONSTRUCTION DOCUMENTS	PROJECT NO.
	54193

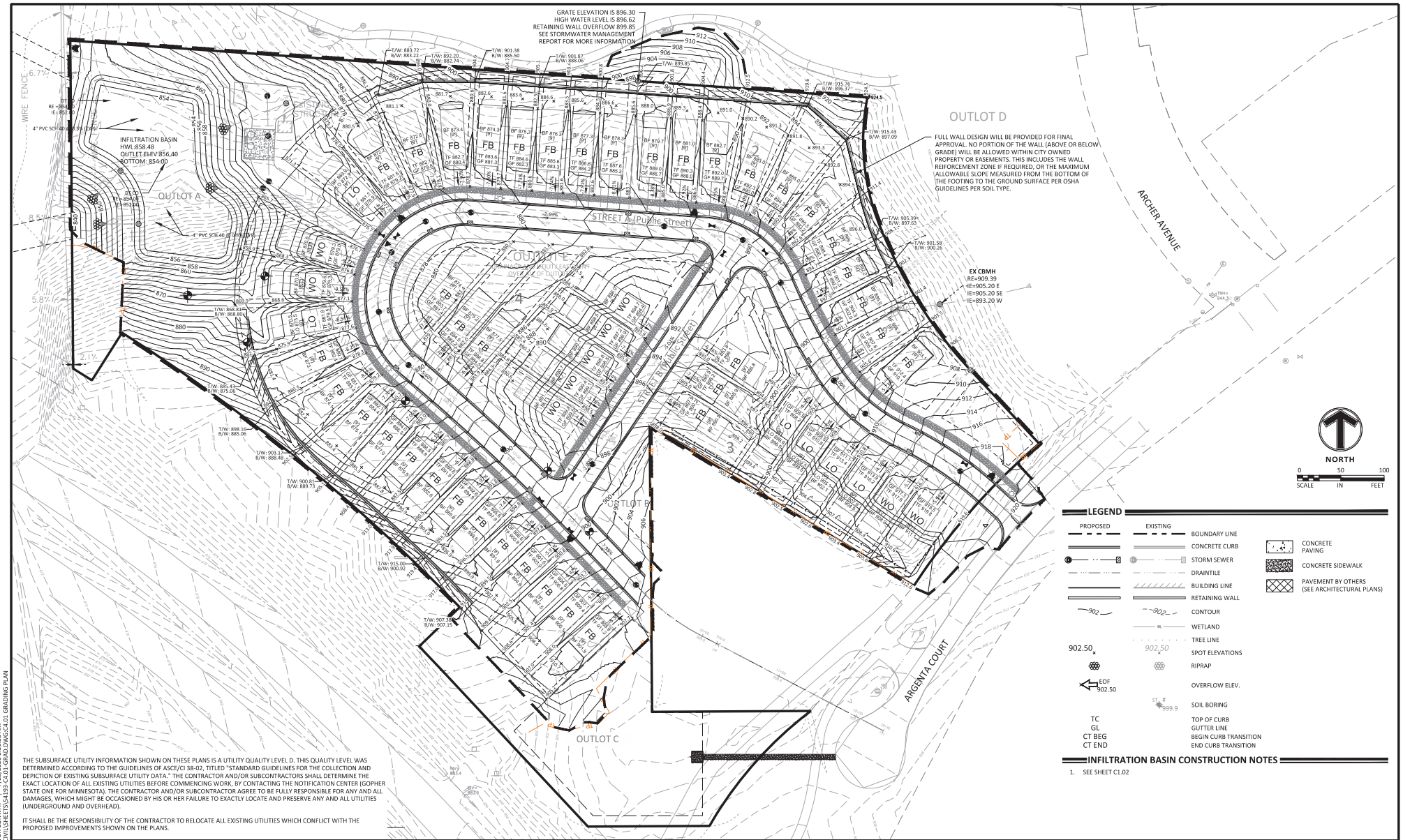
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OPEN SPACE PLAN

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET
C3.04
OF 32
REV. ----

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LEGEND

PROPOSED	EXISTING	
		BOUNDARY LINE
		CONCRETE CURB
		STORM SEWER
		DRAINTILE
		BUILDING LINE
		RETAINING WALL
902	902	CONTOUR
		WETLAND
		TREE LINE
902.50	902.50	SPOT ELEVATIONS
		RIPRAP
EOF 902.50		OVERFLOW ELEV.
	ST. # 999.9	SOIL BORING
TC		TOP OF CURB
GL		GUTTER LINE
CT BEG		BEGIN CURB TRANSITION
CT END		END CURB TRANSITION

	CONCRETE PAVING
	CONCRETE SIDEWALK
	PAVEMENT BY OTHERS (SEE ARCHITECTURAL PLANS)

INFILTRATION BASIN CONSTRUCTION NOTES

1. SEE SHEET C1.02

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NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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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.

Print Name: MARK ANDERSON

Date 7/22/2026 License # 23450

DATE ISSUED	
DESIGN REVIEW	
PERMIT SUBMITTAL	
CONSTRUCTION DOCUMENTS	

DRAWN BY	JHB/TK
DESIGNED BY	JHB/TK/TC
CHECKED BY	MCA
PROJECT NO.	54193

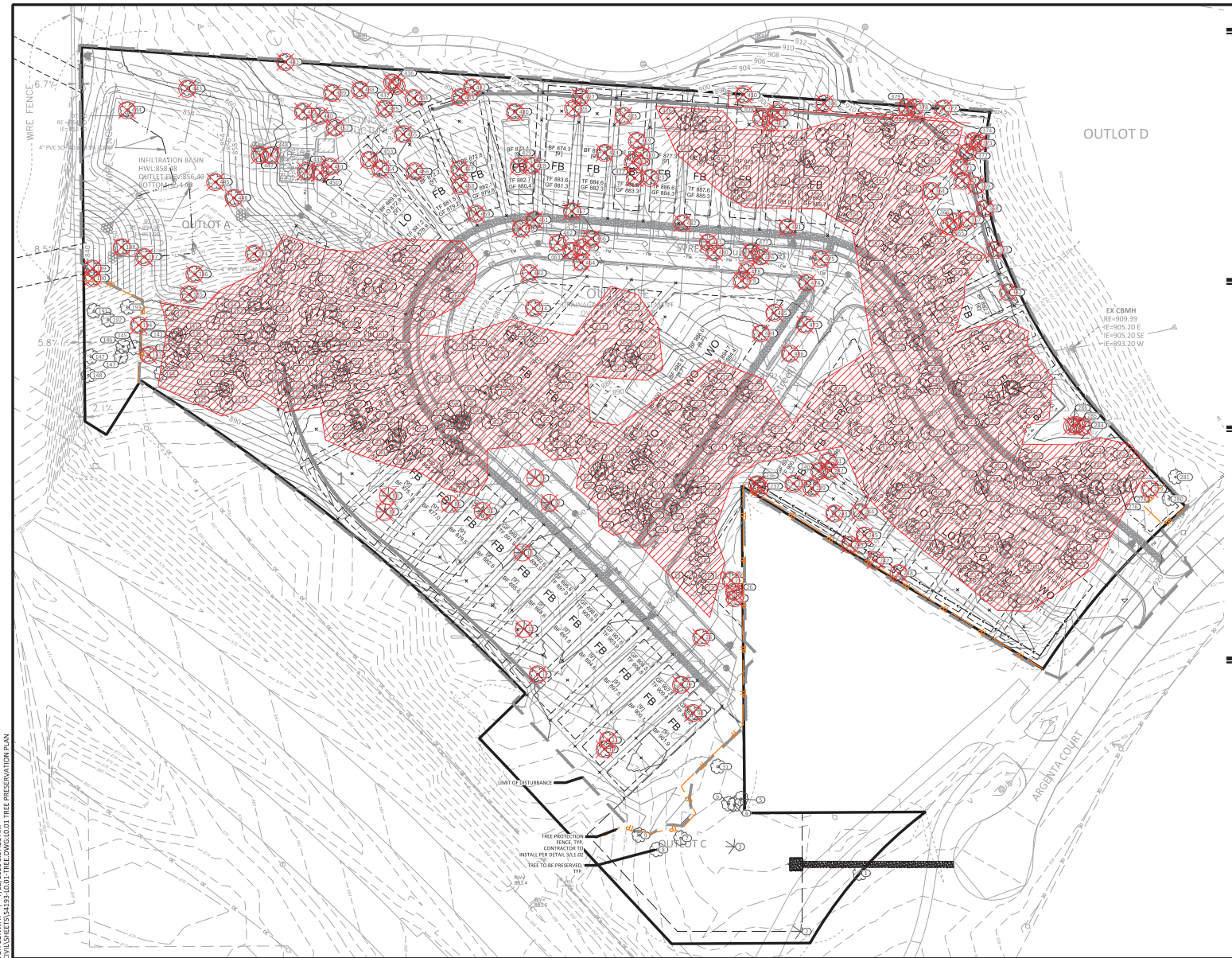
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GRADING PLAN

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET
C4.01
OF 32
REV.

24 15 (LMG TECH) | TREVOR CONWAY | 7/23/2026 8:36:38 AM
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LEGEND

	PROPOSED	EXISTING	
PROPERTY LIMIT			STANDARD DUTY ASPHALT PAVING
CURB & GUTTER			
EASEMENT			CONCRETE PAVING
BUILDING			
RETAINING WALL			CONCRETE SIDEWALK
WETLAND LIMITS			
TREELINE			
SIGN			
LIMITS OF DISTURBANCE			

EXISTING DECIDUOUS TREE

EXISTING EVERGREEN

TREE TO BE REMOVED

TREE REMOVAL AREA

TREE PROTECTION FENCE — TP —

INVER GROVE HEIGHTS TREE CODE

TREE DEFINITIONS

SIGNIFICANT TREE : 8"+ DBH DECIDUOUS OR 10'+ HEIGHT CONIFEROUS
HERITAGE TREE : 27"+ DBH DECIDUOUS OR 24"+ DBH CONIFEROUS
CLASS A: FAST GROWING DECIDUOUS SPECIES, PREDOMINANTLY ASPEN, SIBERIAN ELM, AMERICAN ELM, SILVER MAPLE, RED MAPLE, WILLOW
CLASS B: CONIFER/MIXED HARDWOODS, PREDOMINANTLY PINE, SPRUCE, CEDAR AND MIXED HARDWOODS CONSISTING OF THE FOLLOWING SPECIES: OAK, BIRCH, SUGAR MAPLE, BLACK CHERRY, BASSWOOD, IRONWOOD, WALNUT, ASH, HACKBERRY, LOCUST:
CLASS C: HERITAGE TREES

TREE PRESERVATION SUMMARY

		TOTALS
TOTAL INCHES AVAILABLE	6,729"	6,648 "
TREE REMOVAL ALLOWANCE:	30%	
ALLOWED REMOVABLE INCHES:	2,037.6"	
PROPOSED TREE REMOVALS:		
1. TYPE "A" (50% ACTUAL REPLACEMENT)	1,397"	(698.5" REPLACEMENT)
2. TYPE "B" (100% ACTUAL REPLACEMENT)	3,890"	(3,890" REPLACEMENT)
3. TYPE "C" (100% ACTUAL REPLACEMENT)	1,181"	(1,181" REPLACEMENT)
TOTAL INCHES REMOVED (REPLACEABLE):		6,648"
CREDIT FOR HERITAGE TREES PRESERVED (2:1 INCHES):		0"
ACTUAL REQUIRED REPLACEMENT FROM TYPE (A,B,C) TREES		5,859.5"
ALLOWED REMOVABLE INCHES		2,037.6"
TOTAL REPLACEMENT INCHES REQUIRED:		**3,821.9"**

(1,577 TREES AT 2.5" CALIPER)

TREE REPLACEMENT REQUIREMENT

HERITAGE TREES REMOVED HERITAGE TREES SHALL BE REPLACED WITH TREES OF THE SAME SPECIES AS THE REMOVED HERITAGE TREE. (SAME GROWTH & LIFE POTENTIAL)

HERITAGE TREE SPECIES TO BE REPLACED IN KIND
16 X WHITE OAK
4 X RED OAK
1 X AMERICAN ELM
1 X SILVER MAPLE

REQUIRED REPLACEMENT TREES SHALL BE PLANTED ON THE SITE BEING DEVELOPED IN AREAS SUCH AS YARD SETBACKS AND OUTLOTS. THESE TREES SHALL BE PLANTED BASED ON THE FREQUENCY AND DENSITY AS DETERMINED BY THE CITY. UNLESS FOUND OTHERWISE, AT LEAST SEVENTY FIVE PERCENT (75%), BUT IN NO CASE LESS THAN FORTY FIVE PERCENT (45%), OF THE REQUIRED TREE PLACEMENT SHALL OCCUR ON THE SITE BEING DEVELOPED. SHOULD THE DEVELOPMENT NOT HAVE SUFFICIENT ROOM ON THE SITE TO ALLOW FOR ALL REQUIRED REFORESTATION, THE BALANCE MAY, AT THE CITY COUNCIL'S DISCRETION, EITHER BE: 1) PLANTED UPON PUBLIC PROPERTY IN LOCATIONS APPROVED BY THE CITY; OR 2) A CASH PAYMENT TO THE CITY IN AN AMOUNT EQUIVALENT TO THE COST OF THE PLANTINGS, SAID PAYMENT TO BE USED BY THE CITY FOR FUTURE PLANTINGS ON PUBLIC PROPERTY.

NOTE : SEE LANDSCAPE PLAN (L1.01) FOR PROPOSED TREE REPLACEMENT

NORTH

SCALE 0 50 100 IN FEET

NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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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.

Print Name: _____

Date _____ License # _____

DATE ISSUED	DRAWN BY
DESIGN REVIEW	DESIGNED BY
PERMIT SUBMITTAL	CHECKED BY
CONSTRUCTION DOCUMENTS	PROJECT NO. 54193

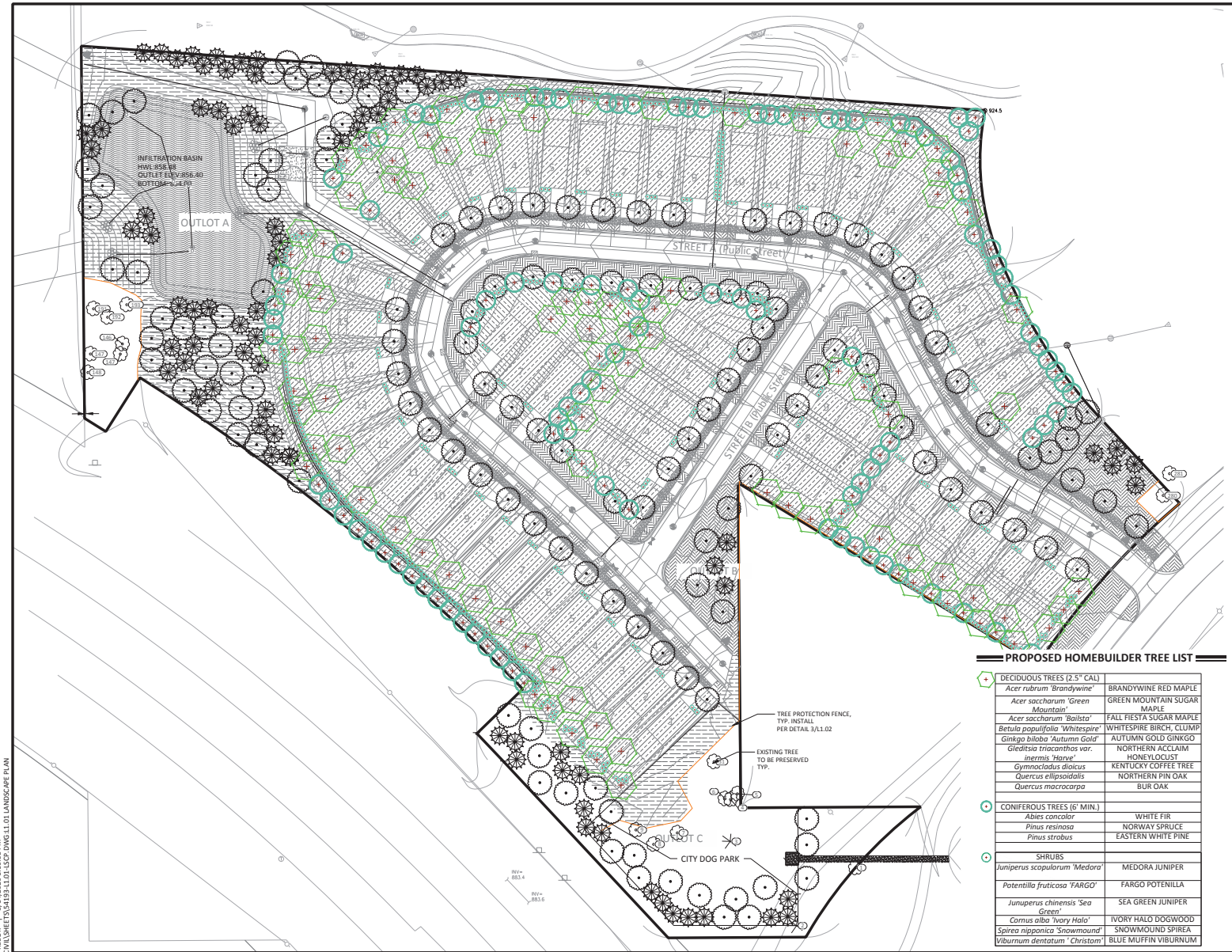
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TREE PRESERVATION PLAN

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET
L0.01
OF 32
REV. ----

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LEGEND

	PROPOSED	EXISTING		
PROPERTY LIMIT			STANDARD DUTY ASPHALT PAVING	
CURB & GUTTER				
EASEMENT			CONCRETE PAVING	
BUILDING				
RETAINING WALL			CONCRETE SIDEWALK	
WETLAND LIMITS				
TREELINE				
LANDSCAPE EDING				
STORM SEWER				
SANITARY SEWER				
FORCEMAIN (SAN.)				
WATERMAIN				
YARDDRAIN				
LIMITS OF DISTURBANCE				
TREE PROTECTION FENCE				
TREE TO BE REMOVED				
SIGN				
PIPE BOLLARD				
RIPRAP				

INVER GROVE HEIGHTS STREET TREES

SEC.11-3-11 STREET TREES

(1) STREET TREES SHALL BE PLANTED NOT LESS THAN FORTY FEET (40') APART WITH MINIMUM OF ONE TREE PER LOT. THEY SHALL BE PLACED FIVE FEET (5') TO SEVEN FEET (7') INSIDE THE PROPERTY LINE AND NOT IN THE SIDE STRIP OR BOULEVARD. NO TREES SHALL BE PLANTED WITHIN THIRTY FEET (30') OF THE INTERSECTION OF CURB LINES ON CORNER LOTS. THE MINIMUM SIZE SHALL MEASURE ONE AND ONE-HALF INCHES (1.5") IN DIAMETER AT GROUND LINE. NO TWO (2) CONSECUTIVE TRESS SHALL BE OF THE SAME TYPE OR VARIETY, AND ONLY THOSE APPROVED BY THE CITY ENGINEER WILL BE USED.

STREET TREES (ONE PER LOT):	REQUIRED	PROPOSED
	55	73

TREE REPLACEMENT CALCULATIONS

	REQUIRED 3,821.9"	PROPOSED
REPLACEMENT INCHES FROM TREE REMOVALS **(SEE SHEET L0.01)**		
STREET TREES (PER ORDINANCE ABOVE)	**73 TREES X 4" CAL**	292"
HOMEBUILDER RESPONSIBLE TREES	**196 TREES X 4" CAL**	784"
ADDITIONAL UTILITREES AND OUTLOTS (BUILDER RESPONSIBLE):	**152 X 4" CAL**	608"
**SHRUBS COUNTING TOWARDS TREE REPLACEMENT	**630 SHRUBS = 105 TREES X 2.5" CAL**	262.5"
TOTAL:		1,946.5"

NOTES

**6 SHRUBS, OR 2 ORNAMENTAL TREES = 1 TREE REPLACEMENT (UP TO 50% OF REQUIRED TREES)

PROPOSED HOMEBUILDER TREE LIST

DECIDUOUS TREES (2.5" CAL)	
Acer rubrum 'Brandywine'	BRANDYWINE RED MAPLE
Acer saccharum 'Green Mountain'	GREEN MOUNTAIN SUGAR MAPLE
Acer saccharum 'Bailsta'	FALL FIESTA SUGAR MAPLE
Betula populifolia 'Whitespire'	WHITESPIRE BIRCH, CLUMP
Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD GINKGO
Gleditsia triacanthos var. inermis 'Harve'	NORTHERN ACCLAIM HONEYLOCUST
Gymnocladus dioicus	KENTUCKY COFFEE TREE
Quercus ellipsoidalis	NORTHERN PIN OAK
Quercus macrocarpa	BUR OAK
CONIFEROUS TREES (6' MIN.)	
Abies concolor	WHITE FIR
Pinus resinosa	NORWAY SPRUCE
Pinus strobus	EASTERN WHITE PINE
SHRUBS	
Juniperus scapulorum 'Medora'	MEDORA JUNIPER
Potentilla fruticosa 'FARGO'	FARGO POTENILLA
Junuperus chinensis 'Sea Green'	SEA GREEN JUNIPER
Cornus alba 'Ivory Halo'	IVORY HALO DOGWOOD
Spirea nipponica 'Snowmound'	SNOWMOUND SPIREA
Viburnum dentatum 'Christom'	BLUE MUFFIN VIBURNUM

STREET, UTILITY & OUTLOT PLANTING SCHEDULE

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	SIZE	QTY
TREES					
	CT	Coniferous Tree	B & B	6'	84
	OT	Overstory Tree	B & B	2.5"Cal	141
		SUBTOTAL:			225
HOMEBUILDERS TREES					
	HOT	Homebuilder Overstory Tree	B & B	2.5"Cal	93
	HCT	Homebuilder Coniferous Tree	B & B	6'	103
		SUBTOTAL:			196
HOMEBUILDER SHRUBS					
	HS	Homebuilder Shrub	#5	18"	630
		SUBTOTAL:			630
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT		
GROUND COVERS					
	D	MNDOT Seed Mix Dam Formerly MNDOT Seed Mix 21-111	Seed		
	RT	MNDOT Seed Mix Residential Turfgrass Formerly MNDOT Seed Mix 25-151	Seed		
	SSR	MNDOT Seed Mix Southern Shortgrass Roadside Formerly MNDOT Seed Mix 35-221/36-211	Seed		
	WD	MNDOT Seed Mix Wet Ditch Formerly MNDOT Seed Mix 33-261	Seed		

NORTH

0 50 100

SCALE IN FEET

NO	DATE	BY	CKD	APPR	COMMENT
1	04/29/2026	JHB	TC	MCA	CITY SUBMITTAL
2	07/22/2026	JHB	TC	MCA	BID SET

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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.

Print Name: _____

Date _____ License # _____

DATE ISSUED	DRAWN BY
DESIGN REVIEW	DESIGNED BY
PERMIT SUBMITTAL	CHECKED BY
CONSTRUCTION DOCUMENTS	PROJECT NO. 54193

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LANDSCAPE PLAN

BUILDERS LOT GROUP, LLC
BLACKSTONE VISTA 4th ADDITION
PRELIMINARY
INVER GROVE HEIGHTS, MN

SHEET L1.01 OF 33 REV.

2415 LLMS TECH1 | DAN REBOK | 8/14/2026 1:10:58 PM
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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

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, Builders Lot Group, LLC ("Applicant"), on behalf of Steve Schmidt ("Owner"), has requested a map amendment to the 2040 Plan to re-guide the property legally described in Exhibit A ("Subject Property") from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential, as depicted in Exhibit B; and

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 August 5, 2026, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application and voted 3-2 to recommend denial of the Comprehensive Plan Amendment request; 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 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, re-guiding the Subject Property, from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential is hereby approved and pending review and approval by the Metropolitan Council.

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

EXHIBIT B

2040 COMPREHENSIVE PLAN AMENDMENT
MIXED USE TO LOW DENSITY RESIDENTIAL



CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE REZONING BLACKSTONE VISTA 4TH ADDITION FROM A, AGRICULTURAL TO R-3A/PUD, MULTIPLE-FAMILY RESIDENTIAL AND PUD, PLANNED UNIT DEVELOPMENT

The City Council of Inver Grove Heights ordains as follows:

SECTION I. Rezoning to R-3A, Planned Unit Development

The Official Zoning Map of the City of Inver Grove Heights is hereby amended as follows for the Subject Property, legally stated and described in Exhibit A:

- The Subject Property shall be rezoned from A, Agricultural to R-3A/PUD

SECTION II. Changes to Zoning Map

The City Clerk is hereby directed to cause the Official Zoning Map to be amended as consistent with this Ordinance and as depicted in Exhibit B. The Official Zoning Map as amended shall not be republished.

SECTION III. Effective

This ordinance shall have the full force and effect upon its passage and publication.

Passed by the City Council of the City of Inver Grove Heights this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

PROPERTY SUBJECT TO REZONING
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

EXHIBIT B

ZONING MAP OF SUBJECT PROPERTY



CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2026-_____

RESOLUTION APPROVING THE PRELIMINARY PLAT AND PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) FOR A 53-UNIT SINGLE-FAMILY DEVELOPMENT TO BE KNOWN AS BLACKSTONE VISTA 4TH ADDITION

WHEREAS, Builders Lot Group, LLC ("Applicant"), on behalf of Steve Schmidt ("Owner"), has requested approval of a Preliminary Plat for Blackstone Vista 4th Addition ("Plat") and Preliminary Planned Unit Development ("PUD") that includes 53 single-family lots and 3 outlots ("Development") on the property legally described in Exhibit A ("Subject Property"); and,

WHEREAS, the Subject Property is guided MDR, Medium Density Residential in the 2040 Comprehensive Plan; and,

WHEREAS, the Applicant has submitted a concurrent request to re-guide the Subject Property from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential ("Comprehensive Plan Amendment"); and,

WHEREAS, the Applicant has submitted a concurrent request to rezone the Subject Property to R-3A/PUD ("Rezoning"); and,

WHEREAS, the proposed density of the Development complies with the guiding and zoning associated with the concurrent Comprehensive Plan Amendment and Rezoning requests; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on August 5, 2026, to received public comment regarding the Plat and PUD; and,

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

WHEREAS, the Commission accepted public comments prior to and during the Hearing, and following the Hearing, the Commission voted 3-2 to recommend denial of the Plat and PUD for Blackstone Vista 4th Addition.

WHEREAS, the City Council considered the recommendation of denial from the Commission and ultimately determined that the Development would be beneficial to the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Preliminary Plat and Preliminary Planned Unit Development for Blackstone Vista 4th Addition is hereby approved, subject to the following conditions:

1. Prior to Final Plat and plan approval, the final grading, drainage and erosion control, street plans and utility plans shall be approved by the City Engineer and subject to all conditions noted by the City Engineer and consultants in their review memos.

2. The Comprehensive Plan Amendment must be approved by the Metropolitan Council.

3. The PUD shall include the following specific standards:
   a) The Subject Property is allowed to have minimum lot sizes under 5,445 square feet per dwelling unit in accordance with the lot size measurements in the Preliminary Plat
   b) The Subject Property is allowed to have minimum lot widths under 100 feet in accordance with the lot width measurements in the Preliminary Plat
   c) The side yard setback requirement shall be 5 feet
   d) The rear yard setback shall be 30 feet except for the following lots identified in the Preliminary Plat:
      a. Lot 16, Block 2 shall have a rear yard setback of 26.6 feet
      b. Lot 17, Block 2 shall have a rear yard setback of 25.8 feet
      c. Lot 18, Block 2 shall have a rear yard setback of 27 feet
      d. Lot 19, Block 2 shall have a rear yard setback of 26.7 feet
      e. Lot 20, Block 2 shall have a rear yard setback of 22.2 feet
      f. Lot 1, Block 4 shall have a rear yard setback of 22.6 feet
      g. Lot 2, Block 4 shall have a rear yard setback of 27.3 feet
   e) The setback for uncovered decks from the property line along Highway 55 shall be 30 feet
   f) The amount of undisturbed open space shall be 13.4% of the required total open space on the Subject Property
4. The Applicant must address the following comments from the Engineering Department:
      a. For storm sewer under wall, install in steel casing. Casing should extend from CB106B to 10 feet south of new retaining wall.
      b. Show retaining wall design to ensure that reinforcement does not go outside of private property (city should not be impacted by any future wall repairs - including soil slope needs for safe excavation).
      c. The currently proposed turnaround for Lot 1, Block 1 is not acceptable. Please either remove this lot or provide an alternative solution that is acceptable to the City Engineer

5. Drainage and utility easements shall be provided on the Final Plat as required by the City Engineer.

6. Park dedication shall be made in the form of a cash contribution based on the recommendation of the Parks and Recreation Advisory Commission.

7. Prior to execution of the Final Plat by the City and prior to recording of the Final Plat with the County, the Applicant must pay the City utility plat connection fees consisting of a Water Utility Fee, Sanitary Sewer Utility fee and Storm Water Sewer Utility fee according to the formulas adopted by city ordinance.

8. The Applicant and/or assigns, as approved by the City Council, shall enter into a Development Contract with the City for the purpose of developing the Subject Property as approved and according to approved plans.

9. Street lighting shall be required along all public streets. The street lighting plans shall be approved by the City prior to installation.

10. The Applicant shall seek Final Plat approval within 12 months from the date of Preliminary Plat approval for Blackstone Vista 4th Addition.

11. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.

12. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the Development shall comply with all applicable state laws and city codes, ordinance, and regulations.

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

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION DENYING A PROPOSED AMENDMENT TO THE 2040 INVER GROVE HEIGHTS COMPREHENSIVE PLAN AND MAPS FOR GUIDING THE OVERALL DEVELOPMENT AND REDEVELOPMENT OF THE CITY OF INVER GROVE HEIGHTS

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, Builders Lot Group, LLC ("Applicant"), on behalf of Steve Schmidt ("Owner"), has requested a map amendment to the 2040 Plan to re-guide the property legally described in Exhibit A ("Subject Property") from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential, as depicted in Exhibit B; and

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 August 5, 2026, the Planning Commission reviewed the proposed amendment to the 2040 Plan, held a public hearing and accepted public comment regarding the application and voted 3-2 to recommend denial of the Comprehensive Plan Amendment request; 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 not be 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, re-guiding the Subject Property, from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential is hereby denied.

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

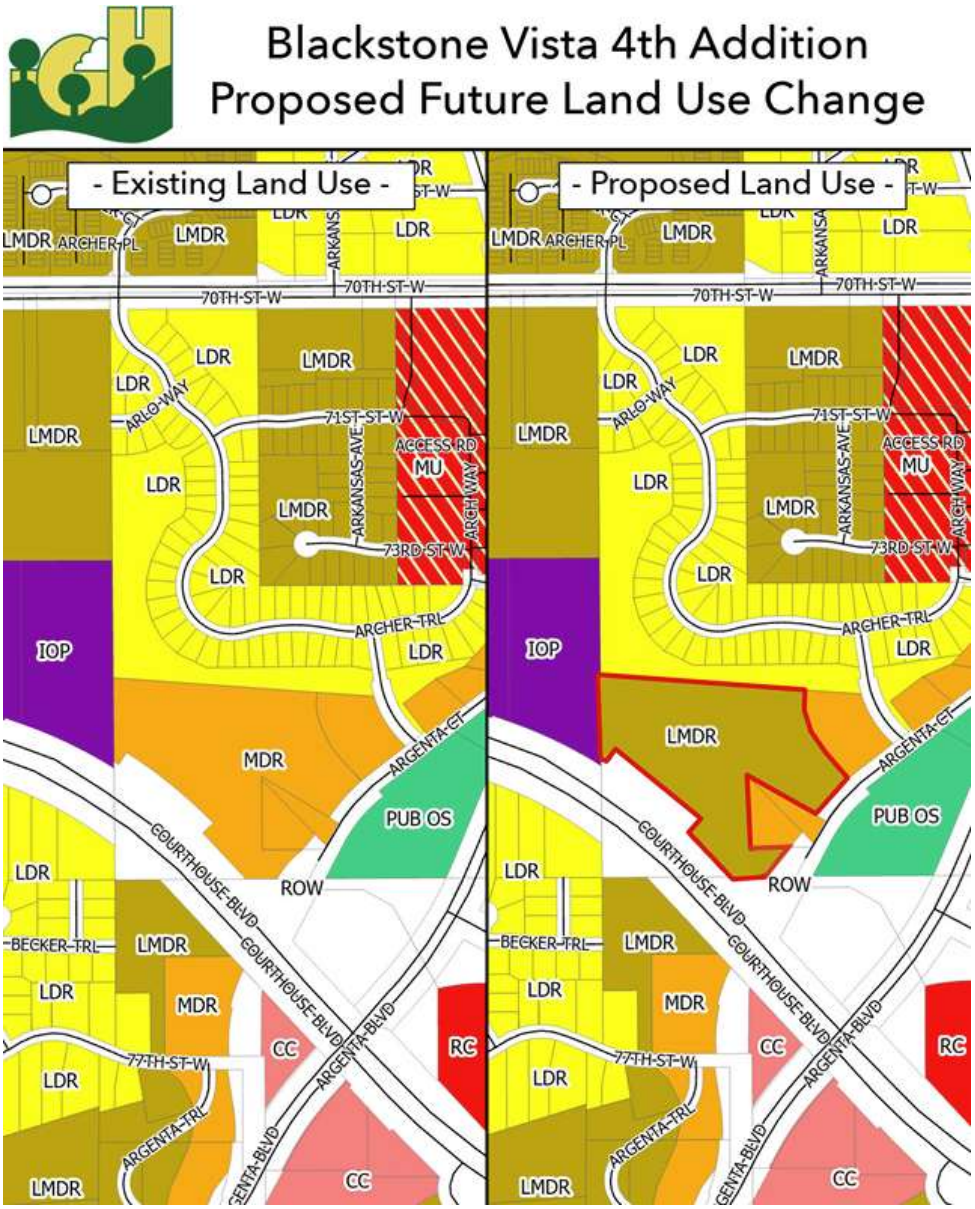
EXHIBIT A

SUBJECT PROPERTY
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

EXHIBIT B

2040 COMPREHENSIVE PLAN AMENDMENT
MIXED USE TO LOW DENSITY RESIDENTIAL



CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. _____

RESOLUTION DENYING A REZONING OF PROPERTY FROM A, AGRICULTURAL TO R-3A, MULTIPLE-FAMILY RESIDENTIAL AND PUD, PLANNED UNIT DEVEOPMENT

WHEREAS, Builders Lot Group, LLC ("Applicant"), on behalf of Steve Schmidt ("Owner"), has requested a rezoning to change from A, Agricultural to R-3A/PUD, Multiple Family Residential and Planned Unit Development for the property 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, the Applicant has submitted a concurrent request for a Comprehensive Plan Amendment, Preliminary Plat, and Preliminary Planned Unit Development ("Development") for the Subject Property; and

WHEREAS, on August 5, 2026, 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 voted 3-2 to recommended denial of the rezoning; and,

WHEREAS, the City Council has denied the Development and therefore also does not support a rezoning of the Subject Property at this time because there is no development plan to go along with the rezoning request.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the application to rezone the Property from A, Agricultural to R-3A, Multiple-Family Residential and PUD, Planned Unit Development is hereby denied based on the following findings of fact:

1. The concurrent requests for the Development has been denied by the City Council. It is not in the public interest to rezone the Subject Property without an associated preliminary plat and development plan.

Passed by the City Council of the City of Inver Grove Heights this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

SUBJECT PROPERTY
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

EXHIBIT B

ZONING MAP OF SUBJECT PROPERTY



CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2026-_____

RESOLUTION DENYING THE PRELIMINARY PLAT AND PRELIMINARY PLANNED UNIT DEVELOPMENT (PUD) FOR A 53-UNIT SINGLE-FAMILY DEVELOPMENT TO BE KNOWN AS BLACKSTONE VISTA 4TH ADDITION

WHEREAS, Builders Lot Group, LLC ("Applicant"), on behalf of Steve Schmidt ("Owner"), has requested approval of a Preliminary Plat for Blackstone Vista 4th Addition ("Plat") and Preliminary Planned Unit Development ("PUD") that includes 53 single-family lots and 3 outlots ("Development") on the property legally described in Exhibit A ("Subject Property"); and,

WHEREAS, the Subject Property is guided MDR, Medium Density Residential in the 2040 Comprehensive Plan; and,

WHEREAS, the Applicant has submitted a concurrent request to re-guide the Subject Property from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential ("Comprehensive Plan Amendment"); and,

WHEREAS, the Applicant has submitted a concurrent request to rezone the Subject Property to R-3A/PUD ("Rezoning"); and,

WHEREAS, the proposed density of the Development complies with the guiding and zoning associated with the concurrent Comprehensive Plan Amendment and Rezoning requests; and,

WHEREAS, pursuant to Minnesota Statute §462.357 ("Statute") the Inver Grove Heights Planning Commission ("Commission") held a Public Hearing ("Hearing") on August 5, 2026, to received public comment regarding the Plat and PUD; and,

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

WHEREAS, the Commission accepted public comments prior to and during the Hearing, and following the Hearing, the Commission voted 3-2 to recommend denial of the Plat and PUD for Blackstone Vista 4th Addition.

WHEREAS, the City Council considered the recommendation of denial from the Commission and determined that the Development would not be in the best interest of the City.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, that the Preliminary Plat and Preliminary Planned Unit Development for Blackstone Vista 4th Addition is hereby denied.

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

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

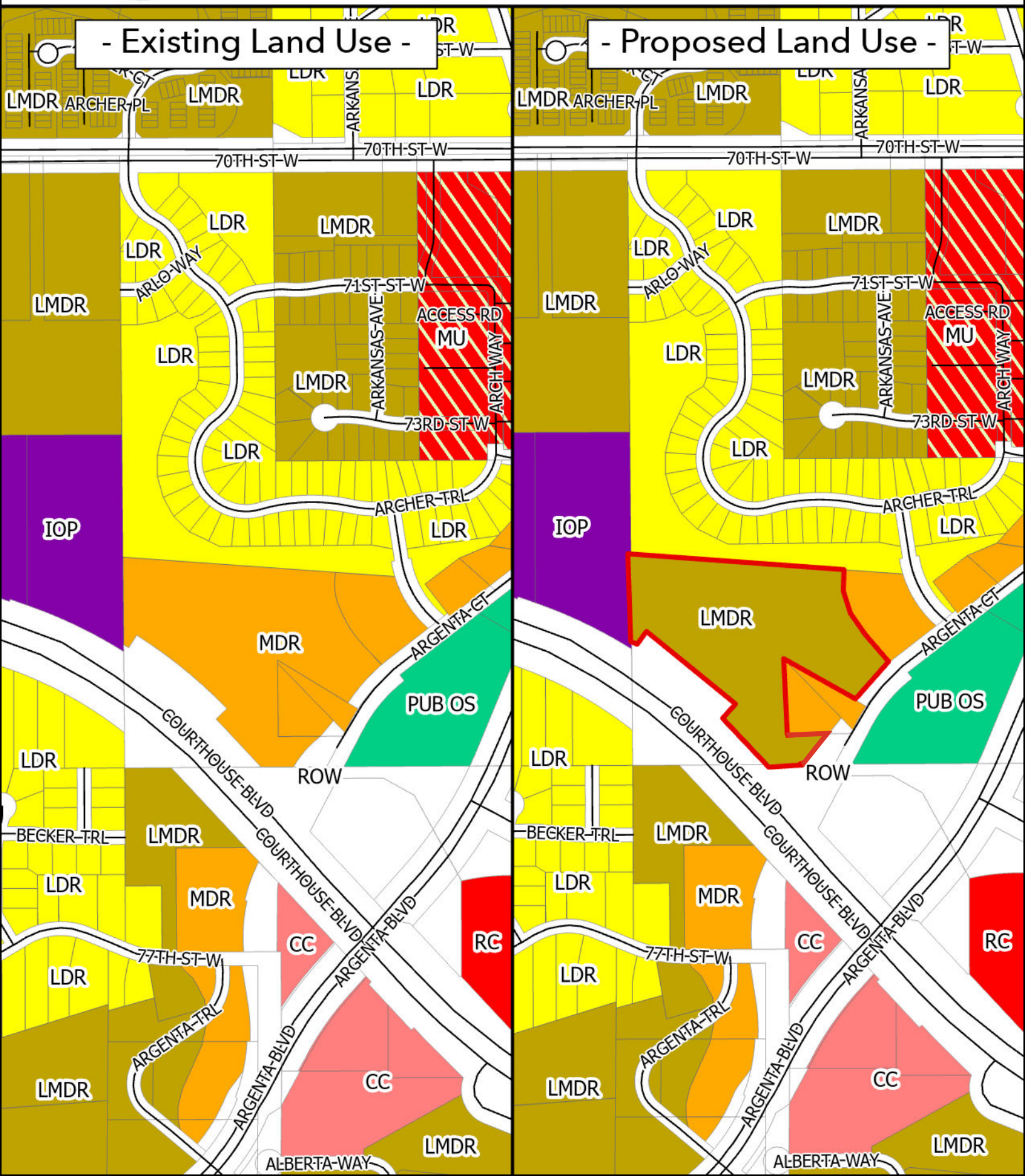
_____
Rebecca Kiernan, City Clerk

EXHIBIT A

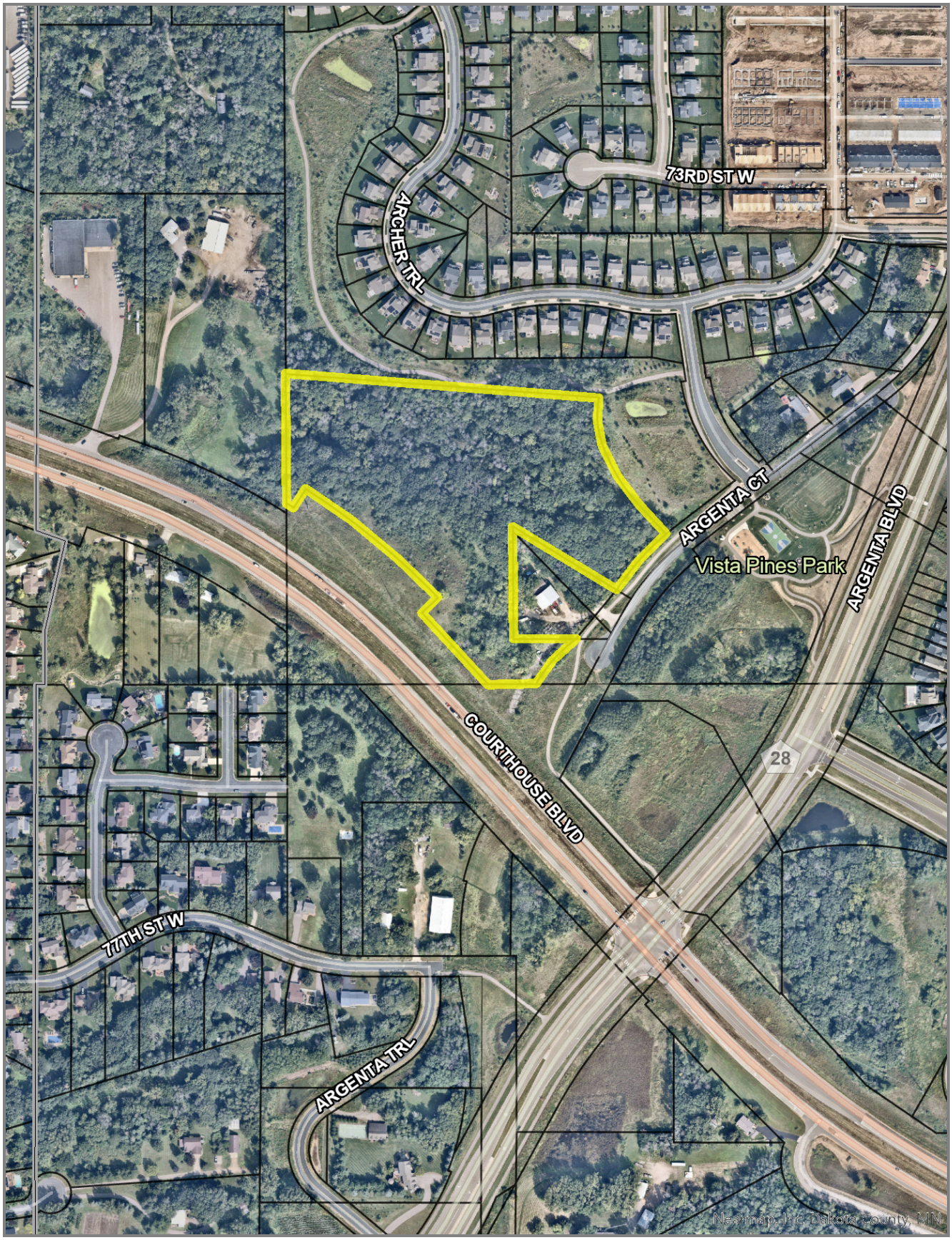
SUBJECT PROPERTY
LEGAL DESCRIPTION

Outlot E, Blackstone Vista, Dakota County, Minnesota

Blackstone Vista 4th Addition
Proposed Future Land Use Change



Dakota County, MN

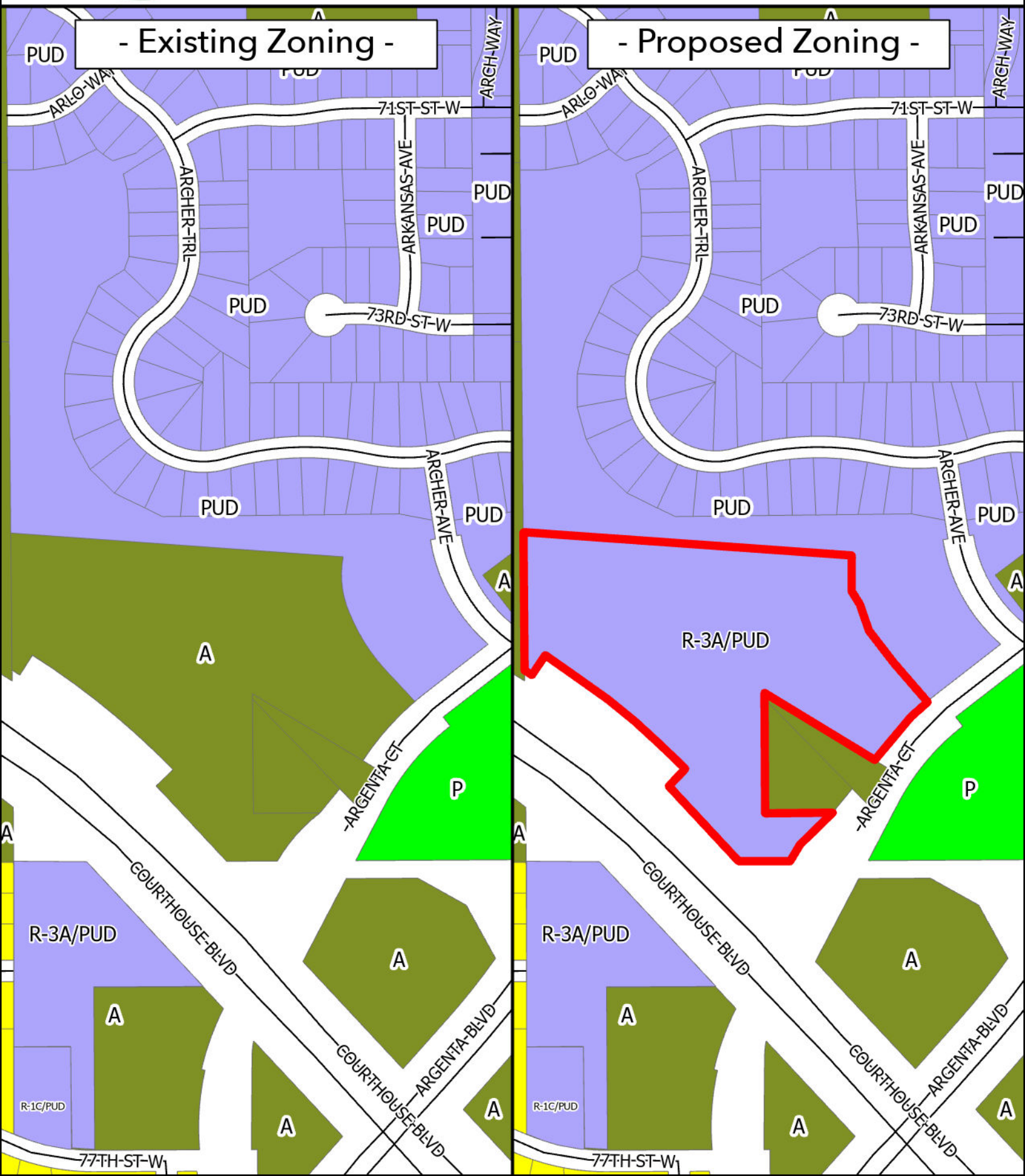


Disclaimer: Map and parcel data are believed to be accurate, but accuracy is not guaranteed. This is not a legal document and should not be substituted for a title search,appraisal, survey, or for zoning verification.

Map Scale
1 inch = 400 feet
7/8/2026

Blackstone Vista 4th Addition
Proposed Zoning

N



From: Ben Walsh
To: Ben Schneider
Subject: Re: Blackstone Vista - Outlot E
Date: Thursday, July 23, 2026 12:48:47 PM

Ben

Thanks for the response a few weeks back, it's appreciated.

Maybe this is something I should direct more at the city council but I'll ask you as well. Does the planning department have any concerns with the increased traffic on Argenta Ct from the development? This photo shows what the Vista Pines Park often looks like afternoon/evenings. There are even times when cars parking on both sides of the street. I question if the street is designed to accommodate the park's vehicle/pedestrian traffic and a 55 unit housing development's vehicle traffic safely. Not to mention the already increased pedestrian traffic in the area from the new Argenta Townhouse rental development that just opened nearby.



On Tue, Jul 7, 2026, 12:45 Ben Schneider <bschneider@ighmn.gov> wrote:

> Hello Ben,

From: Mahbubur Khan
To: Stacy Bodsberg
Cc: Nadia Khan
Subject: Letter of objection to Case No. 26-11 RZ-PP-PUD
Date: Friday, July 31, 2026 1:08:14 PM

To:
Community Development Department – Planning & Zoning Division City of Inver Grove Heights 8150 Barbara Avenue Inver Grove Heights, MN 55077

RE: Objection to Case No. 26-11 RZ-PP-PUD — Builders Lot Group Request to Rezone Property from A to R-3A, PUD.

Dear Members of the Planning Commission and Community Development Staff,

We are writing as a residents of Inver Grove Heights to formally object to Case No. 26-11 RZ-PP-PUD, the request by Builders Lot Group for approval of a rezoning from A, Agricultural to PUD, Planned Unit Development, along with the associated easement vacation and preliminary plat to create two additional buildable lots within the Peltier Reserve planned unit development. We respectfully ask the Planning Commission to recommend denial of this request, and the City Council to deny it, for the following reasons:

Loss of agricultural and open land. The subject property is currently zoned Agricultural. Converting it to a Planned Unit Development permanently removes remaining open/agricultural land from the neighborhood and sets a precedent for further incremental rezoning of adjacent agricultural parcels.

Increased density and neighborhood character. Adding two new buildable lots to the existing Peltier Reserve PUD increases density beyond what surrounding residents anticipated when the original PUD was approved. This change affects the character, spacing, and rural feel of the area that current residents purchased their homes expecting to remain intact.

Loss of the drainage and utility easement. The request includes vacating an existing drainage and utility easement. I am concerned this could affect stormwater management and drainage patterns for adjoining properties, increasing the risk of flooding or standing water on neighboring lots.

Traffic, infrastructure, and services. Additional buildable lots mean additional vehicle trips, and added demand on roads, utilities, schools, and emergency services that were not necessarily planned for at this increased density.

Piecemeal amendment of an approved PUD. Amending the Peltier Reserve PUD after the fact to add lots that were not part of the original approved plan undermines the predictability that the PUD process is meant to provide to nearby property owners who relied on the original approved plan.

For these reasons, we ask that the Planning Commission recommend denial of Case No. 26-11 RZ-PP-PUD, and that the City Council uphold that denial. At minimum, we request that the City require a full stormwater/drainage study addressing the easement vacation, and a traffic study addressing the impact of the added lots, before any further action is taken on this case.

Thank you for considering our comments. Please include this letter in the public record for Case No. 26-11 RZ-PP-PUD and notify us of the date and time of any public hearing or City Council meeting where this matter will be considered.

Sincerely,

Mahbubur & Nadia Khan
7265 Archer Trl, Inver Grove Heights, MN 55077
[redacted]

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

From: Katherine Sather
To: Stacy Bodsberg
Subject: Concern with Builders Lot Group Proposal
Date: Tuesday, August 4, 2026 8:54:52 AM

Hi Stacy,

I am writing to express my concerns with the proposed housing development with Builders Lot Group currently under consideration. I am concerned about the significant and lasting negative impacts it would have on our neighborhood, our environment, and public safety.

Safety is the top concern as I think about this potential project. The increased traffic generated by both construction and the completed development will place unnecessary strain on roads that are already heavily used. During construction, the lack of an additional, clearly defined access point creates the potential for congestion, delays for emergency responders, and dangerous conditions for residents, pedestrians, and cyclists.

Additionally, the nearby park is an important community asset used by families, walkers, and cyclists - and will now be home to rec programs for the city. Increased vehicle traffic entering and leaving the development will create new hazards for those using the park and surrounding streets. The safety of residents enjoying public recreational spaces should be a priority.

Another concerning aspects of this project is the destruction of mature trees and established wildlife habitats. These trees cannot be replaced with new plantings; they represent decades of growth and provide critical environmental benefits, including improved air quality, stormwater management, and natural cooling. They also support countless species of birds, deer, pollinators, and other wildlife that depend on this habitat for survival. Once these natural resources are lost, they cannot be restored within our lifetimes.

The proposal also does not adequately protect the existing neighborhood from increased noise. Without a sound barrier or other meaningful mitigation measures, nearby residents will be subjected to significantly higher levels of traffic noise and the disruption that accompanies a development of this scale.

I know these concerns are shared by my neighbors, and we urge the Planning Department to carefully weigh the lasting consequences of this proposal and make a decision that protects the residents, natural environment, and character of our community.

Thank you for your time and consideration.

Sincerely,
Katherine Cascalenda
Resident of Blackstone Vista

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

PLANNING COMMISSION MINUTES – CITY OF INVER GROVE HEIGHTS
Wednesday, August 5, 2026 – 7:00 p.m.
City Council Chambers – 8150 Barbara Avenue

1. CALL TO ORDER

Vice-Chair Hunting called the Planning Commission Meeting to order at 7:00 p.m.

The Pledge of Allegiance was recited.

2. ROLL CALL

Commissioner(s) Present:	Amy Hunting, Vice-Chair Robert Heidenreich Connor Gosell Madeline Walsh Dennis Wippermann
Commissioner(s) Absent:	Scott Thomas – *excused* Aida Schaefer – excused
Staff Present:	Kevin Shay, Planning Manager Ben Schneider, Senior Planner Stacy Bodsberg, Community Development Support Specialist

3. APPROVAL OF AGENDA

Motion by Wippermann, Second by Heidenreich, to Approve the Agenda as Published.
Ayes: 5
Nays: 0 Motion Carried.

4. CONSENT AGENDA

A. Minutes of the June 2, 2026, Planning Commission Meeting.
Motion by Heidenreich, Second by Wippermann, to Approve the Minutes as Submitted.
Ayes: 5
Nays: 0 Motion Carried.

5. PUBLIC HEARING

A. Request by Builders Lot Group, LLC for Rezoning from A, Agricultural to an R-3A, PUD designation, Comprehensive Plan Amendment to re-guide from MDR, Medium Density Residential to LMDR, Low-Medium Density Residential, Preliminary Plat for a single-family development, and a Planned Unit Development for the flexibility in the lot requirements located at PID No. 20-14168-00-050.

Reading of Public Notice

Commissioner Heidenreich read the Public Hearing Notice.

Presentation of Request

Motion by Heidenreich, Second by Gosell, to enter two resident emails into the record.
Ayes: 5
Nays: 0 Motion Carried.

Senior Planner Schnieder reviewed the request for the Blackstone Vista 4th Addition, which includes applications for a Comprehensive Plan Amendment, Rezoning, a Preliminary Plat, and a Preliminary Planned Unit Development (PUD). The 12.8-acre property is located across from Vista Pines Park, is

currently guided Medium Density Residential and zoned Agricultural, and is proposed to be developed with 53 single-family lots.

The Comprehensive Plan Amendment requests changing the future land use designation from Medium Density Residential (MDR) to Low-Medium Density Residential (LMDR). The proposed development would have a density of approximately 5 units per acre, which is below the current MDR guidance of 8 to 12 units per acre but falls within the LMDR range of 4 to 8 units per acre. The request is supported by the site's more than 50 feet of grade change, the Comprehensive Plan's encouragement to design developments that incorporate inherent physical characteristics, and the belief that the lower density better fits the surrounding local roadway network.

Rezoning the property from Agricultural to R-3A/PUD was requested because the R-3A zoning district corresponds with the proposed LMDR land use guidance. A PUD is required within the Northwest Area Overlay District, and the applicant is also requesting several development flexibilities through the PUD process.

The proposed site plan includes 53 single-family lots and 3 outlots. One outlot would contain a stormwater infiltration basin and sanitary lift station, another would provide a private dog park, and the third would remain as a remnant parcel. A 6-foot-wide sidewalk is also included throughout the development.

The development standards review found that the project requires PUD flexibility because the median lot area is 4,928 square feet and the median lot width is 36.2 feet, both below standard requirements. The proposal complies with impervious surface, building coverage, and parking requirements. The development also exceeds the City's overall natural area and open space requirement by providing 143,007 square feet compared to the required 111,474 square feet and exceeds the contiguous open space requirement with 87,600 square feet provided versus the required 83,606 square feet. However, the proposal does not meet the undisturbed natural area and open space requirement, providing 14,982 square feet compared to the required 55,373 square feet.

Tree preservation calculations determined that 3,821 caliper inches of trees must be mitigated. The landscape plan identifies mitigation for 1,265 caliper inches, with the remaining requirement to be satisfied through a fee in lieu of replacement. Although only 53 trees are required under the landscaping ordinance, the development proposes planting 401 trees throughout the site.

PUD flexibility requests accompany the application. The first requests reduced minimum lot sizes because 29 of the 53 lots are smaller than the required 5,445 square feet. The second requests reduced lot widths since 52 of the 53 lots do not meet the 100-foot minimum. The third requests reducing side yard setbacks to allow 10 feet of separation between structures rather than the required 20 feet. The applicant stated these changes would better accommodate the site's existing topography, noted that restrictive covenants would regulate detached accessory structures, and pointed out that similar lot configurations have previously been approved within the Peltier Reserve development.

Additional flexibility requests include reducing the required 30-foot rear yard setback for 7 lots. Those lots back onto open space, while nearly half of the remaining lots exceed the required rear setback. Another request seeks to reduce the Highway 55 deck setback from 50 feet to 30 feet for uncovered decks only, allowing decks on 8 lots that otherwise could not accommodate them while recognizing that decks are a common residential improvement.

The final flexibility request involves undisturbed open space. City Code requires that half of the required open space remain undisturbed, while the proposal preserves approximately 13.4%. The

applicant noted that the total required open space is exceeded by 21,553 square feet and that the largest open space area is concentrated around the stormwater infiltration basin and sanitary lift station within Outlot A.

A neighborhood meeting was held on April 15, 2025, with 5 people attending. General questions were asked regarding the proposed development.

The recommended action is approval of the Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD for the proposed 53 single-family homes, subject to satisfying all conditions identified in the August 5, 2026, staff report.

Commissioner Walsh questioned why the setback for decks along Highway 55 is required to be 50 feet rather than 30 feet and asked for the reasoning behind that standard.

Senior Planner Schneider explained that City Code includes additional setback requirements along arterial roadways. The intent is to provide greater separation between single-family homes and busy highways for aesthetic purposes. In this case, the closest a deck would be to Highway 55 is approximately 170 feet from the roadway. The proposed building pads meet the required setback, and the requested flexibility is intended only to allow future decks.

Commissioner Wippermann asked who would be responsible for enforcing the covenant prohibiting accessory structures.

Senior Planner Schneider stated that the homeowner's association (HOA) would be responsible for enforcement. Although City staff would not formally enforce the covenant, staff would likely flag an accessory structure because of its knowledge of the development. Ultimate enforcement responsibility would remain with the HOA.

Commissioner Wippermann asked whether the HOA could later change the covenants by agreement of its members.

Senior Planner Schneider said the covenants could theoretically be changed, depending on how the HOA is established and the procedures contained in its governing documents.

Opening of Public Hearing

Melvin Moore, 14560 Wilds Parkway Northwest, Prior Lake and Mark Anderson, 12800 Whitewater Drive, Suite 300, Minnetonka, Applicants, stated that they received the Staff Report and understood it.

Mark Anderson stated that Senior Planner Schneider had provided a thorough overview of the project and asked for clarification on the fee-in-lieu required for tree replacement. He said the applicant was uncertain how the fee was calculated and whether the City used a standard cost for determining the replacement value.

Planning Manager Shay explained that the fee is generally based on the cost of installing replacement trees. The amount fluctuates with nursery pricing but typically ranges between $300 and $400 per tree, with the required caliper inches determining how many replacement trees are needed.

Mark Anderson asked how the City establishes the replacement cost when it varies within that range.

Planning Manager Shay explained that the replacement fee is established annually. For 2026, the fee is set at $400 per tree, and if payment is made in 2027, the fee would be based on the rate established for that year.

Mark Anderson commented that the tree replacement fee represents a significant cost for the project despite the extensive landscaping plan, which includes trees on individual lots, in boulevard areas, and within the outlots. He explained that the site contains a large ravine that must be graded to accommodate development, making the removal of a substantial number of trees unavoidable. He noted that existing trees would still be preserved along the western and southeastern portions of the property and that approximately 400 new trees are proposed as part of the landscape plan. He added that the replacement fee remains a significant challenge for the development and indicated the applicant may discuss the matter further with the City Council after gathering additional information.

Commissioner Wippermann asked what types of homes are anticipated within the development, including whether they would be one-story, two-story, or a combination of housing styles.

Melvin Moore stated that the development will include a mixture of housing types similar to those constructed in the nearby Peltier development.

Commissioner Wippermann asked whether the homes would be owner-occupied or include rental units.

Melvin Moore stated that all of the homes are intended to be owner-occupied.

Commissioner Wippermann asked about the anticipated size range of the homes.

Melvin Moore stated that the homes are expected to range from approximately 2,200 square feet on the smaller end to about 3,500 square feet on the larger end, with some flexibility between those sizes.

Commissioner Wippermann asked what size garages are planned for the homes.

Melvin Moore stated that most homes will have two-car garages, although a few lots may have the flexibility to accommodate three-car garages.

Commissioner Wippermann asked about the anticipated price range for the homes.

Melvin Moore stated that the homes are expected to range from approximately $450,000 to $650,000.

Commissioner Wippermann asked whether any of the homes are intended for empty nesters or retirees.

Melvin Moore stated that the development will include some rambler-style homes with single-level entrances where site conditions allow. He noted that the relatively flat lots have proven successful for attracting empty nesters in the developer's previous projects.

Commissioner Wippermann asked whether the development will have a homeowner’s association and whether it will be responsible for lawn maintenance and snow removal.

Melvin Moore explained that the development will have a minimal homeowners association. Homeowners will be responsible for mowing their own lawns, watering or irrigating their yards, and maintaining the exterior of their homes, while the HOA will oversee other common matters but will not provide lawn care or snow removal services.

Vice-Chair Hunting closed the Public Hearing at 7:25 p.m.

Planning Commission Discussion
Commissioner Heidenreich expressed concern about removing mature bur oak trees, some estimated to be 200 to 300 years old, and felt the tree replacement fee was insufficient. He also believed the number of requested PUD flexibilities indicated too many lots were being placed on the property and suggested fewer lots could reduce the need for exceptions involving lot widths and setbacks. He stated he was not prepared to support the proposal.

Commissioner Wippermann expressed concern with the increasing number and extent of PUD exceptions from City Code, noting that recent requests have included significant reductions in setbacks and exceptions involving lot sizes and open space. While acknowledging that PUDs allow flexibility, he believed developments should more closely follow City standards and that exceptions should remain limited rather than becoming the norm. He stated he was not in favor of the proposal.

Motion by Heidenreich, Second by Wippermann, to Deny the Rezoning, Comprehensive Plan Amendment, Preliminary Plat and Preliminary Planned Unit Development requests.
Ayes: 3
Nays: 2 (Gosell, Hunting) Motion Carried.

This item is tentatively scheduled to go before the City Council on August 24, 2026.

B. Request by Builders Lot Group, LLC for a Final Planned Unit Development for the development of 33 single-family lots on the southern end of the property and a 196-unit, four-story apartment building on the north end of the property located at 1400 70th Street and 7101 Argenta Boulevard.

Reading of Public Notice
Commissioner Heidenreich read the Public Hearing Notice.

Presentation of Request
Senior Planner Ben Schneider reviewed the request for Final Planned Unit Development (PUD) approval for the single-family portion of the Glenlin Reserve development. The property is located at the SE corner of 70th Street West and Argenta Boulevard and was previously referred to as Peltier Reserve 4th Addition. The overall development consists of 33 single-family homes and a 196-unit apartment building. A public hearing on the Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD was held on May 5, 2026, and the City Council approved those applications on May 26, 2026. The current request is limited to Final PUD approval for the single-family portion of the development.

The review focused on whether the final plans conform to the previously approved preliminary plans. The property is guided Low Density Residential (LDR) and Low-Medium Density Residential (LMDR) and is zoned R-1C/PUD. The final development plans are consistent with the preliminary approvals, and all conditions associated with the preliminary approval have either been completed or will be satisfied before the City releases the Final Plat.

Approval of the Final PUD for Glenlin Reserve was recommended, subject to the applicant satisfying all conditions identified in the August 5, 2026, staff report.

Commissioner Heidenreich asked whether the conditions identified as satisfied fully meet the applicable requirements or are simply close to compliance. He questioned the apartment building coverage of 27 percent and whether the City Council had approved that flexibility.

Agenda Item 7.B.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Consider Approving a Final Plat for Glenlin Reserve and a Final PUD for the First Phase of Glenlin Reserve

MEETING DATE: August 24, 2026
ITEM TYPE: Regular Business
CONTACT: Benjamin Schneider, Senior Planner, 651-450-2569

ACTION REQUESTED

Consider approving Final Plat for Glenlin Reserve, formally known as "Peltier Reserve 4th Addition," and a Final PUD for the first phase of Glenlin Reserve. The first phase includes 33 single-family lots.

BACKGROUND

On May 26, 2026, the City Council unanimously approved a Comprehensive Plan Amendment, Rezoning, Preliminary Plat and Preliminary PUD for Peltier Reserve 4th Addition. The Development includes 33 single-family lots and a proposed 196-unit apartment building. The Developer is now requesting a Final PUD approval for phase one of the Development, which has been re-named to “Glenlin Reserve.” The first phase includes a full build-out of the single-family lots and rough grading of the apartment lot. The second phase would include final grading of the apartment lot and construction of the apartment building. An additional Final PUD application will need to be submitted prior to commencing the second phase.

The project site for both phases includes two parcels located in the Northwest Area Overlay District at the southeast corner of 70th Street West and Argenta Boulevard, totaling 13.6 acres (“Subject Property”). The plans show an apartment building on the northern portion and 33 single-family lots on the southern half of the Subject Property. The proposed development would integrate with the adjacent Peltier Reserve neighborhood to the east, which also includes a mix of single-family homes and an apartment building.

LAND USE AND ZONING

In conjunction with the Preliminary Plat and Preliminary PUD requests, the Developer also requested a Comprehensive Plan Amendment and Rezoning of the Subject Property. The City approved both requests. The Metropolitan Council formally approved the Comprehensive Plan Amendment. With these approvals, the single-family area is now guided LDR, Low Density Residential and is zoned R-1C/PUD. This land use designations and zoning districts are consistent with Final PUD plans.

REVIEW OF FINAL PUD

Final PUD applications are reviewed to verify that the plans are consistent with the Preliminary PUD plans and that all conditions of preliminary approval have been satisfied. The Planning Report for the preliminary approvals is attached for reference.

Review of Plans
City staff have determined that the submitted final plans are consistent with the Preliminary Plat and plans.

Review of Preliminary Approval Conditions
The Preliminary Plat and Preliminary PUD was approved via Resolution No. 2026-115. The resolution included 13 conditions of approval. These conditions are evaluated below:

1. Prior to Final Plat and plan approval, the final grading, drainage and erosion control, street plans and utility plans shall be approved by the City Engineer and subject to all conditions noted by the City Engineer and consultants in their review memos.

   Staff Analysis: Engineering staff has reviewed the final plans; no further changes were requested. The final plans will be stamped prior to City Council approval. **This condition has been satisfied.**

2. The Comprehensive Plan Amendment must be approved by the Metropolitan Council.

   Staff Analysis: The Metropolitan Council approved the Comprehensive Plan Amendment to re-guide the single-family area to LDR, Low Density Residential. The Development now conforms to the land use and zoning of the Subject Property. **This condition has been satisfied.**

3. The PUD shall include the following specific standards:
   a. The Subject Property is allowed to have 0 percent (0%) of natural area/open space be undisturbed
   b. The Subject Property is allowed to have less than 75 percent of natural area/open space be contiguous
   c. The total impervious surface area of the Subject Property shall be no greater than 38 percent, except for Lot 6, Block 1 (“Apartment Lot”)
   d. The front yard setback for the corner side lot line of Lot 1, Block 1 shall be 5 feet
   e. The front yard setback for the corner side lot line shall be 15 feet, except for the Apartment Lot.
   f. The internal side yard setback shall be 5 feet, except for the Apartment Lot.
   g. The rear yard setback for Lot 1, Block 3 shall be 17.7 feet.
   h. The rear yard setback for Lot 5, Block 3 shall be 27 feet.
   i. The rear yard setback for Lot 2, Block 4 shall be 25.2 feet.
   j. The rear yard setback for Lot 3, Block 4 shall be 24.5 feet
   k. The minimum lot size shall be 6,743 square feet. The size of each lot must be consistent with the Preliminary Plat
   l. The minimum lot width shall be 50 feet. The width of each lot must be consistent with the Preliminary Plat.
   m. The front yard setback of the Apartment Lot from the west property line along Argenta Boulevard shall be 21 feet
   n. The building coverage of the Apartment Lot shall be 27 percent

   Staff Analysis: The stated flexibilities are consistent with the final plans. **This condition has been satisfied.**

4. Prior to Final Plat and plan approval, the Landscape Plan must be updated to ensure there is at least a 20-foot gap between tree canopies for access to all City-owned infrastructure. If these changes result in a deficit in tree mitigation against what is required, a fee-in-lieu

payment will be required per City Code Section 10-15D-2.

Staff Analysis: The Landscape Plan has been updated to create a 20-foot gap in the tree canopy for access to the stormwater pond in Outlot A. **This condition has been satisfied.**

5. Prior to Final Plat and plan approval, the Landscape Plan must be updated to show the proposed shrubs that are noted in the Tree Replacement Calculations table. If these changes result in a deficit in tree mitigation against what is required, a fee in lieu payment will be required per City Code Section 10-15D-2.

   Staff Analysis: The Landscape Plan has been updated to show the proposed shrubs. **This condition has been satisfied.**

6. Drainage and Utility Easements shall be provided on the Final Plat as required by the City Engineer.

   Staff Analysis: **This condition has been satisfied.**

7. Park dedication shall be made in the form of a cash contribution based on the recommendation of the Parks and Recreation Advisory Commission.

   Staff Analysis: This fee will be listed with fees due in the Development Agreement; payment will be required prior to the City releasing the final plat for recording. It is included as a recommended condition of approval for the Final PUD. **This condition will be satisfied.**

8. Prior to execution of the Final Plat by the City and prior to recording of the Final Plat with the County, the Applicant must pay the City utility plat connection fees consisting of a Water Utility Fee, Sanitary Sewer Utility fee and Storm Water Sewer Utility fee according to the formulas adopted by city ordinance.

   Staff Analysis: These amounts will be listed with fees due in the Development Agreement; payment will be required prior to the City releasing the final plat for recording. It is included as a recommended condition of approval for the Final PUD. **This condition will be satisfied.**

9. The Applicant and/or assigns, as approved by the City Council, shall enter a development contract with the City for the purpose of developing the Subject Property as approved and according to approved plans.

   Staff Analysis: A Development Agreement will be included in the City Council packet for final approvals. This is included as a condition of approval for the Final PUD. **This condition will be satisfied.**

10. Street lighting shall be required along all public streets. The street lighting plans shall be approved by the City prior to installation.

    Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

11. **The Applicant shall seek Final Plat approval within 12 months from the date of Preliminary Plat approval for Peltier Reserve 4th Addition.**

Staff Analysis: **This condition has been satisfied.**

12. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.

    Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

13. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the Development shall comply with all applicable state laws and city codes, ordinance, and regulations.

    Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

DEVELOPMENT AGREEMENT

The City and Developer shall enter into a Development Agreement and other associated agreements with the City. The list of agreements and details of the contract are being finalized with the applicant, City Attorney and staff as part of the final PUD review. Staff anticipates this agreement to be on the agenda at the September 14, 2026, City Council meeting.

PLANNING COMMISSION MEETING

The Final PUD request was reviewed by the Planning Commission at their meeting on August 5, 2026. The Commission voted 3-2 to recommend approval of the request. The Commission members who dissented were not in support of the preliminary plans. The preliminary plans were approved by the City Council on May 26, 2026; the final plat and plans are consistent with the preliminary plat and plans.

FISCAL IMPACT

N/A

RECOMMENDATION

City staff and the Planning Commission recommend approval of the requests with the following conditions as stated in the attached resolution.

ATTACHMENTS

1. Application Narrative
2. Resolution Approving Final Plat and Final PUD
3. Final Plat
4. Civil and Landscape Plans
5. Future Land Use Map
6. Zoning Map
7. Planning Report for Preliminary Approvals dated May 5, 2026

July 13, 2026

Glenlin Reserve
Narrative for Final Plat and Final PUD

Builders Lot Group (BLG) has entered into a purchase agreement with Glenlin Properties and Glen Sachs for the development of approximately 13.7 acres at the southeast quadrant of Argenta Trail and 70th Street. BLG intends to develop the 13.7-acre parcel with 33 single-family lots on the southern end of the property, and a 196-unit, four-story apartment building on the north end of the property. A Final plat and plan is included with the application for reference to the proposed project layout. The project combines a 196-unit apartment building with a thoughtfully designed single-family neighborhood, advancing the City's long-term vision for orderly growth, housing diversity, and fiscally responsible development.

Since the single family portion of the project does not align with the current Mixed Use land guidance. BLG is applied for a Comprehensive Plan Amendment for this area to designate the south property for Medium Density residential uses in the proposed site plan. The Multifamily use is allowed in Mixed Use land guidance so that area will remain unchanged.

The request to allow single-family detached homes instead of attached units in the Medium Density area is driven by three key factors: market demand, neighborhood compatibility, and the desire to create a balanced housing mix. The site is challenged by both existing and planned grades, making attached housing impossible without extraordinary measures. The 196-unit apartment building adds high-quality rental housing at a time when the region continues to experience supply shortages. The single-family homes complement the apartment by offering ownership opportunities that remain in high demand.

The application also includes a request to rezone the property to a PUD designation, consistent with the adjacent Peltier Reserve project that Builders Lot Group developed. The PUD tool allows the city to approve a better overall project than would be possible under strict zoning. The requested flexibility is modest, targeted, and justified by site conditions, including topography, stormwater needs, and existing roadway alignments. The requested PUD flexibility in the lot requirements is outlined below:

1) A 5ft side yard setback to increase density, more like attached homes, but providing more privacy without a common wall. This setback is consistent with the Peltier Reserve project.
2) A 15 ft. side yard setback at the corner lots, to increase density and align with the Peltier Reserve PUD side yard setback.
3) A rear yard setback of 17.7' on Lot 1, Block 3, instead of the 30' typical front and rear yard requirement. This requirement is requested due to the 72nd Street connection to Argenta Boulevard being an established street. A rear yard setback of 27 ft on Lot 5, Block 3 due to the irregular shaped lot. A rear yard setback of 24.5 ft and 24.2 ft on Lot 2 and 3 of Block 4 due to the irregular lot shape and the constraint of the pond lot.
4) In addition to the lot setbacks, the project is requesting lot size and width PUD flexibility from the R-1C District standard minimum lot size of 12,000SF for interior lots, and 12,500SF for corner lots to increase density. The proposed residential lots range from 7,000 SF to 9,000

SF, aligning with the City's goal of denser residential development. The density also addresses consumer demand for single-family detached housing rather than attached housing.

5) The request for square footage flexibility corresponds to a similar request for the width to be below R-1C requirements of 85 ft. for interior lots and 100 ft. for corner lots. Our requested minimum lot width is 40' to meet the desired density.
6) Undisturbed open space of 0% is requested since the existing terrain drops approximately 50 ft. across the site, and mass grading across the open space is required to provide for stormwater management areas and a level pad for the apartment site.
7) Building coverage of 27% is requested for the multifamily site to help increase density for the overall project.
8) 58% contiguous open space is requested. This percentage is reduced due to the placement of the retaining wall within extended lot sizes to prevent the wall from being within City owner property. The central ponding area exceeds 100 ft. minimum width. The contiguous open space deficiency is mitigated by exceeding the total open space requirement, with the project proposing 144,456 SF, compared to the 20% total open space requirement of 102,165 SF in NWA. Also, the project will benefit from the adjacent (unbuildable) county-owned parcel next to the multifamily site. This undevelopable open space measures 33,589 SF in addition to the open space we are providing.
9) Flexibility from the 50 ft. setback along Argenta Boulevard for two of the single-family lots. This flexibility is requested because the space is approximately 75 ft. from the roadway, with significant green space and a trail separating the home sites from the roadway. The landscape plan also includes conifers as a buffer between the two lots adjacent to Argenta Trail.

The project team requests PUD flexibility to meet project goals and work within existing site constraints, including established alignments for 71st and 72nd Streets. The excess soil volume generated by elevations for the existing roadway connections needs to be addressed by removing a considerable amount of material from the project site. Key benefits of granting flexibility include more efficient land use, reduced grading impacts, a stronger neighborhood layout, improved open-space connectivity, and better architectural outcomes.

The proposed unit count of 229 residential homes allocates 72 percent to single-family homes and 28 percent to multifamily homes. This exceeds the minimum count anticipated under the current Mixed-Use guidance, based on the minimum densities for low-density single-family (2 units per acre) and mixed-use (12 units per acre). The combination of multifamily and single-family homes generates a strong, stable tax base that supports City services without requiring new public facilities.

The entire site will be graded as a single phase, with all utilities and stormwater facilities installed for the single-family portion. The multifamily portion will have stubbed utilities from the proposed street and will be include a soil stockpile that will be removed as needed for other projects in the area as shown on the grading plan. Utility connections for the multifamily site will be constructed once the final layout of the multifamily building is known, during the second phase of the project.

The project will include high-quality homes that align with the adjacent developments and help meet the demand for more single-family residential units in Inver Grove Heights. The project will also offer exceptional views of the surrounding area and the Minneapolis skyline from its elevated position above Argenta Boulevard.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2026-_____

RESOLUTION APPROVING THE FINAL PLAT FOR THE PLAT OF GLENLIN RESERVE AND THE FINAL PLANNED UNIT DEVELOPMENT (PUD) PLAN FOR THE FIRST PHASE OF GLENLIN RESERVE

WHEREAS, On May 26, 2026, the City Council approved a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD for the property legally described in Exhibit A ("Subject Property") for a development known at the time as "Peltier Reserve 4th Addition" that includes 33 single-family homes and a 196-unit apartment building ("Development"); and,

WHEREAS, Builders Lot Group, LLC ("Developer"), on behalf of Glenlin Properties, LLC and Glen L Sachs ("Owners"), has requested approval of a Final Plat for the Subject Property to be known as "Glenlin Reserve" ("Plat") and Final Planned Unit Development Plan ("PUD Plan") approval for the first phase of the Development, which includes the 33 single-family lots and preliminary grading of the apartment lot ("First Phase"); and,

WHEREAS, the second phase of the Development will include final grading of the apartment lot and full construction of the planned 196-unit apartment building ("Second Phase"); and,

WHEREAS, the single-family portion of the Subject Property is guided LDR, Low Density Residential in the 2040 Comprehensive Plan and is zoned R-1C/PUD, Single-Family Residential and Planned Unit Development; and,

WHEREAS, the Final Plat and Final PUD Plan are consistent with the Preliminary Plat and Preliminary PUD plans and conform with the land use guiding and zoning of the Subject Property; and,

WHEREAS, pursuant to City Code Section 10-13A-10J, the Inver Grove Heights Planning Commission ("Commission") reviewed the Final PUD Plan application and voted 3-2 to recommend approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, as follows

1. The Final PUD Plan for the First Phase of Glenlin Reserve is approved as follows:
    a. The Final PUD Plan shall be those Development Plans prepared by Sambatek and approved by the City Engineer.
    b. The Development shall be developed in substantial conformance with the Development Plans approved by the City Engineer. The final list of approved Development Plans and date of plans shall be identified in the Development Contract; approved Development Plans are subject to revisions as approved by the City Engineer.
    c. The Final PUD Development Plan includes approval of the following:
        i. The Subject Property is allowed to have 0 percent (0%) of natural area/open space be undisturbed
        ii. The Subject Property is allowed to have less than 75 percent of natural area/open space be contiguous
        iii. The total impervious surface area of the Subject Property shall be no greater than 38 percent, except for Lot 6, Block 1 ("Apartment Lot")
        iv. The front yard setback for the corner side lot line of Lot 1, Block 1 shall be 5 feet
        v. The front yard setback for the corner side lot line shall be 15 feet, except for the Apartment Lot.
        vi. The internal side yard setback shall be 5 feet, except for the Apartment Lot.
        vii. The rear yard setback for Lot 1, Block 3 shall be 17.7 feet.
        viii. The rear yard setback for Lot 5, Block 3 shall be 27 feet.
        ix. The rear yard setback for Lot 2, Block 4 shall be 25.2 feet.
        x. The rear yard setback for Lot 3, Block 4 shall be 24.5 feet
        xi. The minimum lot size shall be 6,743 square feet. The size of each lot must be consistent with the Preliminary Plat
        xii. The minimum lot width shall be 50 feet. The width of each lot must be consistent with the Preliminary Plat.
        xiii. The front yard setback of the Apartment Lot from the west property line along Argenta Boulevard shall be 21 feet
        xiv. The building coverage of the Apartment Lot shall be 27 percent
    d. The PUD Plan shall be amended prior to development of the Second Phase of Glenlin as required to allow development with an apartment

building. Park dedication fees for the Second Phase shall be paid prior to issuance of a building permit for the apartment building.

e. Except as otherwise expressly authorized herein, or by other City resolution or ordinance, the Development shall comply with all applicable city code provisions and city requirements.

2. Except as otherwise expressly authorized herein or by City resolution or ordinance, all aspects of the Development shall comply with all applicable state laws and city codes, ordinance, and regulations.
3. The Final Plat is approved, subject to the Developer entering into the required Development Contract with the City. The Development Contract shall be executed before the Final Plat will be released for recording; park dedication fees and all other fees required to be paid per the City Code before the Plat is released for recording shall be paid to the City.

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

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

LEGAL DESCRIPTION OF PROPERTY BEING PLATTED AS THE PLAT OF GLENLIN RESERVE

Parcel #1:
PID: 200070005021

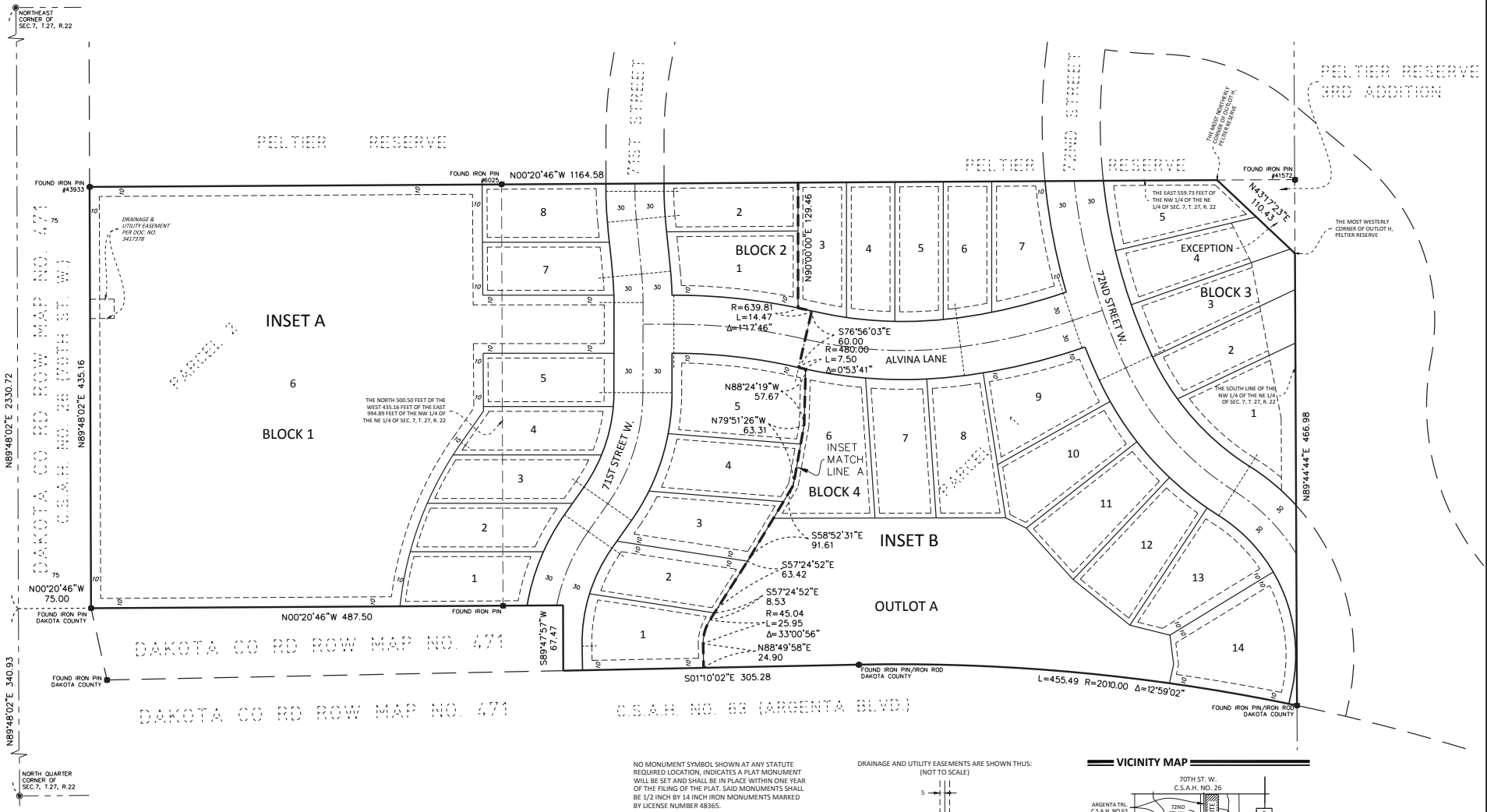
The Northwest ¼ of the Northeast ¼ of Section 7, Township 27 North, Range 22 West, Dakota County, Minnesota, excepting the following parcels:
1) The East 559.73 feet thereof;
2) The North 500 feet thereof;
3) That part thereof platted as Peltier Reserve 3rd Addition;
4) Any portion thereof contained within Dakota County Road Right of Way Map No. 471;
5) Any portion thereof contained within Dakota County Road Right of Way Map No. 435;

Parcel #2:
PID: 200070005014

The West 435.16 feet of the east 994.89 feet of the north 500.50 feet of the northwest Quarter of the Northeast Quarter of Section 7, Township 27, Range 22, Dakota County, Minnesota.

OFFICIAL PLAT

GLENLIN RESERVE

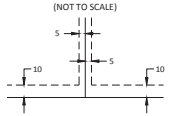


NO MONUMENT SYMBOL SHOWN AT ANY STATUTE REQUIRED LOCATION, INDICATES A PLAT MONUMENT WILL BE SET AND SHALL BE IN PLACE WITHIN ONE YEAR OF THE FILING OF THE PLAT. SAID MONUMENTS SHALL BE 1/2 INCH BY 14 INCH IRON MONUMENTS MARKED BY LICENSE NUMBER 48365.

● DENOTES 1/2 INCH IRON MONUMENT FOUND, UNLESS OTHERWISE SHOWN

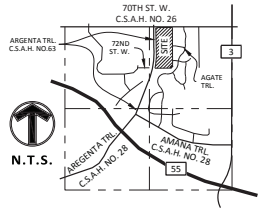
THE NORTH LINE OF NW 1/4 OF THE NE 1/4, SEC. 7, T. 27, R. 22 IS ASSUMED TO HAVE A BEARING OF NORTH 89 DEGREE 48 MINUTES 02 SECONDS EAST

DRAINAGE AND UTILITY EASEMENTS ARE SHOWN THUS: (NOT TO SCALE)



BEING 5 FEET IN WIDTH AND ADJOINING LOT LINES AND BEING 10 FEET IN WIDTH AND ADJOINING PUBLIC WAYS, UNLESS OTHERWISE INDICATED ON THIS PLAT.

VICINITY MAP



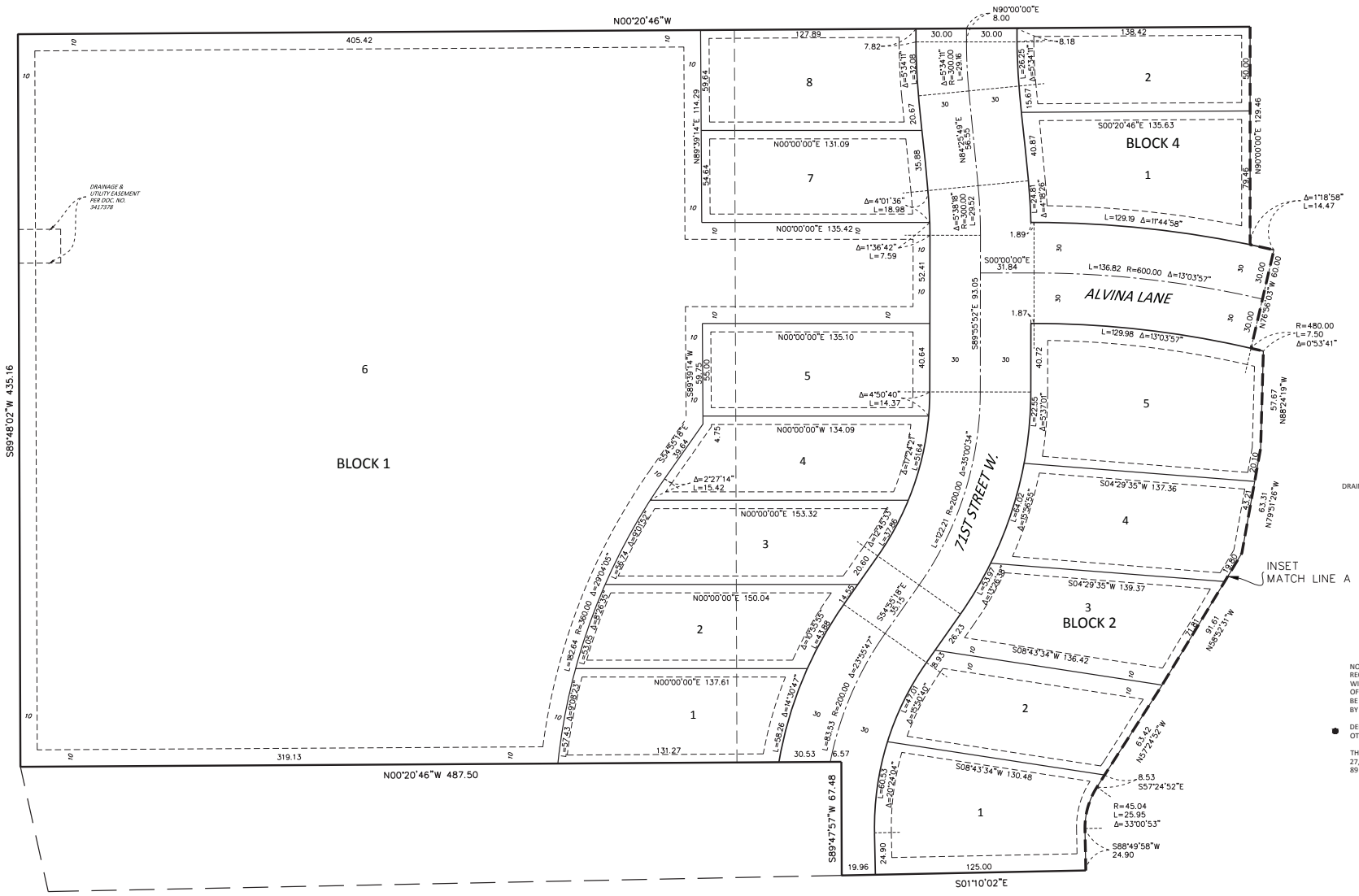
NORTH

SCALE 0 50 100 IN FEET

SAMBATEK, INC.
ENGINEERING, PLANNING AND LAND SURVEYING

OFFICIAL PLAT

GLENLIN RESERVE

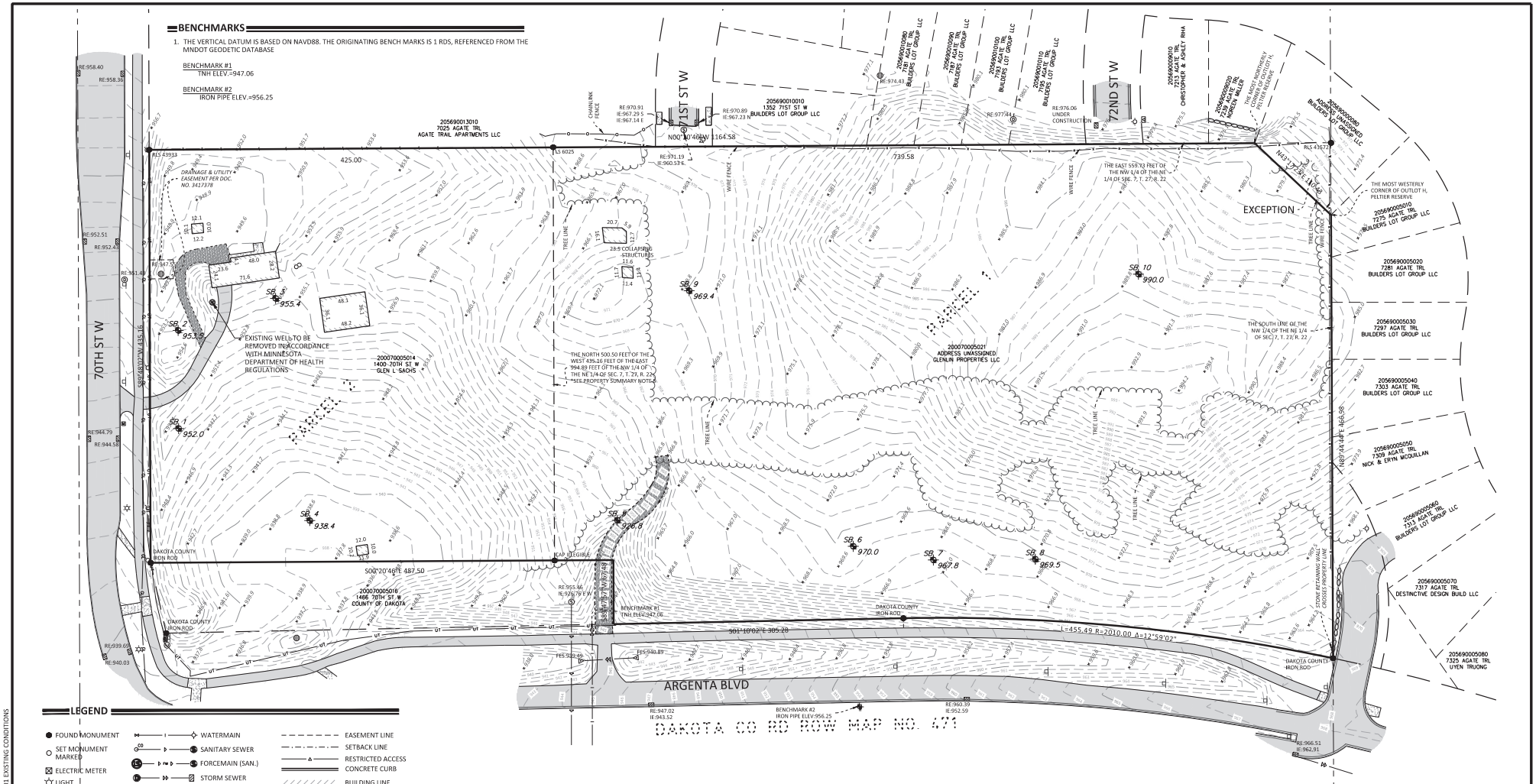


SAMBATEK, INC.
ENGINEERING, PLANNING AND LAND SURVEYING

OFFICIAL PLAT

GLENLIN RESERVE


BLOCK 2
BLOCK 3
BLOCK 4
ALVINA LANE
72ND STREET W.
INSET MATCH LINE A
OUTLOT A
N00°20'46"W
N89°44'44"E 466.98
N43°17'23"E 110.43
N00°06'37"W 239.88
N01°10'02"W
S88°49'58"W 24.90
160.32
L=321.80 Δ=9°10'23"
L=455.49 R=2010.00 Δ=12°59'02"
R=630.00 L=14.47 Δ=1°18'58"
L=161.58 R=450.00 Δ=20°34'22"
L=119.07 R=600.00 Δ=11°22'12"
R=480.00 L=7.50 Δ=0°53'41"
L=64.79 Δ=7°44'02"
L=68.51 Δ=8°10'40"
L=105.42 Δ=9°35'15"
L=71.89 R=300.00 Δ=32°49'42"
L=201.26 R=600.00 Δ=19°13'07"
L=73.36 Δ=7°22'26"
L=58.16 Δ=5°50'47"
L=56.82 Δ=5°42'40"
L=50.32 Δ=10°40'41"
L=102.73 Δ=21°48'03"
L=92.07 R=200.00
L=81.72 Δ=27°32'35"
L=126.75 Δ=2°43'14"
L=125.15 Δ=3°34'03"
S18°52'37"E 32.50
S13°26'39"E 149.72
S19°17'27"E 174.12
S25°21'04"E 162.87
S25°21'04"E 134.76
S77°33'59"E 14.23
S82°43'18"W 30.36
S13°59'13"W 42.59
S31°28'20"W 125.10
S64°41'37"W 21.90
S58°47'27"W 75.23
S46°39'50"W 145.00
S26°29'43"W 23.78
S29°17'09"W 133.52
S87°10'15"W 151.55
S86°07'33"W 143.84
N86°07'33"E 144.99
N79°51'26"W 63.31
N88°24'19"W 57.67
N57°24'52"W 71.95
N58°52'21"W 91.61
Δ=33°00'53" R=44.04 L=25.96
N18°52'37"W 3.22
N90°00'00"E 129.46
N90°00'00"E 139.57
N90°00'00"E 143.95
N90°00'00"E 142.35
N90°00'00"E 135.12
Δ=4°58'44" L=36.50
Δ=6°50'52" L=50.20
Δ=6°49'48" L=50.07
Δ=1°54'58" L=14.05
Δ=3°40'22" L=36.54
Δ=7°41'51" L=76.58
Δ=0°20'58" L=1.65
Δ=4°39'40" L=39.05
Δ=1°46'58" L=19.60
Δ=23°43'14" L=24.67
Δ=4°48'58" L=37.33
Δ=8°40'52" L=50.00
Δ=27°30'06" L=14.47 R=330.00
Δ=29°22'35" R=200.00
S76°56'01"E
S77°33'59"W 20.00
50.00
55.02
30.13
30.14
117.55
55.67
26.59
48.22
42.60
40.42
39.94
55.24
37.37
167.63
50.13
59.56
104.93
63.14
71.81
96.01
55.55
39.79
51.81
30
10
6.51
99.76
99.76
99.76



DESCRIPTION

PARCEL #1:
THE NORTHWEST 1/4 OF THE NORTHEAST 1/4 OF SECTION 7, TOWNSHIP 27 NORTH, RANGE 22 WEST, DAKOTA COUNTY, MINNESOTA, EXCEPTING THE FOLLOWING DESCRIBED PARCELS:

1. THE EAST 559.73 FEET THEREOF;
2. THE NORTH 500 FEET THEREOF;
3. THAT PART THEREOF PLATTED AS PELTIER RESERVE 3RD ADDITION;
4. ANY PORTION THEREOF CONTAINED WITHIN DAKOTA COUNTY ROAD RIGHT OF WAY MAP NO. 471;
5. ANY PORTION THEREOF CONTAINED WITHIN DAKOTA COUNTY ROAD RIGHT OF WAY MAP NO. 435.

PARCEL #2:

THE WEST 435.16 FEET OF THE EAST 994.89 FEET OF THE NORTH 500.50 FEET OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER OF SECTION 7, TOWNSHIP 27, RANGE 22, DAKOTA COUNTY, MINNESOTA.

PROPERTY SUMMARY

1. SUBJECT PROPERTIES ADDRESS IS 1400 70TH ST W & ADDRESS UNASSIGNED , ITS PROPERTY IDENTIFICATION NUMBER IS 200070005014 & 200070005021.
2. THE GROSS AREA OF THE SUBJECT PROPERTY IS 13.721 ACRES OR 597,589 SQUARE FEET.
3. THE SUBJECT PROPERTIES ZONING INFORMATION WAS NOT PROVIDED.
4. THE BUILDING(S) AND EXTERIOR DIMENSIONS OF THE OUTSIDE WALL AT GROUND LEVEL ARE SHOWN ON THE SURVEY. IT MAY NOT BE THE FOUNDATION WALL.
5. THERE IS A 0.5 FOOT OVERLAP BETWEEN THE DESCRIPTIONS OF PARCEL 1 AND 2

SURVEY NOTES

1. THE BEARING SYSTEM IS BASED ON THE DAKOTA COUNTY COORDINATE SYSTEM, NAD83 (1986 ADJUST). WITH AN ASSUMED BEARING OF SOUTH 89 DEGREES 48 MINUTES 02 SECONDS FOR THE NORTH LINE OF THE WEST 435.16 FEET OF THE EAST 994.89 FEET OF THE NORTH 500.50 FEET OF THE NORTHWEST QUARTER OF THE NORTHEAST QUARTER, SECTION 7, TOWNSHIP 27, RANGE 22. THE ORIGINATING MONUMENTS UTILIZED TO ESTABLISH THE HORIZONTAL POSITION OF THIS SURVEY WAS THE NORTH QUARTER CORNER AND THE NORTHEAST CORNER OF SAID SECTION.
2. FIELD WORK WAS COMPLETED ON 12/02/2025

NO	DATE	BY	CKD	APPR	COMMENT

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I hereby certify that this plan, survey, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Print Name: _____

Date _____ License # _____

DATE ISSUED	DRAWN BY
DESIGN REVIEW	DESIGNED BY
PERMIT SUBMITTAL	CHECKED BY
CONSTRUCTION DOCUMENTS 06/30/2026	PROJECT NO. 53793

Sambatek
www.sambatek.com
Engineering | Surveying | Planning | Environmental

EXISTING CONDITIONS

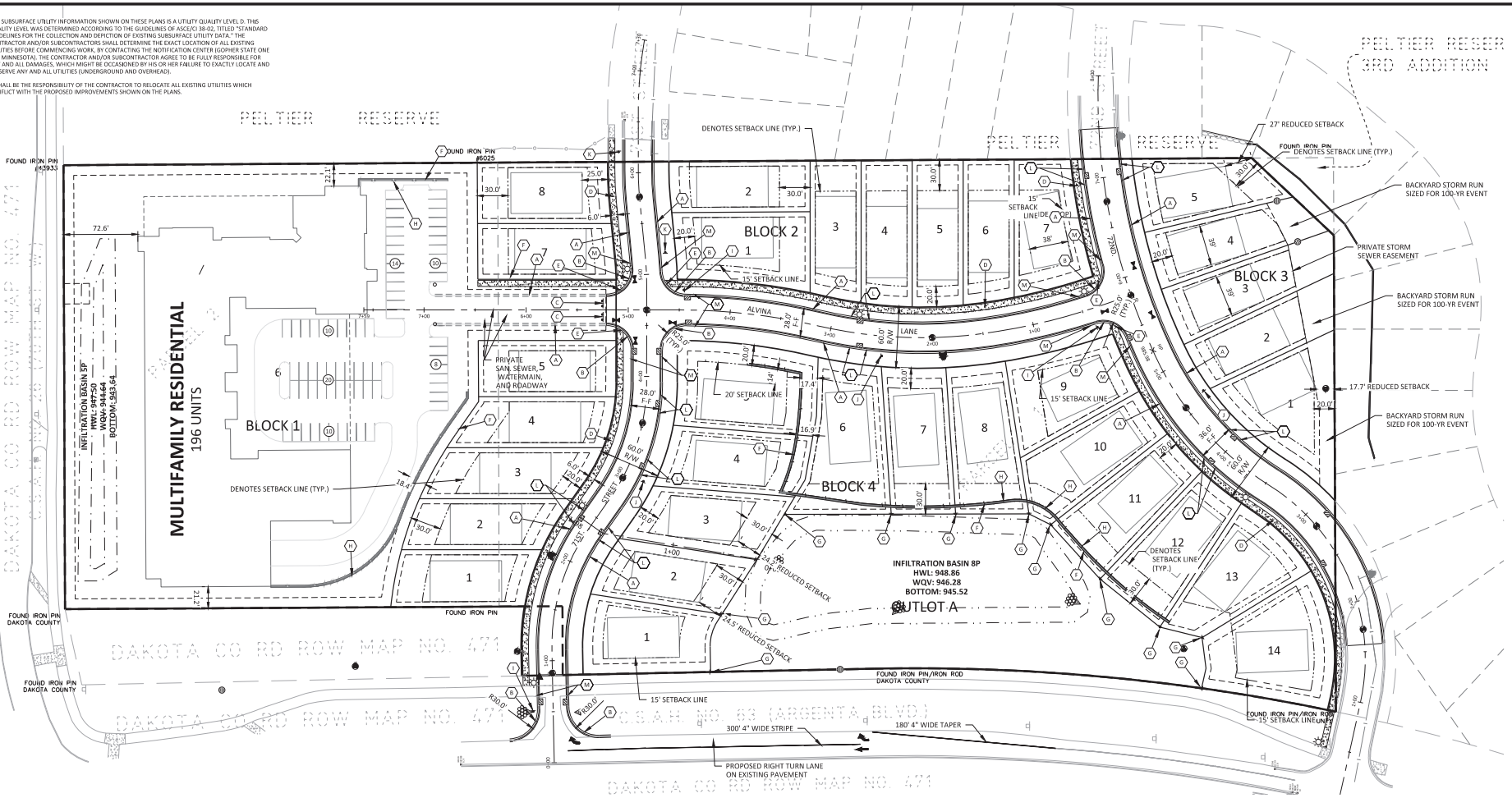
BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

SHEET
C2.01
OF
REV. ----

24 15 (LMG TECH) | TREVOR CONWAY | 6/26/2026 3:39:18 PM
L:\PROJECTS\53793\CAD\CIVIL\SHEETS\53793-C2.01-EXCND.DWG C2.01 EXISTING CONDITIONS

THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF ASCE/CI 38-02, TITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA." THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, BY CONTACTING THE NOTIFICATION CENTER (GOPHER STATE ONE FOR MINNESOTA). THE CONTRACTOR AND/OR SUBCONTRACTOR AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES, WHICH MIGHT BE OCCASIONED BY HIS OR HER FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES (UNDERGROUND AND OVERHEAD).

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



LEGEND

PROPOSED	EXISTING	
		BOUNDARY LINE
		CONCRETE CURB
		EASEMENT LINE
		BUILDING LINE
		RETAINING WALL
		WETLAND
		TREE LINE
		SAW CUT LINE
		SIGN
		SIGN
		BOLLARD
##		PARKING STALL COUNT
1		KEY NOTE
		STREET LIGHT (BY OTHERS)
		STANDARD DUTY ASPHALT PAVING
		CONCRETE SIDEWALK

KEY NOTES

A. SURMOUNTABLE CONCRETE CURB AND GUTTER (STR-07/C9.03)
B. B-618 CONCRETE CURB AND GUTTER (STR-07/C9.03)
C. TRAFFIC BARRICADES (01/C9.04)
D. 6.0' CONCRETE SIDEWALK (STR-22/C9.04)
E. ADA ACCESSIBLE PEDESTRIAN CURB RAMP PER MNDOT CURB RAMP DETAILS
F. RETAINING WALL
G. OUTLOT MARKER POSTS
H. FENCE
I. STOP SIGN/STREET SIGN (STR-21/C9.04, OR PER THE DIRECTION OF THE CITY ENGINEER)
J. NO PARKING SIGN
K. LIMITED SITE DISTANCE WARNING SIGN
L. B-618 CONCRETE CURB AND GUTTER AT CB LOCATIONS WITH 5' TRANSITION (STR-08/C9.03)
M. TRANSITION TO SURMOUNTABLE CONCRETE CURB & GUTTER
N. MONUMENT

DEVELOPMENT SUMMARY

AREA		
GROSS SITE AREA	593,377 SF	13.62 AC
LESS OUTLOT A	58,960 SF	1.35 AC
LESS R-O-W	82,560 SF	1.90 AC
NET SITE AREA	451,857 SF	10.37 AC
LOT SUMMARY		
NUMBER OF LOTS		33
NUMBER OF OUTLOTS		1
NUMBER OF MULTIFAMILY UNITS		196
IMPERVIOUS COVERAGE		
SINGLE FAMILY AREA AND ROADS		165,358 SF
SINGLE FAMILY IMPERVIOUS		38%
MULTIFAMILY SITE IMPERVIOUS		89,431 SF
MULTIFAMILY SITE IMPERVIOUS		52%

SETBACKS *	
FRONT YARD	20 FT
REAR YARD	30 FT
SIDE YARD	5 FT
*SEE SITE PLAN FOR LOCATIONS AND DIMENSIONS WHERE PUD FLEXIBILITY IS REQUESTED FROM STANDARD SETBACKS	
ZONING	
EXISTING ZONING	A
PROPOSED ZONING	PUD
PARKING (MULTIFAMILY)	
COVERED	247 STALLS
SURFACE	72 STALLS
TOTAL PROVIDED	319 STALLS

DEVELOPMENT NOTES

1. SEE SHEET C1.02 FOR SITE DEVELOPMENT NOTES

NO	DATE	BY	CKD	APPR	COMMENT

© 2026 Sambatek

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.

Print Name: MARK C. ANDERSON

Date 06/30/2026 License # 23450

DATE ISSUED	
DESIGN REVIEW	
PERMIT SUBMITTAL	
CONSTRUCTION DOCUMENTS	06/30/2026

DRAWN BY	TK
DESIGNED BY	JB
CHECKED BY	MA
PROJECT NO.	53793

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SITE PLAN

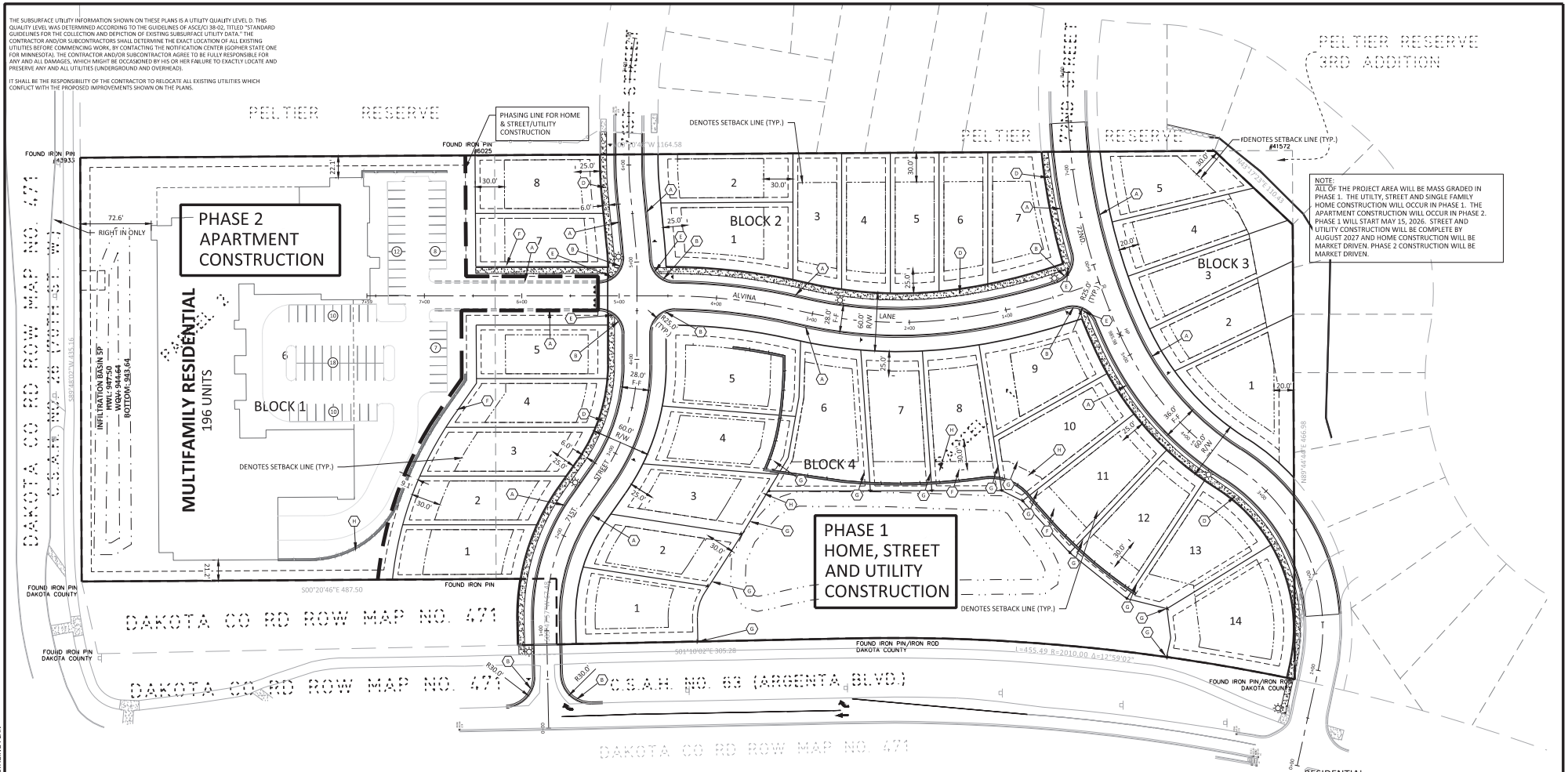
BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

SHEET C3.01 OF REV. ----

24 15 (LMG TECH) | TREVOR CONWAY | 6/18/2026 11:09:34 AM
L:\PROJECTS\53793\CAD\CIVIL\SHEETS\53793-C3.01-SITE DWG-C3.01 SITE PLAN

THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF ASCE/CI 38-02, TITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA." THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, BY CONTACTING THE NOTIFICATION CENTER (GOPHER STATE ONE FOR MINNESOTA). THE CONTRACTOR AND/OR SUBCONTRACTOR AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES, WHICH MIGHT BE OCCASIONED BY HIS OR HER FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES (UNDERGROUND AND OVERHEAD).

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



LEGEND

PROPOSED	EXISTING	
		BOUNDARY LINE
		CONCRETE CURB
		EASEMENT LINE
		BUILDING LINE
		RETAINING WALL
		WETLAND
		TREE LINE
		SAW CUT LINE
		SIGN
		SIGN
		BOLLARD
##		PARKING STALL COUNT
1		KEY NOTE
		LIGHT POLE (BY OTHERS)
		STANDARD DUTY ASPHALT PAVING
		CONCRETE SIDEWALK
		PHASING LINE

KEY NOTES

A. SURMOUNTABLE CONCRETE CURB AND GUTTER
B. B-618 CONCRETE CURB AND GUTTER
C. TRAFFIC BARRICADES
D. 6.0' CONCRETE SIDEWALK
E. ADA ACCESSIBLE PEDESTRIAN CURB RAMP
F. RETAINING WALL
G. OUTLOT MARKER POSTS
H. FENCE

DEVELOPMENT SUMMARY

RESIDENTIAL

AREA		
GROSS SITE AREA	593,738 SF	13.63AC
LESS OUTLOT A	58,960 SF	1.35 AC
LESS R-O-W	85,553 SF	1.96 AC
NET SITE AREA	452,225 SF	10.39 AC
LOT SUMMARY		
NUMBER OF LOTS		33
NUMBER OF OUTLOTS		1
NUMBER OF MULTIFAMILY UNITS		196

SETBACKS	
FRONT YARD	25 FT
REAR YARD	30 FT
SIDE YARD	5 FT
ZONING	
EXISTING ZONING	A
PROPOSED ZONING	PUD
PARKING (MULTIFAMILY)	
COVERED	268 STALLS
SURFACE	65 STALLS
TOTAL PROVIDED	313 STALLS

NORTH
0 50 100
SCALE IN FEET

NO	DATE	BY	CKD	APPR	COMMENT

© 2026 Sambatek

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.

Print Name: MARK C. ANDERSON

Date 06/30/2026 License # 23450

DATE ISSUED
DESIGN REVIEW
PERMIT SUBMITTAL
CONSTRUCTION DOCUMENTS 06/30/2026

DRAWN BY
TK
DESIGNED BY
JB
CHECKED BY
MA
PROJECT NO.
53793

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STAGING PLAN

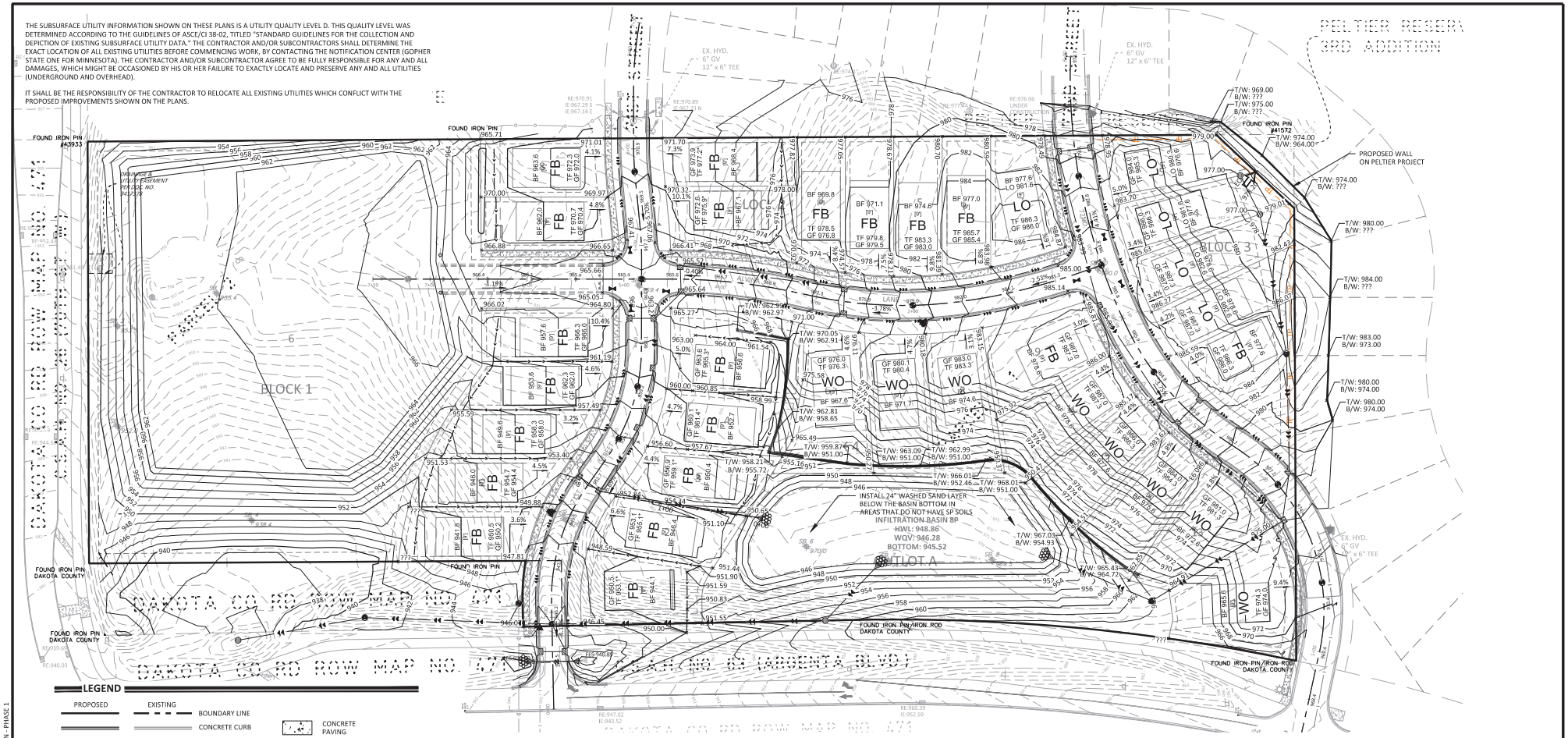
BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

SHEET
C3.02
OF
REV. ----

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THE SUBSURFACE UTILITY INFORMATION SHOWN ON THESE PLANS IS A UTILITY QUALITY LEVEL D. THIS QUALITY LEVEL WAS DETERMINED ACCORDING TO THE GUIDELINES OF ASCE/CI 38-02, TITLED "STANDARD GUIDELINES FOR THE COLLECTION AND DEPICTION OF EXISTING SUBSURFACE UTILITY DATA." THE CONTRACTOR AND/OR SUBCONTRACTORS SHALL DETERMINE THE EXACT LOCATION OF ALL EXISTING UTILITIES BEFORE COMMENCING WORK, BY CONTACTING THE NOTIFICATION CENTER (GOPHER STATE ONE FOR MINNESOTA). THE CONTRACTOR AND/OR SUBCONTRACTOR AGREE TO BE FULLY RESPONSIBLE FOR ANY AND ALL DAMAGES, WHICH MIGHT BE OCCASIONED BY HIS OR HER FAILURE TO EXACTLY LOCATE AND PRESERVE ANY AND ALL UTILITIES (UNDERGROUND AND OVERHEAD).

IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO RELOCATE ALL EXISTING UTILITIES WHICH CONFLICT WITH THE PROPOSED IMPROVEMENTS SHOWN ON THE PLANS.



LEGEND

PROPOSED	EXISTING	
		BOUNDARY LINE
		CONCRETE CURB
		STORM SEWER
		DRAINTILE
		BUILDING LINE
		RETAINING WALL
902	902	CONTOUR
		SWALE
		WETLAND
		TREE LINE
902.50	902.50	SPOT ELEVATIONS
		RIPRAP
EOF 902.50		OVERFLOW ELEV.
	ST. # 999.9	SOIL BORING
902.50	902.50	SPOT ELEVATIONS

CONCRETE PAVING
CONCRETE SIDEWALK
PAVEMENT BY OTHERS (SEE ARCHITECTURAL PLANS)

NO	DATE	BY	CKD	APPR	COMMENT

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Print Name: MARK C. ANDERSON

Date 06/30/2026 License # 23450

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PERMIT SUBMITTAL	
CONSTRUCTION DOCUMENTS	06/30/2026

DRAWN BY	TK
DESIGNED BY	JB
CHECKED BY	MA
PROJECT NO.	53793

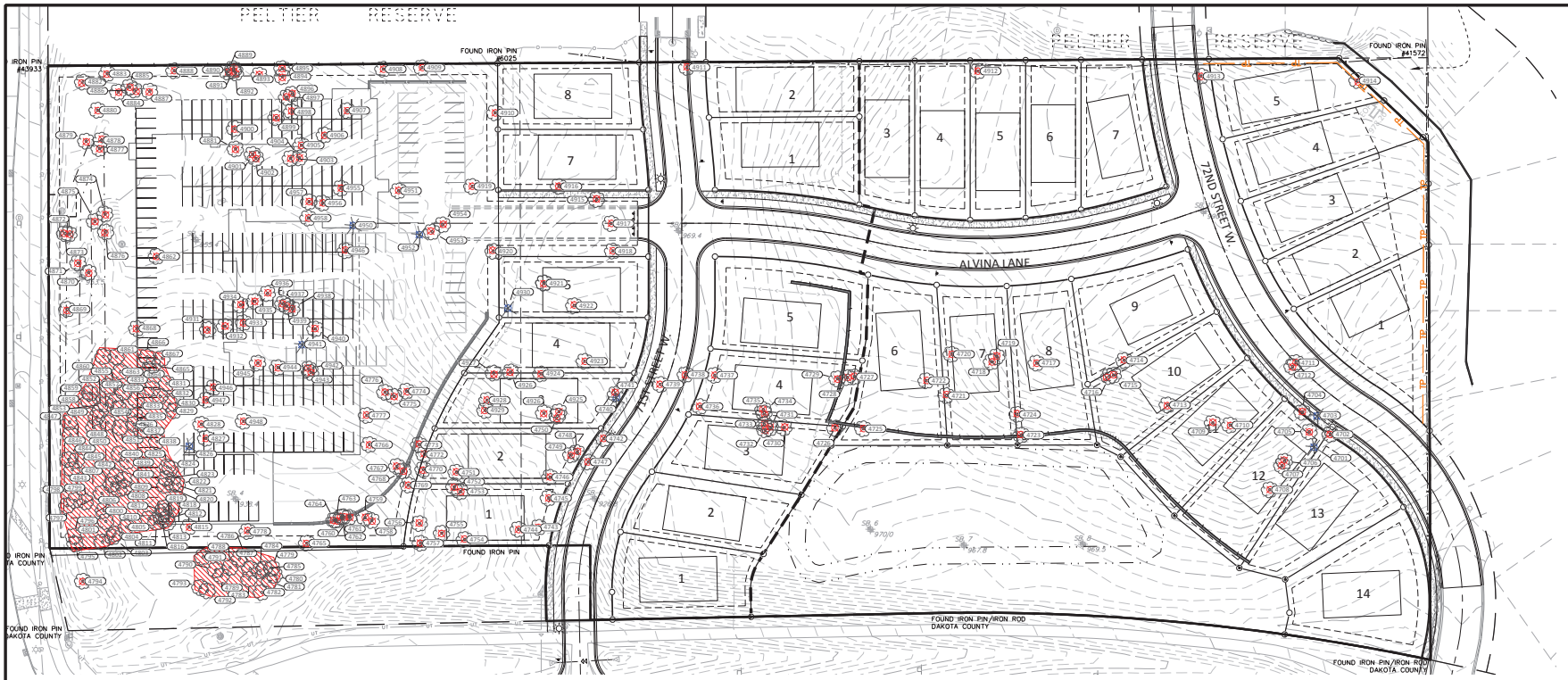
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GRADING PLAN - PHASE 1-PHASE 1

BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

SHEET
C4.00
OF
REV. ----

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LEGEND

	PROPOSED	EXISTING
PROPERTY LIMIT		
CURB & GUTTER		
EASEMENT		
BUILDING		
RETAINING WALL		
WETLAND LIMITS		WL
TREELINE		
SIGN		
LIMITS OF DISTURBANCE		
EXISTING TREE (OFF SITE)		
PRESERVED TREE		
REMOVED TREE		
TREE (EXEMPT)		
(OWNER PLANTED)		
PRESERVED EVERGREEN		
REMOVED EVERGREEN		
PRESERVED DECIDUOUS		
REMOVED EVERGREEN		
TREE PROTECTION FENCE		TP
REMOVED TREE AREA		

STANDARD DUTY ASPHALT PAVING	
CONCRETE PAVING	
CONCRETE SIDEWALK	

TREE PRESERVATION SUMMARY

	LDR/MDR	MIXED USE/HDR	TOTALS
TOTAL INCHES AVAILABLE (SUBJECT TO REPLACEMENT*):		2,945"	2,945"
TREE REMOVAL ALLOWANCE:	30%	40%	
ALLOWED REMOVABLE INCHES:		1,178"	1,178"
PROPOSED TREE REMOVALS:			
1. TYPE "A" (50% REPLACEMENT)		1,117"	(559"REPLACEMENT)
2. TYPE "B" (100% REPLACEMENT)		1,694"	(1694" REPLACEMENT)
3. TYPE "C" (100% REPLACEMENT)		134"	(134" REPLACEMENT)
TOTAL INCHES REMOVED (REPLACEABLE):			2,945"
CREDIT FOR HERITAGE TREES PRESERVED (2:1 INCHES):			0"
REQUIRED REPLACEMENT FROM TYPE (A,B,C) TREES			2,387"
ALLOWED REMOVABLE INCHES			1,178"
TOTAL REPLACEMENT INCHES REQUIRED:			**1,209"** (484 TREES AT 2.5" CALIPER)

NORTH

SCALE 0 # # IN FEET

NO	DATE	BY	CKD	APPR	COMMENT

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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.

Print Name: DANIEL C. REBOK

Date 06/30/2026 License # 56877

DATE ISSUED	
DESIGN REVIEW	
PERMIT SUBMITTAL	
CONSTRUCTION DOCUMENTS	06/30/2026

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DESIGNED BY	SG/DCR
CHECKED BY	DCR
PROJECT NO.	53793

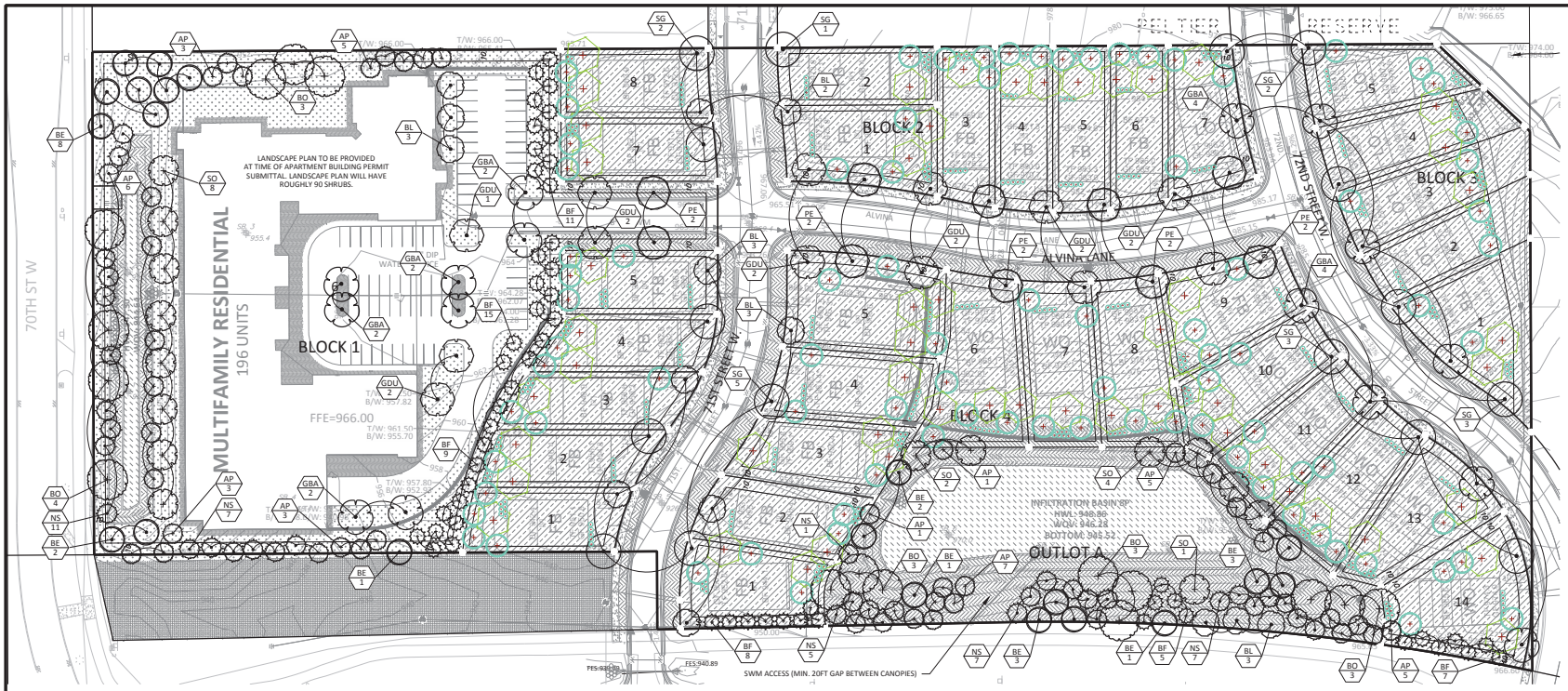
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TREE INVENTORY

BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

SHEET L0.01 OF REV. ----

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LEGEND

PROPOSED
- PROPERTY LIMIT
- CURB & GUTTER
- EASEMENT
- BUILDING
- RETAINING WALL
- WETLAND LIMITS
- TREELINE
- LANDSCAPE EDING
- STORM SEWER
- SANITARY SEWER
- FORCEMAIN (SAN.)
- WATERMAIN
- YARDDRAIN
- LIMITS OF DISTURBANCE
- TREE PROTECTION FENCE
- TREE TO BE REMOVED
- SIGN
- PIPE BOLLARD
- RIPRAP
- SWM AREA

EXISTING
- STANDARD DUTY ASPHALT PAVING
- CONCRETE PAVING
- CONCRETE SIDEWALK

PLANT SCHEDULE

SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT	SIZE	QTY
TREES					
	SG	Acer freemanii `Sienna Glen` / Sienna Glen Maple	B & B	2.5"Cal	16
	BE	Aesculus x arnoldiana `Autumn Splendor` / Autumn Splendor Buckeye	B & B	2.5"Cal	21
	GBA	Ginkgo biloba 'Magyar' / Magyar Maidenhair Tree	B & B	2.5"Cal	16
	GDU	Gymnocladus dioicus `UMNSynergy` / True North™ Kentucky Coffeetree	B & B	2.5"Cal	13
	SO	Quercus bicolor / Swamp White Oak	B & B	2.5"Cal	15
	BO	Quercus macrocarpa / Burr Oak	B & B	2.5"Cal	16
	BL	Tilia americana `Boulevard` / Boulevard Linden	B & B	2.5"Cal	14
	PE	Ulmus americana `Princeton` / American Elm	B & B	2.5"Cal	10

CONIFERS					
	BF	Abies balsamea / Balsam Fir	B & B		55
	NS	Picea abies / Norway Spruce	B & B		38
	AP	Pinus nigra / Austrian Black Pine	B & B		39
HOMEBUILDERS TREES					
	HOT	Hombuilder Overstory Tree	B & B	2.5"Cal	55
	HCT	Homebuilder Coniferous Tree	B & B	6'	87
HOMEBUILDER SHRUBS					
	HOT	Homebuilder Shrub	#5		396
SYMBOL	CODE	BOTANICAL / COMMON NAME	CONT		
GROUND COVERS					
	O	MNDOT Seed Mix Oats / Formerly MNDOT Seed Mix 21-111	Seed		
	RT	MNDOT Seed Mix Residential Turfgrass / Formerly MNDOT Seed Mix 25-151	Seed		
	SB	MNDOT Seed Mix Southern Boulevard / Formerly MNDOT seed mix 25-131	Seed		
	WD	MNDOT Seed Mix Wet Ditch / Formerly MNDOT Seed Mix 33-261	Seed		
	HM	Shredded Hardwood Mulch / Mulch	Mulch		
	TUR HIG	Turf Sod Highland Sod / Sod	Sod		

INVER GROVE HEIGHTS STREET TREES

SEC.11-3-11 STREET TREES

(1) STREET TREES SHALL BE PLANTED NOT LESS THAN FORTY FEET (40') APART WITH MINIMUM OF ONE TREE PER LOT. THEY SHALL BE PLACED FIVE FEET (5') TO SEVEN FEET (7') INSIDE THE PROPERTY LINE AND NOT IN THE SIDE STRIP OR BOULEVARD. NO TREES SHALL BE PLANTED WITHIN THIRTY FEET (30') OF THE INTERSECTION OF CURB LINES ON CORNER LOTS. THE MINIMUM SIZE SHALL MEASURE ONE AND ONE-HALF INCHES (1.5") IN DIAMETER AT GROUND LINE. NO TWO (2) CONSECUTIVE TRESS SHALL BE OF THE SAME TYPE OR VARIETY, AND ONLY THOSE APPROVED BY THE CITY ENGINEER WILL BE USED.

	REQUIRED	PROPOSED
STREET TREES (ONE PER LOT):	35	52

TREE REPLACEMENT CALCULATIONS

	REQUIRED	PROPOSED
REPLACEMENT INCHES FROM TREE REMOVALS (SEE SHEET L0.01) STREET TREES (PER ORDINANCE ABOVE)	1,209"	
52 TREES X 3" CAL		156"
HOMEBUILDER RESPONSIBLE TREES		
142 TREES X 2.5" CAL		355"
ADDITIONAL UTILITREES AND OUTLOTS (BUILDER RESPONSIBLE):		
89 TREES X 3" CAL		267"
SHRUBS COUNTING TOWARDS TREE REPLACEMENT (HOME BUILDER RESPONSIBLE): **		
12 SHRUBS X 33 LOTS = 66 TREES X 2.5" CAL		165"
MULTIFAMILY TREES:		
112 TREES X 3" CAL		273.5"
TOTAL:	1,209"	*1,216.5"

NOTES

**6 SHRUBS, OR 2 ORNAMENTAL TREES = 1 TREE REPLACEMENT (UP TO 50% OF REQUIRED TREES)

PROPOSED HOMEBUILDER TREE LIST

DECIDUOUS TREES (2.5" CAL)	
Acer rubrum 'Brandywine'	BRANDYWINE RED MAPLE
Acer saccharum 'Green Mountain'	GREEN MOUNTAIN SUGAR MAPLE
Acer saccharum 'Bailsta'	FALL FIESTA SUGAR MAPLE
Betula populifolia 'Whitespire'	WHITESPIRE BIRCH, CLUMP
Ginkgo biloba 'Autumn Gold'	AUTUMN GOLD GINKGO
Gleditsia triacanthos var. inermis 'Harve'	NORTHERN ACCLAIM HONEYLOCUST
Gymnocladus dioicus	KENTUCKY COFFEE TREE
Quercus ellipsoidalis	NORTHERN PIN OAK
Quercus macrocarpa	BUR OAK
CONIFEROUS TREES (6' MIN.)	
Abies concolor	WHITE FIR
Pinus resinosa	NORWAY SPRUCE
Pinus strobus	EASTERN WHITE PINE
SHRUBS	
Juniperus scopulorum 'Medora'	MEDORA JUNIPER
Potentilla fruticosa 'FARGO'	FARGO POTENILLA
Junuperus chinensis 'Sea Green'	SEA GREEN JUNIPER
Cornus alba 'Ivory Halo'	IVORY HALO DOGWOOD
Spirea nipponica 'Snowmound'	SNOWMOUND SPIREA
Viburnum dentatum " Christom'	BLUE MUFFIN VIBURNUM

NORTH

SCALE 0 50 100 IN FEET

NO	DATE	BY	CKD	APPR	COMMENT

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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.

Print Name: DANIEL C. REBOK

Date 06/30/2026 License # 56877

DATE ISSUED	
DESIGN REVIEW	
PERMIT SUBMITTAL	
CONSTRUCTION DOCUMENTS	06/30/2026

DRAWN BY	SG
DESIGNED BY	SG/DCR
CHECKED BY	DCR
PROJECT NO.	53793

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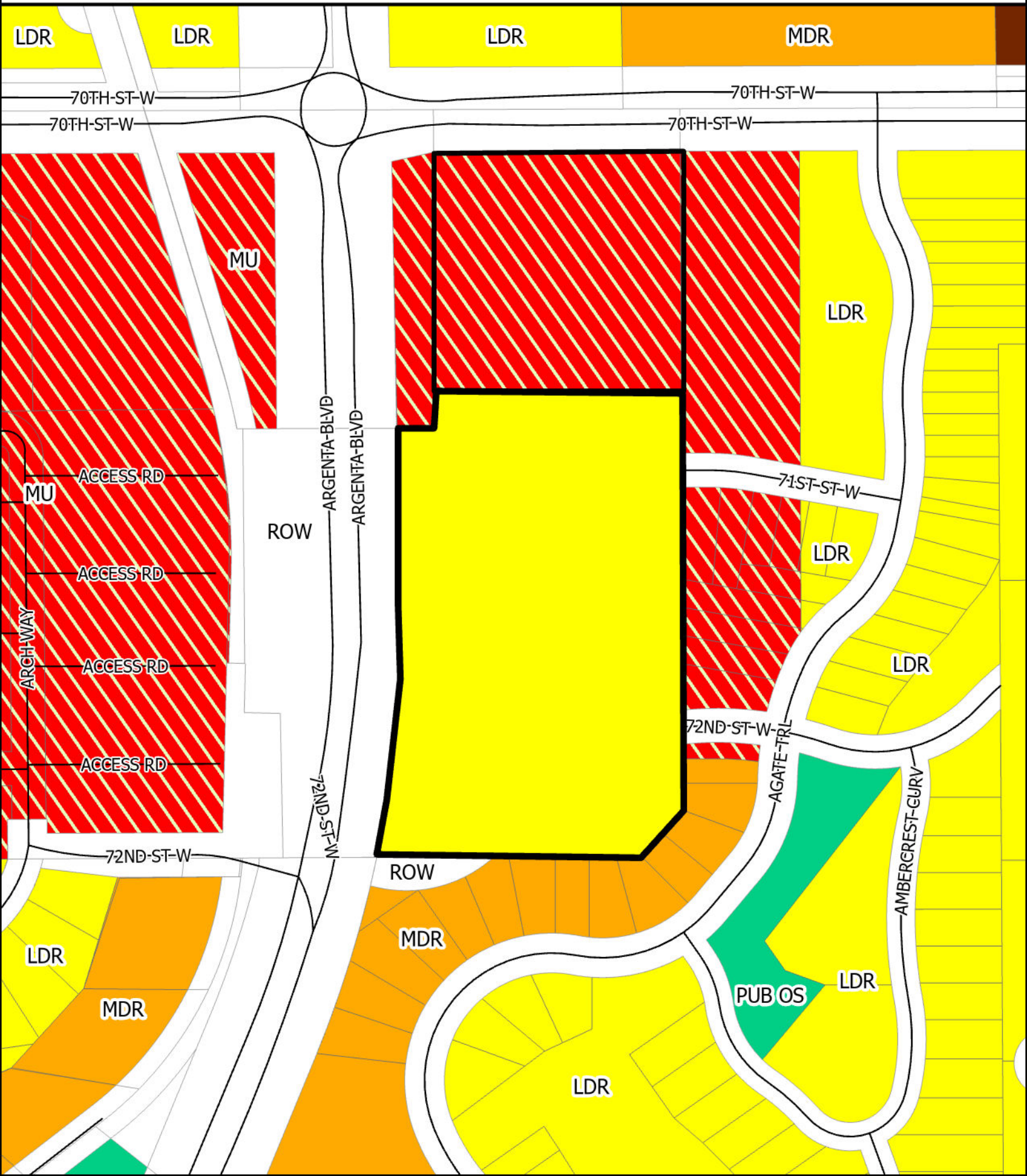
LANDSCAPE PLAN

BUILDERS LOT GROUP, LLC
GLENLIN RESERVE
CONSTRUCTION DOCUMENTS
INVER GROVE HEIGHTS, MN

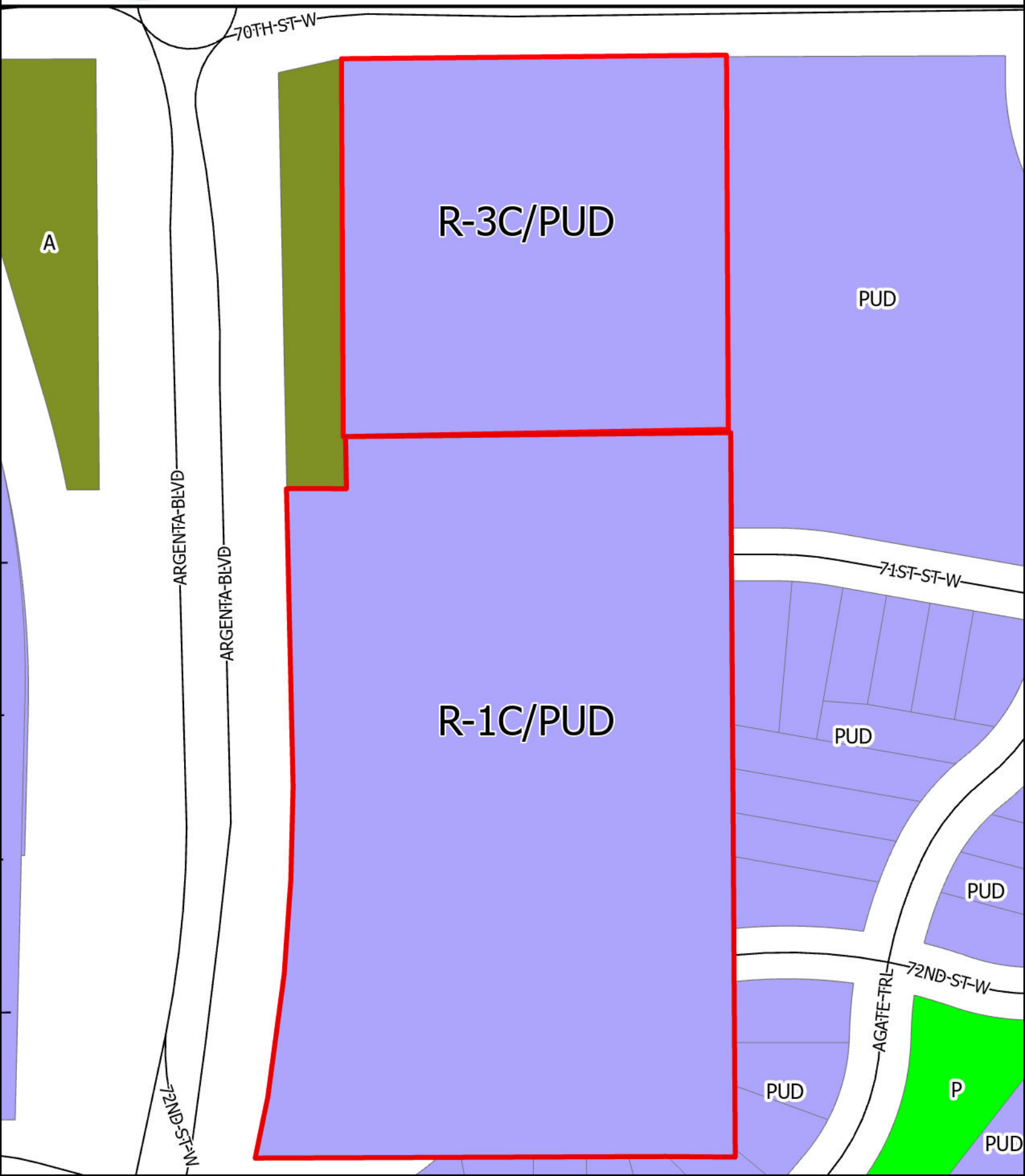
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Glenlin Reserve
Current Future Land Use



Glenlin Reserve
Current Zoning



Agenda Item 5.B.

Planning Commission Report

MEETING DATE:	May 5, 2026
CASE NO:	26-01RZ-CPA-PP-PUD
APPLICANT:	Builders Lot Group, LLC
PROPERTY OWNER:	Glenlin Properties, LLC
REQUEST:	Comprehensive Plan Amendment, Rezoning, Preliminary Plat & Preliminary Planned Unit Development (PUD)
LOCATION:	1400 70th Street West and 7101 Argenta Boulevard
COMPREHENSIVE PLAN:	MU, Mixed Use
ZONING:	A, Agricultural
STAFF CONTACT:	Benjamin Schneider, 651-450-2569

ACTION REQUESTED

Conduct a Public Hearing and consider a request from Builders Lot Group, LLC ("Developer") for a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary Planned Unit Development (PUD) for a development that includes 33 single-family lots and an apartment building.

BACKGROUND

The project site includes two parcels located in the Northwest Area Overlay District at the southeast corner of 70th Street West and Argenta Boulevard, totaling 13.6 acres ("Subject Property"). The plans show an apartment building on the northern portion and 33 single-family lots on the southern half of the Subject Property. The proposed development would integrate with the adjacent Peltier Reserve neighborhood to the east, which also includes a mix of single-family homes and an apartment building. This project is proposed to be developed in two phases with the single-family lots as the first phase.

The Subject Property is currently guided for Mixed Use and zoned A, Agricultural. The requests include a Comprehensive Plan Amendment, Rezoning, Preliminary Plat, and Preliminary PUD.

SURROUNDING USES

LOCATION	ADJACENT USE	ZONING	LAND USE
North	Single-Family	R-1C/PUD, Low Density Residential/Planned Unit Development	LDR, Low Density Residential
East	Multi-Family and Single-Family	R-3C/PUD, High Density Residential/Planned Unit Development and R-1C/PUD, Low Denisty Residential/Planned Unit Development	MU, Mixed Use

West	Townhomes	R-3C/PUD, High Density Residential/Planned Unit Development	MU, Mixed Use
South	Single-Family	R-1C/PUD, Low Denisty Residential/Planned Unit Development	MDR, Medium Density Residential

EVALUATION OF REQUEST

COMPREHENSIVE PLAN AMENDMENT

Background and Analysis

The Subject Property is currently guided MU, Mixed Use. Per the Comprehensive Plan, this land use guidance allows for commercial, office, or high-density residential uses. The single-family portion of the project has a proposed density of 3.4 units per acre, which is less than the required minimum density of 12 units per acre for the Mixed Use land use guidance. The Developer is therefore requesting a Comprehensive Plan Amendment to change the future land use from Mixed Use to LDR, Low Density Residential. The lot with the apartment building would remain Mixed Use.

Notably, the density of the entire project site, including the 196-unit apartment building and the 33 single-family lots, is 16.8 units per acre, which exceeds the minimum density threshold of 12 units per acre for Mixed Use. Metropolitan Council staff have advised City staff that the blending of the density between the two sites will still require a Comprehensive Plan Amendment for this circumstance.

The 2040 Comprehensive Plan includes broad categories of development policy areas throughout the City. The Subject Property is within the “Future Development Area.” Below are some of the specific policies identified for this policy area:

1. Create planned neighborhoods with common facilities and amenities that establish a sense of identity and that help promote long-term maintenance and value stability.
2. Create a quality living environment that is adapted to the natural environment.
3. Establish a local street system that deters the use of collector and arterial streets for local vehicular trips.
4. Encourage diverse housing styles consistent with the inherent characteristics of the site.

In the attached project narrative, the Developer notes that the Subject Property has steep grades that would make it challenging to construct an attached townhome product where the single-family homes are proposed. They also note the mix of an apartment building and single-family homes is consistent with the existing neighborhood to the east.

Evaluation of Request

The following represent the rationale for supporting the Comprehensive Plan Amendment request:

1. The proposed density of the whole project area is consistent with the current Mixed Use land guidance. The Developer is meeting the intended density goals of this area.
2. The proposed development is substantially similar to the Peltier Reserve neighborhood to the east. The similarities include the mix of apartment and single-family uses, the size and dimensions of the single-family lots, and the location of the apartment buildings. The apartment lots would be adjacent to one another along 70th Street West. This is consistent with the stated goal above of establishing a sense of neighborhood identity.
3. Developing single-family lots rather than an attached product reduces the amount of significant grading, which promotes the goal of encouraging housing styles that are consistent with inherent site characteristics.

REZONING

The Subject Property is currently zoned A, Agricultural. The Developer is requesting to rezone the proposed apartment lot to R-3C/PUD and the single-family lots to R-1C/PUD to match the proposed land use. The PUD zoning is a requirement in the Northwest Area Overlay District. There are City Code flexibilities requested as a part of the PUD zoning, which will be covered later in this report.

PRELIMINARY PLAT

Plat Name and Legal Description

The Preliminary Plat is proposed as "Peltier Reserve 4th Addition." The proposed corresponding legal description is Lots 1 through 8, Block 1; Lots 1 through 7, Block 2; Lots 1 through 5, Block 3, and Lots 1 through 14, Block 4.

Lot Configuration and Site Layout

The Preliminary Plat shows 33 lots for single-family homes and one lot for the proposed apartment building. An outlot of about 1.4 acres is proposed for a stormwater infiltration basin. This outlot is situated on the west side of the Subject Property along Argenta Boulevard.

Streets and Sidewalks

The proposed streets connect 71st Street West and 72nd Street West from the Peltier Reserve neighborhood to Argenta Boulevard. The 71st Street West connection will require a new right turn lane on Argenta Boulevard and the 72nd Street connection will tie into the existing access near the southwest corner of the Subject Property. The Dakota County's Plat Commission has reviewed and approved the proposed street connections. Sidewalks are shown on one side of the street throughout the project as required.

Parks and Trails

The Parks and Recreation Commission has reviewed this project and has recommended a cash payment in lieu of dedicating parkland. No park trails are proposed, although the proposed sidewalks will provide a pedestrian connection to the trail along Argenta Boulevard.

Phasing

The Developer has submitted a phasing plan as required in the City Code. Phase One is the single-family lots; Phase Two is the apartment site. Since the apartment is not included in the first phase, the Developer is not required to submit detailed architectural plans. The Developer intends to do preliminary grading of the apartment lot at the time of grading the single-family lots and sell the apartment lot to a different developer/builder thereafter.

PRELIMINARY PUD – DEVELOPMENT STANDARDS REVIEW

This section will review the development against the required development standards. The next section will summarize the PUD flexibilities that are being requested.

Lot Size and Lot Width

The apartment lot is just under four acres, far exceeding the required one-acre minimum size and the required minimum lot width of 100 feet in the R-3C District.

Given the curvilinear nature of the streets, the single-family lots vary in size and width. The lot sizes range from 6,743 square feet to 11,969 square feet. The minimum lot size in the R-1C District is 12,000 square feet for interior lots and 12,500 square feet for corner lots. All single-family lots will therefore require flexibility for lot size requirements.

The proposed minimum lot width is 50 feet, while some lots are closer to 55, 60, 65, 75, and 80 feet. The minimum required lot width in the R-1C District is 85 feet for interior lots and 100 feet for corner lots. Only two of the lots meet these requirements, meaning the other 31 lots will require PUD flexibility.

Setbacks

The tables below summarize the required and proposed setbacks. Proposed setbacks that are underlined will require PUD flexibility. Some of the proposed setbacks are reported as a range. Detailed flexibility requests for each lot are analyzed in the “Requested PUD Flexibilities” section.

Setbacks — Apartment Lot	Required	Proposed
Front Yard Setback along 70th Street West	40 Feet	72 Feet
Front Yard Setback along Argenta Boulevard	40 Feet	21 Feet
Rear Yard Setback along Eastern Property Line	30 Feet	55 Feet
Side Yard Setback of Apartment lot along Northern Property Line	20 Feet	22 Feet

Setbacks — Single-Family Lots	Required	Proposed
Front Yard Setback	20 Feet	20-25 Feet

Front Yard Setback - "Corner Side"	20 Feet	15-20 Feet
Front Yard Setback - "Corner Side" along Argenta Boulevard (Major Collector Road)	40 Feet	5-15 Feet
Side Yard Minimum Structure Separation	20 Feet	10-20 Feet
Rear Yard Setback	30 Feet	17.7-30+ Feet

Tree Preservation and Landscaping

The Developer is proposing to clearcut the trees currently on the Subject Property. A total of 1,209 caliper inches is required to be mitigated as a result. The landscape plan shows a total of 700 caliper inches being planted. The plan also calls out an additional 330 caliper inches of builder trees and the equivalent of 40 caliper inches of shrubs on the apartment lot, but these plantings are not shown on the plan. Staff added a condition of approval that the Developer must either show these additional plantings on the plan or remove the plantings from the calculations. The developer will be required to pay a fee in lieu of the balance of caliper inches that are not mitigated.

There are 36 trees proposed on the Dakota County right-of-way to the west of the apartment lot. The Developer is currently working with the County to receive approval to plant these trees. If this approval is granted, the City will require a Maintenance Agreement to ensure that the adjacent property owner or HOA is responsible for maintaining the trees.

The City Code requires one tree planting per apartment unit and one “street tree” per single family lot. For a 196-unit apartment building and 33 single-family lots, 229 trees are required to satisfy landscaping requirements. The plans show 244 trees on the Subject Property, which exceeds the minimum requirement. Notably, this total does not include the proposed Dakota County right-of-way trees, nor the additional trees referenced in the calculations that are not shown on the plan.

Natural Areas/Open Space

All developments in the Northwest Area Overlay District require 20 percent of the net developable area to be preserved for natural area/open space. The net developable land for the Subject Property is 13.62 acres, or 593,377 square feet. Out of this, 20 percent of land, and at least 50 percent is required to be undisturbed. There is also a requirement for at least 75 percent of the open space to be contiguous. The table below shows what the Developer is proposing for natural areas/open space. Proposed square footage that is underlined will require PUD flexibility.

Natural Area/Open Space Feature	Required	Proposed

Total Natural Area/Open Space	118,675 Square Feet	143,372 Square Feet
Total Undisturbed Natural Area/Open Space	59,338 Square Feet (50%)	0 Square Feet
Total Contiguous Open Space	89,006 Square Feet (75%)	59,002 Square Feet (50%)

Impervious Surface and Building Coverage

The maximum impervious surface coverage in the Northwest Area Overlay District is 65 percent for lots zoned R-3C and 25 percent for lots zoned R-1C. This is measured by the project area for each zoning district rather than on a per-lot basis. The developer is proposing 62.3 percent impervious surface coverage on the apartment lot and 30.2 percent impervious surface coverage on the single-family portion of the plat. PUD flexibility is required for the single-family impervious surface.

The apartment lot is subject to an additional standard that limits the total building coverage to 20 percent. The Developer is requesting flexibility to have 27 percent of building coverage.

Parking

The required parking for the apartment lot is calculated as follows:

- Two stalls per unit with one enclosed = 392 spaces (196 enclosed)
- One guest parking space per six units = 33 spaces
- The Northwest Area Overlay District allows for a 25 percent reduction in the total number of parking spaces that would otherwise be required.
- Therefore, a total of 319 parking spaces is required. The plans show 319 parking spaces, including 247 enclosed stalls.

The single-family lots will include garages, which satisfy parking requirements.

REQUESTED PUD FLEXIBILITIES

A summary of the requested PUD flexibilities is detailed below, including the rationale for supporting the requests.

PUD Flexibility Requests	
Whole Project Site	**Rationale**
1. Having 0% of natural area/open space that is undisturbed, whereas half of the required open space is required to be undisturbed.	The plans show over a half-acre of additional natural area/open space than the minimum requirements.

2. Having 50% of the required natural area/open space contiguous with no dimensions less than 100 feet, whereas the City Code requires at least 75%.	The open space in the single-family portion of the project is 100% contiguous. The open space in the apartment site is almost 100% contiguous, aside from the landscaped area between the parking lot and apartment. The Developer is meeting the spirit and intent of the standard.

PUD Flexibility Requests	
Single-Family Lots	**Rationale**
3. Front Yard Setback of 5 feet on the “Corner Side” of Lot 1, Block 1, whereas 40 feet is required for setbacks along major collector road.	This proposed lot abuts a unique strip of Dakota County right-of-way that could be considered “excess.” If approved, the home would be about 80 feet from the edge of the County Trail and about 130 feet away from the road. Also, this lot would be further from Argenta Boulevard than the 2 lots mentioned in the next flexibility request.
4. Front Yard Setback of 15 feet on the “Corner Side” for Lot 1, Block 4 and Lot 14, Block 4, whereas 40 feet is required along a major collector road.	The landscape plan includes 9 trees on each of these lots in between the homes and the property line along Argenta Boulevard. This landscaping exceeds the City Code requirements and provides adequate screening.
5. Front Yard "Corner Side" Setback of 15 feet, whereas 20 feet is required.	The Peltier Reserve project received this same flexibility, so this standard is consistent with the larger neighborhood.
6. Side Yard Setback of 5 feet, whereas 20 feet structure separation is required.	The Peltier Reserve project received this same flexibility, so this standard is consistent with the larger neighborhood.
7. Rear Yard Setback of 17.7 feet Lot 1, Block 3 and 27 feet for Lot 5, Block 3, whereas 30 feet is required.	These 2 proposed lots are on the same side of the street and abut the southern edge of the Property. The requests reflect the closest point of the proposed building pads from the rear property line. In both cases, only a portion of the proposed building pads would encroach on the setback. Also, the 3 proposed homes in between these 2 lots have proposed rear setbacks of over

	50 feet, far exceeding City Code requirements. There are an additional 13 proposed lots in the proposed plat that exceed the 30 feet rear yard setback requirement.
8. Rear Yard Setback of 25.2 feet and 24.5 feet for Lots 2 and 3 of Block 4 respectively, whereas 30 feet is required.	In both cases, less than 50% of the building pads encroach on the rear setback line. These lots also abut the 1.4-acre stormwater basin outlot.
9. Minimum lot size between 6,743 square feet and 11,969 square feet, whereas the minimum lot sizes in the R-1C Zoning District are 12,000 square feet for interior lots and 12,500 square feet for corner lots.	The range of proposed lot sizes is consistent with the adjacent Peltier Reserve Development. That project also included lots as small as 4,817 square feet and others in the 5,000-6000 square feet range, so the lot size deviations of this project would be less in comparison. In general, lot sizes under 12,000 square feet are increasingly typical in the housing market throughout the metro area.
10. Minimum Lot Width between 50 feet and 81.72 feet, whereas the minimum lot width in the R-1C Zoning District is 85 feet for interior lots and 100 feet for corner lots.	Similar to the proposed lot sizes, the proposed lot widths are not as small as the adjacent development. Peltier Reserve includes lots as narrow as 38 feet.
11. Impervious Surface of 30.2%, whereas the maximum impervious surface is 25% for the single-family site.	The Developer is proposing to treat all stormwater on site via two infiltration basins. Infiltration is the preferred stormwater management treatment in the Northwest Area. Also, the apartment site is 2.7% under the maximum impervious surface limit.

PUD Flexibility Requests	
Apartment Lot	**Rationale**
12. Front Yard Setback of 21 feet along Argenta Boulevard whereas 40 feet is required along major collector streets.	This setback line is adjacent to the “excess” Dakota County right-of-way. The apartment building would therefore be over 150 feet away from the road. The Developer is also proposing to plant 36 trees in the excess right-of-way area to provide screening.
13. Building coverage of 27 percent whereas the maximum allowed is 20 percent.	The project as a whole has over a half-acre of additional open space than what is required by City Code. The Developer is also proposing several trees surrounding all sides of the apartment, exceeding Code requirements and mitigating potential concerns of building mass.

DEPARTMENT REVIEWS

Public Works and Engineering
Engineering staff reviewed the plans for compliance with grading, drainage, utility, and stormwater requirements. The Developer has addressed their comments.

Police and Fire
The plans were shared with the Police and Fire Departments. No comments were received from either department.

WETLANDS
There are no wetlands identified on the Subject Property.

DEVELOPMENT CONTRACT
The Developer and Owner shall enter into a Development Contract and other associated agreements with the City. The list of agreements and details of the contract will be discussed with the applicant, city attorney and staff as part of the final PUD review. All the agreements will be approved by the City Council as part of the final PUD review.

ALTERNATIVES
The Planning Commission has the following actions available on the proposed project:

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

- Approval of the Comprehensive Plan Amendment, Rezoning, Preliminary Plat and Preliminary PUD subject to the following conditions:

1. Prior to Preliminary PUD approval, written permission is required from Dakota County to allow the proposed tree plantings in the Dakota County right-of-way. Additionally, a Maintenance Agreement must be executed to assign maintenance responsibilities of these trees to either the adjacent property owner or a homeowner's association (HOA).
2. Prior to Preliminary PUD approval, the landscape plan must be updated to remove trees that are not shown on the plan from the calculations table.
3. The Comprehensive Plan Amendment request must be approved by the Metropolitan Council.
4. Prior to Final Plat and Plan approval, the final grading, drainage and erosion control, street plans and utility plans shall be approved by the City Engineer and subject to all conditions noted by the City Engineer and consultants in their review memos.
5. The PUD shall be approved with the flexibilities outlined in the “Requested PUD Flexibilities” section of this report.
6. Drainage and Utility Easements shall be provided on the final plat as required by the City Engineer.
7. Park Dedication shall be made in the form of a cash contribution based on the recommendation of the Parks and Recreation Advisory Commission.
8. Prior to execution of the plat by the City and prior to recording of the plat with the County, the Developer must pay the City utility plat connection fees consisting of a Water Utility Fee, Sanitary Sewer Utility fee and Storm Water Sewer Utility fee according to the formulas adopted by City Ordinance.
9. The Developer and Owner shall enter into a Development Contract with the City.
10. Street lighting shall be required along all public streets. The street lighting plans shall be approved by the City prior to installation.

B. Denial. If the Planning Commission does not favor the requests, 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

The project complies with all performance standards of the Northwest Area Overlay District except for the flexibility requested.

Staff is supportive of the flexibility requests and would recommend approval of the requests as presented with the conditions listed.

ATTACHMENTS

1. Zoning Map
2. Land Use Map
3. Applicant Narrative
4. Civil Plans
5. Landscape Plan

Agenda Item 7.C.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Consider Approving Final Plat and Final PUD for a 46-Unit Townhome Development Known as Dawson Woods

MEETING DATE: August 24, 2026
ITEM TYPE: Regular Business
CONTACT: Benjamin Schneider, Senior Planner, 651-450-2569

ACTION REQUESTED

Consider a motion to approve Final Plat and Final PUD requests for a 46-unit townhome development at 7927 Argenta Trail.

BACKGROUND

On June 22, 2026, the City Council unanimously approved a Rezoning, Preliminary Plat and Preliminary PUD for Dawson Woods, a 46-unit townhome development ("Development") at 7927 Argenta Trail (“Subject Property”). The Developer has requested Final PUD and Final Plat approval for the Development.

ZONING AND LAND USE

In conjunction with the Preliminary Plat and Preliminary PUD requests, the Developer also requested a Rezoning of the Subject Property. The City approved this request to change the zoning from A, Agricultural to R-3A/PUD. This rezoning is consistent with the LMDR, Low-Medium Density Residential guiding of the Subject Property. The Final PUD plans are consistent with zoning and land use.

REVIEW OF FINAL PUD

Final PUD applications are reviewed to verify that the plans are consistent with the Preliminary PUD plans and that all conditions of preliminary approval have been satisfied. The Planning Report for the preliminary approvals is attached for reference.

Review of Plans

City staff have determined that the submitted final plat and plans are consistent with the preliminary plans.

Review of Preliminary Approval Conditions

The Preliminary Plat and Preliminary PUD was approved via Resolution No. 2026-137. The resolution included 10 conditions of approval. These conditions are evaluated below:

1. Prior to Final Plat and plan approval, the final grading, drainage and erosion control, street plans and utility plans shall be approved by the City Engineer and subject to all conditions noted by the City Engineer and consultants in their review memos.

   Staff Analysis: Engineering staff has reviewed the final plans; no additional changes were requested. **This condition has been satisfied.**

2. The PUD shall include the following specific standards:
   a. The Subject Property is allowed to have impervious surface coverage up to 46.6%.
   b. Five buildings on the Subject Property are allowed to have six units within the building.
   c. The southerly street with the dead end is allowed to exceed 500 feet in length as shown on the approved plans.

      Staff Analysis: The stated flexibilities are consistent with the final plans. **This condition has been satisfied.**

3. Drainage and Utility Easements shall be provided on the Final Plat as required by the City Engineer.

   Staff Analysis: **This condition has been satisfied.**

4. Prior to execution of the Final Plat by the City and prior to recording the Final Plat with the County, park dedication shall be made in the form of a cash contribution based on the recommendation of the Parks and Recreation Advisory Commission. This cash payment shall be paid to the City of Eagan, and the amount shall be determined by the City of Eagan's fee schedule at the time of plat recording.

   Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

5. Prior to execution of the Final Plat by the City and prior to recording the Final Plat with the County, the Applicant must pay all applicable utility and stormwater fees to the City of Eagan in accordance with the 1997 Joint Powers Agreement between the City of Inver Grove Heights and the City of Eagan.

   Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

6. The Applicant and/or assigns, as approved by the City Council, shall enter a development contract with the City for the purpose of developing the Subject Property as approved and according to approved plans.

   Staff Analysis: A Development Agreement will be brought forward to a future meeting for City Council approval. This is included as a condition of approval for the Final PUD. **This condition will be satisfied.**

7. Street lighting shall be required along all public streets. The street lighting plans shall be approved by the City prior to installation.

   Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

8. The Applicant shall seek Final Plat approval within 12 months from the date of Preliminary Plat approval for Dawson Woods.

   Staff Analysis: **This condition has been satisfied.**

9. Title work for the Plat shall be provided to and conform to any requirements resulting from City staff and the City Attorney's review of the title work and plat opinion.

   Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

10. Except as otherwise expressly authorized by City resolution or ordinance, all aspects of the Development shall comply with all applicable state laws and city codes, ordinance, and regulations.

    Staff Analysis: This is included as a condition for Final PUD approval. **This condition will be satisfied.**

DEVELOPMENT AGREEMENT

The City and Developer shall enter into a Development Agreement and other associated agreements with the City. The list of agreements and details of the contract are being finalized with the applicant, City Attorney and staff as part of the final PUD review. Staff anticipates this agreement to be on the agenda at the September 14, 2026, City Council meeting.

PLANNING COMMISSION MEETING

The Final PUD request was reviewed by the Planning Commission at their meeting on August 5, 2026. The Commission voted 3-2 to recommend approval of the request. There was some concern that the final plans were not consistent with the preliminary approvals. Staff confirmed the final plans are consistent with the preliminary plans and approvals.

FISCAL IMPACT

N/A

RECOMMENDATION

The Planning Commission and City Staff recommend approval of the Final Plat and Final PUD requests with the following conditions as stated in the attached resolution.

ATTACHMENTS

1. Application Narrative
2. Resolution Approving Final Plat and Final PUD
3. Final Plat
4. Civil and Landscape Plans
5. Land Use Map
6. Zoning Map
7. Resident Comments
8. Planning Report for Preliminary Approvals dated June 2, 2026

Dawson Woods

APPLICATION FOR:
Final Plat and Planned Unit Development (PUD)

Inver Grove Heights, Minnesota
July 7, 2026

Introduction

Pulte Homes of Minnesota, LLC ("Pulte") is pleased to be submitting this application.

Our company's mission statement is **"*Building Incredible Places Where People Can Live Their Dreams*."** We currently operate under three distinct brands of homebuilding throughout the country: Pulte Homes, Centex Homes, and Del Webb. The office for Pulte's Minnesota Division is in Bloomington. We will sell and build over 600 homes in the Twin Cities a year under the Pulte Homes and Del Webb brands.

Pulte will act as both the property developer and the builder of the homes. The primary contact for Pulte is Chad Onsgard, VP of Development.

There is one owner of the property:

Argenta Properties, LLC
C/o Todd Kimmes

The planner, surveyor, civil engineer, and landscape architect are:

Alliant Engineering, Inc.
Attn: Mark Rausch
733 Marquette Ave, Suite 700
Minneapolis, MN 55402

The Property

Legal Description:
Please see the attached survey.

Property Identification Number:
Parcel 1: 20-00700-52-051

Property Address:
7927 Argenta Trail, Inver Grove Heights, MN 55077

Key Facts

• Existing zoning	A (Agricultural)
• Guided Land Use	Low-Medium Density Residential
• Proposed zoning	R-3A, Planned Unit Development
• Proposed use	46 attached townhome units
• Net calculations:	
o Gross area	9.40 acres
o Yankee Doodle Rd ROW	0.621 acres
o Argenta Trail ROW	0.639 acres
o Net area	8.14 acres
o Net density	5.65 units/acre
• Open Space Requirements:	
o 20% Open Space Required	1.628 acres
o 10% Non-Disturbed Open Space Required	0.814 acres
o 75% of the Req. Open Space Be Contiguous	1.221 acres
• Open Space Provided:	
o 20% Open Space	3.923 acres (48.19% of net area)
o 10% Non-Disturbed Open Space	1.260 acres (15.48% of net area)
o 75% of the Req. Open Space Be Contiguous	2.554 acres (1.221 ac required)
• Setbacks	
o Yankee Doodle Setback	50 feet
o Argenta Trail Setback	40 feet
o Internal Side (ROW)	20 feet
o Min. Driveway Length/Front Setback	22 feet
o Min. Distance Between Buildings	20 feet

Proposed Neighborhood

We are seeking approvals for a proposed neighborhood comprised of attached townhomes called Dawson Woods. The future community will consist of 46 units in 4- or 6-unit string buildings, with 22 units featuring walkout basements and the rest slab-on-grade. When designing our plan, we looked at the City's Comprehensive Plan and the Northwest Area AUAR for guidance. Our proposed product and density align with the vision in both plans. Additionally, we believe attached townhomes are a suitable fit for this area given the parcel's limited size, proximity to major roadways, and the industrial use to the southwest. We propose public streets with a sidewalk on one side and a connection to the existing trail along Yankee Doodle Road, which will provide future residents with access to the broader trail network beyond the immediate community. Lastly, we propose a large stormwater pond and a private fire pit for future homeowners to use at their convenience.

<u>Access, Right-of-Way Dedication, and Streets</u>
Based on staff feedback, we propose a single access point to Argenta Trail. Our plan accounts for dedicating 60' of right-of-way to the city for future expansion of Argenta Trail, so the road can be improved once warrants are met. Additionally, we are accounting for the required 40' setback from the

future Argenta Trail right-of-way. A portion of the northwest boundary of the site overlaps with the existing Yankee Doodle Road. As the application progresses, we would anticipate dedicating the portion of the site that overlaps the road to Dakota County, as required. We are also meeting the 50' setback from Yankee Doodle Road.

Our plan proposes that all the internal streets are public, city roads, and they are shown as a 30' pavement width with a 53' right-of-way. For the most southern street, we propose to plat the right-of-way to the property line to the west; however, we would stop the pavement short of the property line. This is proposed so that, when the property owner to the west develops, the right-of-way will be established; however, by stopping the public street pavement before the property line, we can avoid impacting the existing driveway the owner uses to access his property to the west. We are also proposing to stop the pavement for the future road to the west to accommodate the western property owner's desire for privacy and to avoid any future residents from the proposed development from disturbing that property owner. The existing driveway and easement will be discussed further in this narrative.

Parking

Based on the parking requirements in the Northwest Area, 2.0 parking spaces are required per townhome unit and 1 additional guest spot per 6 units. The required parking is calculated at 92 spots plus 8 additional guest spots, for a total of 100 spaces. Each townhome unit provides a total of 4 parking spots: 2 in the garage and 2 in the driveway. Additionally, with the proposed public streets, an additional 37 parking spaces will be available. Public streets will not be painted to indicate the spots, but we have shown the possible additional parking in the "Parking Exhibit" as supplementary to this application. In sum, we propose 184 spots, with additional parking provided on the public streets, exceeding requirements.

Utilites

We understand the subject parcel is located within the Eagan Area District for utilities and that a Joint Powers Agreement exists between the Cities of Eagan and Inver Grove Heights. We understand that the City of Eagan will provide sewer and water services.

We propose connecting to the existing utilities along Yankee Doodle and have discussed our plan with Dakota County. We understand that the county plans to construct an underpass under Yankee Doodle, which will be completed in the future. We have incorporated the County's conceptual design into our engineering plan to avoid future conflicts. We will continue to work through plan review and approvals with all required agencies.

Setbacks

Our plan accounts for the required setbacks from Yankee Doodle Road and Argenta Trail. Additionally, our proposed buildings comply with all required setbacks under the R-3A Code. For Buildings Block 4 and Block 5, we can accommodate a 40' setback between the structures, which is the required Rear-to-Side Setback. Given the buildings' orientation, we consider this code application more appropriate, as the two buildings are not rear-to-rear. Lastly, we propose that Block 3 be approximately 70 feet from the western property line, which exceeds code requirements, to provide an even greater distance between the future development and the existing owner to the west.

Stormwater Management

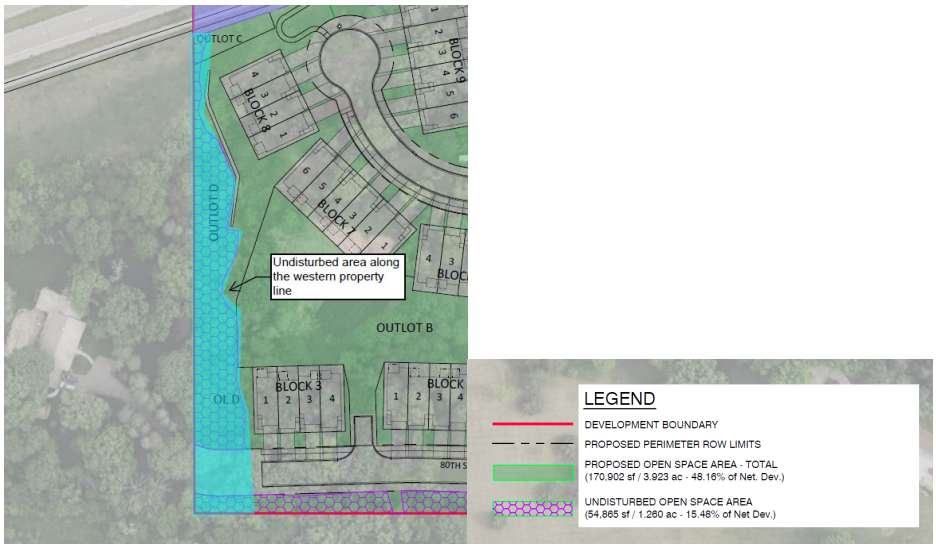
Our current plan proposes a large central pond for stormwater management. We intend for the pond to serve as an infiltration pond and to meet all volume and rate-control requirements set by the City of Inver Grove Heights' Stormwater Management. Please see the preliminary plat for more details.

Impervious and Building Coverage

We are meeting the 35% impervious and 20% building coverage requirements as outlined by the code. Please see the Impervious & Building Coverage Exhibit for more details.

Open Space Requirements

We understand that within the Northwest Overlay District, there are specific requirements for the percentage of open space that must be provided. Our proposed site plan allocates 3.923 acres of open space, which is 48.19% of our net acreage, exceeding the open space requirement for the Northwest Overlay District. Additionally, we propose 1.26 acres (15.48%) of non-disturbed open space, exceeding the 10% requirement. This was also done to preserve some of the natural vegetation along the western property line and to maintain the sense of privacy that the owner to the west currently has.



Lastly, we are meeting the requirements that 75% of the open space must be contiguous and 100 feet wide. Please see Open Space Exhibit View A and View B for more details.

Tree Preservation and Landscaping

The property contains trees throughout the site, and when engineering the site, we worked to preserve as many trees as possible. However, due to modern stormwater regulations, maximum street grades, minimum yard grades, and home flood protection, there is limited flexibility in the property's mass grading, which has led to the removal of trees. Where feasible, we have preserved many trees along all property edges to enhance the proposed development and maintain the existing buffer along the property boundaries.

For the trees we removed to meet design requirements, we have created an extensive landscape plan to replace as many trees on site as possible. We propose extensive buffering along Argenta Trail and the adjoining property boundaries for the nearby residents. We are also proposing larger trees and extensive landscaping throughout the neighborhood to provide a beautiful streetscape for future homeowners and adjacent residents. In total, we propose planting 178 new trees in addition to the existing trees we are saving. We will work with the city staff on additional mitigation requirements for the remaining trees that we cannot plant in the future neighborhood due to site limitations. Please see the landscaping plan in the preliminary plat for more details.

Amenities & Park Fees

In addition to the abundance of open space and extensive landscaping, we propose a centrally located fire pit for future homeowners to use at their leisure, which the Homeowners Association would maintain. We propose connecting to the existing trail along Yankee Doodle Road via a trail from our proposed development. This will provide future residents with easy access to the wider trail network in the immediate area. Lastly, we would pay City Park Dedication fees as required.

Traffic

As part of our application, we assessed the potential increase in traffic from our proposed development. Trip generation for the proposed housing development was estimated using the Institute of Transportation Engineers (ITE) Trip Generation Manual, 12th Edition, based on the AM and PM peak hours of the adjacent roadway network. Results of the trip generation analysis show the development generates 22 trips during the AM peak hour and 23 during the PM peak hour. The full Trip Generation Memorandum is included as supplemental information to our application.

Existing Driveway & Easement

Currently, there is a 16.5' existing driveway easement and driveway along the southern boundary of the site, which serves as access to the property owner to the west. The physical driveway meanders in and out of the established easement. We have been in discussions with the property owner to the west and have a tentative access agreement and revised access easement in final review.

Snow Removal Plan

While our proposed neighborhood will have public streets, we have developed a snow storage plan that shows where snow could be stored for the public streets and where snow from the private driveway can be placed. Our proposed plan provides ample snow storage for the private driveway and the future neighborhood. Please see the Snow Storage Exhibit for further information.

Requested Flexibilities

As part of our application, we are seeking the following flexibilities -

- Number of Units within a Building: Our proposed neighborhood includes a mix of townhome buildings with four (4) and six (6) units. While the R-3 zoning district limits buildings to 4 units, we respectfully request flexibility to permit up to 6-unit buildings. This variation supports the project's density goals and creates architectural diversity, while also advancing the City of Inver Grove Heights 2040 Comprehensive Plan's objectives to provide a range of housing options that meet the needs of residents across all life stages.
- Length of Streets with Cul-de-sac: The City Code limits cul-de-sac street length to 500 feet. While future Alberta Way meets this standard, the proposed southern road slightly exceeds the limit (+/- 600 feet). We are requesting this flexibility since the site is limited in size and has challenging grades, and the layout must also accommodate a centrally located stormwater pond. It is difficult to achieve the planned density while responding to these site constraints. Additionally, the southern road will have units on the north side only, resulting in fewer homes than a typical street with homes on both sides.

Pulte Townhomes and Homeowners Association

Pulte Homes is known for the extraordinary steps that we take to ensure that we are designing and building homes that meet the needs and desires of home buyers. You can visit this link to learn more about Pulte's homebuilding process https://www.pulte.com/design/life-tested. We continually reach out to home buyers and Pulte homeowners to get feedback to improve our home designs. It is what we call Life Tested®. Through this intensive process, we have conceived of and incorporated innovative features such as the Pulte Planning Center, the Everyday Entry, Super Laundry, Oversized Pantry, and the Owner's Retreat. This exhaustive process has played a major part in Pulte's success in **"*Building Incredible Places Where People Can Live Their Dreams*."**

To remain aligned with the evolving preferences of today's homebuyers, we continually refine and update our home designs. These revisions are informed by ongoing market feedback and the design review process outlined above. The proposed townhome product will consist of two-story homes arranged in buildings of four to six units each, providing architectural variety and a unique building pattern. Of the units, 22 will feature walkout basements, with the remaining homes built on slab-on-grade foundations. Incorporating walkout options expands the range of layouts available to buyers, allowing homeowners to

choose an option that best supports their lifestyle and space needs. We anticipate that the townhomes will sell in the low $400,000s.

We will establish a homeowners association (HOA) to provide lawn care, snow removal, and exterior building maintenance. We have found that our townhomes appeal to singles and first-time home-buying families. We have also found that approximately 30% of buyers of this home are empty nesters, who purchase the units for multiple reasons. First, they are attracted to the HOA's lawn maintenance and snow removal services. Second, empty nesters are attracted to smaller square footage, as they prefer a home they can live in and maintain. Third, the open, flexible floor plans, along with options such as a sunroom, have been particularly appealing to this demographic. Combined, these traits have made our townhomes very popular among singles, first-time homebuyers, and empty nesters.

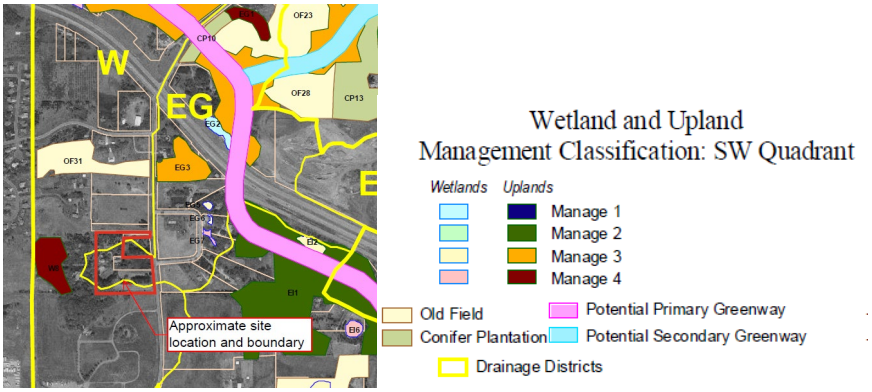
Development Capacity Plan

In accordance with Section 10-13J-5(E), we have completed a development capacity estimate, as shown below. The proposed 46 units are a net density of 5.65 units per acre, consistent with the Comprehensive Plan and the development capacity plan.

2040 Comp Plan Land Guidance	Comp Plan Allowed Density (units/acre)	Proposed Base Zoning District	Overlay District	Zoning Density Allowed (units/acre)	Net Acres	Min. Units	Max Units	Proposed Units	Proposed Density (units per acre)
LMDR	4-8	R-3A	NW Area	4-8	8.14	32.56	65.12	46	5.65

City of Inver Grove Heights Natural Resource Inventory and Wetlands

We have reviewed the Final Report for the Inver Grove Heights Northwest Area Natural Resource Inventory and Management Plan. We believe our subject parcel has no environmental features identified in the report, as shown in the Southwest Quadrant Figure below.



Wetlands

We completed a site assessment to determine if any wetlands were present on the site and submitted our findings to the Technical Evaluation Panel (TEP). We received a Notice of Decision (NOD) from the TEP on July 11, 2025, confirming our findings that there are no wetlands on this parcel. Since there are no wetlands within the parcel boundary, our proposed development will not impact any wetlands.

Staging Plan & Schedule

Due to the site's limited size, we will construct the project in a single phase. The City of Inver Grove Heights application schedule suggests that staff review, and possible planning commission and council consideration would occur as follows:

Preliminary plat approval	July 2026
Site development starts	Aug/Sept 2026
Model home opens	Winter 2027
Complete build of homes	2029

Summary

The proposed community will consist of 46 attached townhomes, which aligns with the City of Inver Grove Heights' Comprehensive Plan and Northwest Expansion Area AUAR. We look forward to working with city staff, Commissions, and Council as this application progresses through the review process. We respectfully request the City's support for this application. Thank you for your consideration.

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

RESOLUTION NO. 2026-_____

RESOLUTION APPROVING THE FINAL PLAT AND FINAL PLANNED UNIT DEVELOPMENT (PUD) PLAN FOR THE PLAT OF DAWSON WOODS

WHEREAS, On June 22, 2026, the City Council approved a Preliminary Plat, Preliminary PUD Plan, and Rezoning for the property legally described in Exhibit A ("Subject Property") for a development known at the time as "Dawson Woods" that includes 46 townhome lots ("Development"); and,

WHEREAS, Pulte Homes of Minnesota, LLC ("Developer"), on behalf of Argenta Properties, LLC ("Owner"), has requested approval of a Final Plat and for the Subject Property to be known as "Dawson Woods" ("Plat") and a Final Planned Unit Development Plan ("PUD Plan") for Dawson Woods; and,

WHEREAS, the Subject Property is subject to the 1997 Joint Powers Agreement between the City of Inver Grove Heights and the City of Eagan ("JPA"); and,

WHEREAS, the Subject Property is guided LMDR, Low-Medium Density Residential in the 2040 Comprehensive Plan and is zoned R-3A/PUD, Multiple-Family Residential and Planned Unit Development; and,

WHEREAS, the Final Plat and Final PUD Plans are consistent with the Preliminary Plat and Preliminary PUD plans and conform to the land use guiding and zoning of the Subject Property; and,

WHEREAS, pursuant to City Code Section 10-13A-10J, the Inver Grove Heights Planning Commission ("Commission") reviewed the Final PUD Plan application and voted 3-2 to recommend approval.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, as follows

1. The Final PUD Plan for the Property is hereby approved as follows:
    a. The Final PUD Plan shall be those Development Plans prepared by

Alliant and approved by the City Engineer.

b. The Development shall be developed in substantial conformance with the Development Plans approved by the City Engineer. The final list of approved Development Plans and date of plans shall be identified in the Development Contract; approved Development Plans are subject to revisions as approved by the City Engineer.
c. The Final PUD Development Plan includes approval of the following:
    i. The Subject Property is allowed to have impervious surface coverage up to 46.6%.
    ii. Five buildings on the Subject Property are allowed to have six units within the building.
    iii. The southerly street with the dead end is allowed to exceed 500 feet in length as shown on the approved plans
d. Except as otherwise expressly authorized herein, or by other City resolution or ordinance, the Development shall comply with all applicable city code provisions and city requirements.

2. The Final Plat is approved, subject to the Developer entering into the required Development Contract with the City. The Development Contract shall be executed before the Final Plat will be released for recording; park dedication fees and all other fees required to be paid per the City Code and JPA before the Plat is released for recording shall be paid to the City.

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

Adopted by the City Council of Inver Grove Heights on this 24th day of August, 2026.

Ayes:
Nays:

_____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

EXHIBIT A

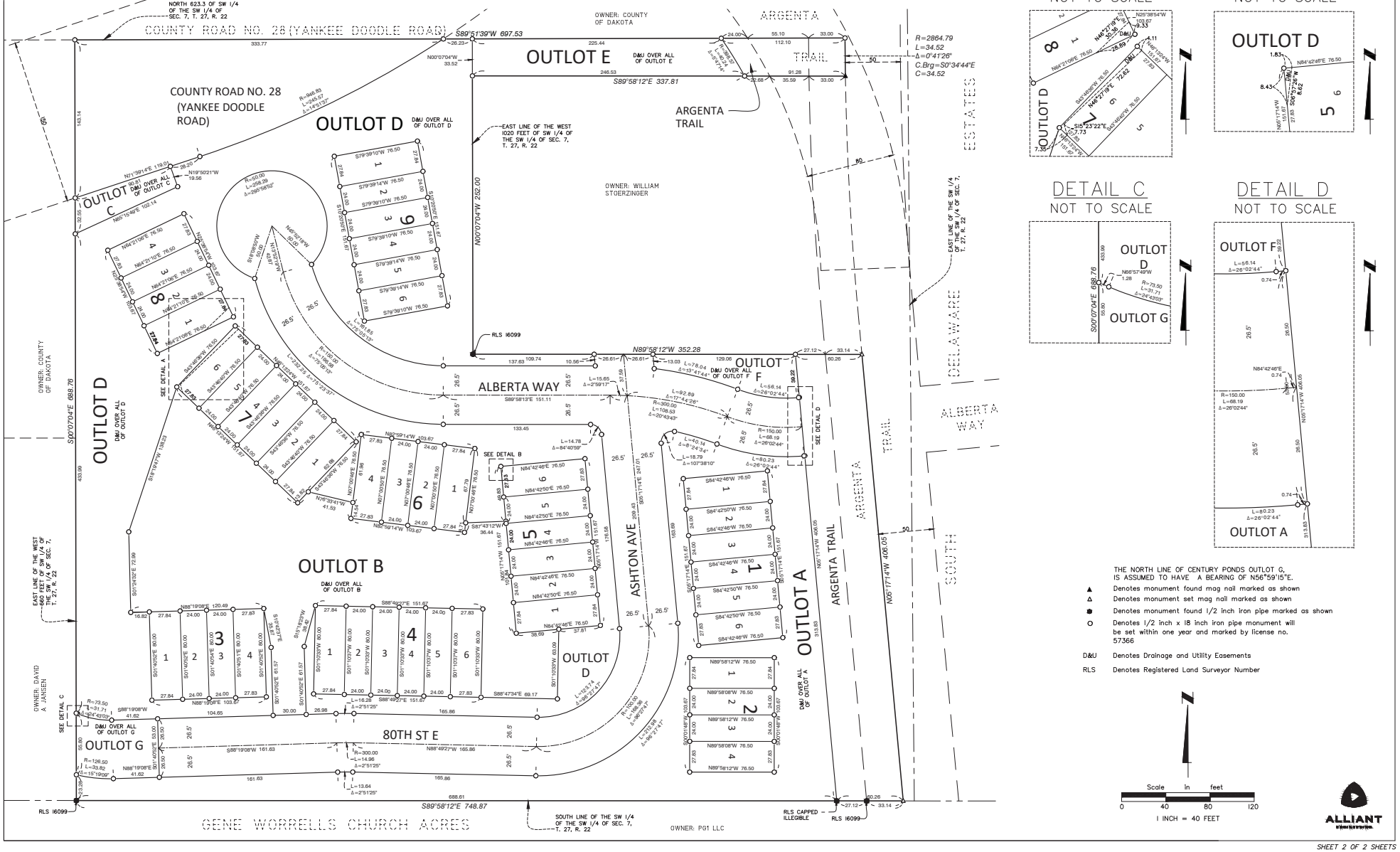
LEGAL DESCRIPTION OF PROPERTY BEING PLATTED AS THE PLAT OF DAWSON WOODS

Parcel 1:
The North 154.30 feet of the South 404.30 feet of the East 500.00 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27N, Range 22W, Dakota County, Minnesota, lying westerly of Delaware Avenue.

Parcel 2:
The SW 1/4 of the SW 1/4 of Section 7, Township 27, Range 22, lying westerly of Delaware Avenue; Except the South 656.3 feet of the West 660 feet; Except the North 252 feet of the South 656.3 feet lying East of the West 1020 feet and West of Delaware Ave; Except the North 154.3 feet of the South 404.3 feet of the East 500 feet and Except the North 623.3 feet lying West of Delaware Ave and Except the South 132 feet of the West 660 feet of the North 623.3 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27, Range 22 and Except that part of the West 660 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27, Range 22 West lying North of the South 656.3 feet thereof and lying South of the North 623.3 feet thereof, Dakota County, Minnesota.

Abstract Property

DAWSON WOODS



DETAIL A
NOT TO SCALE

DETAIL B
NOT TO SCALE

DETAIL C
NOT TO SCALE

DETAIL D
NOT TO SCALE

THE NORTH LINE OF CENTURY PONDS OUTLOT G, IS ASSUMED TO HAVE A BEARING OF N56°59'15"E.

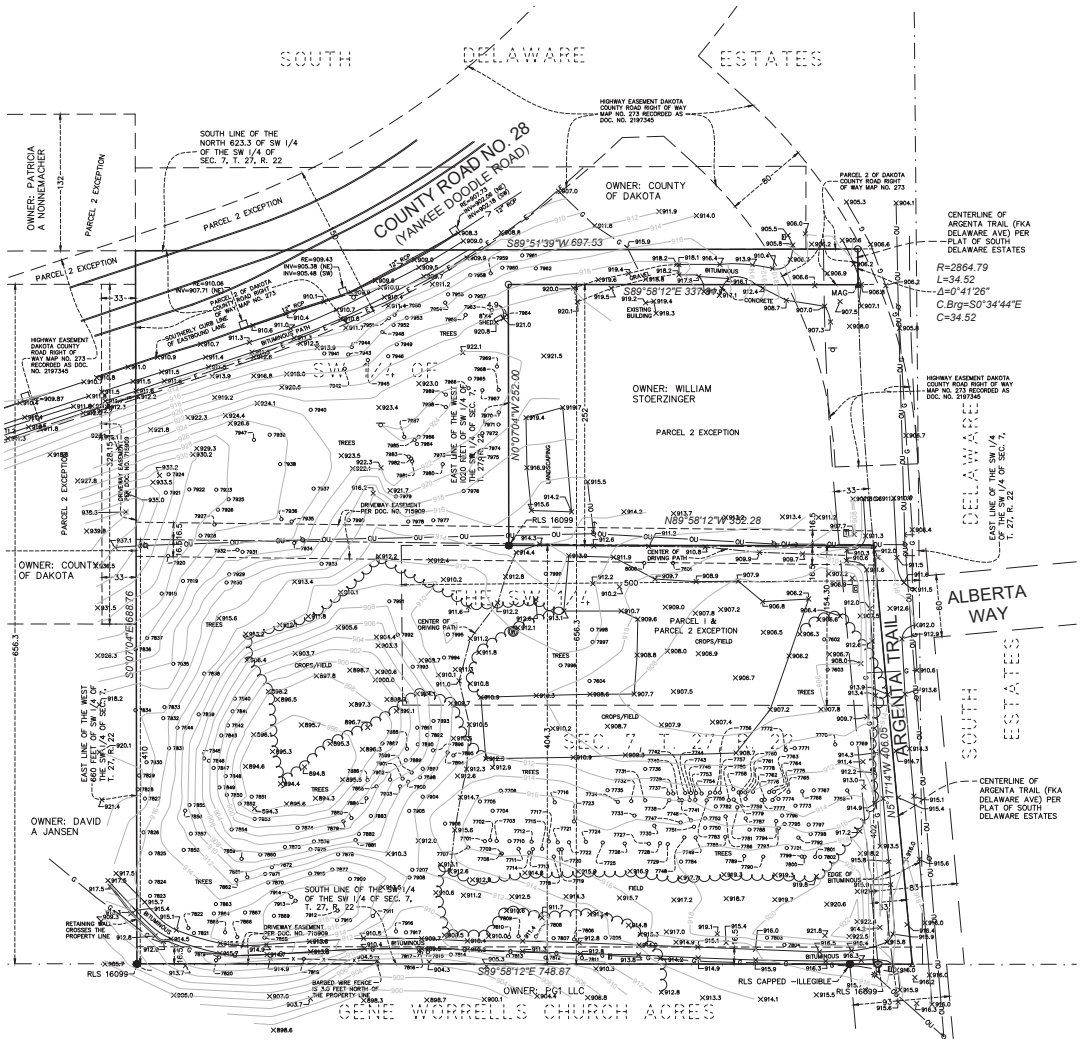
- ▲ Denotes monument found mag nail marked as shown
- △ Denotes monument set mag nail marked as shown
- ⬟ Denotes monument found 1/2 inch iron pipe marked as shown
- ○ Denotes 1/2 inch x 18 inch iron pipe monument will be set within one year and marked by license no. 57366

D&U Denotes Drainage and Utility Easements

RLS Denotes Registered Land Surveyor Number

Scale in feet
0 40 80 120
1 INCH = 40 FEET

ALLIANT



LEGEND

- SET CAP IRON MONUMENT 57366
- FOUND IRON MONUMENT
- SET MAG NAIL
- FOUND MAG NAIL
- TELEPHONE BOX
- MAILBOX
- SIGN
- CATCH BASIN
- CABLE BOX
- LIGHT
- POWER POLE
- GUY WIRE
- WETLAND DELINEATION FLAG
- WELL
- G — UNDERGROUND GAS
- OU — OVERHEAD UTILITIES
- x — x — FENCE

TAG #	COMMON NAME	DBH	TAG #	COMMON NAME	DBH	TAG #	COMMON NAME	DBH
7601	White Spruce	16	7799	White Pine	6	7900	Red Pine	12
7602	Black Willow	36	7800	White Spruce	8	7901	Red Pine	12
7603	Black Willow	69	7801	White Spruce	3	7902	Red Pine	12
7604	Siberian Elm	12	7802	White Spruce	11	7903	Red Pine	16
7701	Hackberry	52	7803	Siberian Elm	25	7904	Bur Oak	16
7702	Black Pine	5	7804	Siberian Elm	9	7905	American Elm	15
7703	Black Pine	22	7805	Siberian Elm	25	7906	Siberian Elm	23
7704	Black Pine	22	7806	Siberian Elm	10	7907	American Elm	9
7705	Flowering Crab	9	7807	Siberian Elm	16	7908	American Elm	11
7706	Siberian Elm	23	7808	Siberian Elm	9	7909	Black Cherry	12
7707	Siberian Elm	13	7809	Siberian Elm	9	7910	Bur Oak	17
7708	Siberian Elm	7	7810	Siberian Elm	10	7911	Hackberry	16
7709	Siberian Elm	8	7811	Siberian Elm	10	7912	Bur Oak	24
7710	Black Pine	15	7812	Siberian Elm	8	7913	Bur Oak	19
7711	Black Pine	14	7813	Siberian Elm	9	7914	Bur Oak	18
7712	Black Pine	16	7814	Bur Oak	10	7915	White Spruce	14
7713	Black Pine	9	7815	Bur Oak	10	7916	Bur Oak	9
7714	Siberian Elm	17	7816	Bur Oak	9	7917	Bur Oak	12
7715	Black Pine	15	7817	Bur Oak	8	7918	Flowering Crab	17
7716	Weeping Willow	40	7818	Bur Oak	17	7919	Flowering Crab	8
7717	Black Pine	15	7819	American Elm	12	7920	Northern Red Oak	12
7718	Northern Red Oak	8	7820	Bur Oak	22	7921	Bur Oak	21
7719	Black Pine	12	7821	American Elm	16	7922	White Spruce	19
7720	Black Pine	14	7822	American Elm	8	7923	White Birch	33
7721	Black Pine	14	7823	Bur Oak	23	7924	Red Pine	3
7722	Black Pine	11	7824	American Elm	13	7925	Red Pine	22
7723	Black Pine	12	7825	American Elm	24	7926	Red Pine	16
7724	Black Pine	17	7826	Bur Oak	33	7927	Red Pine	17
7725	Black Pine	8	7827	Bur Oak	17	7928	Red Pine	34
7726	Black Pine	19	7828	Bur Oak	12	7929	Scotch Pine	3
7727	Black Pine	22	7829	Red Pine	12	7930	Scotch Pine	3
7728	Black Pine	17	7830	Black Cherry	13	7931	Scotch Pine	6
7729	Black Pine	12	7831	Bur Oak	23	7932	Eastern Red Cedar	3
7730	Black Pine	10	7832	Bur Oak	26	7933	Sugar Maple	24
7731	Red Pine	16	7833	Bur Oak	18	7934	Black Pine	18
7732	Red Pine	23	7834	White Spruce	10	7935	Black Pine	20
7733	Northern Red Oak	13	7835	Bur Oak	30	7936	Black Pine	16
7734	Red Pine	17	7836	White Pine	20	7937	Norway Maple	29
7735	Northern Red Oak	15	7837	White Poplar	22	7938	White Birch	28
7736	Quaking Aspen	18	7838	Bur Oak	23	7939	Bur Oak	48
7737	Red Pine	18	7839	Sugar Maple	27	7940	American Elm	8
7738	Red Pine	16	7840	Northern Red Oak	18	7941	Bur Oak	11
7739	Red Pine	14	7841	Northern Red Oak	19	7942	Douglas Fir	14
7740	Red Pine	12	7842	Black Cherry	19	7943	American Elm	8
7741	Red Pine	10	7843	American Elm	8	7944	Douglas Fir	11
7742	Red Pine	16	7844	Bur Oak	14	7945	Colorado Blue Spruce	15
7743	Red Pine	12	7845	Black Cherry	12	7946	Eastern Red Cedar	26
7744	Red Pine	8	7846	Red Pine	11	7947	Bur Oak	23
7745	Red Pine	12	7847	Red Pine	18	7948	Douglas Fir	19
7746	White Pine	12	7848	American Elm	14	7949	Northern White Cedar	15
7747	White Birch	12	7849	Red Pine	16	7950	Scotch Pine	3
7748	White Birch	20	7850	Red Pine	16	7951	Scotch Pine	6
7749	White Pine	20	7851	American Elm	8	7952	Scotch Pine	3
7750	White Pine	22	7852	White Birch	9	7953	White Spruce	15
7751	White Pine	15	7853	White Spruce	22	7954	American Elm	11
7752	White Pine	16	7854	American Elm	17	7955	Black Pine	18
7753	Red Pine	11	7855	Hackberry	19	7956	Scotch Pine	11
7754	Red Pine	17	7856	Hackberry	29	7957	Scotch Pine	17
7755	Red Pine	6	7857	American Elm	24	7958	Black Pine	16
7756	Red Pine	15	7858	Hackberry	8	7959	Black Pine	10
7757	Red Pine	13	7859	White Birch	16	7960	Black Pine	16
7758	Northern Red Oak	11	7860	White Birch	16	7961	Siberian Elm	13
7759	Red Pine	14	7861	American Elm	14	7962	Black Pine	19
7760	Red Pine	12	7862	Black Cherry	12	7963	Scotch Pine	7
7761	Red Pine	11	7863	Black Cherry	14	7964	Black Walnut	8
7762	Red Pine	13	7864	Bur Oak	20	7965	Scotch Pine	31
7763	Red Pine	12	7865	Bur Oak	20	7966	White Spruce	11
7764	Red Pine	29	7866	Bur Oak	18	7967	White Spruce	8
7765	Red Pine	19	7867	Black Cherry	13	7968	Sugar Maple	38
7766	Red Pine	16	7868	Bur Oak	20	7969	Black Cherry	8
7767	Red Pine	23	7869	Bur Oak	21	7970	Sugar Maple	49
7768	Northern Red Oak	15	7870	American Elm	8	7971	Sugar Maple	29
7769	Black Walnut	9	7871	Red Pine	12	7972	Black Pine	16
7770	Black Pine	26	7872	White Spruce	14	7973	Douglas Fir	12
7771	Sugar Maple	27	7873	White Spruce	11	7974	Douglas Fir	12
7772	Red Maple	31	7874	White Spruce	15	7975	Douglas Fir	16
7773	White Spruce	9	7875	Sugar Maple	16	7976	Basswood	24
7774	Red Pine	15	7876	Red Maple	13	7977	Red Pine	40
7775	Red Pine	13	7877	Red Pine	13	7978	Red Pine	42
7776	Red Pine	10	7878	American Elm	39	7979	Bur Oak	51
7777	Red Pine	11	7879	White Spruce	12	7980	White Spruce	12
7778	Red Pine	12	7880	White Pine	25	7981	Bur Oak	29
7779	Red Pine	16	7881	White Pine	28	7982	Bur Oak	17
7780	Red Pine	15	7882	White Pine	22	7983	Bur Oak	19
7781	White Spruce	6	7883	Red Pine	13	7984	Bur Oak	22
7782	White Spruce	6	7884	Red Pine	15	7985	Bur Oak	16
7783	Red Pine	12	7885	Red Pine	13	7986	Bur Oak	27
7784	Siberian Elm	9	7886	Red Pine	13	7987	Bur Oak	43
7785	White Pine	24	7887	Red Maple	8	7988	Northern White Cedar	25
7786	White Pine	19	7888	Red Pine	8	7989	Northern White Cedar	10
7787	Sugar Maple	13	7889	Red Maple	10	7990	Bur Oak	37
7788	White Birch	36	7890	Red Pine	14	7991	Black Pine	17
7789	White Spruce	7	7891	Sugar Maple	23	7992	Siberian Elm	12
7790	White Spruce	14	7892	Red Maple	15	7993	Flowering Crab	27
7791	Northern Red Oak	30	7893	Flowering Crab	10	7994	Red Maple	19
7792	White Pine	10	7894	Black Walnut	8	7995	Red Maple	33
7793	White Pine	12	7895	Black Walnut	9	7996	Red Maple	13
7794	White Pine	13	7896	Black Pine	15	7997	White Birch	23
7795	White Pine	13	7897	Red Pine	15	7998	White Birch	43
7796	Red Pine	10	7898	Red Pine	15	7999	Silver Maple	50
7797	White Pine	9	7899	Red Pine	12	8000	White Spruce	6
7798	Red Pine	17						

PROPERTY DESCRIPTION

Parcel 1:
The North 154.30 feet of the South 404.30 feet of the East 500.00 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27N, Range 22W, Dakota County, Minnesota, lying westerly of Delaware Avenue.

Parcel 2:
The SW 1/4 of the SW 1/4 of Section 7, Township 27, Range 22, lying westerly of Delaware Avenue; Except the South 656.3 feet of the West 660 feet; Except the North 252 feet of the South 656.3 feet lying East of the West 1020 feet and West of Delaware Ave; Except the North 154.3 feet of the South 404.3 feet of the East 500 feet and Except the North 623.3 feet lying West of Delaware Ave and Except the South 132 feet of the West 660 feet of the North 623.3 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27, Range 22 and Except that part of the West 660 feet of the Southwest Quarter of the Southwest Quarter of Section 7, Township 27, Range 22 West lying North of the South 656.3 feet thereof and lying South of the North 623.3 feet thereof, Dakota County, Minnesota.

Abstract Property

NOTES

1. This survey and the property description shown here on are based upon information found in the commitment for title insurance prepared by PGP Title, Inc. as agent for Chicago Title Insurance Company, file no. MN-345325-ANC, dated April 21, 2025.
2. The basis of bearings is Dakota County Coordinate System NAD83(86 adj.).
3. All distances are in feet.
4. The property has vehicular access to Argenta Trail, a public right of way.
5. Southerly curb line of eastbound land of Yankee Doodle Road is per field survey. Median and northerly curb line of westbound land of Yankee Doodle Road is depicted per aerial photography.
6. Wetland delineation performed by Kjolhaug Environmental.
7. No evidence of septic found on site.
8. Benchmark: MnDOT monument 1909 V. In Inver Grove Heights, 0.2 mile west-northwest along westbound Trunk Highway 55 from the junction of Trunk Highway 55 and County Road 28 and County Road 63 and Argenta Trail West in Inver Grove Heights, at Trunk Highway 55 milepoint 203.75, 16.1 feet northeast of a westbound Trunk Highway 55 fog line, 3.3 feet northeast of the back of a guard rail, 1.5 feet northeast of a witness post. Monument elevation = 868.30 feet (NAVD88).

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NOT FOR CONSTRUCTION

N

0 30 60 120
SCALE IN FEET

I hereby certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of

Print Name

Signature

Date License Number

FOR REVIEW

ALLIANT
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CLIENT
PULTE HOMES OF MINNESOTA

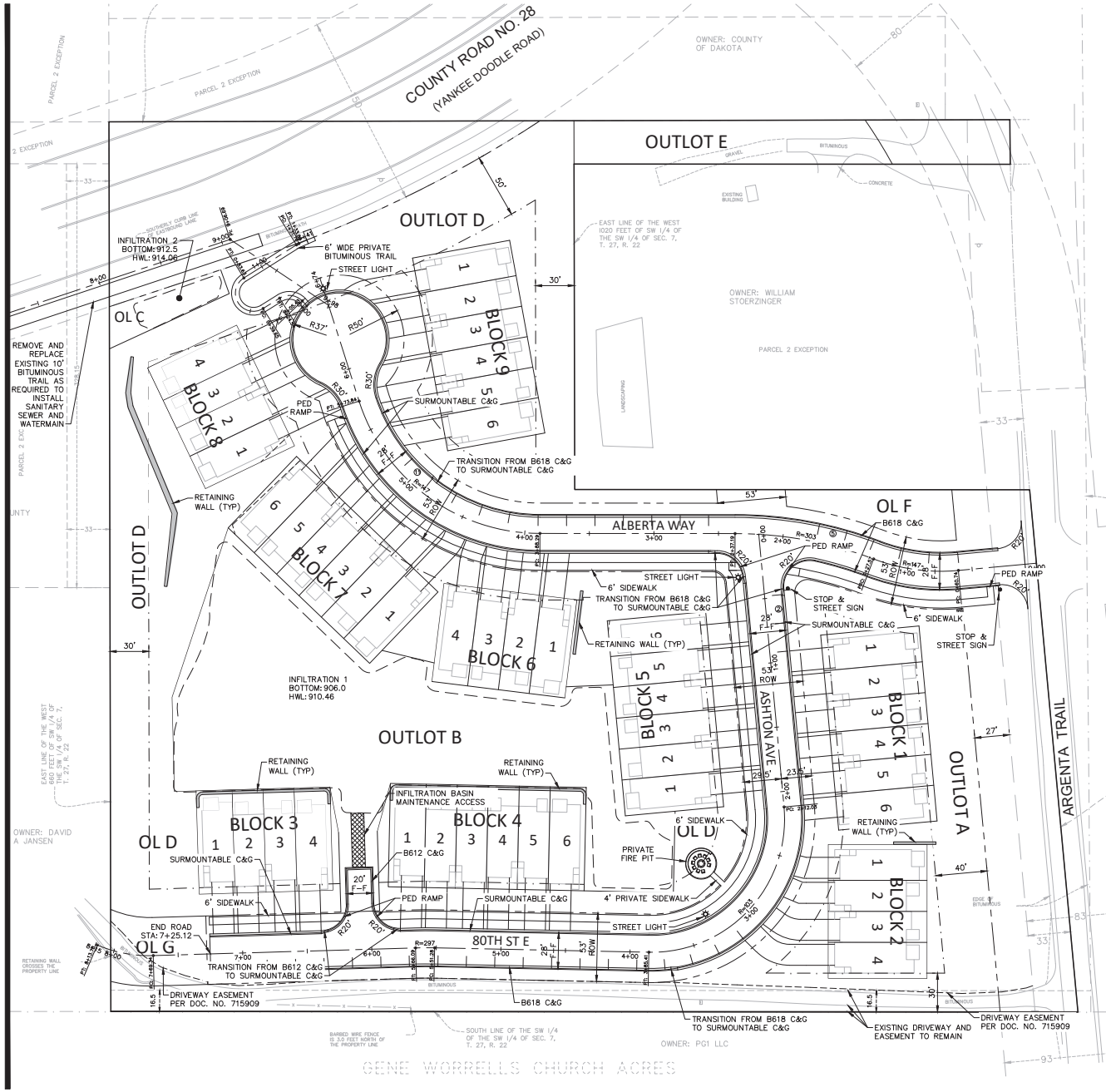
PROPERTY ADDRESS
7927 Argenta Trail
Inver Grove Heights, Minnesota

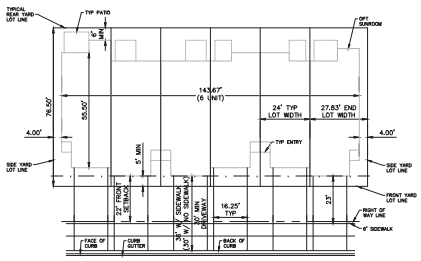
DOCUMENT
EXISTING CONDITIONS SURVEY

DESCRIPTION	DATE	DRAWN BY:	JOB NO.
Draft copy issued.	06/03/2025	MT	400066
		CHECKED BY:	SCALE
		DE	1" = 60'
		FIELD CREW:	FIELD DATE:
		RS/KJ/RJ	06/02/2025

Sheet 1 of 2

File Location: X:\400066.000\Inver Design\Survey\Argenta Survey.dwg, 6/3/2025 4:23:07 PM





TYPICAL 24' WIDE TOWNHOME LOT DETAIL

NOT TO SCALE

SITE PLAN DATA:

PARCEL: 20-00700-52-051

GROSS SITE AREA:	9.400 AC
ROW AREA (ARGENTA TRAIL)	0.639 AC
ROW AREA (YANKEE DOODLE RD)	0.621 AC

LOT TYPE:
TOWNHOME 46 UNITS

SETBACKS:

YANKEE DOODLE ROAD	50 FT
ARGENTA TRAIL	40 FT
INTERNAL SIDE (ROW)	20 FT
INTERNAL FRONT (ROW)	22 FT
MIN TOWNHOME SEPARATION	20 FT

PARKING SUMMARY:

2 GARAGE STALLS PER UNIT (2*46)	92
2 DRIVEWAY STALLS PER UNIT (2*46)	92
ON-STREET PARKING	37
TOTAL OFF-STREET PARKING STALLS	221

*NATURAL AREA / OPEN SPACE DATA:

GROSS SITE AREA	9.400 AC
ROW AREA (ARGENTA TRAIL)	0.639 AC
ROW AREA (YANKEE DOODLE RD)	0.621 AC
NET DEVELOPABLE AREA	8.140 AC

REQUIRED

OPEN AREA (20%)	1.628 AC
NON-DISTURBED OPEN AREA (10%)	0.814 AC
CONTIGUOUS AREA (75%)	1.221 AC

PROVIDED

OPEN AREA	3.11 AC
NON-DISTURBED OPEN AREA	1.260 AC
CONTIGUOUS AREA	2.542 AC

* ALSO REFER TO SEPARATE OPEN SPACE EXHIBIT

SITE PLAN NOTES:

1. CONTINUOUS CONCRETE CURB & GUTTER WHICH CHANGES TYPE SHALL HAVE A MIN. FIVE FOOT (5') TRANSITION.
2. ALL CONCRETE CURB AND GUTTER ADJACENT TO CONCRETE WALK BE SEPARATED BY A 1/2 INCH EXPANSION JOINT.
3. ALL WORK WITHIN THE R.O.W. STALL COMPLY WITH CITY OF INVER GROVE HEIGHTS ENGINEERING DESIGN STANDARDS.
4. ALL STREET SIGNAGE SHALL COMPLY WITH THE MN MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES.
5. ALL CURB AND GUTTER TO BE CONCRETE B618 OR SURMOUNTABLE TYPE AS NOTED, PER CITY OF INVER GROVE HEIGHTS STANDARDS.
6. ALL PUBLIC SIDEWALKS WITHIN THE PUBLIC RIGHT OF WAY SHALL BE 6' WIDE.
7. SEE SHEET 11 FOR TYPICAL SECTIONS.

LEGEND:

- EASEMENT LINE
- BUILDING SETBACK
- PROPERTY LINE
- LOT LINE
- ROW
- POND MAINTENANCE ACCESS

N

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PULTE HOMES

Dawson Woods
Inver Grove Heights, Minnesota

Final Plat Submittal

Site Plan

DATE	DESCRIPTION
7-7-26	City Submittal

CERTIFICATION

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 Civil Engineer under the laws of the State of Minnesota.

FOR REVIEW ONLY
PRELIMINARY
NOT FOR CONSTRUCTION

Date
Reg. No. 61668
Title License no.

QA/QC CHECK

By Date

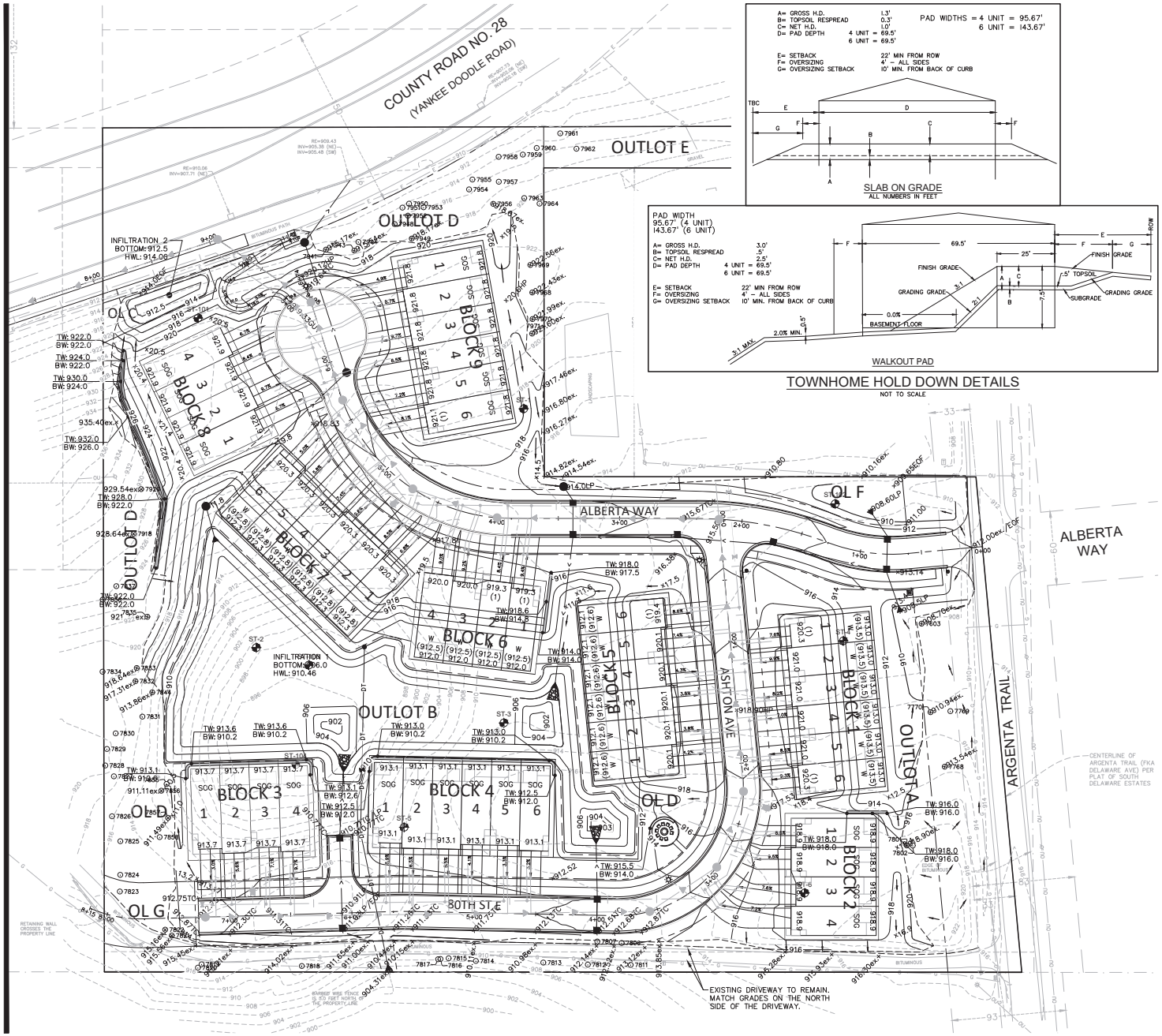
PROJECT TEAM DATA

Designed By: MPR, BJP
Drafted By: DJB, ELL, JJR
Project No.: 4000686-00

10

Sheet 10 of 27

File Location: X:\4000686-00\Work\Design\Sheets - Final\10 Site Plan.dwg Plotted By: Justin Hagen on July 7, 2026 at 4:30:00 PM



TOWNHOME HOLD DOWN DETAILS
NOT TO SCALE

GRADING NOTES:

1. ALL FINISHED GRADES SHALL SLOPE AWAY FROM PROPOSED BUILDINGS AT MINIMUM GRADE OF 2.0%. ALL SWALES SHALL HAVE A MINIMUM SLOPE OF 2.0%.
2. THE CONTRACTOR SHALL KEEP THE ADJACENT ROADWAYS FREE OF DEBRIS AND PREVENT THE OFF-SITE TRACKING OF SOIL IN ACCORDANCE WITH THE REQUIREMENTS OF THE CITY AND WATERSHED.
3. NOTIFY GOPHER STATE ONE CALL, AT (800)252-1166, 48 HOURS PRIOR TO START OF CONSTRUCTION.
4. ALL IMPROVEMENTS TO CONFORM WITH CITY OF INVER GROVE HEIGHTS CONSTRUCTION STANDARDS SPECIFICATION, LATEST EDITION.
5. ROCK CONSTRUCTION ENTRANCES SHALL BE PROVIDED AT ALL CONSTRUCTION ACCESS POINTS.
6. REFER TO GEOTECHNICAL REPORT AND PROJECT MANUAL, FOR SOIL CORRECTION REQUIREMENTS AND TESTING REQUIREMENTS.
7. STRIP TOPSOIL PRIOR TO ANY CONSTRUCTION. REUSE STOCKPILE ON SITE. STOCKPILE PERIMETERS MUST BE PROTECTED WITH SILT FENCE.
8. PRIOR TO STARTING CONSTRUCTION, THE CONTRACTOR SHALL BE RESPONSIBLE TO MAKE SURE THAT ALL REQUIRED PERMITS AND APPROVALS HAVE BEEN OBTAINED. NO CONSTRUCTION OR FABRICATION SHALL BEGIN UNTIL THE CONTRACTOR HAS RECEIVED AND THOROUGHLY REVIEWED ALL PLANS AND OTHER DOCUMENTS APPROVED BY ALL OF THE PERMITTING AUTHORITIES.
9. IMMEDIATELY FOLLOWING GRADING OF (3:1 OR GREATER) SIDE SLOPES AND DRAINAGE SWALES, WOOD FIBER BLANKET OR OTHER APPROVED SOIL STABILIZING METHOD (APPROVED BY ENGINEER) SHALL BE APPLIED OVER APPROVED SEED MIXTURE AND A MINIMUM OF 4" TOPSOIL.
10. THE GENERAL CONTRACTOR MUST DISCUSS DEWATERING PLANS WITH ALL SUBCONTRACTORS TO VERIFY NPDES REQUIREMENTS. IF DEWATERING IS REQUIRED DURING CONSTRUCTION, CONTRACTOR SHOULD CONSULT WITH EROSION CONTROL INSPECTOR AND ENGINEER TO DETERMINE APPROPRIATE METHOD.
11. REFER TO EROSION CONTROL PLAN FOR ALL EROSION AND SEDIMENT CONTROL DEVICE LOCATIONS.

RETAINING WALL NOTES:

RETAINING WALL MASS GRADING PREPARATION

1. ALL RETAINING WALLS SHALL BE ROUGH GRADED AT A 2:1 SLOPE WITH BASE OF SLOPE AT PROPOSED WALL FACE.
2. THE RETAINING WALL SLOPE AREAS ARE TO BE MAINTAINED UNTIL RETAINING WALL CONSTRUCTION OCCURS. ANY EROSION SHALL BE REMEDIED AND RESTORED.
3. BUILDING PERMITS ARE REQUIRED FOR ALL RETAINING WALLS 4 FEET IN HEIGHT OR GREATER AND THE WALLS SHALL BE DESIGNED BY A STRUCTURAL ENGINEER WITH DESIGN REVIEWED AND APPROVED BY THE CITY PRIOR TO INSTALLATION. ANY QUESTIONS REGARDING THE BUILDING PERMITS SHALL BE DIRECTED TO THE CITY BUILDING INSPECTOR.
4. INSTALL SAFETY RAILING ATOP ALL WALLS WHERE REQUIRED BY CODE.
5. RETAINING WALL CONTRACTOR AND/OR RETAINING WALL STRUCTURAL ENGINEER ARE RESPONSIBLE TO REVIEW CIVIL SITE ENGINEERING DRAWINGS. ANY OBSERVED CONCERNS WITH CIVIL SITE ENGINEERING DESIGN ELEMENTS RELATED TO RETAINING WALLS THAT REQUIRE MODIFICATIONS TO THE CIVIL SITE DESIGN IS THEIR RESPONSIBILITY TO COORDINATE WITH PROJECT OWNER AND CIVIL SITE ENGINEER. IF NO COORDINATION IS REQUESTED IT SHALL BE UNDERSTOOD THAT ALL CONDITIONS WITHIN THE CIVIL SITE DESIGN AND PLANS ARE ACCEPTABLE AND ABLE TO BE PROVIDED FOR IN THE RETAINING WALL DESIGN AND CONSTRUCTION.
6. RETAINING WALLS ARE TO BE FINAL DESIGNED AND PERMITTED BY OTHERS.

EARTHWORK CALCULATION:

FILL FACTOR 1.05

CUT CIVIL 3D 15,226.66 (CU.YD.)
FILL CIVIL 3D 37,456.92 CU.YD.)
CUT HOLD DOWNS 3,118 CU. YD.)
FILL HOLD DOWNS 5,881 CU. YD.)
TOTAL: 1,179 CU.YD (CUT)

GRADING LEGEND:

- EXISTING CONTOUR
- PROPOSED CONTOUR
- PROPOSED RETAINING WALL
- PROPOSED TC, CL ELEVATION
- PROPOSED SPOT ELEVATION
- DIRECTION OF DRAINAGE
- EMERGENCY OVERFLOW ROUTING
- EOF ROUTING
- PROPERTY LINE
- LOT LINE
- EASEMENT LINE
- PROPOSED CATCH BASINS
- PROPOSED STORM SEWER
- TOP OF WALL ELEVATION
- BOTTOM OF WALL ELEVATION

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SCALE IN FEET

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Pulte HOMES

Dawson Woods
Inver Grove Heights, Minnesota

Final Plat Submittal
Grading & Drainage Plan

DATE	DESCRIPTION
7-7-26	City Submittal

CERTIFICATION

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 Civil Engineer under the laws of the State of Minnesota.

FOR REVIEW ONLY
PRELIMINARY
NOT FOR CONSTRUCTION

Date 61668
License no.

QA/QC CHECK

By Date

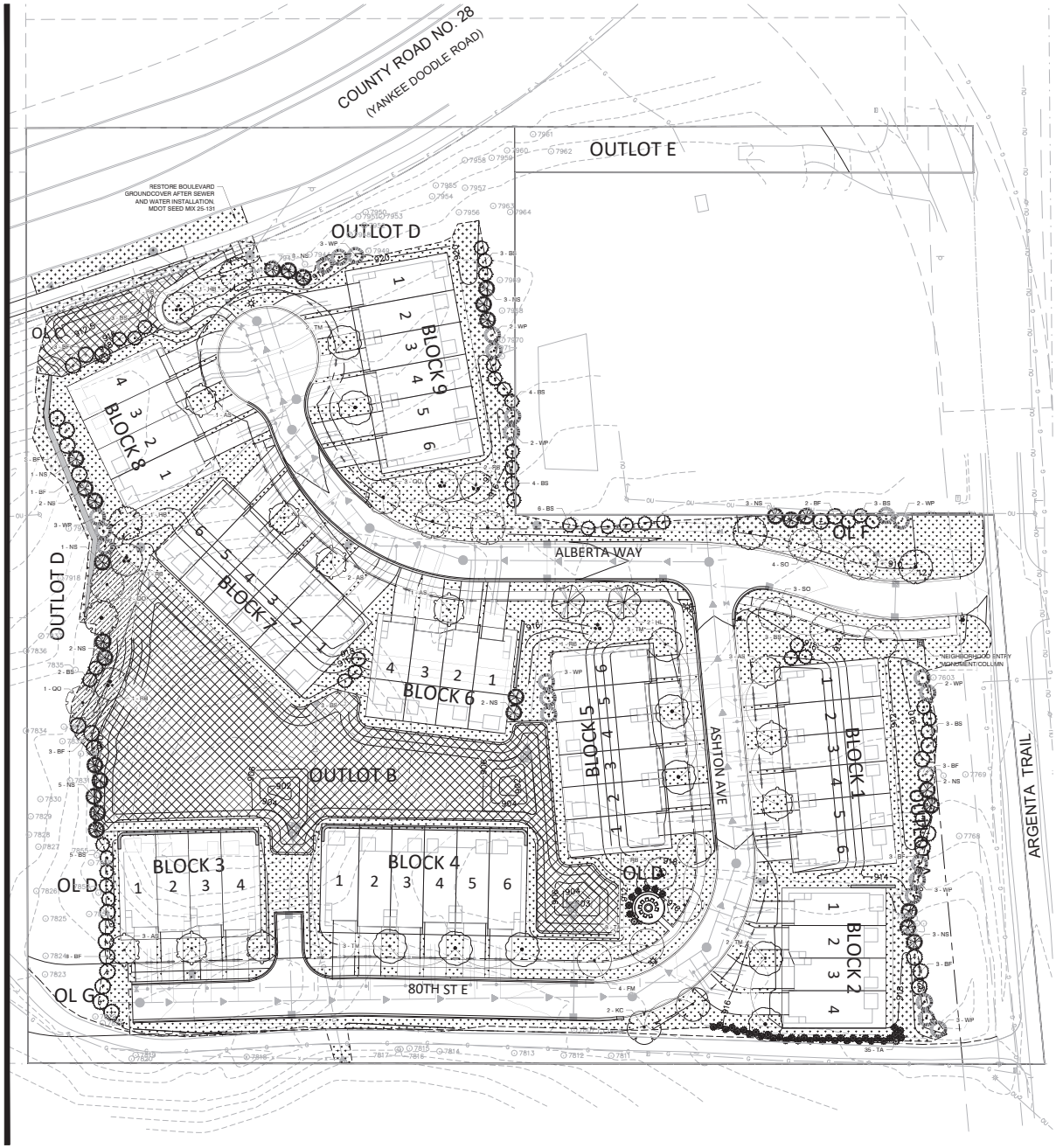
PROJECT TEAM DATA

Designed By: MPR, BJP
Drafted By: DJB, ELL, JJR
Project No.: 4000686-00

12

Sheet 12 of 27

File Location: X:\4000686-00\Civil\Design\Sheets - Final\PDR\Sht\Grading.dwg Plotted By: Jacob Rogers on July 7, 2026 at 2:04 PM



LANDSCAPE NOTES

1. CALL GOPHER STATE ONE CALL AT 651-454-0002 FOR LOCATING ALL UNDERGROUND UTILITIES AND AVOID DAMAGE TO UTILITIES DURING THE COURSE OF THE WORK.
2. INSTALL 4" MIN. TOP SOIL TO ALL SOD AND SEED AREAS, EXCEPT THAT INFILTRATION BASIN AREAS SHALL RECEIVE ONLY 3" TOP SOIL. FINE GRADE ALL SOD AND SEED AREAS.
3. ALL LOT AND BOULEVARD AREAS TO BE SODDED AFTER CONSTRUCTION AND FINAL GRADING HAVE BEEN COMPLETED.
4. STAKE OR MARK ALL PLANT MATERIAL LOCATIONS PRIOR TO INSTALLATION. HAVE OWNERS REPRESENTATIVE APPROVE PLANTING LOCATION.
5. INSTALL 4-6" DEPTH SHREDDED HARDWOOD MULCH, NATURAL COLOR, AROUND ROOT SAUCER OF ALL TREES ISOLATED FROM PLANT BEDS.
6. PLANTING SOIL SHALL CONSIST OF 1:1:1 33% SELECT LOAMY TOPSOIL, 33% PEAT MOSS, 33% PIT RUN SAND.
7. COMPLETELY GUARANTEE ALL WORK FOR A PERIOD OF ONE YEAR BEGINNING AT THE DATE OF ACCEPTANCE. MAKE ALL REPLACEMENTS PROMPTLY (AS PER DIRECTION OF OWNER). EXCEPT THAT ALL BOULEVARD AND OUTLOT TREES (INCLUDING ORNAMENTAL TREES) SHALL HAVE A 2-YEAR ESTABLISHMENT PERIOD UPON APPROVAL OF WORK.
8. ALL MATERIAL SHALL COMPLY WITH THE LATEST EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK, AMERICAN ASSOCIATION OF NURSERYMEN.
9. ALL TREE TRUNKS SHALL BE WRAPPED WITH BROWN CREPE TREE WRAP. APPLY WRAP IN NOVEMBER AND REMOVE IN APRIL.
10. MAINTAIN ALL PLANT MATERIALS, INCLUDING WATERING, UNTIL THE TIME OF ACCEPTANCE.
11. COORDINATE ALL LANDSCAPE INSTALLATION WITH GENERAL CONTRACTOR.
12. STAKING AND GUYING OF TREES OPTIONAL: MAINTAIN PLUMBNESS OF TREES FOR DURATION OF WARRANTY PERIOD.
13. SWEEP AND WASH ALL PAVED SURFACES AND REMOVE ALL DEBRIS RESULTING FROM LANDSCAPE OPERATIONS.
14. SUPPLY DESIGN AND INSTALLATION FOR IRRIGATION SYSTEM WITH COVERAGE OF SOD AND PLANTING AREAS. USE RAINBIRD OR APPROVED EQUAL COORDINATE WITH G.C. PROVIDE RAIN SENSOR. COORDINATE WITH GENERAL CONTRACTOR ON LOCATION OF IRRIGATION.
15. ALL BOULEVARDS AND OUTLOTS PLANTINGS SHALL BE LOCATED AND INSPECTED BY CITY STAFF PRIOR TO INSTALLATION.

SEEDING NOTES

LOW MAINTENANCE MIX: MNDOT 25-131, LOW MAINTENANCE TURF MIX, SEEDING RATE TO BE 220 LBS/ACRE (PURE LIVE SEED)

BASIN/SIDE-SLOPE MIX: MN STATE SEED MIX 33-261 STORMWATER SOUTH & WEST MIX SEEDING RATE TO BE 35 LBS/ACRE (PURE LIVE SEED).

NATIVE PRAIRIE MIX: SHOOTING STAR NATIVE SEEDS, SSNS DRY PRAIRIE MIX. SEEDING RATE TO BE 10 LBS/ACRE (PURE LIVE SEED).

APPLY SEED PER THE FOLLOWING: MULCH SEEDED AREAS WITH Mn/DOT TYPE 3 (MOA CERTIFIED WEED FREE) MULCH AT A RATE OF 1 TON PER ACRE WITHIN 48 HOURS OF SEEDING. MULCH SHOULD THEN BE DISC ANCHORED TO KEEP IT FROM BLOWING AWAY.

SEEDING SHALL BE APPLIED FROM APRIL 15 – JULY 20 OR SEPTEMBER 20 – FREEZE UP. IF HYDROSEEDING UTILIZE APPROXIMATELY 500 GALLONS OF WATER PER ACRE. REFER TO MN/DOT SPEC 3884 FOR PROPER INSTALLATION OF HYDRO-SEED. ALL NATIVE SEEDS USED ON THIS PROJECT SHALL BE CERTIFIED TO BE OF MINNESOTA ORIGIN BY THE MINNESOTA CROP IMPROVEMENT ASSOCIATION (MCIA). SITE TO BE PREPARED BY LOOSENING TOPSOIL TO A MINIMUM DEPTH OF 3 INCHES. THE SITE TO BE HARROWED OR RAKED FOLLOWING SEEDING, AND THEN PACKED USING A CULTI-PACKER OR EQUIVALENT. SEE MNDOT SEEDING MANUAL FOR REFERENCE.

MAINTAIN SEEDED AREAS BY WATERING, REMULCHING AND REPLANTING AS NECESSARY TO ESTABLISH A UNIFORMLY DENSE STAND OF THE SPECIFIED GRASSES UNTIL ACCEPTED. ANY AREAS FAILING TO ESTABLISH A STAND SHALL BE RESEEDED, REFERTILIZED AND REMULCHED WHENEVER 70% VEGETATIVE COVER IS NOT ACHIEVED. RESEEDING SHALL CONFORM IN ALL RESPECTS TO THESE SPECIFICATIONS. THE CONTRACTOR SHALL REPAIR ANY DAMAGE TO THE WORK AREAS RESULTING FROM EROSION AND/OR EQUIPMENT. THE CONTRACTOR SHALL REPAIR DAMAGE, INCLUDING REGRADING, RESEEDING, ETC. AS NECESSARY, BEFORE SIGNIFICANT DAMAGE OCCURS.

LANDSCAPE REQUIREMENTS

MULTI-FAMILY REQUIREMENT: ONE TREE PER UNIT
NUMBER OF UNITS: 46
TOTAL TREES REQUIRED: 46

MINIMUM SIZE: OVERSTORY TREES: 2.5" CALIPER
CONIFER TREES: 6' HEIGHT
ORNAMENTAL TREES: 1.5" CALIPER

MITIGATION REQUIRED = 1,378"
MITIGATION PROVIDED = 578"
151 3" CONIFEROUS TREES : 453"
50 2.5" DECIDUOUS TREES: 125"

MITIGATION REMAINING TO BE COORDINATED WITH CITY = 800"

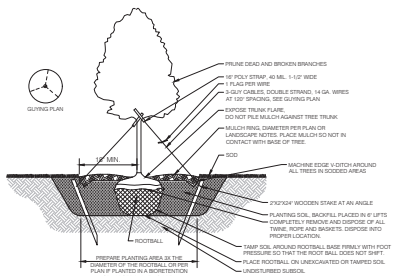
TOTAL TREES PROPOSED: 206

LANDSCAPE REQUIREMENTS

TOTAL	KEY	COMMON NAME / SCIENTIFIC NAME	SIZE	NOTES
CONIFEROUS TREES				
27	BF	Balsam Fir | *Abies balsamea*	8' Ht. B&B	-
36	BS	Black Hills Spruce | *Picea glauca 'Densata'*	8' Ht. B&B	-
24	NS	Norway Spruce | *Picea abies*	8' Ht. B&B	-
43	TA	North Pole Arborvitae | Thuja occidentalis 'Art Boe'	8' Ht. B&B	-
21	WP	Eastern White Pine | *Pinus strobus*	8' Ht. B&B	-
DECIDUOUS TREES				
10	AS	Autumn Spire Red Maple | *Acer rubrum 'Autumn*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
4	FM	Fall Fiesta Sugar Maple | *Acer saccarum 'Bolsta'*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
2	HB	Common Hackberry | *Celtis occidentalis*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
2	HL	Skyline Honey Locust | *Gleditsia tricanthos inermis*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
2	KC	Kentucky Coffeetree | *Gymnocladus dioicus*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
6	QO	Burr Oak | *Quercus macrocarpa*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
7	RB	River Birch (Multi-Trunk) | *Betula nigra*	6' Ht. B&B	
7	SO	Swamp White Oak | *Quercus bicolor*	2.5" Cal. B&B	Straight Trunk, No V-Crotch
10	TM	American Sentry Linden | Tilia americana 'McKSentry'	2.5" Cal. B&B	Straight Trunk, No V-Crotch

LEGEND

- OVERSTORY/DECIDUOUS TREES
- ORNAMENTAL TREES
- CONIFEROUS TREES
- SOD
- LOW MAINTENANCE MIX (SEE SEEDING NOTES)
- BASIN/SIDE-SLOPE MIX (SEE SEEDING NOTES)
- NATIVE PRAIRIE MIX (SEE SEEDING NOTES)
- EXISTING TEE TO REMAIN
- LIMITS OF GRADING



NOTES:
1. TREE STAKING IS OPTIONAL.
2. DO NOT PRUNE THE TREE AT PLANTING. PRUNE ONLY CROSSOVER LIMBS, CO-DOMINANT LEADERS AND BROKEN OR DEAD BRANCHES.
3. FOR TREES IN CONTAINERS, REMOVE CONTAINER PRIOR TO PLANTING. FOR BARE ROOT TREES, PLACE TREE IN MIDDLE OF PLANTING HOLE. SPREAD ROOTS OUT RADIALLY FROM THE TRUNK AROUND THE PREPARED HOLE.

1 TREE PLANTING
NOT TO SCALE

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

N

0 20 40 80
SCALE IN FEET

ALLIANT
www.alliant-inc.com

PULTE HOMES

Dawson Woods
Inver Grove Heights, Minnesota

Final Plat Submittal
Landscaping Plan

DATE	DESCRIPTION
7.7.26	City Submittal

CERTIFICATION

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.

FOR REVIEW ONLY
PRELIMINARY
NOT FOR CONSTRUCTION

Signature
Date
59233
License no.

QA/QC CHECK

By Date

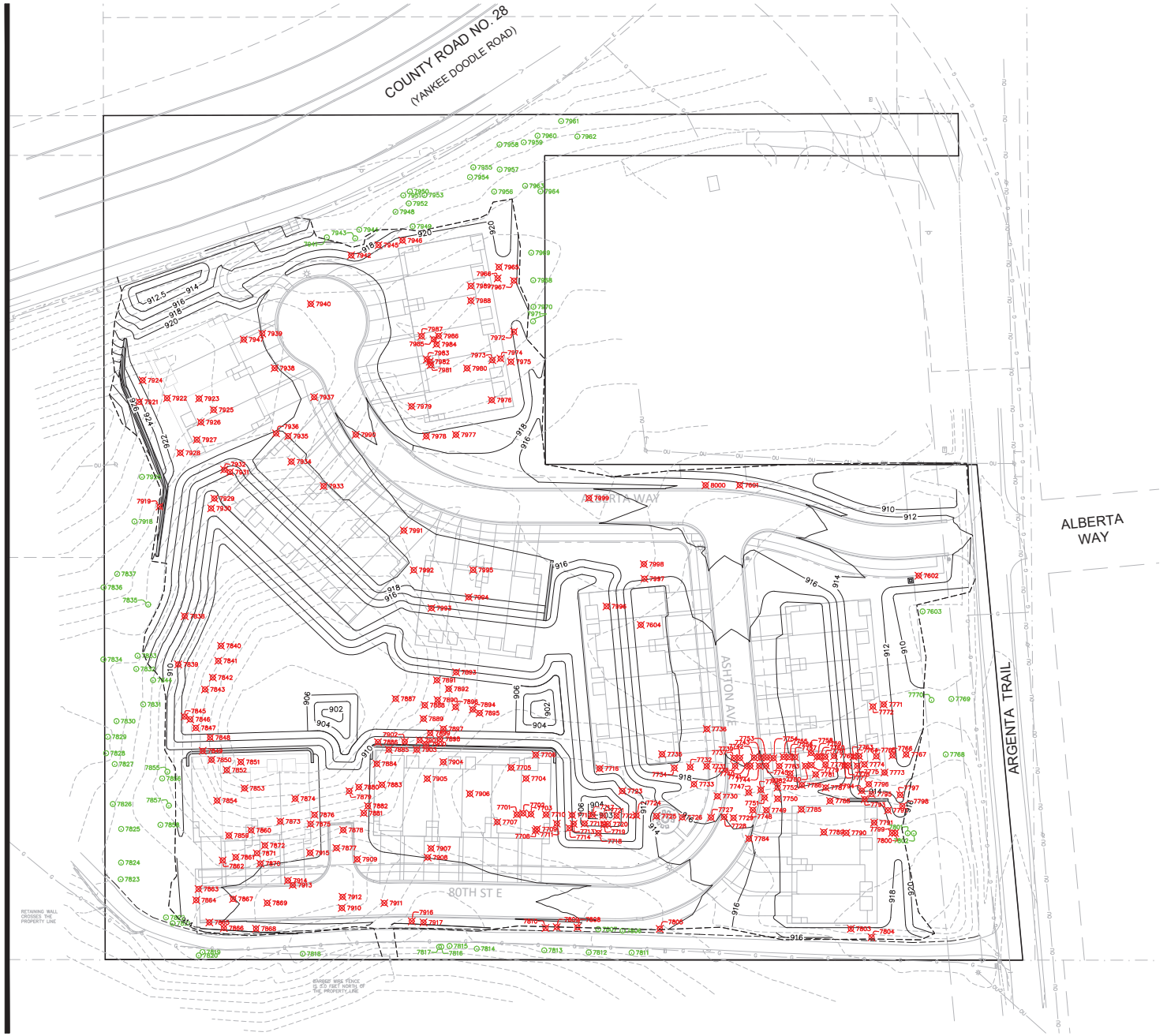
PROJECT TEAM DATA

Designed By:
Drafted By:
Project No.: 4000686-00

25

Sheet 25 of 27

File Location: X:\4000686-00\Work\Design\Inver Woods - Final Plat\Civil\Cad\Landscaping Plan.dwg Plotted by: JustinTrogen on July 7, 2026 at 1:



TREE PRESERVATION NOTES:

1. BEFORE ANY CONSTRUCTION OR GRADING OF DEVELOPMENT PROJECT IS TO OCCUR, A TREE PROTECTION FENCE (AT LEAST 4 FEET IN HEIGHT AND STAKED WITH POSTS NO LESS THAN EVERY 5 FEET) SHALL BE INSTALLED AROUND THE DRIP LINE OF WOODED AREAS, THE DRIP LINES OF SIGNIFICANT TREES TO BE PRESERVED. SIGNS SHALL BE PLACED ALONG THIS FENCE LINE IDENTIFYING THE AREA AS A TREE PROTECTION AREA AND PROHIBITING GRADING BEYOND THE FENCE LINE. THIS FENCE MUST REMAIN IN PLACE UNTIL ALL GRADING AND CONSTRUCTION ACTIVITY IS TERMINATED.
2. NO EQUIPMENT, CONSTRUCTION MATERIALS OR SOIL MAY BE STORED WITHIN THE TREE PROTECTION LIMITS.
3. NO ENCROACHMENT, LAND DISTURBANCE, GRADE CHANGE, TRENCHING, FILLING, COMPACTION OF CHANGE IN SOIL CHEMISTRY SHALL OCCUR WITHIN FENCED AREAS PROTECTING SIGNIFICANT TREES.
4. CONTRACTOR TO PREVENT THE CHANGE IN SOIL CHEMISTRY DUE TO CONCRETE WASHOUT AND LEAKAGE OR SPILLAGE OF TOXIC MATERIALS, SUCH AS FUELS OR PAINTS.
5. DRAINAGE PATTERNS ON THE SITE SHALL NOT CHANGE CONSIDERABLY CAUSING DRASTIC ENVIRONMENTAL CHANGES IN THE SOIL MOISTURE CONTENT WHERE TREES ARE INTENDED TO BE PRESERVED.
6. DEAD, DISEASED OR DYING TREES WERE NOT INCLUDED AS PART OF THE TREE PRESERVATION DATA.
7. NO SIGNIFICANT TREES SHALL BE REMOVED UNTIL THIS TREE PRESERVATION PLAN IS APPROVED BY THE CITY OF INVER GROVE HEIGHTS.
8. REFER TO TREE INVENTORY & REMOVAL DATA (SHEET 27) FOR ADDITIONAL INFORMATION.
9. SEE LANDSCAPE PLAN (SHEET 25) FOR LOCATION OF TREE REPLACEMENT.
10. TREE CLASSES ARE DEFINED AS:
    - 10.1. CLASS A – FAST GROWING DECIDUOUS SPECIES, PREDOMINANTLY ASPEN, SIBERIAN ELM, AMERICAN ELM, SILVER MAPLE, RED MAPLE, WILLOW: FIFTY PERCENT (50%).
    - 10.2. CLASS B – CONIFER/MIXED HARDWOODS, PREDOMINANTLY PINE, SPRUCE, CEDAR AND MIXED HARDWOODS CONSISTING OF THE FOLLOWING SPECIES: OAK, BIRCH, SUGAR MAPLE, BLACK CHERRY, BASSWOOD, IRONWOOD, WALNUT, ASH, HACKBERRY, LOCUST: ONE HUNDRED PERCENT (100%).
    - 10.3. CLASS C – HERITAGE TREE: ONE HUNDRED PERCENT (100%). FOR EACH HERITAGE TREE SAVED, THE DEVELOPER MAY RECEIVE CREDIT TOWARDS THE REQUIRED REPLACEMENT TREES. THIS CREDIT WILL BE AT A RATE OF TWO (2) CALIPER INCHES FOR EACH ONE DBH INCH SAVED. TO RECEIVE THIS CREDIT, THE APPLICANT MUST DEMONSTRATE THAT EXTRAORDINARY MEASURES HAVE BEEN TAKEN TO PRESERVE THE HERITAGE TREES THAT OTHERWISE WOULD NOT BE SAVED.

TREE MITIGATION CALULATIONS:

Total Healthy Significant Trees (Caliper Inches)		**5,072**
Class C Mitigation Inches		175
Class B Mitigation Inches		3,117
Class A Mitigation Inches		702
Total Significant Inches of Site Trees Removed		**3,994**
Class C Mitigation Inches (100%)		175
Class B Mitigation Inches (100%)		3,117
Class A Mitigation Inches (50%)		351
Total Inches Removed (Factoring Class)		**3,643**
Allowable Removal Limit (40%)		2,029
Inches Over Allowable Limit		1,614
Class C Heritage Credit Inches (X2)	118	236
Total Inches To Be Mitigated		**1,378**

LEGEND:

- 1524 — EXISTING TREE TO REMAIN
- 1525 — EXISTING TREE TO BE REMOVED
- TREE PROTECTION LIMITS

N

SCALE IN FEET: 0 20 40 80

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

ALLIANT
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Pulte HOMES

Dawson Woods
Inver Grove Heights, Minnesota

Final Plat Submittal
Tree Preservation Plan

DATE	DESCRIPTION
7-7-26	City Submittal

CERTIFICATION

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 Civil Engineer under the laws of the State of Minnesota.

FOR REVIEW ONLY
PRELIMINARY
NOT FOR CONSTRUCTION

Brian J. Pikala — 61668
Date — License no.

QA/QC CHECK

By — Date

PROJECT TEAM DATA

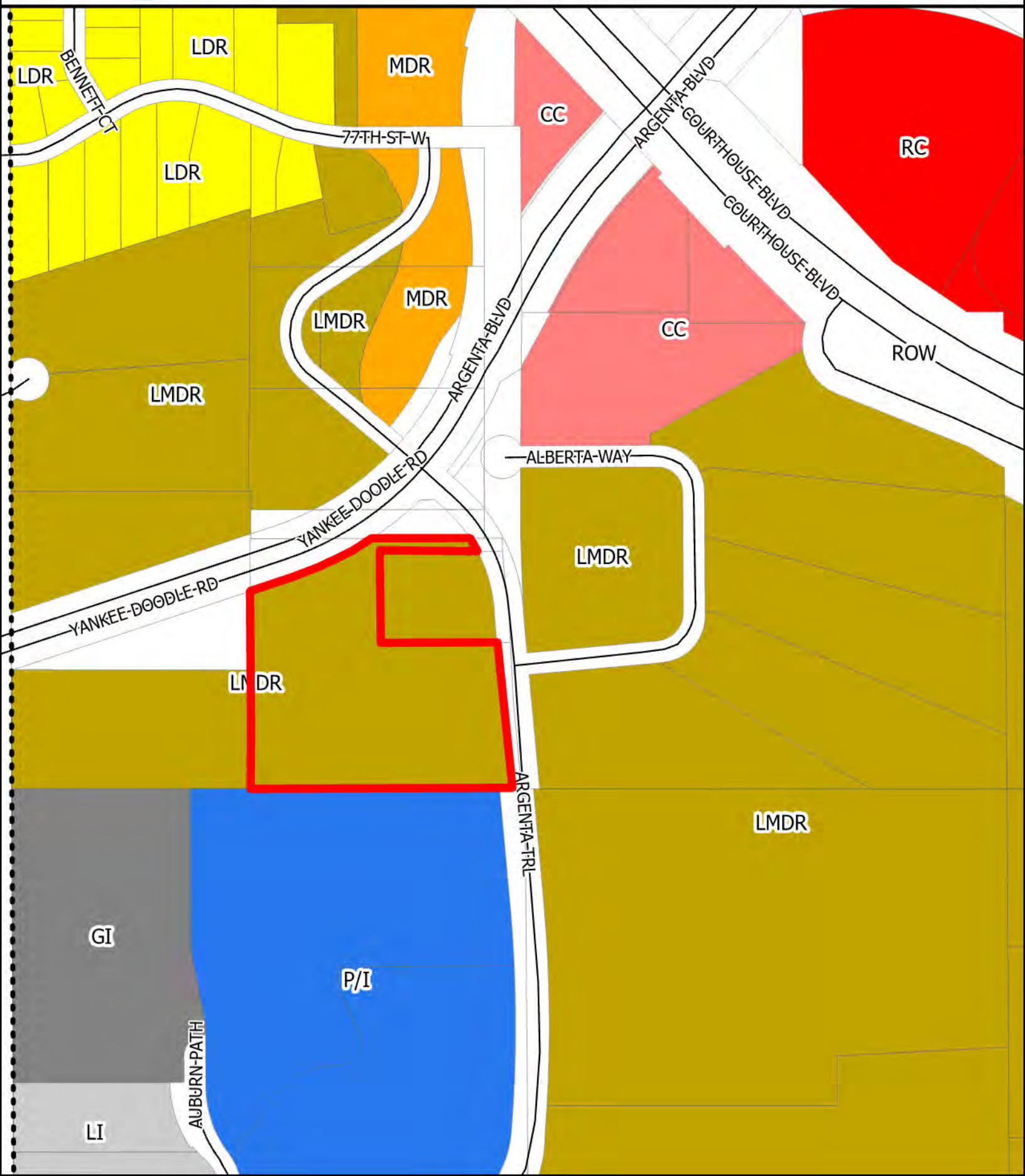
Designed By: MPR, BJP
Drafted By: DJB, ELL, JJR
Project No.: 4000686-00

26

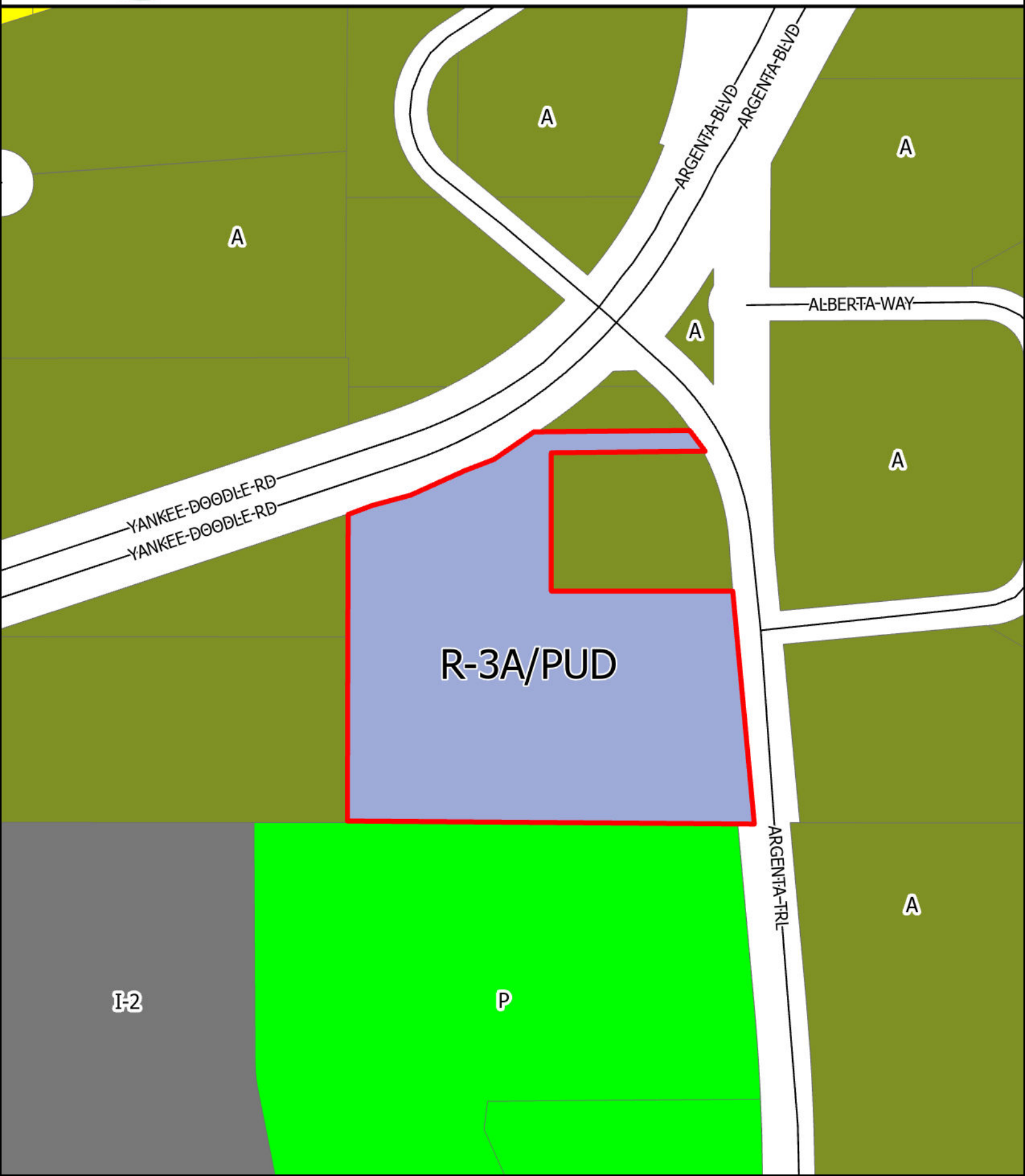
Sheet 26 of 27

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Dawson Woods
Future Land Use Map



Dawson Woods
Current Zoning



From: Georgia Hoffman
To: Stacy Bodsberg
Subject: 8/5 meeting
Date: Thursday, July 30, 2026 11:28:17 AM

Good morning,
I was very surprised to see the Pulte sign for Dawson Woods (26-15FP-PUD) go up this morning on Yankee Doodle since the meeting isn't until next Wednesday.
We will not be in town to attend the meeting. Our concern is traffic/access. Yankee Doodle @ Argenta Trail/77th St W is already very busy intersection and it's very hard to get out off of 77th St W to make the left turn onto Yankee Doodle. What improvements are planned to accommodate the additional vehicle traffic from Dawson Woods?
Thanks for your time,

Georgia Hoffman
500 Rolling Hills Circle
Eagan 55121
[redacted]
Sent from my iPhone

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

From: Martha Franke
To: Stacy Bodsberg
Subject: Planning Commission Meeting 8/5/26
Date: Friday, July 31, 2026 12:08:08 PM

To the Planning Commission of Inver Grove Heights

We live in the Burr Oaks neighborhood and use the Argenta Trail entrance onto Yankee Doodle Road daily.
The intersection of Argenta Trail and Yankee Doodle Road can already be problematic. Traffic on Yankee Doodle is swift. There's a curve on Yankee Doodle coming from the direction of Dodd Road that limits visibility of the approaching traffic, and at times of high traffic volume the wait for a clear entry can be long and at times tricky with the turn lanes and traffic coming from both sides of Argenta. We are concerned that the additional traffic from the Pulte Homes development will not only cause considerable congestion but also create hazardous conditions. A traffic circle is needed to improve safety and traffic flow and should precede the development of the neighborhood.

We will appreciate a reply to our concern.

Dean & Martha Franke

3270 Black Oak Dr, Eagan, MN 55121
[redacted]

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

Agenda Item 7.D.

Planning Commission Report

MEETING DATE:	June 2, 2026
CASE NO:	26-04RZ-PP-PUD
APPLICANT:	Pulte Homes of Minnesota, LLC
PROPERTY OWNER:	Argenta Properties, LLC
REQUEST:	Rezoning, Preliminary Plat and Preliminary Planned Unit Development (PUD)
LOCATION:	7927 Argenta Trail
COMPREHENSIVE PLAN:	LMDR, Low-Medium Density Residential
ZONING:	A, Agricultural
STAFF CONTACT:	Benjamin Schneider, 651-450-2569

ACTION REQUESTED

Conduct a Public Hearing and consider a request from Pulte Homes of Minnesota ("Developer") for a Rezoning, Preliminary Plat, and Preliminary Planned Unit Development (PUD) for a 46-unit townhome development ("Development").

BACKGROUND

Pulte Homes ("Developer") is proposing to construct an owner-occupied, 46-unit townhome development ("Development"). The development site is located at 7927 Argenta Trail ("Subject Property") on the southwest corner of Argenta Boulevard and Argenta Trail, near the border between Inver Grove Heights and Eagan.

LAND USE & ZONING

The Subject Property is 8.1 acres and is guided LMDR, Low-Medium Density Residential in the 2040 Comprehensive Plan. This land use guidance has a density range of 4–8 units per acre and allows for attached housing. The proposed density is 5.7 units per acre.

SURROUNDING USES

The table below identifies the adjacent uses, zoning, and guided future land use of surrounding properties.

LOCATION	ADJACENT USES	ZONING	LAND USE

North	Vacant	Agricultural	LMDR, Low-Medium Density Residential
East	Single-Family	Agricultural	LMDR, Low-Medium Density Residential
West	Single-Family	Agricultural	LMDR, Low-Medium Density Residential
South	Cemetery	Public Institutional	P/I, Public Institutional

REZONING

The Subject Property is currently zoned A, Agricultural and is located within the Northwest Area Overlay District ("NWA"). This Overlay District has additional performance standards that either supersede or supplement regulations of underlying zoning districts.

The Developer is requesting to rezone the property to R-3A, High Density Residential and PUD, Planned Unit Development. The R-3A, High Density Residential Zoning District allows for attached housing at a density of 4–8 units per acre, which is consistent with the Low-Medium Density land use guidance.

The PUD zoning is required because the project is within the Northwest Area. The general purpose of PUD's is to allow for development of creative designs with an opportunity to request flexibility from City Code Standards that would otherwise be required. Each flexibility must be specifically requested, and the City has discretion as to whether to grant these flexibilities. The Developer has included three flexibility requests that will be analyzed later in this report.

PRELIMINARY PLAT

This section highlights the major components of the proposed plat.

Plat Name and Legal Description

The Preliminary Plat is proposed as "Dawson Woods." The proposed corresponding legal description is Lots 1 through 6, Block 1; Lots 1 through 4, Block 2; Lots 1 through 4, Block 3, Lots 1 through 6, Block 4; Lots 1 through 6, Block 5; Lots 1 through 4, Block 6; Lots 1 through 6, Block 7; Lots 1 through 4; Block 8, and Lots 1 through 6, Block 9.

Lot Configuration and Site Layout

The Preliminary Plat shows 46 lots for each townhome unit. There are also seven outlots for stormwater management, common areas, and natural area/open space. The proposed development includes a combination of four-unit and six-unit buildings with a total of nine buildings. As allowed in the R-3A, High Density Residential district standards, the internal lot lines of each building bisect the common walls between units.

The Development does not include the residential property at 7923 Argenta Trail. The Developer has included a ghost plat with 12 additional units for this property. Similarly, there is a ghost plat for the neighboring property to the west that shows 10 units. The ghost plats confirm that the proposed layout of the site can accommodate future development of these properties.

Streets and Sidewalks

The development has one access off Argenta Trail, aligning with Alberta Way on the east side of the street. The proposed streets would be public with a right-of-way width of 53 feet and a road width of 30 feet. A six-foot sidewalk is proposed on one side of the street throughout the neighborhood.

The southern edge of the Subject Property has an existing private driveway that provides access for the adjacent landowner to the west at 7985 Argenta Trail. At the request of this property owner, this private driveway is proposed to remain with this project. The private driveway would be removed when future development is approved on the adjacent property. A small outlot is proposed between the end of the right-of-way and the shared property line, allowing the Developer to plant trees to screen the new road from the property to the west.

Traffic
The Developer has included a Trip Generation Memo for the project. The memo estimates that the development would generate 22 additional vehicle trips in the AM peak hour and 23 trips in the PM peak hour. These additional trips are within the service capacity for Argenta Trail and are expected to have minimal impact on traffic in the area.

Utilities
The Subject Property is subject to the 1997 Joint Powers Agreement ("JPA") between the City of Inver Grove Heights and the City of Eagan. Properties that are within the boundary of the JPA area must have their water and sewer utilities served by the City of Eagan. In return, the City of Eagan collects development fees associated with these utility hookups. This particular JPA was negotiated to include park dedication as one of the fees that must be paid to the City of Eagan. The primary purpose of the JPA is to allow for development that otherwise could not occur due to a lack of available utility lines within Inver Grove Heights.

Parks and Trails
The Parks and Recreation Commission has reviewed this project and has recommended a cash payment in lieu of dedicating parkland. Due to the Subject Property being within the JPA area, this cash payment will be paid to the City of Eagan.

The Developer is proposing a private fire pit for residents between Block 4 and Block 5.

Phasing
The Development is proposed to be constructed in one phase.

PRELIMINARY PUD - DEVELOPMENT STANDARDS REVIEW
This section will review the development against the required development standards. The next section will summarize the PUD flexibilities that are being requested.

Setbacks
The Development complies with all setback regulations, including 20 feet from internal right-of-way lines, 40 feet from Argenta Trail, and 20 feet of structure separation.

Tree Preservation and Landscaping
The Developer is proposing to preserve 66 trees along the periphery of the Subject Property and remove the remaining trees. A total of 578 caliper inches is proposed in the Landscape Plan, meaning a fee in lieu will be required for the remaining 800 caliper inches.

The Landscape Plan includes 206 trees, far exceeding the requirement of 46 trees. Several of the plantings are along the periphery of the site to supplement the existing vegetation that is being saved. The Developer worked with the adjacent landowner to the west to provide additional screening that was requested.

Natural Areas/Open Space

All developments in the Northwest Area Overlay District require 20 percent of the net developable area to be preserved for natural area/open space. The net developable land for the Property is 8.1 acres. Out of this 20 percent of land, at least 50 percent is required to be undisturbed. There is also a requirement for at least 75 percent of the open space to be contiguous. The table below shows what the Developer is proposing for natural areas/open space. Overall, all the natural area/open space requirements are met.

NATURAL AREA / OPEN SPACE FEATURE	REQUIRED	PROPOSED
Total Natural Area / Open Space	1.6 Acres	3.9 Acres
Total Undisturbed Natural Area / Open Space	0.8 Acrea	1.3 Acres
Total Contiguous Open Space	1.2 Acres	2.5 Acres

Impervious Surface and Building Coverage

The maximum impervious surface coverage in the Northwest Area Overlay District is 35 percent for projects zoned R-3A, High Density Residential. This requirement applies to the whole site rather than per lot. The Developer is proposing 46.6 percent of impervious surface. This will require flexibility through the PUD process.

The amount of building coverage on the site is limited to 20 percent. The Developer is proposing a building coverage of 13.8 percent, satisfying the requirement.

Parking

Each townhome unit has a two-car garage and a driveway that can fit another two cars, exceeding City Code requirements. Additionally, six guest parking spaces are required to be provided. This can be accommodated with street parking, as allowed in the Northwest Area Overlay District.

REQUESTED PUD FLEXIBILITIES

A summary of the requested PUD flexibilities is detailed below, including the rationale for supporting the requests.

1. ***Impervious Surface Coverage*****.** The proposed impervious surface coverage for the site is 46.6 percent; the City Code maximum is 35 percent.

The Developer is proposing to treat stormwater runoff with a central infiltration basin, which is the preferred stormwater management method in the Northwest Area. Also, the Developer is exceeding City Code requirements for the number of trees being planted, which helps mitigate stormwater runoff.

2. ***Number of Units in a Building*****.** The R-3A Zoning District has a limit of four dwelling units per building; five of the nine buildings are proposed to have six units.

The irregular shape of the site limits the options for the site layout. It would be challenging to maintain the same unit count if all buildings were limited to four units. The buildings still meet all setback requirements, and the proposed density of 5.7 units per acre is well within the allowed range of four to eight units per acre.

3. ***Cul-de-sac Length.*** City Code limits the length of streets with cul-de-sacs to 500 feet; the southerly street in the plans is proposed to be about 600 feet in length.

With limited options for configuring the site, this standard would be difficult to meet. Additionally, this dead-end road is needed for the parcel to the west to develop in the future.

EVALUATION OF REQUEST

DEPARTMENT REVIEWS

Public Works and Engineering

Engineering staff have reviewed the plans for compliance with grading, drainage, utility, and stormwater requirements. The Developer is working with the Engineering Department to confirm that all necessary easements are in place outside the property limits in order for the stormwater infrastructure to tie into Dakota County's storm system along Argenta Boulevard. Depending on outcome of the findings, it is possible that additional easements outside the Property may be required, at the cost to the Developer.

Police and Fire

The plans were shared with the Police and Fire Departments. No comments were received from either department.

WETLANDS

There are no wetlands identified on the Property.

DEVELOPMENT CONTRACT

The City and Developer shall enter into a Development Contract and other associated agreements with the City. The list of agreements and details of the contract will be discussed with the Applicant, City Attorney and Staff as part of the final PUD review. All the agreements will be approved by the City Council as part of the final PUD review.

ALTERNATIVES

The Planning Commission has the following actions available on the proposed project:

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

- Approval of the Rezoning, Preliminary Plat, and Preliminary PUD subject to the following conditions:

    1. Prior to Final Plat approval, the Developer must confirm that all easements are in place for stormwater that flows outside the Property to the satisfaction of the City Engineer. If the City Engineer concludes that additional easements are needed, such easements must be acquired and paid for by the Developer prior to Final Plat approval.
    2. Prior to Final Plat and Plan approval, the final grading, drainage and erosion control, street plans and utility plans shall be approved by the City Engineer and subject to all conditions noted by the City Engineer and consultants in their review memos.
    3. The PUD shall be approved with the flexibilities outlined in the "Requested PUD Flexibilities" section of this report.
    4. Drainage and utility easements shall be provided on the final plat as required by the City Engineer.
    5. Park dedication shall be made in the form of a cash contribution based on the recommendation of the Parks and Recreation Advisory Commission.
    6. Prior to execution of the plat by the City and prior to recording of the plat with the County, the Developer must pay the City utility plat connection fees consisting of a

Water Utility Fee, Sanitary Sewer Utility fee and Storm Water Sewer Utility fee according to the formulas adopted by city ordinance.
7. The Developer and Owner shall enter into a Development Contract with the City.
8. Street lighting shall be required along all public streets. The street lighting plans shall be approved by the City prior to installation.

B. Denial. If the Planning Commission does not favor the requests, 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

The project complies with all performance standards of the Northwest Area except for the flexibility requested.

Staff is supportive of the flexibility requests and would recommend approval of the requests as presented with the conditions listed.

ATTACHMENTS

1. Future Land Use Map
2. Zoning Map
3. Trip Generation Memo
4. Application Narrative
5. Resident Comments
6. Location Map
7. Civil and Landscape Plans

Agenda Item 7.D.

CITY OF INVER GROVE HEIGHTS

Request for Council Action

SUBJECT: Second Reading of Ordinance Amending Existing Interim Ordinance

MEETING DATE: August 24, 2026
ITEM TYPE: Regular Business
CONTACT: Jason Ziemer, Community Development Director, 651-450-2546

ACTION REQUESTED

Consider second reading of an ordinance amending the existing interim ordinance (moratorium) on data centers.

BACKGROUND

Following three readings, the City Council adopted an interim ordinance (moratorium) on data centers with the City on June 26, 2026. QLevr, LLC and FIG Ion Timber, LLC, subsequently filed a lawsuit in Dakota County District Court challenging the validity of the interim ordinance. The lawsuit seeks a declaratory judgment that the interim ordinance, as applied to their previously-submitted application for Major Site Plan approval for a data center, was invalid, alleging tortious interference with their contractual relationship, claiming that the interim ordinance constituted a regulatory taking of their property without just compensation, and a violation of their due process, among other claims.

Litigation counsel has been in communication with QLevr's attorneys regarding the lawsuit, including potential settlement options. QLevr has proposed an offer to settle the lawsuit, dismissing the case without the City being required to pay any damages of Qlevr's litigation costs, provided that the City amend its existing interim ordinance to exclude their previously-submitted major site plan application for a data center and approves that major site plan application.

Following a closed session with litigation counsel on Monday, August 3,2026, the City Council reconvened in open session and directed litigation counsel and staff to move forward with settlement negotiations, including preparation of an ordinance amending the existing interim ordinance. City Code requires three readings of an ordinance before it can be adopted unless the Council waives that three-reading requirement by a 4/5ths vote of the Council present at the meeting. Such readings may only occur at three regular meetings of the City Council.

The first reading was considered and approved at the August 10 City Council meeting, with considerable discussion related to the potential financial implications of the lawsuit. The Council is asked to consider a second reading of the attached ordinance amending the existing interim ordinance at its August 24 meeting. If the second reading is approved, the ordinance will be brought back before the Council for a third and final reading on September 14. If adopted, the ordinance will not take effect until after it is published. The City must take final action on QLevr's Major Site Plan application by October 4 as is required by the statutory 60-day rule.

FISCAL IMPACT

n/a

RECOMMENDATION

Consider second reading of attached ordinance amending the City's existing interim ordinance.

ATTACHMENTS

1. Ordinance Amending Interim Ordinance
2. Frequently Asked Questions on Proposed Data Center Project Updated for August 24 City Council Regular Meeting_FINAL FINAL

CITY OF INVER GROVE HEIGHTS
DAKOTA COUNTY, MINNESOTA

ORDINANCE NO. _____

AN ORDINANCE AMENDING ORDINANCE NO. 1527, AN INTERIM ORDINANCE AUTHORIZING A STUDY AND IMPOSING A MORATORIUM ON DATA CENTERS

WHEREAS, following three readings, the Inver Grove Heights City Council adopted Ordinance No. 1527, an Interim Ordinance Authorizing a Study and Imposing a Moratorium on Data Centers (the "Existing Interim Ordinance") on June 26, 2026; and

WHEREAS, the City Council has determined that the Existing Interim Ordinance should be amended to exclude its application to the previously submitted application for Major Site Plan Approval for a Data Center.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF INVER GROVE HEIGHTS, DAKOTA COUNTY, MINNESOTA, DOES ORDAIN AS FOLLOWS:

1. The Existing Interim Ordinance is hereby amended as follows:

    a. The following language in Section 5

    Additionally, no additional review or other work on any previously accepted applications that include or contemplate construction or expansion of a Data Center will be conducted during the term of the moratorium. Previously received applications shall be either withdrawn by the applicant, acted upon by the City in accordance with this Ordinance, or, if agreed to by the applicant in writing, the statutory review period may be extended indefinitely to allow the City to act upon the application only after completing the aforementioned study pursuant to any amendments to the Zoning Code regarding Data Centers that take effect thereafter.

    Is hereby deleted in its entirety and replaced with the following language:

    This moratorium shall not apply to any previously submitted application for Major Site Plan Approval for a Data Center, and shall not prohibit the approval of any previously submitted Major Site Plan Application, the issuance of building permits or other City approvals associated with any approved Major Site Plan Application that is not subject to the moratorium adopted by this Interim Ordinance, or the construction of a new Data Center in conformance with an approved Major Site Plan Application.

2. Except as noted in Paragraph # 1 above, no other terms or provisions of the Existing Interim Ordinance are repealed, replaced, or otherwise modified by this Ordinance.

3. This Ordinance shall take effect immediately upon its adoption and publication.

Adopted by the Inver Grove Heights City Council this ____ day of _____, 2026.

CITY OF INVER GROVE HEIGHTS

By: _____
Brenda Dietrich, Mayor

ATTEST:

_____
Rebecca Kiernan, City Clerk

Frequently Asked Questions on Proposed Data Center Project
Updated for the August 24 City Council Regular Meeting

I heard the data center lawsuit was discussed at a Council meeting on August 3. What was discussed?

Yes; the City Council met with its litigation counsel and received an update regarding the lawsuit that has now been officially brought against the City. Upon considering the financial impacts to the City in real terms, there was consensus among Council members to revisit the discussion of the moratorium—which currently includes the proposed data center project—and whether the City should consider removing the proposed data center from the moratorium to avoid costs related to prolonged litigation and considerable damage claims.

Is the lawsuit just a threat by the developer?

No; the City has been served and the lawsuit is no longer hypothetical. Before the moratorium was adopted, the lawsuit had been threatened but not commenced. Once the moratorium was passed and the lawsuit was filed in court, Council had an opportunity to review the actual legal claims brought forth by the developer.

What are the financial implications of the lawsuit, specifically the potential cost to the City?

As stated at the August 10 City Council meeting, if the developer were to win its lawsuit, the potential cost to the City for damages is of at least $20 million, plus attorneys/legal fees incurred by the developer and the City.

What would be the impact on residents who pay taxes to the City of Inver Grove Heights?

A potential $20 million litigation exposure is nearly half of the City's entire proposed property tax levy for 2027. Ultimately, the City's financial obligations are taken on by the community, the taxpayers.

Using a median-valued home of approximately $361,600, if the City had to levy an additional $20 million in a single year, the City's portion of the property tax bill on that home is estimated to increase from approximately $1,833 to $3,053—an increase of about $1,220, or 67%, for that year.

Doesn't the City have insurance to cover the cost of a lawsuit?

The City's liability insurance for land use claims, which would apply in this case, maxes out at $1 million. Unlike automotive or property insurance claims, this amount is not a "deductible." Any claim, costs for damages, attorneys/legal fees, etc. above $1 million becomes the City taxpayers' responsibility. There are no insurance coverage options available that would meet the level of damages claimed, plus attorneys/legal fees, if the City were to lose the lawsuit.

Where is the City Council currently at in the development review process?

After action was taken by Council on the Environmental Assessment Worksheet (EAW) petition at their July 27 meeting, the City has 60 days to act on the development application. That deadline is October 4, 2026.

How is this process impacted by the current moratorium?

Under the current moratorium, the proposed data center project is unable to proceed at this time. If the City Council were to remove the data center from the current moratorium due to the financial implications of the lawsuit brought against the City by the developers, the moratorium must be amended. The proposed ordinance to amend the moratorium requires three readings by the City Council, unless this rule is waived by a super majority of the City Council (4 out of 5 members).

The first reading of the proposed ordinance to amend the moratorium was approved by the City Council at its r meeting on August 10. A second reading of the proposed ordinance will occur at the Council meeting on August 24.

When will a final decision be made?

If Council approves the second reading of the proposed ordinance to amend the moratorium on August 24, the third and final reading of the proposed ordinance would occur at the September 14 Council meeting, unless Council waives the requirement for three readings at its August 24 meeting. If adopted, the ordinance will not take effect until after it is published.

Will the moratorium still apply to future data center applications?

The moratorium is active for one year (until June 2027). Regardless of whether the current application for a data center remains part of the moratorium, the City Council will still proceed with the moratorium to study the related zoning issues.

Could the developer amend its application to build a larger data center?

No. If the data center project is removed from the moratorium, only the current project, as proposed, would be exempt from the moratorium. If the developer were to amend its application or submit a new application for a same or similar or larger project, the City would deny the application because of the existing moratorium. If new zoning changes and development standards for data center developments are established following the moratorium study, any future new applications for data centers, including by this developer, would need to comply with adopted City Code requirements.

Is the data center developer receiving financial assistance from the City or the State of Minnesota?

No; the developer has neither requested financial assistance from the City for this project, nor is the City providing or considering any financial assistance for the developer. The developer is also not receiving financial assistance from the State of Minnesota for this development.

Is the developer open to building on other sites in IGH?

Prior to choosing this site, the developer indicated it completed its due diligence and explored other public and private sites in IGH. The developer ultimately chose this site because it determined that it was the best site for the project. Litigation counsel spoke with the developer's counsel and learned the developer is not interested in other sites in or near IGH.

How can I share my comments with the Council?

You can email our city clerk (cityclerk@ighmn.gov) prior to noon on Monday, Aug. 24, and your comments will be provided to Council. Additionally, the City Council plans to hear public comments in person at its meeting on August 24.