

**INVER GROVE HEIGHTS CITY COUNCIL SPECIAL MEETING  
SATURDAY MARCH 10, 2018, 2018 6:00 PM – 8150 BARBARA AVENUE**

**A. CALL TO ORDER:** The City Council of Inver Grove Heights met in special meeting on Saturday, March 10, 2018, in the Inver Grove Heights Council Chambers. Mayor George Tourville called the meeting to order at 8:03 a.m.

Roll call: Present were Mayor Tourville, Councilmembers Bartholomew, Hark, Perry, and Piekarski Krech. Staff: City Administrator Joe Lynch

Lynch gave an overview of the meeting and materials sent to Council. The 2017 Goals, Council Memo's, presentations and review materials from previous Council meetings where the items were discussed.

Council discussed the Customer Service Policy. They indicated that they wanted it back on the next Council Work Session and then to the next Regular meeting, so it can be adopted. They indicated that staff should work on the metrics for measurement and propose something to Council at future Work Session meetings.

Council discussed the Finance Director position. It was the desire of the majority of the Council to move forward and authorize the Administrator to advertise for an opening and proceed to fill the position based upon the deadline of the current contract with the incumbent to expire at the beginning of June.

Council Member Piekarski-Krech inquired about doing an operational audit to determine if the structure and the alignment of staff positions and work being done was appropriate. Council indicated that Lynch should explore this concept with the HR Manager and rerun with more information later.

Council discussed the Fire Station communications strategy. The neighborhood meeting for those immediately impacted would be held in the very near future. Council indicated a desire to create a communication piece for the entire city to let all know what the impact will be and respond with accurate information on changes to service, if any, deployment of personnel, and any financial impacts.

Council took a recess at 10:05 a.m. Council reconvened at 10:20 a.m.

Council talked about succession planning for the Department Heads. Council discussed a Town hall meeting joining the businesses and residents into one meeting in mid to late April, sometime in the evening.

Council talked about the recent decision on the change in zoning for multi-family and addressing the lack of retail and vacancies in the city. Council considered what they might do with a Small Area study for the Northwest Are that would include the western portion of the current Argenta Hills development.

Council then went into a discussion on the performance evaluation of the City Administrator. Council noted some issues for the Administrator to work on.

**B. ADJOURN**

The meeting adjourned at 12:20 p.m.