



**City Council Agenda
March 25, 2026 | 7:30 PM**

This City Council meeting is taking place virtually and at the Woodbury City Hall in the Council Chambers.

Meetings are recorded by TrueLens Community Media and are broadcast live and replayed on cable channel 799. Meetings are also available on the [City of Woodbury's YouTube channel](#).

Members of the public may attend the meeting in person and may also join the meeting using a computer, tablet, or smartphone and accessing the virtual meeting link at woodburymn.gov/VirtualMeetings.

[Watch the Live Meeting](#)

Public comments will be accepted during the meeting both in person and virtually. Virtual questions should be submitted via the online Q&A feature within the virtual meeting link.

Questions regarding the meeting will also be taken between the hours of 8:00 a.m. to 4:30 p.m. at 651-714-3524 or at council@woodburymn.gov. Questions received after 4:30 p.m. will be responded to in the next three to seven business days.

Please note that all agenda times are estimates.

1. Call to Order
2. Pledge to Flag
3. Roll Call
4. Special Order of Business

4A. Arbor Month Proclamation

26-51

Staff recommends Council proclaim April 2026, as Arbor Month in the City of Woodbury.

5. Open Forum

The Open Forum is a portion of the Council meeting where a maximum of three persons will be allowed to address the Council on subjects which are not a part of the meeting agenda. Persons wishing to speak must complete a sign-up sheet prior to the start of the meeting and give the sign-up sheet to any staff person, or may also submit a question or comment virtually via the Q&A chat feature on the right side of the live event screen. Please provide your name and city of residence with your question for the official record. Speakers are limited to three minutes each. The Council will listen attentively to comments but, in most instances, will not respond at

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the meeting. Typically, replies to the concerns expressed will be made via letter or phone call within a week.

6. Consent Agenda

All items listed under the consent agenda are considered to be routine by the City Council and will be enacted by one motion and an affirmative vote by roll call of a majority of the members present. There will be no separate discussion of these items unless a Council Member or citizen so requests, in which event, the items will be removed from the consent agenda and considered a separate subject of discussion by the Council.

6A. Approval of Minutes

1. City Council Workshop Meeting - March 11, 2026
2. City Council Meeting - March 11, 2026

- 6B. Approving PNRC Appointment to 2050 Comprehensive Plan Task Force and Authorizing Staff to make Future Changes to Focus Group Composition as Needed 26-52

Staff recommends Council appoint Richard Freese to the 2050 Comprehensive Plan Task Force as the PNRC representative. Staff further recommend authorizing the Parks and Recreation Director to make future changes to the Park and Facility Long Range Plan Focus Group composition as needed.

- 6C. Approval of Water Wise Implementation Program; Approving the Cooperative Agreement between South Washington Watershed District and the City of Woodbury; Approving the Associated Budget Amendment 26-53

Staff recommends Council adopt RESOLUTION 26-25, a resolution approving the Water Wise Implementation Program Cooperative Agreement between South Washington Watershed District and the City of Woodbury and approving the associated budget amendment.

- 6D. Approval of Powers Lake Lift Station Rehabilitation Project; Awarding the Construction Contract; Authorizing the Mayor and City Administrator to Sign Contracts; Amending the Storm Water Utility Fund Budget; Authorizing Use of the Central District Trunk Storm Sewer Fund 26-54

Staff recommends Council adopt RESOLUTION 26-26, a resolution awarding the Powers Lake Lift Station Rehabilitation Project construction contract to Minger Construction Company, authorizing the Mayor and City Administrator to sign said contract, amending the Storm Water Utility Fund Budget, and authorizing the use of the Central District Trunk Storm Sewer Fund.

- 6E. Approval of Acceptance of the Washington County SHIP Grant from Washington County; Budget Amendment 26-55

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Staff recommends Council adopt RESOLUTION 26-27, a resolution accepting grant funds from Washington County for the 2026 SHIP Grant and approving the associated budget amendment.

- 6F. Approval of Liquor License Renewals; License Year April 1, 2026 through March 31, 2027 26-56

Staff recommends Council renew the liquor licenses of the businesses on the attached list in Council Letter 26-56 for the period of April 1, 2026 through March 31, 2027.

- 6G. Approval of Tobacco License Renewals; License Year April 1, 2026 through March 31, 2027 26-57

Staff recommends Council renew the tobacco license of the business on the attached list in Council Letter 26-57 for the period of April 1, 2026 through March 31, 2027.

- 6H. Approval of the Abstract of Bills

The abstract of bills includes payments made from the operating or project budgets for expenses of the city. The expenditures are from all funds of the city. Any purchased contracts requiring signature of the Mayor and City Administrator are hereby approved.

Staff recommends the approval of the abstract of bills for February 27, 2026, for \$853,640.65, and for March 6th, 2026 for \$9,525,099.28.

7. Public Hearing

In order to allow for a full airing of all speaker comments, individual remarks may not exceed 10 minutes each. If a speaker determines that more time is necessary, they are advised to make a request in writing to the Mayor at least three days prior to the hearing. If there are more than three (3) green sheets submitted to make comments at a public hearing, the Mayor may reduce the individual time allotted to each speaker so that all interested parties have the opportunity to provide their comments within the aggregate thirty-minute (30) public comment period of the public hearing process. Remarks or points already made by someone else should not be repeated, unless simply to state that they are “opposed” to, or “favor” the issue. Remarks should be limited to the subject at hand only. Speakers are encouraged to coordinate presentations to the extent possible. Those in attendance at the Public Hearing will refrain from applause, or other expressions of emotion, whether in favor of, or opposition to, any particular application or argument. Inappropriate language, outbursts or criticisms aimed at individuals or groups are not allowed.

- 7A. Consider Approval of Special Assessments for 2026 Roadway Rehabilitation Project 26-58

1. Open Hearing
2. Close Hearing

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3. Staff recommends Council adopt RESOLUTION 26-28, a resolution approving the special assessments for the 2026 Roadway Rehabilitation Project.

- 7B. Consider Approval of 2026 Roadway Rehabilitation Project: Award Contract; Amend Budget; Select Consultant for Construction Administration Services (Item is not a Public Hearing. Council action needed after close of the 2026 Roadway Rehabilitation Project Assessment Hearing) 26-59

Staff recommends Council adopt RESOLUTION 26-29, a resolution awarding the construction contract to Northwest Asphalt, Inc. in the amount of \$6,292,540.31 for the 2026 Roadway Rehabilitation Project and authorizing the Mayor and City Administrator to sign said contract, amending the 2026 Street Reconstruction/Maintenance Fund Budget, and authorizing the Mayor and City Administrator to execute a professional engineering services agreement with Bolton & Menk, Inc., in the amount of \$608,218 for construction administration services for the 2026 Roadway Rehabilitation Project.

8. Discussion

- 8A. Consider Adoption of Ordinance Amending Chapter 16 – Parks and Recreation and Chapter 14-Motor Vehicles and Traffic 26-60

Staff recommends Council adopt ORDINANCE 2076, an ordinance amending City Code Chapter 16 – Parks and Recreation, and Chapter 14—Motor Vehicles and Traffic.

9. Staff Reports

- 9A. City Administrator Update

10. Adjournment

The City of Woodbury is subject to Title II of the Americans with Disabilities Act, which prohibits discrimination on the basis of disability by public entities. The City is committed to full implementation of the Act to our services, programs, and activities. Information regarding the provisions of the Americans with Disabilities Act is available from the Administration office at 651-714-3500. Auxiliary aids for disabled persons are available upon request at least 72 hours in advance of an event. Please call the ADA Coordinator at 651-714-3500 (TDD 731-5796) to make arrangements.

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-51

March 25, 2026

To: The Honorable Mayor and Members of the City Council
From: Jeffrey J. Dahl, City Administrator
Subject: Arbor Month Proclamation

Summary

In 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees. This holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska. Since then, Arbor Day is now observed throughout the nation and the world.

Trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitats for wildlife. Trees are a renewable resource giving us paper, wood for our homes, fuel for our fires and countless other wood products. Trees in our City also increase property values, enhance the economic vitality of business areas and beautify our community.

In celebration of the annual Arbor Day, the City of Woodbury declares the whole month a celebration and will be encouraging residents to plant trees in their yards and become good stewards of the trees that already exist. In addition, the Parks and Forestry Division planted 926 trees in 2025 and will be planting approximately 500 additional trees in 2026 within the City.

Recommendation

Staff recommends Council proclaim April 2026, as Arbor Month in the City of Woodbury.

Fiscal Implications

None

Policy

Critical Success Factor: Environmental Stewardship

Public Process

This has been an annual declaration of the City Council.

Background

With the unfortunate loss of hundreds of Ash trees in our community over the past several years, the stewardship we encourage and foster for both residents and the City becomes even more important. Arbor Month presents an opportunity for the promotion of such stewardship, education for planting and tree care, and tree sales offered by or promoted through the City.

The annual proclamation is a requirement for participation in the Tree City USA program. Through receiving this designation, Woodbury maintains its eligibility for certain grants through the program.

Written By:	Amy Howard, Assistant Parks & Forestry Manager
Approved Through:	Mary Van Milligen, Public Works Director
Attachment:	Arbor Month Proclamation

**Proclamation of the City of Woodbury,
Washington County, Minnesota**

**Arbor Month
April 2026**

WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees; and

WHEREAS, this holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska; and

WHEREAS, Arbor Day is now observed throughout the nation and world; and

WHEREAS, trees can reduce the erosion of topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen and provide habitat for wildlife; and

WHEREAS, trees are a renewable resource and give us paper, wood for our homes, fuel for our fires and countless other wood products; and

WHEREAS, trees in our City increase property values, enhance the economic vitality of business areas and beautify our community; and

WHEREAS, trees, wherever they are planted, are a source of joy and spiritual renewal.

NOW, THEREFORE, I, Anne W. Burt, Mayor of the City of Woodbury, Washington County, Minnesota, do hereby proclaim the month of April 2026 as

Arbor Month

in Woodbury and I encourage all the residents of Woodbury to celebrate Arbor Day all month and to support efforts to protect our trees and woodlands; and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

This Proclamation was adopted and was signed by the Mayor and attested to by the City Administrator this 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

Minutes
Woodbury City Council Workshop
Wednesday, March 11, 2026

6A1

Pursuant to the due call and notice thereof, a workshop meeting was held at Woodbury City Hall, 8301 Valley Creek Road, on the 11th day of March 2026.

Present: Mayor Anne Burt, Councilmembers: Kim Wilson, Jennifer Santini, Steve Morris, and Donna Stafford.

Others Present: Jeffrey Dahl, City Administrator; Angela Gorall, Deputy City Administrator; Christina Benson, City Attorney; Nicole Pontrelli, Public Safety Manager; Jason Posel, Public Safety Director/Police Chief; additional staff in-person and on-line and present for vehicle tours.

Meeting was called to order at 5:30 p.m.

Workshop Discussion Items

1A. Discussion of Solicitor Permits and Proposed Ordinance Changes

Presentation provided by staff with Council questions, comments, and discussion throughout.

Council provided direction to staff as follows:

- Proceed with development of Option 2 as presented.
- Staff to provide further regulatory methods and standards for permitting a business and revoking such permit as may be necessary, including a fee recommendation for a business license.
- Staff to develop a fee recommendation for individual solicitor permits.
- Total fees to be collected are to be developed based on recuperating full cost impacts to the City as allowed.

Council further provided direction to staff to also research and offer recommendations for the ordinance on how denial or approval of a permit is evaluated utilizing the background check process by staff. Staff were directed to verify applicable forms for comprehensiveness and will also implement further communication plans as reviewed following any approvals. Council was supportive of ordinance amendments for a non-calendar year implementation pending staff further review.

1B. Public Safety Vehicle Showcase: Police Armored Vehicle and Fire Ladder Truck

The Council moved the meeting outdoors of City Hall. Staff provided an informational walk through of the Police Division's new armored vehicle and the Fire Division's new ladder truck. Staff presented vehicle features, capabilities, deployment scenarios, and training considerations.

Administrator Comments and updates

None

Mayor and City Council Comments and Commission Liaison Updates

None

Adjournment

Meeting was adjourned at 7:05 p.m.

Respectfully submitted,



Angela Gorall, Deputy City Administrator

Approved by the Woodbury City Council on _____.

**Minutes
Woodbury City Council
Wednesday, March 11, 2026**

6A2

Pursuant to the due call and notice thereof, a regular meeting was duly held virtually and at the Woodbury City Hall, 8301 Valley Creek Road, on the 11th day of March 2026.

Call to Order

Mayor Anne Burt called the meeting to order at 7:30 p.m., and she welcomed those attending the meeting both in person and virtually. She explained that she had laryngitis and would be turning the meeting over to Mayor Pro Tem Santini to conduct most of the meeting.

Mayor Pro Tem Santini explained that members of the public may attend the meeting in person and may also join the meeting using a computer, tablet, or smartphone. She stated public comments will be accepted during the meeting both in person and virtually. Virtual questions should be submitted via the online Q&A feature within the virtual meeting link. Questions regarding the meeting will also be taken between the hours of 8:00 a.m. to 4:30 p.m. via email at council@woodburymn.gov or at 651-714-3524. Questions received after 4:30 p.m. will be responded to in the next three to seven business days.

Mayor Pro Tem Santini stated that meetings are recorded through True Lens Community Media and are broadcast live and replayed on cable channel 799. Meetings are also available on the City of Woodbury's YouTube channel. Members of the public are welcome to join and have an opportunity to speak in person, or can watch virtually. Virtual questions can be submitted online, and the City Clerk will monitor them throughout the meeting.

Pledge to Flag

Audience, staff, and Council pledged allegiance to the flag of the United States of America.

Roll Call

Upon roll call the following were present: Mayor Anne Burt, Councilmembers: Kim Wilson, Donna Stafford, Steve Morris, and Mayor Pro Tem Jennifer Santini. Absent: None

Others Present: Ashleigh Sullivan, Assistant City Administrator/City Clerk; Christina Benson, City Attorney; Jeffrey Dahl, City Administrator; Janelle Schmitz, Community Development Director; and Eric Searles, Assistant Community Development Director/City Planner.

Special Order of Business

No items scheduled

Open Forum

No comments received

Consent Agenda

- Item A 1. Approval of Council Workshop Minutes– February 25, 2026
 2. Approval of Council Minutes – February 25, 2026

Item B To adopt the following resolution

Resolution 26-18

Resolution of the City of Woodbury, Washington County, Minnesota approving the Cooperative Agreement with Independent School District 833 for Enhanced Street Sweeping.

Item C To adopt the following resolution

Resolution 26-19

Resolution of the City of Woodbury, Washington County, Minnesota approving the Cooperative Agreement with Ramsey-Washington Metro Watershed District for the enhanced street sweeping program and amending the 2026 Adopted Budget.

Item D To adopt the following resolution

Resolution 26-20

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Resolution of the City of Woodbury, Washington County, Minnesota approving a budget amendment to the 2025 Water and Sewer Utility Fund for the East Wellfield Manifold Pipe Project.

Item E To adopt the following resolution **Resolution 26-21**

Resolution of the City of Woodbury, Washington County, Minnesota awarding the contract for the 2026-2027 Ojibway Park Trails Reconstruction Project to Miller Excavating Incorporated in the amount of \$835,172 and authorizing the Mayor and City Administrator to sign said contract, and approving associated budget amendment.

Item F To adopt the following ordinance **Ordinance 2074**

Ordinance of the City of Woodbury, Washington County, Minnesota an ordinance providing that the City Code be updated by amending Chapter 2, Administration, Article II, City Council, Section 2-21 Compensation.

Item G To adopt the following resolution **Resolution 26-22**

Resolution of the City of Woodbury, Washington County, Minnesota approving the application for Lawful Gambling activity for Hill Murray Fathers Club at The 'Wick Pub & Grill, located at 9555 Wedgewood Drive, Woodbury, MN.

Item H To adopt a motion to renew the liquor licenses of the businesses on the attached list in Council Letter 26-45 for the period of April 1, 2026, through March 31, 2027.

Item I To adopt a motion renew the tobacco licenses of the businesses on the attached list in Council Letter 26-46 for the period of April 1, 2026 through March 31, 2027.

Item J The abstract of bills includes payments made from the operating or project budgets for expenses of the city. The expenditures are from all funds of the city. Any purchased contracts requiring signature of the mayor and City Administrator is hereby approved. Staff recommends approval of the abstract of bills for February 13, 2026 in the amount of \$650,860.20 and February 20, 2026 in the amount of \$1,289,742.79.

Councilmember Stafford moved, seconded by Councilmember Morris, to approve the Consent Agenda items.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Public Hearings

A. Consider Approval of Forty-seven Pines Public Hearing: Comprehensive Plan Amendment, Planned Unit Development, Conditional Use Permit and Preliminary and Final Plat Project No. 29-2025-00592

Mayor Pro Tem Santini declared the public hearing open.

Assistant Community Development Director/City Planner Searles stated that Land & Resource Consulting (LRC) has submitted an application for a Comprehensive Plan Amendment, Planned Unit Development, Conditional Use Permit, and Preliminary Plat for the property located at 4255 Woodlane Drive. The application requests to plat nine (9) residential lots. The land is currently zoned R-2 Single Family Estate District and is currently guided as Rural Estate on the Land Use Plan.

Mr. Searles explained at their July 16, 2025, meeting that the City Council provided feedback on a Concept PUD for the subject property prior to bearing the expense of preparing a full development application. The proposed application was informed by the discussions, including increasing the lot width and shape of several of the lots.

Mr. Searles noted that the proposed site is zoned R-2, Single-Family Estate District, which normally allows for subdivision at a density of one unit per 3 acres of land due to the district's reliance on private wells and septic systems to meet the infrastructure needs of the lots. The R-2 District is also the appropriate zoning district for Urban Estate developments, which are identified to have a maximum density of 1 unit per acre, subject to the provision of public utilities.

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Mr. Searles stated the Applicant is requesting a change to the Comprehensive Plan Land Use from Rural Estate to Urban Estate. The City has historically required one of the following findings of fact to be made to support a change to the land use of a property via a Comprehensive Plan Amendment. Either a mistake was made in designating the property Rural Estate in the Comprehensive Plan, or times and conditions have changed to warrant a change in the plan. Staff identifies that the times and conditions have changed to warrant a change in the plan. The development to the east of the subject parcel is called Arbor Ridge. As part of the development two (2) significant events occurred that changed the highest and best use for the adjacent land. The first was the extension of Hargis Parkway, which extended city sewer and water to the subject site but also provided a significant traffic benefit to Bailey Road by providing an additional east/west roadway connection from Woodlane Drive to Pioneer Drive.

Mr. Searles noted that the second change was the construction of a municipal drinking water supply well in the location identified below. Due to the close proximity to the city well, allowance of additional private water wells should be greatly minimized to reduce drawdown and contamination risks. The proposed utilization of City sewer and water would mitigate the risks to the adjacent municipal drinking water supply well. Furthermore, when utilities are present, the City Code requires their use versus the utilization of private wells and septic systems. Due to the lower density patterns to the west of the site and the single family development to the east, staff identifies the highest and best land use as Urban Estate as the Comprehensive Plan identifying a goal for Urban Estate properties to "provide a transition from rural to residential area" with further technical discussion on the ability of the land use category to "provide a transition between Rural Estate (3-acre lots) and Low Density Mixed Residential areas (3.5 units per acre). Urban Estate may also be used in the future in other areas as a transition from Rural Estate to an urban land use if municipal services can be provided".

Mr. Searles explained that the Applicant requests Planned Unit Development (PUD), Conditional Use Permit, and Preliminary Plat approval for the development site. The Planned Unit Development (PUD) application requests flexibility to the Zoning Ordinance for the following requirements. The 3-acre minimum lot size is established for lots with private wells and septic systems. The proposed lots would be served by municipal sewer and water services, which facilitates the reduced lot sizes. The proposed lots range from .74 to .96 acres, with all lots meeting minimum depth and width requirements. For context, the single-family lots directly to the east range from .2 to .3 acres. In exchange for flexibility to the standards identified, the Applicant shall connect the existing home and all future homes to City services to mitigate risk to the adjacent municipal well and shall construct a trail along the south side of Hargis Parkway all the way to Woodlane Drive.

The proposed Preliminary Plat creates 9 single-family lots, with lot 1 being the existing homestead and a single outlot for stormwater management that will ultimately be owned and maintained by the City. The plat further conveys right of way for Woodlane Drive.

Mr. Searles mentioned that access to the property is proposed off of Hargis Parkway, with two (2) cul-de-sacs proposed. It is anticipated that the westernmost cul-de-sac could be extended in the future to provide access to the properties to the south. A trail is proposed on the south side of Hargis Parkway, which would extend the existing trail to connect with Woodlane Drive. A sidewalk is proposed on the west cul-de-sac as it is identified to be extended in the future to serve the properties to the south of the development. The proposed lots are larger than the lots located to the east but smaller than the lots located to the west across Woodlane Drive. Bailey Elementary is located to the north.

Mr. Searles noted that the Applicant has submitted a detailed landscaping plan that provides plantings throughout the development site with a specific focus on providing significant landscaping along Hargis Parkway to create additional screening and separation. Mr. Searles stated that a neighborhood meeting was held as part of the concept PUD review on June 18th, with 16 property owners in attendance. Questions were raised regarding anticipated grading, stormwater management, perimeter tree impacts, and project timelines. An additional neighborhood meeting was held on November 17, 2025, with 9 residents in attendance. Questions were raised regarding the timing of the project, landscaping along Hargis Parkway, and the removal of barbed wire fencing. The Planning Commission reviewed the application at its February 23, 2026, meeting. At that time, they recommended approval by a 5-0 vote. He introduced Planning Commissioner Saurin Shah to provide a Planning Commission report.

Planning Commissioner Shah noted that staff explained to the commission the rationale for their recommendation, and the commission unanimously approved with a 5-0 vote. The key discussion points were around the availability of City water and sewer, and what would happen in the future if the lot to the south came forward with a similar development proposal. The Planning Commission was informed that water and sewer capacity would be reviewed as part of the next Comprehensive Plan development. He pointed out the walking path included in the development and noted that there was discussion about students from the elementary school walking on the walking path and the need for pedestrian crossings. Staff pointed out to the commission that there would be pedestrian crossings at Woodlane and would monitor the area to see if there needed to be a lighted crossing or just a pedestrian crossing. The commission had questions on if the planned cul-de-sac was sized for EMS and trash pickup. He added that the commission had questions regarding stormwater drainage.

Mayor Pro Tem Santini moved, seconded by Councilmember Wilson, to close the public hearing.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Mayor Pro Tem Santini opened opportunity for discussion and questions from the Council.

Mayor Burt asked why the two cul-de-sacs were different sizes. Mr. Searles replied that the cul-de-sac on the west side is a temporary cul-de-sac and is the minimum size that the City can accept to allow for emergency vehicles and plowing operations. Mayor Burt asked how snow removal would be handled in the smaller cul-de-sac. Mr. Searles replied that the snow would be pushed to the end. Mayor Burt wondered how

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a full ladder fire truck would be able to maneuver the smaller cul-de-sac. Mr. Searles replied that the fire truck would be able to maneuver the area, and staff have turning templates that show the ability for full ladder trucks to move through the cul-de-sac, but it would not be as simple as the other cul-de-sac.

Mayor Burt asked if staff had an idea of when the property to the south would be developed. She wondered if the cul-de-sac could be made bigger and then reduced later. Mr. Searles pointed out that the Agenda Packet identifies some ghost plots that shows how deep the cul-de-sac is, and he added that ultimately the cul-de-sac will eventually be relocated and rebuilt to the south if development occurs.

Councilmember Morris asked if the property was inside the MUSA. Mr. Searles replied that it is currently not within the MUSA, but after the Comprehensive Plan amendment, it would be inside the MUSA.

Councilmember Morris suggested including signage that indicated that there would be a future road extension planned, so the four property owners who were coming into the development would be aware. Mr. Searles replied that it is part of the standard specifications but could include it as a condition. Councilmember Morris replied that it did not need to be a condition if it was a part of the standard specifications.

Councilmember Wilson asked if the properties would be well and septic. Mr. Searles replied that the current zoning and land use would lead the development to be well and septic lots. Councilmember Wilson asked if the properties would be well and septic. Mr. Searles replied that if the item was approved, the properties would not be well and septic and instead would be hooked up to City water and sewer.

Councilmember Morris explained that the desire for the City is for the development to be connected to City water. He asked Mr. Searles to add clarification on why the City does not want more wells and septic systems in this location. Mr. Searles replied that wellhead protection is to limit the number of protrusions into the aquifer. Another issue is that there are drawdowns in close proximity to municipal wells, which can cause operational challenges for future wells.

Councilmember Wilson asked how students from the development to the east get to Bailey Elementary School. Mr. Searles replied that there is a trail and sidewalk system that connects.

Councilmember Wilson explained that the Council has previously said that they do not want to do a Comprehensive Plan amendment because it can create a lot of additional work. She added that the City has a pause on development outside of the MUSA. Mr. Searles explained that the Comprehensive Plan amendment would amend the MUSA boundary and bring it into the existing MUSA. The current development pause is pausing the implementation of sub-phasing specifically for sub-phase 2D.

Councilmember Wilson requested to have sidewalks on both sides of the road. She explained that when the road extends to the south for future development, it would make it more difficult for people living there. Mayor Burt explained that the City does not typically do that. Councilmember Morris mentioned that the City has standards that would dictate when and where there would be dual sidewalks. Mr. Searles stated that the design principles identify the roadway category or characteristics that would lead to having a sidewalk on both sides or a trail and sidewalk on one side. He noted that a normal city road would have a sidewalk on one side only.

Councilmember Wilson expressed concerns regarding the road getting bottlenecked due to parents picking up students from the school who are walking. She wondered what the width of the road was. Mr. Searles replied 26 feet. Councilmember Wilson pointed out that there have been issues with vehicles bottlenecking and safety concerns at Valley Crossing Elementary. Councilmember Morris asked Mr. Searles to explain the history of pedestrians from the school on Hargis Parkway. Mr. Searles explained that there have been concerns regarding parking, especially when there was utilization of the fields. He noted that he believed the issue had been corrected. He added that staff have not seen issues with parent parking along Hargis Parkway but have seen issues on Woodlane.

Councilmember Morris moved, seconded by Mayor Pro Tem Santini, to approve the Comprehensive Plan Amendment from Rural Estate to Urban Estate.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Councilmember Morris moved, seconded by Councilmember Stafford, to approve the Conditional Use Permit (CUP) via Resolution 26-23, a Resolution adopting findings of fact.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye

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Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Councilmember Morris moved, seconded by Councilmember Stafford, to approve Forty-seven Pines Planned Unit Development (PUD), Preliminary Plat and Final Plat, Project No. 29-2025-00592, and authorize the Mayor and City Administrator to execute the Developer Agreement with all approvals subject to the following conditions as listed in Council Letter 26-47.

1. The PUD and CUP approval shall expire one (1) year from the date of City Council approval unless a building permit has been requested or a time extension has been granted by the City Council.
2. The Applicant shall obtain Metropolitan Council approval for the Comprehensive Plan Amendment prior to the issuance of a land disturbance permit.
3. The Preliminary Plat approval shall expire six (6) months from the date of the City Council approval unless a Final Plat has been requested or a time extension has been granted by the City Council.
4. Prior to the issuance of a building permit, the Applicant shall record the final plat.
5. Final park dedication shall be satisfied via cash dedication. Final dedication shall be memorialized in the Development Agreement.
6. A Development Agreement shall be fully executed prior to the release of the Final Plat for recording.
7. Prior to the approval of the Final Plat, all required findings of Chapter 21-16 shall be met. This includes participation for public infrastructure including storm sewer, water, sanitary and transportation infrastructure. Approval of the Preliminary Plat is conditional upon satisfactory compliance with Chapter 21-16 of the Woodbury City Code.
8. Prior to the issuance of a land disturbance permit, the Applicant shall revise the landscaping plan to add a minimum of three trees per lot.
9. Prior to the issuance of a land disturbance permit, staff shall finalize the tree replacement calculations and method of achieving replacement or payment in lieu.
10. Prior to the issuance of a land disturbance permit, Engineering staff shall review and approve the seeding plan for the stormwater ponding area. Said plan shall include a minimum of three (3) years of maintenance to establish native areas within the outlot.
11. All areas designated for perennial native vegetation, per the landscape plan, shall be established by a qualified contractor which shall be approved, in writing, by staff within the Development Agreement. Furthermore, all work done comply with the Native Vegetation Establishment Program.
12. Prior to the issuance of a land disturbance permit, the Applicant shall obtain all necessary temporary and permanent easements necessary to construct utility extensions and temporary cul-de-sacs.
13. The Applicant and future property owners shall ensure the removal of all barbed wire currently onsite is removed.

Engineering Conditions:

1. The Applicant shall be financially responsible for all applicable water, sanitary sewer and storm sewer area and connection charges. Rates applied shall be those in effect at the time of Final Plat approval and will be memorialized in a feasibility/preliminary report for the project.
2. The Applicant shall be financially responsible for trunk sanitary sewer and trunk watermain lateral benefit charges applicable to the site. Lateral benefit charges will be based on the rates in effect for the year the Development Agreement is executed.
3. Prior to the issuance of a Land Disturbance Permit, the proposed stormwater facility designs shall meet the City's stormwater design standards including infiltration, quality and quantity ponding.
4. Prior to the issuance of a Land Disturbance Permit, the sanitary, storm and water utility plans shall be reviewed and approved by the Engineering Division.
5. The Applicant shall be responsible for compliance with the City's Land Disturbance and Erosion and Sediment Control Ordinance and must obtain a Land Disturbance Permit along with any necessary right-of-way permits from the City's Engineering Division prior to the commencement of any site activities or site disturbance. The Developer will also be responsible for obtaining any other permits necessary from other applicable agencies such as the Minnesota Pollution Control Agency NPDES Permit for Construction Activities permit prior to commencing any site activities.
6. Where public utilities and/or overland emergency overflows run adjacent to side or rear lot lines, easements shall be a minimum of 10 feet wide on each side of the lot line. If the utilities are deeper than 10 feet the easement width for each lot is calculated at a 1:1 depth to width ratio from the centerline of the utility. The easement width shall then be adjusted to the nearest five (5) foot increment.
7. The Applicant shall be responsible for protecting all on- or off-site storm sewer basins and components and adjacent storm sewer facilities from exposure to stormwater runoff, sediment and debris during construction activities. Temporary stormwater facilities may be necessary to protect the aforementioned improvements during all construction activities. Construction and maintenance of any temporary stormwater facilities shall be the responsibility of the Developer. A SWPPP shall be submitted to the City for review and approval as part of the Land Disturbance Permit process.
8. Temporary sediment basins shall be identified on the grading plan that are sufficient in size to address stormwater management during construction. These basins shall be located out of the right-of-way and be maintained throughout housing construction.
9. All homes shall have a 25-foot useable backyard area (flat for approximately 25 feet out from the house pad).
10. Outlots and easements that contain public structures and utilities shall be kept free of landscaping and retaining walls, except otherwise approved. All pond accesses and maintenance benches shall be kept free of planting, retaining walls, etc.
11. All public utility improvements and connections to the public systems shall be designed by the City in accordance with all City standard specifications, standard detail plates and standard plans. Easements necessary to accommodate public utility

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improvements will be determined by the final design and shall be shown on the Final Plat. Responsibility for construction of public utility improvements will be determined at the time of Final Plat approval.

12. All rights-of-way, easements and outlots shall be kept free of plantings, retaining walls, signage, etc. that would affect their intended purpose.
13. The Applicant shall be financially responsible for any cost incurred for removal and/or relocation of existing small utilities, utility poles, undergrounding existing overhead electric utilities and other associated private utilities adjacent to and within the development and/or related to the public improvements needed to service the development.
14. Street lights shall be required to be installed by the Applicant, at their cost, as directed by the City.
15. The location of landscaping irrigation lines shall be shown on the utility plan for irrigation of medians or at locations where irrigation lines cross public streets.
16. All irrigation systems shall meet the design standards established by the Environmental Division including, but not limited to, the following standards:
 - a. All systems shall have an irrigation audit completed by a certified landscape irrigation auditor and submitted to the City. Audit results, including auditor, date, time, issues identified and recommended improvements shall be submitted to the City as identified in the Operations and Maintenance Plan.
 - b. All systems, including pumps, controllers, connections and irrigation line placement shall be submitted for review and approval by City Staff.
 - c. Private irrigation wells as a back-up irrigation source shall not be permitted.
 - d. Irrigation heads shall be placed a minimum of 6 inches from back of curb, trail, sidewalk, or other hard surface to avoid damage.
 - e. Irrigation mainlines must be placed outside of right-of-way to avoid damage.
 - f. EPA Watersense approved smart controllers shall be used. The controller shall be approved by Engineering Staff in writing.
 - g. Drip irrigation, high efficiency rotating nozzles, pressure regulate

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

B. Consider Approval of Bielenberg Drive Multi-Family Public Hearing: Comprehensive Plan Amendment, Rezoning, Planned Unit Development, Conditional Use Permit, Preliminary Plat and Site and Building Plan, Project No. 05-2025-00594

Mayor Pro Tem Santini declared the public hearing open.

Mr. Searles stated Greco Properties LLC has submitted an application for a Comprehensive Plan Amendment, Rezoning, Planned Unit Development, Conditional Use Permit, Preliminary Plat, and Site and Building Plan. The application requests to construct a 150-unit multifamily project, including both apartment and townhome units. The project property is located north of Tamarack Road and west of Bielenberg Drive. The land is currently zoned B-1 Office Park District and is currently guided as Places to Work.

Mr. Searles noted that the applicant is proposing to construct an active adult 55+ senior community including a 137 unit four-story apartment building and thirteen townhomes. The apartment building consists of 43 one (1) bedroom units, 75 two (2) bedroom units and 19 three (3) bedroom units. All of the townhome units are two (2) bedrooms plus den floor plans. In February of 2024, the City Council approved the Gold Line Development. The first phase of the development included the construction of the Top Golf and Main Event commercial recreation uses but also identified the subject site as a possible future residential use.

Mr. Searles explained that the Applicant is requesting a change to the Comprehensive Plan Land Use from Places to Work to Mixed Use. The City has historically required one of the following findings of fact to be made to support a change to the land use of a property via a Comprehensive Plan Amendment. The findings include a mistake was made in designating the property Places to Work in the Comprehensive Plan, or times and conditions have changed to warrant a change in the plan. Staff identifies that the times and conditions have changed to warrant a change in the plan. On April 13, 2022 City Council approved the Gold Line Station Area Master Plan. The purpose of the City's master plan was to determine the appropriate land uses around each of the three stations, optimize existing development, prepare for potential redevelopment, create a unique sense of place with landscaping and lighting fixtures, and enhance connectivity within the area. Within the plan, the subject site was studied due to its proximity to the transit line and was recommended to be guided for high density residential use adjacent to Bielenberg Drive.

Mr. Searles mentioned that the existing zoning for the property is B-1, Office Park District. The application requests a modification of the site zoning to MX, Mixed Use to allow for the proposed residential use. The proposed zoning change is appropriate based on the recommend land use change to Mixed Use as State law requires a city to rezone properties consistent with their land use.

Mr. Searles stated that the Applicant requests Planned Unit Development (PUD), Conditional Use Permit, and Preliminary Plat approval for the development site. The Planned Unit Development (PUD) application requests flexibility to the Zoning Ordinance for the following requirements.

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The proposed plans identify 180 spaces in the underground parking garage and 37 surface parking stalls. The applicant has also secured parking rights within the adjacent commercial parking lot, which is currently shown as proof of parking. The proposed project provides a total of 254 spaces.

Mr. Searles explained that the proposed rental development is accessed by two existing access points off of Bielenberg Drive, with both points being full signalized accesses. The project identifies both internal and exterior site amenities that future project residents will have access to. He reviewed the amenities included in the project.

Mr. Searles noted that a Conditional Use Permit shall be required for all multi-family projects and Planned Unit Developments. City Code Section 24-43 outlines the guidelines for granting a Conditional Use Permit. The applicant has submitted a detailed landscaping plan that provides plantings throughout the development site.

Mr. Searles stated the exterior facades meet the architectural ordinance requirement of 65 percent Class I material. The graphics in the agenda packet show the proposed designs with brick, stone, and glass being the predominant Class I material, with material colors that were carefully selected to complement the adjacent commercial uses. The apartment design utilizes jogs and material transitions to break the building massing into smaller, visually approachable parts. The corners of the buildings and main entrance are designed via a cohesive architectural language to convey a refined and modern multifamily structure. The designs further include larger parapets and canted roof canopies at key corners. The application also identifies 13 townhome units, which are designed to aesthetically support the apartment building's modern design through matching building materials .

Mr. Searles explained that the graphic in the agenda packet is from the Gold Line PUD approvals, which created the overall pedestrian connectivity approach. The red dotted line is the future sidewalk to be constructed as development occurs. The graphic on the right shows the proposed sidewalk system, which was strategically designed to enhance accessibility and site connectivity. To the west, walkways provide convenient access to the adjacent commercial uses, and to the east, sidewalks link directly to the Bielenberg Drive trail, which offers a connection to the greater Gold Line BRT and additional recreation trails. Circulating sidewalks internal to the site strengthen the connections and create inviting spaces for walking and outdoor activity.

Mr. Searles noted that a neighborhood meeting was held on February 17, 2026. No residents were present at the meeting and staff has not received any questions or comments following the mailing of the Planning Commission meeting notice. The Planning Commission reviewed the application at its February 23, 2026, meeting and recommended approval by a 5-0 vote.

Planning Commissioner Shah noted that the key discussion points with the Planning Commission were the history of Comprehensive Plan amendments and rezoning. He added that there was a discussion regarding the location of the walking path from the condominiums and if the path was wheelchair accessible. He mentioned that the developer explained to the commission that there is a similar facility in Minnetonka that they developed, and they learned that .75 parking spaces per occupant is appropriate. He stated that the staff agreed that the parking was adequate. The commission discussed the common areas being easily accessible by EMS.

Mayor Pro Tem Santini moved, seconded by Councilmember Morris, to close the public hearing.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Mayor Burt opened an opportunity for discussion and questions from the Council.

Councilmember Morris asked if the entire development was market-rate senior 55+ or just a portion of the project. Mr. Searles replied that it was the entirety of the project. Councilmember Morris asked if the property would have to be 55+ forever. Applicant Josh Brandsted replied that it is a restriction on the property. Mayor Pro Tem Santini pointed out that the area would be desirable for younger people to move in. Mr. Searles pointed out an area that is vacant and is identified within the master plan for a change to move to residential housing.

Councilmember Wilson asked if the master plan identified the area as more of a business office use instead of residential. Mr. Searles replied that the master plan looks at the entire area, and it includes residential housing on the property.

Councilmember Morris asked if the berms shown in the elevation graphic were planned. Mr. Searles replied that it is planned due to the lack of ability to put plantings there due to the pipeline. Councilmember Morris expressed concerns about the pedestrian movement off the site. He asked what the pedestrian movement was south of the property to get to Tamarack. Mr. Searles replied that there is a trail on the west side of Bielenberg Drive as part of the Gold Line.

Councilmember Morris asked staff if they believed the guest parking was sufficient. Mr. Searles replied that it is consistent with what they have used for guest parking ratios and believed it would be sufficient. Councilmember Morris asked if the townhouses had driveways. Mr. Searles agreed that they did. Mayor Pro Tem Santini wondered about cross-easement parking. Mr. Searles replied that there is cross-easement parking in the north area. Mayor Burt pointed out that the State is looking to restrict parking more. Mr. Searles added that the State is looking to have one stall per unit. Mayor Burt asked Mr. Brandsted how that would work, trying to rent out units. Mr. Brandsted replied that

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all of the suburban units have one parking stall per bedroom. He explained that the Minnetonka site is .67 stalls per bedroom. He stated one stall per unit would be insufficient.

Councilmember Wilson expressed concerns regarding parking and mentioned that many units would likely have two cars. She wondered who would be utilizing a three-bedroom unit in a 55+ facility. Mr. Brandsted replied that some of the two to three-bedroom units have two vehicles, but a lot of the couples have a single vehicle. He added that they found that there was too much parking provided, and it is not all utilized at the other site.

Councilmember Morris explained that he is a little disappointed that it is targeted to 55+ because it is a great market rate, and it has direct access to transit.

Councilmember Wilson expressed her confusion about the property being residential. She explained that there was a lot of discussion on the master plan for the corridor, and there were many ideas that were offered. She noted that it did not seem like the idea for the corridor was going to fruition.

Councilmember Morris asked what would be done with screening. He added that there would be a lot of traffic coming in and out of the commercial areas. He asked if there was an application for the northwest building. Mr. Searles stated there was no application for the building and would be a commercial use. He explained that the Main Event property has lighting fixtures that are capped at 25 feet and are LED and directional-based. He added that there is an option for the City to work with Main Events to have them install shields. Councilmember Morris asked what was being done to shield the site from noise. He pointed out that there would be a residential site in the parking lot of commercial spaces. Mr. Searles explained that the challenge of mixed-use development is that it is in the middle of commercial sites, but it also provides accessibility. Staff determined that whoever decides to live in the building will have to make that decision for themselves. Councilmember Morris asked how dense the screening was. Mr. Searles replied that staff increased the number of plantings that are required.

Councilmember Stafford noted that the townhouses are for 55+ and are two-story units. She asked why the units were not one level. Mr. Brandsted replied that the primary suite is on the main level and the guest and potential office den are on the second level. Councilmember Santini asked if the townhome owners would have access to all of the amenities. Mr. Brandsted agreed that they would have access. He explained that he has worked on a project that was in a commercial area and is familiar with how to screen properly.

Councilmember Stafford asked how much rent would be. Mr. Brandsted replied that rent would be between \$2,400 and \$6,000 a month. Councilmember Wilson asked if the property was in the tax abatement district. Mr. Searles replied that it was not.

Councilmember Wilson explained that she is happy the commercial sites are going in first so that future residents would not be surprised when they move in. She expressed concerns that the Council spent a lot of time discussing what they wanted the corridor to look like, and it is not looking like what they planned on. She noted that the Council discussed wanting the corridor to have a main street feel. Mayor Pro Tem Santini expressed her understanding of Councilmember Wilson's comment and noted that the area was identified for residential and wished it were not limited to 55+.

Councilmember Morris expressed his disappointment that the Council worked through the master plan and created the plan around the demographics of the Gold Line, and housing on the west side of the corridor was not the vision. Councilmember Wilson stated that the corridor is not taking on the feel that the Council had spent hours discussing. She added that the Council took time to decide how the corridor would look. Mayor Pro Tem Santini pointed out that there is still an opportunity on the corridor. Mr. Searles showed the Council the language from the master plan and Gold Line plan. Mayor Burt mentioned that there is residential housing on the west side of the corridor, and instead of light industrial, there are now entertainment complexes, so it is not far from the original master plan. The east side has the opportunity for residential housing with the step down.

Councilmember Stafford explained that she appreciates the landscaping, but she would not want to be on a deck looking over Bielenberg Drive. She noted support for housing for 55+ people who want to stay in the community. She asked if there were garden plots planned. Mr. Searles replied that there are.

Mayor Pro Tem Santini moved, seconded by Mayor Burt, to adopt a motion approving the Comprehensive Plan Amendment from Places to Work to Mixed Use.

Voting via voice:

Kim Wilson – no
Donna Stafford – aye
Jennifer Santini – aye
Anne Burt – aye

Councilmember Morris did not vote. Councilmember Wilson asked what language she could use to say she wanted to change her vote but would like to make a statement before changing it. City Attorney Christina Benson replied that she could rescind her vote.

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Councilmember Wilson stated she likes the 55+ community being an option and the overall plan of the building. She explained that she is disappointed in how the gateway corridor is turning out. It is not following along with what the Council had discussed. She noted that she is not going to take her frustration out on a building because it is not going how she wanted it to and would rescind her vote and say yes because it is a good plan and a good community.

The vote was recorded as follows:

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Jennifer Santini – aye
Anne Burt – aye
Steve Morris – aye

Mayor Pro Tem Santini moved, seconded by Councilmember Stafford,

To adopt the following Ordinance

Ordinance 2075

Ordinance of the City of Woodbury, Washington County, Minnesota rezoning certain property from B-1, Office Park District to MX, Mixed-Use District;

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Mayor Pro Tem Santini moved, seconded by Councilmember Santini, to approve the Conditional Use Permit (CUP) via Resolution 26-24, a Resolution adopting findings of fact.

Councilmember Morris mentioned that the findings of fact do not require the building to be 55+. Mr. Searles agreed. Councilmember Morris explained he does not want the building to be restricted to 55+. Mayor Burt noted that there are people who do not want to live with children. Councilmember Morris expressed his understanding and noted that by limiting the age, it is taking a whole demographic out of the picture who have a desire to live in the City and close to transit. He expressed his disappointment in restricting the housing. He stated that any housing restricts aging, he will vote no.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Mayor Pro Tem Santini moved, seconded by Councilmember Stafford, to adopt a motion approving the Bielenberg Drive Multi-Family Planned Unit Development (PUD), Preliminary Plat and Site and Building Plan, Project No. 05-2025-00594, all subject to the conditions outlined as listed in Council Letter 26-48.

1. The PUD and CUP approval shall expire one year from the date of City Council approval unless a building permit has been requested or a time extension has been granted.
2. The Applicant shall obtain Metropolitan Council approval for the Comprehensive Plan Amendment prior to the issuance of a land disturbance permit.
3. The Zoning Amendment shall be contingent upon receipt of all approvals related to the proposed Comprehensive Plan Amendment.
4. All proposed and future fencing and retaining wall materials shall be complementary to the building materials and shall be approved in writing by the Planning Department prior to issuance of a building permit. Retaining walls greater than four (4) feet in height shall be engineered and detailed calculations shall be submitted to the City. Said retaining walls shall include fencing when directed by the City.
5. If need is identified by the City, any identified proof of parking spaces shall be installed by the property owner. Said parking shall be installed no less than 12 months from the date of notice by the City unless a written extension is provided by the City.

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6. The Applicant shall maintain, repair and replace the private road connection to Bielenberg Drive. Maintenance shall include mowing of the boulevard, with a width of mowing of no less than 4 feet from the back of all curbs. Maintenance shall also include all snow and ice removal and general street maintenance.
7. Prior to the issuance of a Land Disturbance Permit, staff shall approve the final landscaping plan in writing.
8. The Applicant shall wholly fund and privately construct private road connections and all sidewalks and trail connections. All improvements shall be designed standards as approved by the City Engineer.
9. Prior to the issuance of a building permit, the Applicant shall submit a materials board. All proposed materials shall be approved by the Planning staff.
10. Prior to the application of the building material, the Applicant shall construct sample material mock-ups on site for all of the buildings.
11. Prior to the release of the building permit, a landscape financial security shall be submitted for at least 150 percent of the estimated cost of landscaping including sod. A revised landscaping plan shall be provided to add landscaping between the driveways of the townhomes. The final landscaping plan shall meet all landscaping ordinance requirements including canopy coverage and tree and species diversification.
12. The property owners shall complete snow removal, maintenance and replacement of all proposed sidewalks and trails unless a written agreement between the City and owner establishes a different requirement.
13. A maximum of 150 residential units shall be permitted for the project.
14. All building and site lighting shall be of a consistent style and color throughout the Planned Unit Development. All light poles, including base, shall be a maximum of 25 feet in height and shall be shoebox style, downward directed, with high-pressure sodium lamps or LED and flush lenses. Other than wash or architectural lighting, attached security lighting shall be shoebox style, downward directed flush lenses. In addition, any lighting under canopies (building entries) shall be recessed and use a flush lens.
15. All areas of the site, where practical, shall be sodded or seeded and maintained. The property owner shall mow and maintain all site boulevards to the curb line of all public and private streets.
16. The Applicant shall construct and wholly fund all required pedestrian infrastructure as identified by the Engineering Division including but not limited to the required intersection striping, pedestrian push button installation, signal timing modifications, and the like.
17. All HVAC and other roof- or ground-mounted equipment shall be hidden from view with materials that match materials and colors used on the building.
18. Any future trash enclosures shall utilize wooden, or City approved material, gates and be constructed on three sides using the same materials and patterns used on the building. Locations shall be approved by the Planning Department.
19. No exterior storage shall be permitted.
20. The Final Plat shall be approved by the City Council and released for recording prior to the issuance of a building permit.
21. Prior to the issuance of a land disturbance permit, a final stormwater management plan shall be reviewed and approved by the City.
22. Prior to the issuance of a land disturbance permit, final utility plans shall be approved by the Engineering Division.
23. Prior to the issuance of a land disturbance permit, the Applicant shall submit an operation and maintenance plan for the long-term care of all on-site storm sewer and reuse, sanitary sewer, water main and roadway systems components to the City for review and approval. The Developer will be responsible to carry out these operation and maintenance activities and to submit the appropriate documentation to the City as specified.
24. The Applicant shall be financially responsible for all applicable water, sanitary sewer and storm sewer area and connection charges. Rates applied shall be those in effect at the time of Final Plat approval and shall be memorialized in the Development Agreement.
25. The Applicant shall be responsible for obtaining any necessary right-of-way permits from the City's Engineering Division prior to commencement of any site activities. The Developer will also be responsible for obtaining any other permits necessary from other applicable agencies, such as MPCA, MnDOT, Watershed District, Washington County, etc. prior to commencing any site activities.
26. The Applicant shall be responsible for compliance with the City's Land Disturbance and Erosion and Sediment Control Ordinance and must obtain a land disturbance permit along with any necessary right-of-way permits from the City's Engineering Division prior to the commencement of any site activities or site disturbance. The Applicant will also be responsible for obtaining any other permits necessary from other applicable agencies such as the Minnesota Pollution Control Agency NPDES Permit for construction activities.
27. Emergency overflows (EOF) shall be shown for all catch basins, ponds, basins, rain gardens, swales, etc. proposed with the project. All emergency overflows shall be a minimum of 1.5 feet lower than the lowest ground elevation of adjacent buildings.
28. All public utility improvements and connections to the public systems shall be designed by the City in accordance with all City standard specifications, standard detail plates and standard plans. Easements necessary to accommodate public utility improvements will be determined by the final design and shall be shown on the Final Plat. Responsibility for construction of public utility improvements will be determined at the time of Final Plat approval.
29. All rights-of-way, easements and outlots shall be kept free of plantings, retaining walls, signage, etc. that would affect their intended purpose.
30. The Applicant shall be financially responsible for any cost incurred for removal and/or relocation of existing small utilities, utility poles, undergrounding existing overhead electric utilities and other associated private utilities adjacent to and within the development and/or related to the public improvements needed to service the development.
31. Street lights shall be required to be installed by the Developer, at their cost, as directed by the City.
32. The location of landscaping irrigation lines shall be shown on the utility plan for irrigation of medians or at locations where irrigation lines cross public streets.
33. All irrigation systems shall meet the design standards established by the Environmental Division including, but not limited to, the following standards:
 - a. All systems shall have an irrigation audit completed by a certified landscape irrigation auditor and submitted to the City. Audit results, including auditor, date, time, issues identified and recommended improvements shall be submitted to the City as identified in the Operations and Maintenance Plan.

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- b. All systems, including pumps, controllers, connections and irrigation line placement shall be submitted for review and approval by City Staff.
- c. Private irrigation wells as a back-up irrigation source shall not be permitted.
- d. Irrigation heads shall be placed a minimum of 6 inches from back of curb, trail, sidewalk, or other hard surface to avoid damage.
- e. Irrigation mainlines must be placed outside of right-of-way to avoid damage.
- f. EPA Watersense approved smart controllers shall be used. The controller shall be approved by Engineering Staff in writing.
- g. Drip irrigation, high efficiency rotating nozzles, pressure regulated spray and rotors, and other efficiency components shall be used on all systems.

Voting via voice:

Kim Wilson – aye
Donna Stafford – aye
Steve Morris – aye
Jennifer Santini – aye
Anne Burt – aye

Discussion

No items scheduled

City Administrator’s Report

City Administrator Jeffrey Dahl noted that the legislative session had begun, and they were working on the starter homes bill. The bill has come a long way, but the City still has concerns with preemption and the requirement of lots of units on one lot. He noted that the concerns could impact the City, and staff are working to try to make the bill better. He thanked the representatives of the City for advocating for the City. He acknowledged the hard work staff and officials are doing to have affordable housing in the City.

Mr. Dahl noted that the Woodbury Community Expo would be on March 28th from 10:00 a.m. to 3:00 p.m. at the M Health Fairview Sports Center. There will be over 175 businesses and organizations, including entertainment, exhibits, and food vendors. The groundbreaking ceremony for the new Public Safety building will be on May 8th at 1:00 p.m.

Adjournment

Mayor Pro Tem Santini moved, seconded by Councilmember Stafford, to adjourn the meeting at 9:11 p.m.

Voting in Favor: Wilson, Stafford, Morris, Santini, Burt
Absent: None

Respectfully submitted,

Ashleigh Sullivan, Assistant City Administrator/City Clerk

Approved by the Woodbury City Council on March 25, 2026.

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-52

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approving PNRC Appointment to 2050 Comprehensive Plan Task Force and Authorizing Staff to make Future Changes to Focus Group Composition as Needed

Summary

At its March 3, 2026 meeting, the Parks and Natural Resources Commission (PNRC) agreed on a recommendation for a PNRC member to serve on the 2050 Comprehensive Plan Task Force. The individual being recommended is Richard Freese.

As the work begins with the Parks and Facility Long Range Plan Focus Group, staff anticipates changes in group composition may be needed in order to meet the needs of the represented organizations and the goals of the Focus Group. Staff are requesting authorization from Council to make these changes.

In addition to the nine at-large members appointed by the Council in December 2025, staff collaborated with various community groups to request representation in this effort. These organizations, and community members, include local athletic associations, the Woodbury Heritage Society, civic clubs, the Cricket Club, the Woodbury Community Foundation, and others.

The 27-member Focus Group will work alongside the Staff Project Management Team, the PNRC, and the recently contracted consulting firm, I & S, Group (ISG). A robust community engagement plan will also be implemented to extend outreach further into the community, gather input, and help develop a well-informed and representative plan. The final plan will be brought forward through the PNRC for Council consideration later in 2027.

Recommendation

Staff recommends Council appoint Richard Freese to the 2050 Comprehensive Plan Task Force as the PNRC representative. Staff further recommend authorizing the Parks and Recreation Director to make future changes to the Park and Facility Long Range Plan Focus Group composition as needed.

Fiscal Implications

None; members serve on a volunteer basis.

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Policy

Not applicable.

Public Process

Appointments were made to Advisory Commissions and the 2050 Comprehensive Plan Task Force and the Park & Facility Long Range Plan Focus Group on December 10, 2025. At that time, an individual was not yet named to serve as the PNRC representative on the Task Force and staff committed to bringing back a recommendation in early 2026.

Background

Not applicable.

Written By:	Ashleigh Sullivan, Assistant City Administrator/City Clerk Michelle Okada, Parks & Recreation Director
Approved Through:	Angela Gorall, Deputy City Administrator
Attachment:	None

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-53

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Water Wise Implementation Program; Approving the Cooperative Agreement between South Washington Watershed District and the City of Woodbury; Approving the Associated Budget Amendment

Summary

The City and South Washington Watershed District (SWWD) are entering into a Cooperative Agreement to support the Water Wise Implementation Programs for 2026. Under this agreement, SWWD will provide \$25,000 in funding to support the Residential Smart Irrigation Controller Program, the Toilet Replacement Rebate Program, and the Commercial and Homeowners Association Cost Share Program with a required \$25,000 (50 percent) City match.

Recommendation

Staff recommends Council adopt the attached resolution approving the Water Wise Implementation Program Cooperative Agreement between South Washington Watershed District and the City of Woodbury and approving the associated budget amendment.

Fiscal Implications

The Adopted 2026 Water and Sewer Utility Fund Budget included sufficient funds to cover the required City match for the Water Wise Implementation Programs. A budget amendment in the amount of \$25,000 to the Water and Sewer Utility Fund is necessary to account for the additional SWWD agreement revenue and expense.

Policy

This project aligns with CD-ENGPW-4.11 – Water Efficiency Incentive Program, AD-ADMFIN-1.11 Grant Application and Management Policy, and Critical Success Factor – Environmental Stewardship.

Public Process

The SWWD Board of Managers approved a Cooperative Agreement between the City of Woodbury and SWWD for the Water Wise Implementation Programs at their March 10, 2026 board meeting.

Background

The City is located in the Minnesota Department of Natural Resources North and East Groundwater Management Area. The City and SWWD have a mutual interest in the management of groundwater resources in Washington County.

In 2015 and 2017, a “Sustainable Water Future for Woodbury” was adopted as a Council Strategic Initiative with the main focus of water conservation and preserving water quality. Since 2016, the City has administered the Residential Smart Irrigation Controller Program, partially funded through grants from the Minnesota Technical Assistance Program, SWWD, and Washington County.

In 2023 the City completed a study that analyzed the effectiveness of water efficiency programs through a cost-benefit model. The study concluded that the Residential Smart Irrigation Controller Program has the highest water savings compared to the resource investment and recommends a suite of water efficiency programming for Council to consider implementing.

Furthermore, the study analyzed the number of potential properties that would be eligible for the programs, based on age of housing stock and water use, and recommended the City set the goal of distributing 6,500 WaterSense labeled smart irrigation controllers, 5,500 WaterSense labeled toilet replacements, and cost share funding for WaterSense irrigation improvements to 50 Commercial and Homeowners Association properties through the reinstated program.

Since 2016, the City has distributed 4,175 irrigation controllers and reduced water consumption by an estimated 125 million gallons per year. Since 2022, the City has incentivized the replacement of 1,186 toilets with a low-flush model in multi-family and single-family residential homes and reduced water consumption by an estimated 15 million gallons per year. Since 2024, the City has also provided cost share funding to 30 Commercial and Homeowner Association properties for WaterSense irrigation improvements that are estimated to reduce water consumption by 22 percent.

Written By:	Heidi Quinn, Environmental Resources Specialist
Approved Through:	Tony Kutzke, Assistant Engineering Director/City Engineer
Attachment:	Resolution

Resolution 26-25

**Resolution of the City of Woodbury,
Washington County, Minnesota**

**Approving the Water Wise Implementation Program Cooperative Agreement
between South Washington Watershed District and the City of Woodbury and Approving the
Associated Budget Amendment**

WHEREAS, the City of Woodbury has prepared a request for funds from the South Washington Watershed District through a Cooperative Agreement for the purpose of the Water Wise Implementation Program; and

WHEREAS, WaterSense labeled smart irrigation controllers, WaterSense irrigation improvements, and WaterSense labeled toilets have been evaluated and found to successfully reduce demand on groundwater resources; and

WHEREAS, the South Washington Watershed District requires that the City of Woodbury enter into an agreement with the South Washington Watershed District that identifies the terms and conditions of the funding award.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota, that acceptance of South Washington Watershed District's Cooperative Agreement to provide funding for the City's Residential Smart Irrigation Controller Program, the City's Toilet Replacement Rebate Program, and the City's Commercial and Homeowners Association Cost Share Program is hereby authorized in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota that the following revenue increase to the 2026 City Budget be made:

<u>Fund/Account</u>	<u>Amount</u>
Water & Sewer Utility Fund - Local Grants & Aids 601-60-675-00000-433015-000-	\$25,000

BE IT FURTHER RESOLVED that the following expense increase be made:

<u>Fund/Division/Account</u>	<u>Amount</u>
Water & Sewer Utility Fund-Water Division Professional Services-Plan Studies 601-60-675-00000-530055-000-	\$25,000

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-54

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Powers Lake Lift Station Rehabilitation Project; Awarding the Construction Contract; Authorizing the Mayor and City Administrator to Sign Contracts; Amending the Storm Water Utility Fund Budget; Authorizing Use of the Central District Trunk Storm Sewer Fund

Summary

In 2020, Advanced Engineering and Environmental Services (AE2S), LLC., completed a Stormwater Lift Station Study as part of the City's efforts to identify and prioritize necessary improvements to seven of the City's nine stormwater lift stations. Of the lift stations evaluated, Powers Lake was identified as the highest priority due to condition and age. At the August 13 and December 10, 2025, Council meetings, a budget amendment and authorization for the use of the Central District Trunk Storm Sewer Fund was approved and AE2S was selected by the City for design and bidding services for the project.

On February 26, 2026, the City received a total of four bids for the Powers Lake Lift Station Rehabilitation Project. Staff carefully reviewed and evaluated the bids, which ranged from \$458,500 to \$549,000 with the Engineer's Estimate being \$478,000. Staff and our consultants carefully reviewed and evaluated the bids. The bids revealed significant price increases from the Engineer's Estimate in the categories of lift station pumps, valves, coatings, and interior piping primarily due to supply chain issues and increased tariffs and a minor scope addition of a supervisory control and data acquisition (SCADA) communication antenna. Despite these increases, staff believes the bids were competitive at the time of letting. Staff recommends awarding the project to Minger Construction Company as the lowest responsible bidder in the amount of \$458,500.

Recommendation

Staff recommends Council adopt the attached resolution awarding the Powers Lake Lift Station Rehabilitation Project construction contract to Minger Construction Company, authorizing the Mayor and City Administrator to sign said contract, amending the Storm Water Utility Fund Budget, and authorizing the use of the Central District Trunk Storm Sewer Fund.

Fiscal Implications

The 2025 Revised and 2026 Adopted Annual Budgets include funds in the amount of \$520,600 from the Storm Water Utility Fund for the Powers Lake Lift Station Improvements Project. The

Council Letter 26-54

March 25, 2026

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estimated total project cost including construction, indirect costs, and 10 percent contingency is \$633,600. Sufficient funds in the amount of \$113,000 for project completion is available from a combination of funds requiring a budget amendment for additional use of reserves in the amount of \$15,000 from the Storm Water Utility Fund and an additional authorization of use of the Central District Trunk Storm Sewer Fund in the amount of \$98,000.

Policy

Critical Success Factor – Environmental Stewardship

Public Process

The previous Council action on August 13, 2025, was the initial public process, no public engagement has been done or is needed to be done ahead of time for this project as it does not adversely affect the public.

Background

The City of Woodbury has nine stormwater lift stations. Each lift station serves as the outlet for either a stormwater pond or a lake. The Powers Lake lift station serves as the only outlet for Powers Lake. The existing lift station contains two (2) submersible pumps. The pumps are in a 11-foot diameter concrete wet well fed by an 18-inch ductile iron pipe (DIP) storm sewer from the outlet control structure located in Pond SC 160. The pond outlet control structure is located approximately 108 feet from the wet well. The lift station was built in 1994 and needs repairs/rehabilitation to prevent failure and was determined to be the top priority by the lift station study completed in 2020.

Written By:	Drew Boxrud, Engineering Project Coordinator
Approved Through:	Chris Hartzell, Engineering Director
Attachment:	Resolution

Resolution 26-26

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Awarding the Powers Lake Lift Station Rehabilitation Project Construction Contract to Minger Construction Company; Authorizing the Mayor and City Administrator to Sign Said Contract; Amending the Storm Water Utility Fund Budget; and Authorizing Use of the Central District Trunk Storm Sewer Fund

WHEREAS, in 2020, the City contracted with Advanced Engineering and Environmental Services, LLC., (AE2S) to evaluate and prioritize improvements to nine of the storm sewer lift stations throughout the City; and

WHEREAS, the evaluation recommended rehabilitation of the Powers Lake Lift Station as the top priority due to its age and condition; and

WHEREAS, the previous City Council Resolution 25-144 authorized expenditures on design and bidding out of the project; and

WHEREAS, on February 26, 2026, bids for the project were received with Minger Construction Companies, Inc. being the lowest responsive bidder at \$458,500 of the four bids received; and

WHEREAS, additional funds for design, indirect costs, and contingency are necessary to complete the project at a total project cost of \$633,600.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

1. That the bid of Minger Construction Companies, Inc., in the amount of \$458,500 total base bid for the Powers Lake Lift Station Project is the lowest responsive bid.
2. That a contract to perform said work is awarded to Minger Construction Companies, Inc. and that the Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder.
3. The City Clerk is authorized and directed to return the deposit made for said bids, except the deposit of the successful bidder which shall be retained until a contract has been signed.

BE IT FURTHER RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota to approve the following revenue increases to the 2026 Storm Water Utility Fund Budget:

<u>Revenue Category</u>	<u>Amount</u>
Transfer In (Central District Trunk Storm Sewer Fund) 625-00-000-00000-495477-000-	\$ 98,000
Use of Reserves	<u>15,000</u>
	\$113,000

Resolution 26-26

March 25, 2026

Page 2

BE IT FURTHER RESOLVED that the following expense increase be made to the 2026 Storm Water Utility Fund Budget:

<u>Expenditure Category</u>	<u>Amount</u>
Capital Outlay - Buildings & Structures 625-60-339-00000-550030-999-	\$113,000

BE IT FURTHER RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota to authorize use of the following funds:

<u>Fund</u>	<u>Amount</u>
Central District Trunk Storm Sewer Fund	\$98,000

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-55

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Acceptance of the Washington County SHIP Grant from Washington County; Budget Amendment

Summary

Washington County has reviewed and approved the 2026 SHIP Grant Application submitted by the City's employee Wellness Committee for the purpose of creating raised garden beds. Washington County has developed a grant agreement to define the roles and responsibilities of each agency.

The City agrees to support efforts of the Wellness Committee to promote employee health and well-being, fostering a healthier and more productive work environment.

Recommendation

Staff recommends Council adopt the attached resolution accepting grant funds from Washington County for the 2026 SHIP Grant and approving the associated budget amendment.

Fiscal Implications

The City was awarded funds in the amount of \$5,000 from the Washington County SHIP Grant. A budget amendment is necessary to the General Fund – Human Resources Division to recognize grant revenues and assign appropriation for the associated health, safety and wellness program expenditure.

Policy

This project aligns with AD-ADMFIN-1.11 - Grant Application and Management Policy and Critical Success Factor – Environmental Stewardship

Public Process

This is the first public process for this item.

Background

The City's employee Wellness Committee is eager to incorporate the fresh produce grown in the raised garden beds into various staff events. By showcasing the fruits of their labor, we hope to inspire others to adopt healthier eating habits and appreciate the benefits of local, sustainable agriculture.

Project funding may be used to support costs related to creation of the raised garden beds including lumber, screws, fencing, paint, mesh hardware cloth, raised bed soil, etc.

Written By:	Jean Schowalter, Senior Human Resources Coordinator, Wellness Committee Chairperson
Approved Through:	Angela Gorall, Deputy City Administrator
Attachments:	Resolution

Resolution 26-27

**Resolution of the City of Woodbury,
Washington County, Minnesota**

**Accepting Grant Funds from Washington County for the 2026 SHIP Grant and Approving the
Associated Budget Amendment**

WHEREAS, Washington County desires to encourage and promote healthier lives; and

WHEREAS, the City has prepared and submitted a grant application to Washington County for the purpose promoting healthier lives with the employees of the City of Woodbury; and

WHEREAS, Washington County requires that the City of Woodbury enter into an agreement that identifies the terms and conditions of the funding award; and

WHEREAS, staff, and the City Attorney have reviewed and approved the agreement;
and

WHEREAS, Minn. Stat. § 465.03 requires a City to accept grants by resolution expressing the terms prescribed by the donor in full; and

WHEREAS, a resolution from the City Council authorizing the City of Woodbury to accept grants is required.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota, that application and acceptance of the Grant Agreement for SHIP Grant for the City is hereby authorized in accordance with the terms set forth herein.

BE IT FURTHER RESOLVED by the City of Woodbury, Washington County, Minnesota to approve the following revenue increase to the 2026 Budget:

<u>Fund/Division/Account</u>	<u>Amount</u>
General Fund – Human Resources Local Grants & Aids 101-10-114-00000-433015-000-	\$5,000

BE IT FURTHER RESOLVED that the following 2026 expenditure increase be made:

<u>Fund/Division/Account</u>	<u>Amount</u>
General Fund – Human Resources Health, Safety, & Wellness Programs 101-10-114-00000-543025-000-	\$5,000

Resolution 26-27

March 25, 2026

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This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator on the 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

City of Woodbury, Minnesota
Office of City Administrator

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Council Letter 26-56

March 25, 2026

To: The Honorable Mayor and Members of the City Council
From: Jeffrey J. Dahl, City Administrator
Subject: Approval of Liquor License Renewals; License Year April 1, 2026 through March 31, 2027

Summary

Liquor licenses issued by the City of Woodbury expire on March 31, 2026. The businesses on the attached list have supplied staff with all necessary renewal licensing documents.

Recommendation

Staff recommends Council renew the liquor licenses of the businesses on the attached list for the period of April 1, 2026 through March 31, 2027.

Fiscal Implications

Liquor license renewal fees for the enclosed list total \$36,800.

Policy

Woodbury City Code Chapter 4 – Alcoholic Beverages

Public Process

Not applicable.

Background

Not applicable.

Written By: Jen Torning, Administrative Technician II/Deputy Clerk
Approved Through: Ashleigh Sullivan, Assistant City Administrator/City Clerk
Attachment: List of Liquor Establishments

**Liquor License Renewals April 1, 2026–March 31, 2027
City Council Meeting March 25, 2026**

License Name	Trade Name	Business Street Address	Type	Fee
Elite Liquor, Inc.	Elite Liquor	8472 Tamarack Bay, Suite 200	Off Sale	\$ 200.00
Woodbury ICE		2122 Wooddale Drive	On Sale Intoxicating incl Sunday Sales	\$ 10,200.00
Tutti LLC	Angelina's Kitchen	2170 Eagle Creek Lane, Ste H	On Sale Intoxicating incl. Sunday Sales	\$10,200.00
Legendary Spice Woodbury LLC	Legendary Spice	8300 Tamarack Village Ste 102	On Sale Wine and Beer	\$2,000.00
Tenacity Restaurant Group Inc	Sweet Paris Creperie and Café	265 Radio Drive Suite K	On Sale Wine and Beer	\$2,000.00
Selead Enterprise LLC	Good Bites Mexican Grill	10150 Hudson Road	On Sale Intoxicating incl. Sunday Sales	\$10,200.00
Garrison Reed, LLC	Red's Savoy Pizza Woodbury	1575 Queens Drive #202	On Sale Wine and Beer	\$ 2,000.00
				\$36,800.00

Council Letter 26-57

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Approval of Tobacco License Renewals; License Year April 1, 2026 through March 31, 2027

Summary

Tobacco licenses issued by the City of Woodbury expire on March 31, 2026. The business on the attached list have supplied staff with all necessary renewal licensing documents.

Recommendation

Staff recommends Council renew the tobacco license of the business on the attached list for the period of April 1, 2026 through March 31, 2027.

Fiscal Implications

Tobacco license renewal fees for the enclosed list total \$600.00

Policy

Woodbury City Code Chapter 11 – Licenses, permits and miscellaneous business regulations, Article II-Tobacco Sales.

Public Process

Not applicable.

Background

Not applicable.

Written By: Jen Torning, Administrative Technician II/Deputy Clerk
Approved Through: Ashleigh Sullivan, Assistant City Administrator/City Clerk
Attachment: List of Tobacco Establishments

Tobacco License Renewals April 1, 2026-March 31, 2027
City Council Meeting March 25, 2026

License Name	Trade Name	Business Street Address	Fee
Elite Liquor, Inc.	Elite Liquor	8472 Tamarack Bay, Suite 200	\$300.00
Woodbury Tobacco & Vape Center Inc	Smokeys Tobacco & Vape	8484 Tamarack Bay Ste 102	\$300.00
		Total	\$600.00

City of Woodbury, Minnesota
Office of City Administrator

Council Letter 26-58

March 25, 2026

To: The Honorable Mayor and Members of the City Council
From: Jeffrey J. Dahl, City Administrator
Subject: Consider Approval of Special Assessments for 2026 Roadway Rehabilitation Project

Summary

Preliminary reports for the project were prepared which found the project to be necessary, cost-effective, and feasible and Council ordered the project.

Recommendation

Staff recommends Council adopt the attached resolution approving the special assessments for the 2026 Roadway Rehabilitation Project.

Fiscal Implications

Total cost of the project is \$ 7,865,675.00. Funding for the project is as follows:

Special Assessments	15 years	4.5%	\$1,936,769.00
Storm Water Utility Fund			535,950.00
Street Reconstruction/Maintenance Fund			3,690,738.00
Parks & Trails Replacement Fund			290,109.00
Water & Sewer Utility Fund			1,412,109.00
Total			<u>\$7,865,675.00</u>

Policy

The assessment term of 15 years is based on the Roadway Construction and Rehabilitation policy and the estimated net interest rate on the bonds as recommended by the City’s financial advisor. Notice of the public hearing on assessments was published in the St. Paul Pioneer Press and mailed to affected property owners as required by State Statue 429.

Public Process

- 02/14/24 Authorized preparation of preliminary report
- May 2024 Collect neighborhood feedback via online questionnaire
- 01/08/25 Council workshop meeting

Council Letter 26-58

March 25, 2026

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- 03/26/25 Neighborhood meeting No. 1 – Pre-Public Hearing
- 06/25/25 Public Improvement Hearing: Approve preliminary report, order project, consultant selection, authorize preparation of plans and specifications
- 03/06/26 Mailed Notice of Public Hearing on Assessments to all property owners proposed to be assessed
- 03/08/26 Notice of Public Hearing on Assessments published in St. Paul Pioneer Press
- 03/17/26 Neighborhood Meeting No. 2 – Pre-Assessment Hearing
- 03/25/26 City Council assessment hearing and award of contract

Background

As part of the City's ongoing pavement management program, roadway rehabilitation projects are performed annually to provide a cost-effective means of extending the life expectancy of the City street system. The scope of the project includes removal and replacement of existing pavement, spot curb replacement, full curb replacement in limited areas to address drainage issues, some trail and pedestrian safety improvements, and storm water improvements.

This project is a public improvement and the necessary steps in the Section 429 process have been taken. The notice of special assessment hearing was published and sent to the individual homeowners. The hearing notice contained the notification that stated persons 65 years of age or older or retired by virtue of a permanent and total disability may apply to the City Council for deferment of the assessment.

Written By: Kolten Espinosa, Engineering Project Coordinator
 Jason Schirmacher, Chief Financial Officer/Controller

Approved Through: Mike Hejna, Assistant City Engineer

Attachment: Resolution

Resolution 26-28

Resolution of the City of Woodbury, Washington County, Minnesota

Approving the Special Assessments for the 2026 Roadway Rehabilitation Project

WHEREAS, the City desires to perform roadway rehabilitation for the 2026 Roadway Rehabilitation Project; and

WHEREAS, on June 25, 2025 the City held a public improvement hearing on the 2026 Road Rehabilitation Project and ordered the project; and

WHEREAS, the City has followed the necessary steps in the Section 429 process and desires to assess the cost of said improvements to all benefited properties.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

1. The City Accountant I with the assistance of the City consulting engineer has calculated the amount proper and necessary to be specially assessed for improvements against every assessable lot, piece or parcel of land affected thereby upon the basis of benefits, without regard to cash valuation, in accordance with the provisions of Minnesota Statutes Annotated, Section 429, and notice has been duly published and mailed, as required by law, that this Council would meet to hear and pass upon all objections, if any, and to amend said proposed assessments as might be necessary, and said proposed assessment roll has at all times since its filing been open for public inspection, and an opportunity has been given to all interested persons to present their objections, if any to such proposed assessments.
2. This Council, having heard and considered all objection so presented and being fully advised in the premises, finds that each of the lots, pieces and parcels of land enumerated in the proposed assessment roll was and is specially benefited by the construction of said improvement in not less than the amount of the assessment set opposite the description of each lot, piece and parcel of land respectively, and that such amount so set out is hereby levied against each of the respective lots, pieces and parcels of land therein described.
3. The proposed assessment roll is hereby adopted and confirmed as the proper special assessment for all lots, blocks, outlots, pieces and parcels of land for the improvements as follows:
 - A. For **Roadway Rehabilitation** in the amount of **\$1,936,769.00** as spread by **Roll No. 7581470** together with interest at the rate of **four and five-tenths percent (4.50%)** per annum accruing on the full amount thereof from time to time unpaid shall be a lien concurrent with general taxes upon such parcel and all thereof. In the event that the interest rate at the time of bonding has risen above this rate the City of Woodbury has the authority to reassess at a higher rate to meet the debt service obligation. The owners shall be notified by mail of any proposed change in the interest rate, from those contained in the notice of the original assessment. The total amount of each such assessment shall be

Resolution 26-28

March 25, 2026

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payable in equal annual installments, extending over a period of **fifteen (15) years**.

The first with interest from the date hereof to December 31, 2026, to be payable with the general taxes collectible during the year 2027 and one of each of the remaining installments, together with one year's interest on that and all other unpaid installments, to be payable with general taxes for each consecutive year thereafter until the entire assessment is paid.

4. Prior to certification of the assessment roll to the County Auditor, the owner of any lot, piece, parcel or tract of land assessed hereby may at any time pay the whole of such assessment with interest accrued to the date of payment to the Treasurer of the municipality.
5. The City Accountant I shall prepare and transmit to the county auditor a certified duplicate of the assessment roll, with each then unpaid installment and interest set forth separately to be extended upon the proper tax lists of the county and the county auditor shall thereafter collect said assessments in the manner provided by law.

This resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-59

March 25, 2026

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Consider Approval of 2026 Roadway Rehabilitation Project: Award Contract; Amend Budget; Select Consultant for Construction Administration Services

Summary

To manage and preserve the City's transportation system, the City has identified the project areas for the 2026 Roadway Rehabilitation Project. The proposed project includes approximately 4.8 miles of residential roadways in the Strates Farm, Ridgegate, Overlook Pointe, Woodbury on the Park, and Boulder Ridge neighborhoods and 0.5 miles of Afton Road between Tower Drive and Radio Drive as shown on the attached map.

On June 25, 2025, Council held a Public Improvement Hearing for the current project scope, approved the preliminary report, ordered the project, authorized preparation of the plans and specifications, acquisition, and if necessary, condemnation of easements.

Bids for the 2026 Roadway Rehabilitation Project were opened on January 29, 2026. A total of five responsible bids were received ranging from \$6,292,540.31 to \$8,038,807.75. The lowest responsible bidder was Northwest Asphalt, Inc.

To proceed with the 2026 Roadway Rehabilitation Project, Council is requested to hold the assessment hearing, award the construction contract, amend the 2026 Adopted Budget, and approve a Letter of Engagement (LOE) for construction administration services with Bolton and Menk, Inc.

Recommendation

Staff recommends Council adopt the attached resolution awarding the construction contract to Northwest Asphalt, Inc. in the amount of \$6,292,540.31 for the 2026 Roadway Rehabilitation Project and authorizing the Mayor and City Administrator to sign said contract, amending the 2026 Street Reconstruction/Maintenance Fund Budget, and authorizing the Mayor and City Administrator to execute a professional engineering services agreement with Bolton & Menk, Inc., in the amount of \$608,218 for construction administration services for the 2026 Roadway Rehabilitation Project.

Fiscal Implications

The 2026 Adopted Street Reconstruction/Maintenance Fund Budget includes a total of \$8,460,000 for the 2026 Roadway Rehabilitation Project. The current estimated costs and funding for the project are shown below:

Estimated Funding			
Funding Sources	Project Costs Based on Low Based Bid	2026 Adopted Budget	2026 Budget Amendment Increase/(Decrease)
Street Reconstruction/Maintenance Fund	\$3,690,738	\$4,020,000	\$(329,262)
Storm Water Utility Fund	\$535,950	\$775,000	\$(239,050)
Special Assessments	\$1,936,769	\$1,800,000	\$136,769
Parks and Trails Replacement Fund	\$290,109	\$220,000	\$70,109
Water and Sewer Utility Fund	\$1,412,109	\$1,645,000	\$(232,891)
Total	\$7,865,675	\$8,460,000	\$(594,325)

The overall estimated project cost is less than the total amount included in the 2026 Adopted Budget.

Amendments to the 2026 Adopted Budget are being recommended as shown in the table above to adjust for final costs based on the contract awards and construction administration services with Bolton & Menk, Inc in the amount of \$608,218.

Policy

The 2026 Roadway Rehabilitation Project follows the procedures set by Minnesota State Statutes regarding competitive bidding and special assessments. Traffic calming and trail construction on Afton Road is consistent with goals set by the City’s adopted Safe Streets and Roads for All Action Plan.

Public Process

The anticipated project schedule for the 2026 Roadway Rehabilitation Project is as follows:

Authorize preparation of the Preliminary Report	February 14, 2024
Collect neighborhood feedback via online questionnaire	May 2024
Council Workshop meeting	January 8, 2025
Neighborhood Meeting No.1 – Pre-Public Hearing	March 26, 2025
Public Improvement Hearing: Approve preliminary report, order project, consultant selection, authorize preparation of plans and specifications	June 25, 2025
Open Bids	January 29, 2026
Neighborhood Meeting No. 2 – Pre-Assessment Hearing	March 17, 2026

Council Letter 26-59

March 25, 2026

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Assessment Hearing: Award contract, amend budget, consultant selection for construction administrative services	March 25, 2026
Neighborhood Meeting No. 3 – Pre-Construction Meeting	April 2026
Begin Construction	April/May 2026
Construction Ends	Fall 2026

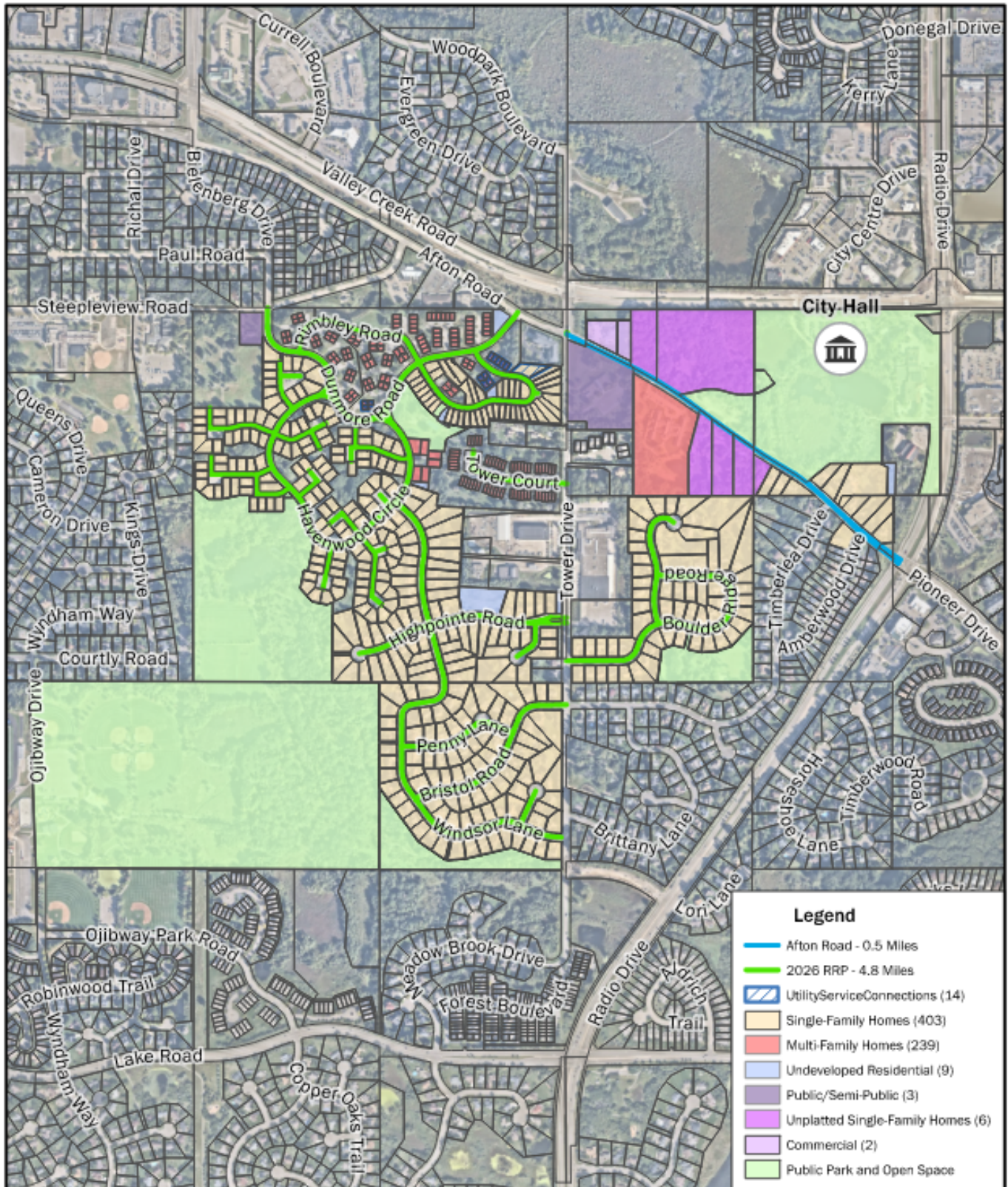
Background

As part of the City’s ongoing pavement management program, roadway rehabilitation projects are performed annually to provide a cost-effective means of extending the life expectancy of the City street system. The multiple neighborhoods were chosen due to their pavement conditions as well as the Afton Road section of the project.

Written By: Kolten Espinosa, Engineering Project Coordinator
Approved Through: Tony Kutzke, City Engineer/Assistant Engineering Director
Chris Hartzell, Engineering Director
Attachment: Resolution

2026 Roadway Rehabilitation Project

FIGURE 1: LOCATION MAP



Resolution 26-29

**Resolution of the City of Woodbury,
Washington County, Minnesota**

Awarding the Construction Contract to Northwest Asphalt, Inc. in the Amount of \$6,292,540.31 for the 2026 Roadway Rehabilitation Project and Authorizing the Mayor and City Administrator to Sign Said Contract, Amending the 2026 Street Reconstruction/Maintenance Fund Budget, and Authorizing the Mayor and City Administrator to Execute a Professional Engineering Services Agreement with Bolton & Menk, Inc., in the Amount of \$608,218 for Construction Administration Services for the 2026 Roadway Rehabilitation Project

WHEREAS, sealed bids were received and tabulated on January 29, 2026, at 1:00 p.m. for the 2026 Roadway Rehabilitation Project; and

WHEREAS, the apparent low responsive and responsible bid was received from Northwest Asphalt, Inc. at their total base bid price of \$6,292,540.31; and

WHEREAS, pursuant to resolution 2025-132, the Council previously directed the City Engineer to prepare construction plans and specifications; and

WHEREAS, the City Engineer has reviewed and approved the construction plans and specifications and has filed the same with the Clerk pursuant to Minn. Stat. 429.041; and

WHEREAS, the date to receive bids for said improvements was established as January 29, 2026; and

WHEREAS, a notice to bidders for the construction of said improvements was advertised for twenty-one (21) days before the dates for opening of bids as required by law; and

WHEREAS, the City desires to perform roadway rehabilitation projects in certain areas of the City; and

WHEREAS, the City wishes to retain the services of an engineering consultant to assist with said project; and

WHEREAS, the City has reviewed qualifications and solicited a proposal from the municipal engineering pool to select a consultant; and

WHEREAS, Bolton & Menk, Inc. has been determined to best meet the City's needs; and

WHEREAS, bids were received and tabulated on January 29, 2026, for the 2026 Roadway Rehabilitation Project resulting in Northwest Asphalt, Inc. with the apparent low responsive and responsible bid of \$6,292,540.31; and

WHEREAS, the estimated project costs and transfers in were included in the 2026 Adopted Budget for the 2026 Roadway Rehabilitation Project with a need to be amended for final costs and contingency.

Resolution 26-29

March 25, 2026

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NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota as follows:

1. That the bid of Northwest Asphalt, Inc. in the amount of \$6,292,540.31 total base bid for the 2026 Roadway Rehabilitation Project is the lowest responsive bid.
2. That a contract to perform said work is awarded to Northwest Asphalt, Inc. and that the Mayor and City Administrator are hereby authorized and directed to enter into a contract with said bidder.
3. The City Clerk is authorized and directed to return the deposit made for said bids, except the deposit of the successful bidder which shall be retained until a contract has been signed.
4. Authorization is given to enter into a contract with Bolton & Menk, Inc. for engineering professional consulting services for the 2026 Roadway Rehabilitation Project.
5. The Mayor and City Administrator are hereby authorized to execute the above consultant contract.

BE IT FURTHER RESOLVED by the City Council of the City of Woodbury, Washington County, Minnesota that the following revenue increases/(decreases) be made to the 2026 Street Reconstruction/Maintenance Fund Budget:

<u>Revenue Category</u>	<u>Amount</u>
Special Assessments-New Projects 499-30-339-00000-410010-000-	\$136,769
Transfer In (Storm Water Utility Fund) 499-00-000-00000-495625-000-	\$(239,050)
Transfer In (Water & Sewer Utility Fund) 499-00-000-00000-495601-000-	\$(232,891)
Transfer In (Parks and Trails Replacement Fund) 499-00-000-00000-495402-000-	\$70,109
Use of Fund Balance	<u>\$(329,262)</u> \$(594,325)

BE IT FURTHER RESOLVED that the following expenditure decrease be made to the 2026 Street Reconstruction/Maintenance Fund Budget:

<u>Expenditure Category</u>	<u>Amount</u>
Street Reconstruction/Maintenance Projects 499-30-339-00000-550015-999-	\$(594,325)

BE IT FURTHER RESOLVED that the following revenue decrease be made to the 2026 Storm Water Utility Fund Budget:

<u>Revenue Category</u>	<u>Amount</u>
Use of Reserves	\$(239,050)

Resolution 26-29

March 25, 2026

Page 3

BE IT FURTHER RESOLVED that the following expense decrease be made to the Storm Water Utility Fund Budget:

<u>Expense Category</u>	<u>Amount</u>
Transfer Out (Street Reconstruction/Maintenance Fund) 625-00-000-00000-570499-000-	\$(239,050)

BE IT FURTHER RESOLVED that the following revenue decrease be made to the 2026 Water & Sewer Utility Fund Budget:

<u>Revenue Category</u>	<u>Amount</u>
Use of Reserves	\$(232,891)

BE IT FURTHER RESOLVED that the following expense decrease be made to the 2026 Water & Sewer Utility Fund Budget:

<u>Expense Category</u>	<u>Amount</u>
Transfer Out (Street Reconstruction/Maintenance Fund) – Water 601-60-675-00000-570499-000-	\$(116,445.50)
Transfers-Out (Street Reconstruction/Maintenance Fund) – Sewer 601-60-685-00000-570499-000-	\$(116,445.50)

BE IT FURTHER RESOLVED that the following revenue increase be made to the 2026 Parks and Trails Replacement Fund Budget:

<u>Revenue Category</u>	<u>Amount</u>
Use of Fund Balance	\$70,109

BE IT FURTHER RESOLVED that the following expenditure increase be made to the 2026 Parks and Trails Replacement Fund Budget:

<u>Expenditure Category</u>	<u>Amount</u>
Transfer Out (Street Reconstruction/Maintenance Fund) 402-00-000-00000-570499-000-	\$70,109

This Resolution was declared duly passed and adopted and was signed by the Mayor and attested to by the City Administrator this 25th day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)

**City of Woodbury, Minnesota
Office of City Administrator**

Council Letter 26-60**March 25, 2026**

To: The Honorable Mayor and Members of the City Council

From: Jeffrey J. Dahl, City Administrator

Subject: Consider Adoption of Ordinance Amending Chapter 16 – Parks and Recreation and Chapter 14–Motor Vehicles and Traffic

Summary

In response to increased use of e-transportation modes—particularly electric-assisted bicycles (e-bikes) e-motos and motorized foot scooters—on City trails and roadways, staff were directed by Council to work with the Parks and Natural Resources Commission (PNRC) to review applicable City ordinances and state statutes. The review focused on public safety, enforceability, clarity, and public education, while recognizing the accessibility, connectivity, and environmental benefits of e-transportation.

Based on this review, the PNRC provided recommendations to Council. These recommendations were discussed at the Council Workshop on February 25, 2025. From that discussion, Council Directed staff to make the following updates.

1. Electric-Assisted Bicycles (Ordinance 16-36 – Definitions)
 - Update ordinance definitions (Section 16-36) to include Class 3 electric-assisted bicycles.
 - Recognize that many e-bikes are hybrid models capable of operating across the three electric assist classifications, and that the City’s trail system connects to neighboring communities where Class 3 e-bikes are permitted, and acknowledging enforcement challenges related to classification.
2. Motorized Foot Scooters (Ordinance 16-44 – Motorized Recreational Vehicles)
 - Update the ordinance to allow the use of motorized foot scooters on City trails, with definitions aligned to state statute.
 - Clarifying prohibited use by explicitly excluding on trails and within public open spaces; e-motos, golf carts, and other motorized devices that do not meet City ordinance or state statutory definitions.

At its March 3, 2026, meeting, the PNRC unanimously requested that the Council further consider an ordinance requiring all e-bike riders under the age of 18 to wear a helmet.

As part of the ongoing recodification, and as proposed by the City Attorney, this amendment relocates bicycle and motor vehicle regulations from Chapter 16 (Parks and Recreation) to Chapter 14 (Motor Vehicles and Traffic). The change is primarily organizational, eliminates directly conflicting

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March 25, 2026

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language between chapters, reduces risk of future conflicting language, reduces risk of regulations not being updated with statutory changes and does not alter existing rules for use in public spaces. Moving these provisions aligns bicycle and mobility device regulations with the City's broader motor vehicle and traffic code, improving clarity and consistency.

Recommendation

Staff recommends Council adopt the ordinance amending City Code Chapter 16 – Parks and Recreation, and Chapter 14—Motor Vehicles and Traffic.

Fiscal Implications

There are no fiscal implications at this time.

Policy

- Section 16-36: Definitions
- Section 16-44: Motorized Recreational Vehicles
- Section 16-46: Bicycling
- Section 16-40: Hours and Access
- Section 14-35: Definitions
- Section 14-38: Public Sites and Open Space
- Minn. Stat. §412.211 Allows Cities Authority to Manage and Control Their Real Property

Public Process

The PNRC reviewed e-transportation modes and related ordinances during its fall 2025 monthly meetings and provided recommendations for Council review and consideration at the February 25 Council workshop.

The PNRC reviewed e-transportation modes and related ordinances at the following meetings:

- September 9, 2025: Public Safety discussed enforcement
- October 7, 2025: Continued discussion of ordinance concepts and safety considerations
- November 10, 2025: Consensus reached on recommended ordinance updates; City Attorney reviewed draft language
- December 2, 2025: PNRC affirmed recommendations for City Council review and consideration

City Council held a workshop on February 25, 2026 to review and consider implementation of the recommendations provided by the PNRC.

Notice of a proposed ordinance amendment was communicated to the public through the City's InTouch notification system and posted to the City's website on Friday, March 13. The amendment would update Chapters 14 and 16 of the City Code.

Background

Beginning in spring 2025, staff and Council experienced a growing number of resident concerns related to e-transportation use, including speed, safety, age-appropriateness, and unfamiliarity with

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City ordinances. In response, the Council directed staff and the PNRC to review existing regulations, evaluate enforceability, and consider whether ordinance updates were warranted.

Staff initiated a cross-department collaboration, consulted peer communities, and focused on education as the primary short-term response. A community-wide educational campaign was launched in summer 2025, while ordinances were being reviewed.

Public education and outreach efforts implemented in 2025 included:

- Educational yard signs placed throughout the community
- Newsletter articles and InTouch notifications
- Education at community events (e.g. Woodbury Days)
- Social media messaging and a staff-led educational video
- Updated website content
- Public Safety outreach and guidance when contacts were made

The PNRC reviewed e-transportation modes and related ordinances during several meetings in fall 2025, addressing enforcement, safety considerations, and ordinance concepts. The Commission reached consensus on recommended updates on November 10, 2025, and affirmed the recommendations on December 2, 2025, for City Council review and consideration.

Council held a workshop on February 25, 2026, to review and discuss the recommendations provided by the PNRC. During the workshop, Council directed staff to prepare ordinance amendments to incorporate Class 3 e-bikes and motorized foot scooters into City Code under Parks and Recreation definitions, bicycling, and motorized recreational vehicle regulations, with definitions consistent with state statute.

Written By:	Reed Smidt, Recreation Operations Manager
Approved Through:	Michelle Okada, Parks and Recreation Director
Attachment:	1. Chapter 16 – Parks and Recreation Strikethrough Version with City Attorney Comments 2. Draft Ordinance Amendment

CITY CODE
Chapter 16 - PARKS AND RECREATION
ARTICLE III. PARK RULES

Sec. 16-36. - Definitions.

The following words, terms and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Department means the parks and recreation department.

Director means the director of parks and recreation.

Bicycle. ~~As defined by M.S. § 169.011, subd. 4.~~

Electric-assisted bicycle class 1 and class 2. ~~As defined by M.S. § 169.011, subd. 27.~~

Permit means a document issued by the parks and recreation department giving authorization for a specific activity on a public site.

Public site and open space means any park, playground, pond, **sidewalk**, stormwater holding area, **trail**, or any other area owned, improved, maintained, operated or otherwise controlled by the city, for recreation and natural resource preservation purposes.

Public waters means Bailey Lake, Battle Creek Lake, Colby Lake, La Lake, Markgrafs Lake, Powers Lake, Wilmes Lakes, Carver Lake and other bodies of water larger than one acre as shown in the stormwater drainage plan.

System means the city's public site and open space system which includes the sites and facilities owned and maintained and operated by or otherwise under the authority of the city.

Sec. 16-40. - Hours and access.

- (a) The recreation and education opportunities of the system shall be available to all members of the public regardless of race, sex, age, creed, national origin, place of residency or public assistance status.
- (b) The system shall be open to the public between the hours of 6:00 a.m. and 10:00 p.m. No person shall remain, stop, use or be present within the confines of any public site and open space between the hours of 10:00 p.m. and 6:00 a.m. Exceptions may be made by the director in the case of emergency or when a permit or scheduled activities have been authorized by the department or for other reasons the director may determine necessary or desirable.
- (c) Any section or part of any public site and open space may be declared closed to the public by the city council based upon the recommendation of the director at any time or for any interval of time, either temporarily or a regular and stated interval, and either entirely or for certain uses as the city council shall find necessary. The director or their designee, may temporarily declare a public site or open space closed, either entirely or for certain uses, to the public as they may determine necessary to protect or promote the health, safety, order or general welfare of the city. **The director or their designee's authority extends to use of any public site and open space regulated under Ch. 14 of this code.**

Sec. 16-44. Motorized recreational vehicles.

- (a) ~~No person shall operate a motorized recreation vehicle, except motorized foot scooters, within any public site or open space except on roadways or in such areas specifically designated and posted for such use.~~
- (b) ~~No person shall operate a non-licensed motor vehicle on any property or other roadway within a public site or open space.~~

Sec. 16-46. Bicycling

- (a) ~~No person shall ride or operate a bicycle or an electric-assisted bicycle in any public sites or open space except in a prudent and careful manner, and maintaining effective control and operation of the vehicle. Pedestrians and bicyclists shall have the right-of-way where a trail or sidewalk intersects a roadway.~~

CITY CODE
Chapter 14 MOTOR VEHICLES AND TRAFFIC
Article III. Bicycles Public Site or Open Space

Sec. 14-35. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bicycle as defined by M.S.A. § 169.011, subd. 4.

Electric-assisted bicycle as defined by M.S.A. § 169.011, subd. 27.

Motorized Foot Scooter as defined by M.S.A. §169.011 Subd. 46

Motor Vehicle as defined by M.S.A. §169.011 Subd. 42

Public site and open space means any park, playground, pond, sidewalk, stormwater holding area, trail, or any other area owned, improved, maintained, operated or otherwise controlled by the city, for recreation and natural resource preservation purposes.

Sec. 14-38. Public Site or Open Space ~~Bicycle trails.~~

~~The operation of any motorized vehicle upon any bicycle trail established by the city or state is prohibited.~~

- (a) ~~No person shall ride or operate a bicycle or an electric-assisted bicycle in any public sites or open space except in a prudent and careful manner and maintaining effective control and operation of the vehicle. Pedestrians and bicyclists shall have the right-of-way where a trail or sidewalk intersects a roadway.~~
- (b) ~~No person shall operate a Motorized Recreational Vehicle including, but not limited to, all-terrain vehicle, e-motos, go-kart, golf cart, motorcycle, and motorized bicycle within any public site or open space except on roadways or in such areas specifically designated and posted for such use.~~
- (c) ~~Motorized Foot Scooters are exempt from Sec. 14-38 (b)~~

**City of Woodbury Washington
County, Minnesota**

Ordinance No. 2076

An Ordinance of the City of Woodbury, Washington County, Minnesota providing that the City Code be Amended by Amending Chapter 14 and Chapter 16 to allow motorized foot scooters on public sites and open space

THE CITY COUNCIL OF THE CITY OF WOODBURY, WASHINGTON COUNTY, MINNESOTA DOES ORDAIN:

SECTION 1. Section 16-36, of the City Code of the City of Woodbury is hereby amended to read as follows:

Sec. 16-36. - Definitions.

The following words, terms and phrases, when used in this article shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Department means the parks and recreation department.

Director means the director of parks and recreation.

Permit means a document issued by the parks and recreation department giving authorization for a specific activity on a public site.

Public site and open space means any park, playground, pond, sidewalk, stormwater holding area, trail, or any other area owned, improved, maintained, operated or otherwise controlled by the city, for recreation and natural resource preservation purposes.

Public waters means Bailey Lake, Battle Creek Lake, Colby Lake, La Lake, Markgrafs Lake, Powers Lake, Wilmes Lakes, Carver Lake and other bodies of water larger than one acre as shown in the stormwater drainage plan.

System means the city's public site and open space system which includes the sites and facilities owned and maintained and operated by or otherwise under the authority of the city.

SECTION 2. Section 16-40, of the City Code of the City of Woodbury is hereby amended to read as follows:

Sec. 16-40. - Hours and access.

- (a) The recreation and education opportunities of the system shall be available to all members of the public regardless of race, sex, age, creed, national origin, place of residency or public assistance status.
- (b) The system shall be open to the public between the hours of 6:00 a.m. and 10:00 p.m. No person shall remain, stop, use or be present within the confines of any public site and open space between the hours of 10:00 p.m. and 6:00 a.m. Exceptions may be made by the director in the case of emergency or when a permit or scheduled activities have been

authorized by the department or for other reasons the director may determine necessary or desirable.

- (c) Any section or part of any public site and open space may be declared closed to the public by the city council based upon the recommendation of the director at any time or for any interval of time, either temporarily or a regular and stated interval, and either entirely or for certain uses as the city council shall find necessary. The director or their designee, may temporarily declare a public site or open space closed, either entirely or for certain uses, to the public as they may determine necessary to protect or promote the health, safety, order or general welfare of the city. The director or their designee's authority extends to use of any public site and open space regulated under Ch. 14 of this code.

SECTION 3. Section 16-44 and Section 16-46 of the City Code of the City of Woodbury are hereby repealed.

SECTION 4. Chapter 14, Article III is hereby amended by adding the following:

Sec. 14-35. Definitions.

The following words, terms, and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Bicycle as defined by M.S.A. § 169.011, subd. 4.

Electric-assisted bicycle as defined by M.S.A. § 169.011, subd. 27.

Motorized Foot Scooter as defined by M.S.A. §169.011 subd. 46.

Motor Vehicle as defined by M.S.A. §169.011 subd. 42

Public site and open space means any park, playground, pond, sidewalk, stormwater holding area, trail, or any other area owned, improved, maintained, operated or otherwise controlled by the city, for recreation and natural resource preservation purposes.

SECTION 5. Section 14-38, of the City Code of the City of Woodbury is hereby amended to read as follows:

Sec. 14-38. Public Site or Open Space.

- (a) No person shall ride or operate a bicycle or an electric-assisted bicycle in any public sites or open space except in a prudent and careful manner and maintaining effective control and operation of the vehicle. Pedestrians and bicyclists shall have the right-of-way where a trail or sidewalk intersects a roadway.
- (b) No person shall operate a Motor Vehicle including, but not limited to, all-terrain vehicle, e-motos, go-kart, golf cart, motorcycle, and motorized bicycle within any public site or open space except on roadways or in such areas specifically designated and posted for such use.
- (c) Motorized Foot Scooters are exempt from Sec. 14-38 (b).

SECTION 6. Effective Date

This ordinance shall be effective upon passage and publication.

Passed and Duly Adopted by the City Council of the City of Woodbury, Washington County, Minnesota, this 25th Day of March, 2026.

Attest:

Anne W. Burt, Mayor

Jeffrey J. Dahl, City Administrator

(SEAL)