



COTTAGE GROVE PUBLIC SERVICES
COMMISSION
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MN 55016
COUNCIL CHAMBERS - 7:00 PM

July 21, 2025

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Approval of Minutes
 - A 2025-05-19 Minutes
6. Open Forum
7. Presentations
 - A E-bikes and Scooters
8. Business Items
9. Commission Comments
10. Staff Reports and Materials
11. Council Comments
 - A Council Agendas
12. Adjournment



MINUTES

COTTAGE GROVE PUBLIC SERVICE COMMISSION
City Council Chambers
12800 Ravine Parkway South, Cottage Grove, Minnesota 55016

May 19, 2025

1. CALL TO ORDER

Chair Kons called the Public Service Commission meeting to order at 7:01 p.m.

2. PLEDGE OF ALLEGIANCE

Chair Kons asked everyone to stand and recite the Pledge of Allegiance.

3. ROLL CALL

Chair Kons was advised that Roll Call had been taken. All commissioners were present.

4. APPROVAL OF THE AGENDA

Commissioner Ron Kath made a motion to approve the agenda; Commissioner Lise Rediske seconded. Motion carried: 7-0.

5. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM THE MARCH 17, 2025 MEETING

Motion by Olson to approve the March 17, 2025 meeting minutes; Commissioner Jensen seconded.
Motion carried: 7-0.

6. OPEN FORUM

No one spoke or were present for Open Forum.

7. PRESENTATIONS

A. Construction Update

Ryan Burfeind, Public Works Director, presented a power point with the following construction projects:

- Mill and Overlay – Hardwood & North of 70th into the Timber Ridge and Pine Arbor neighborhoods
- 2025 Pavement Management – Hidden Valley neighborhood & 70th and Hinton
- Oltman Park – working with ISD 833 – Lacrosse Fields, shelter, playground, parking lot
- High Zone Raw Water Main - connecting wells to permanent treatments plants. Starting at 65 in Calarosa/Pine Cliff neighborhoods, down through Highlands Park & Pine Tree Valley Park, end at Central Fire Station
- Intermediate Zone Water Treatment Plant - behind Central Fire Station
- 80th St and East Point Douglas Rehabilitation in 2026 - Ideal Ave to HWY 61 ramps
- Roers – 144 Unit Apartment, North of HWY 61, next to the WPSL complex
- Real Estate Equities – 164 Unit Apartment – 100th St and Hadley

- Park High School - 35,000 Sq feet addition, traffic re-routing for drop off and pickup
- Mississippi Landing - 377 Single Family Homes on 103rd & Grey Cloud Trail
- Prairie Dunes – 120 Single Family Homes on Hadley & 105th
- Graymont Village 3rd – 74 Single Family Homes - West of Ideal, 105th to 110th
- Lochridge – 183 lots - West of Jamaica Ave, Ravine Parkway
- Summer Woods - 56 lots on 65th and Hadley Ave

Commissioners were interactive with questions and comments about the projects.

B. Fire Department Year in Review

Fire Chief Jon Prichard presented a power point presentation highlighting the Fire Department. Below are some highlights. The full presentation can be found online.

- FD Vision – The Cottage Grove Fire Department will be an elite fire department that lives our mission to provide exceptional fire, emergency medical services, specialized response, and community risk reduction services to our customers.
- Accomplishments include;
 - Fire Year Strategic Plan
 - 4930 Calls despite staffing crisis
 - Firefighter/EMT to Paramedic Program
 - Hiring, Training, Mentoring, and moving forward
 - Equipment and PPE updates
 - Added Deputy Chief position
- 4930 calls for service – 7.1% increase from 2023
- EMS Mutual Aid – We provide ambulances to other communities when they do not have one available. It's a source of revenue for EMS historically (313 times in 2024)
- EMS Response Times – Average 6:22 goal < 6 minutes
- Fire Response Times – Average 6:37 goal < 6 minutes
- Community Risk Reduction
- Safe Haven Visits – 180 home visits
- Training - 4101 hours logged in 2024
- EMS Patient Experience Summary given to 20% of patients
- 2025 will continue Strategic Plan, Peer Support Program, Cadet Program, Training, Equipment optimizing and establish Specialized Operation Programs

8. BUSINESS ITEMS – None.

9. COMMISSION COMMENTS - None.

10. STAFF REPORTS AND MATERIALS

Public Works Director Ryan Burfeind mentioned the Proclamation of Public Services Week as May 18-24, 2025.

Gary Orloff reported the following:

- Dirt Day moved to Thursday, May 22 due to the weather
- Stump Grinding should finish up in the next two weeks
- Replanting of 100 blvd trees will start next week
- Finished up pothole patching and sweeping
- Summer help started today

Brad Peterson reported the following:

- Department is looking at applying for several state and federal grants. One including funds for a Flock Camera System.
- PD Officer is patrolling and enforcing DWI's within the city.
- Proclamation of National Police Week, May 11-17, 2025 and Peace Officers Memorial Day May 15, 2025.

Fire Chief Pritchard gave a brief update on the Fire Department. He mentioned that the week of May 18-24 is Emergency Medical Services Week.

11. COUNCIL COMMENTS

A. Council Agendas

Council Member Thiede asked the commission if they had any questions for him. The other topics he was going to speak about had already been covered by the other updates.

12. ADJOURNMENT

Vice Chair Kath made motion to adjourn the meeting at 8:50 p.m. Commissioner Lotts seconded. Motion carried.

Minutes transcribed by Kari Reubish.



To: Members of the Public Services Commission

From: Brad Petersen, Deputy Director of Public Safety

Date: July 9, 2025

Subject: **ELECTRIC BICYCLE AND ELECTRIC SCOOTER DISCUSSION**

INTRODUCTION

In recent years, the prevalence of electric bicycles (E-Bike) and electric scooters has increased dramatically in our community. This trend has outpaced regulation and public education leading to an increase in safety concerns and incidents. While we support the City's strategic initiative of being a recreation destination, we also want to encourage everyone to share our streets, parks, and trails in a safe manner.

Many communities are beginning dialogue to promote safety on their streets and sidewalks, parks and trails, and commercial areas. The Cottage Grove Police Department is keenly aware of this trend and the growing concerns of our residents. As such, we are developing the "Ride Safe" campaign which aims to educate the public, reinforce positive riding habits, and conduct targeted enforcement.

We will discuss the laws and ordinances pertaining to E-bikes and electric scooters, identify public safety concerns, and provide incident data.

We intend to dialogue with stakeholders in the community, city staff, commissions and elected officials to gain a comprehensive perspective of their concerns and advance a shared public safety agenda.






We are looking for feedback from the Public Services Commission.

RECOMMENDATION

Request feedback on E-Bikes and electronic scooters including ordinance updates and the "Ride Safe" campaign.

KNOW THE DIFFERENCE & RIDE SAFE

Reference MN Statute 169.011 for Definitions

CATEGORY	Electric Personal Assistive Mobility Device	Motorized Foot Scooter	E-Bike (Classes 1-3)	Motorized Bicycle	Motorcycle
PHOTO					
PEDAL-ASSIST MOTOR	No	No	Yes	Maybe	No
MOTOR/ENGINE SIZE		100-750 watts	<750 watts	<1500 watts or <49cc	>1500 watts or >49cc
MAX SPEED	15	20	20 or 28 (Class 3)	30	>30
LICENSE REQUIRED	No	No	No	Yes	Yes
REGISTRATION REQUIRED	No	No	No	Yes	Yes
MINIMUM AGE	12	12	15	15	15
HELMET REQUIRED	<18	<18	<18	<18	<18
WHERE CAN I RIDE	Sidewalks Trails Streets (Limited) Private property	Trails Streets Private property	Sidewalk Trails Streets Private property	Streets Off-highway Private property	Streets Off-highway Private property
* Riding on private property requires permission from the property owner					
PASSENGER	No	No	No	If equipped with seat & footrests	If equipped with seat & footrests
NIGHTTIME	Reflectors	Headlight & taillight	Headlight & rear reflector	Headlight & taillight	Headlight & taillight
STATUTE	169.212	169.225	169.222	169.223	169.974

Ride Safe Tips:

- Know the laws and ordinances
- Wear a helmet
- Ride at a reasonable speed and be aware of your surroundings
- Ride in the same direction as traffic on the right side
- Warn pedestrians and pass cautiously on the left
- Signal turns and yield at intersections
- Use lights and extra caution after dusk



COTTAGE GROVE CITY COUNCIL
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016
COUNCIL CHAMBER - 7:00 PM

May 21, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A 2025 Historic Preservationist of the Year
Staff Recommendation: Present the 2025 Historic Preservationists of the Year Award to Gary Spooner on behalf of the South Washington County Bulletin for their work preserving history by recording and reporting on residents, events, and places in Cottage Grove.
 - B Proclamation - Historic Preservation Month
Staff Recommendation: Proclaim May 2025 Historic Preservation Month.
 - C Proclamation - Public Works
Staff Recommendation: Proclaim May 18-24, 2025 as National Public Works week in the City of Cottage Grove.
- 7 Consent Agenda
 - A Parks, Recreation and Natural Resources Meeting Minutes (2025-02-10)
Staff Recommendation: Approve Park, Recreation and Natural Resources meeting minutes from February 10, 2025.
 - B Public Services Commission Meeting Minutes (2025-03-17)
Staff Recommendation: Approve the Public Services Commission meeting minutes from March 17, 2025.
 - C Tobacco License - Grove Tobacco (Royalty and Sons Inc.)
Staff Recommendation: Approve the Tobacco License for Grove Tobacco located at 8599 West Point Douglas Road South #200, Cottage Grove, Minnesota.
 - D SafeAssure Consultants Professional Service Agreement
Staff Recommendation: Approve the service agreement with SafeAssure for Workplace Safety Consultant Services.
 - E Public Works Facility Mechanics Shop Remodel-Authorize purchase of Portable Hoist
Staff Recommendation: Authorize the purchase of the portable hoist for \$99,742.62 from Liftnow.
 - F U&EB Preventative Maintenance Contract with Kraft Mechanical
Staff Recommendation: Approve the preventative maintenance agreement with Kraft Mechanical for the Utility and Engineering Building in the amount of \$6,572.50.

- G Water Tower Antenna Lease Agreement - Grange Boulevard Water Tower
Staff Recommendation: Approve the Antenna Site Lease Agreement with T-Mobile at the Grange Water Tower.
- H 2025 Sewer Lining - Approve Plans and Specifications and Authorize Bidding
Staff Recommendation: Adopt Resolution 2025-076 approving the plans and specifications and authorizing bidding for the 2025 Sewer Lining Project.
- I Agreement - Landowner Improvements (Geneva Avenue)
Staff Recommendation: Approve agreement related to landowner improvements on a portion of Geneva Avenue.
- J Woodridge Park Playground Surfacing Maintenance
Staff Recommendation: Authorize service agreement for Woodridge Park playground surfacing maintenance with Flagship Recreation in the amount of \$60,694.67.
- K Woodridge Park Ice Rink Improvements
Staff Recommendation: Authorize service agreement with FPI Paving Contractors for the Woodridge Park Ice Rink/Sport Court project for bituminous paving of the ice rink surface in the amount of \$54,810.00.
- L High Zone Raw Water Main Change Order #1
Staff Recommendation: Approve Change Order #1 for the High Zone Raw Watermain Project reducing the contract amount by \$202,750.00 to a revised contract amount of \$4,931,898.00.
- M Approval of Rental Licenses
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
- N Gateway Fiber Agreement and Staffing
Staff Recommendation: Approve the Agreement with Gateway Fiber and authorize the addition of an Engineering Technician to the Public Works Department, at Grade 14 of the non-represented pay plan.
- O Lochridge – Final Plat, Development Agreement, and Development Plans
Staff Recommendation: 1) Adopt Resolution 2025-073 approving the Final Plat for Lochridge, subject to minor modifications as approved by the City Attorney. 2) Approve the Lochridge Development Agreement with Pulte Homes of Minnesota LLC, Rachel Development, Inc. and DRP Odin 16, LLC, subject to minor modifications as approved by the City Attorney. 3) Adopt Resolution 2025-074 approving the Lochridge Development plans dated March 31, 2025, prepared by Alliant Engineering Inc., subject to final approval by the City Engineer in writing.
- P Assessment Appeal - Robinson
Staff Recommendation: Approve the attached settlement agreement to resolve the Robinson appeal.
- 8 Approve Disbursements
 - A Approve Disbursements
Staff Recommendation: Approve disbursements from 05-02-25 through 05-15-25 in the amount of \$1,431,904.85.
- 9 Public Hearings
- 10 Bid Awards
 - A Oltman Park - Bid Award
Staff Recommendation: Adopt Resolution 2025-075 awarding the Oltman Park Project to Peterson Companies, Inc. for the bid amount of \$2,072,507.40.
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Closed to Public

A Closed Meeting - Grey Cloud Trail

Staff Recommendation: Closed meeting pursuant to Minn. Stat. Section 13D.05 subd. 3 (b) for attorney-client privileged communication regarding Grey Cloud Trail.

14 Workshops - Open to Public

A 80th Street & East Point Douglas Road Rehabilitation Project

Staff Recommendation: Receive information on the 80th Street & East Point Douglas Road Rehabilitation Project and provide direction to staff on construction phasing.

15 Adjournment



COTTAGE GROVE CITY COUNCIL
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016
COUNCIL CHAMBER - 7:00 PM

June 4, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Craig Woolery Scholarship Presentation (Public Safety Board)
Staff Recommendation: Allow the Public Safety Board the opportunity to present the recipient with their scholarship award and give Council the opportunity to recognize her.
 - B 2024 Annual Comprehensive Financial Report
Staff Recommendation: Motion to accept the Annual Comprehensive Financial Report for the year ended December 31, 2024.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2025-05-07).
Staff Recommendation: Approve the May 7, 2025, City Council Special Meeting Minutes.
 - B City Council Regular Meeting Minutes (2025-05-07).
Staff Recommendation: Approve the May 7, 2025, City Council Regular Meeting Minutes.
 - C Planning Commission Minutes (2025-03-24)
Staff Recommendation: Accept and place on file the minutes from the March 24, 2025, Planning Commission meeting.
 - D Approval of Rental Licenses
Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.
 - E Open Forum Response Letter - Lochridge Development and Xcel Energy Coordination
Staff Recommendation: Receive a letter in response to the open forum questions from the May 21, 2025 City Council meeting regarding the Lochridge Development and Xcel Energy Coordination.
 - F Open Forum Response Letter - The Cottages
Staff Recommendation: Receive the response letter to the open forum questions on May 21, 2025.
 - G Letter of Agreement with Washington County for the Radiological Emergency Reception Center
Staff Recommendation: Approve the Letter of Agreement between Washington County and the City of Cottage Grove for the Establishment and Operation of a Fixed-Site Radiological Emergency Reception Center.

- H FEMA Hazard Mitigation Project Grant Award Acceptance
Staff Recommendation: Authorize the acceptance of the Hazard Mitigation Grant Program funds in the amount of \$62,994.00.
- I Sale of Surplus Property - 2014 Ford Explorer
Staff Recommendation: Authorize Public Safety – Fire Division to advertise and sell surplus property (2014 Ford Explorer) on Cranky Ape and/or Minnesota Department of Administration Surplus (MNBid).
- J County 19A & 100th Street Realignment Cost Share Agreement
Staff Recommendation: Approve the Cost Share Agreement with Washington County for the County 19A & 100th Street Realignment Project related to final design and environmental documentation.
- K 2025 Sewer Cleaning Contract - Regular Maintenance
Staff Recommendation: Adopt resolution 2025-078 awarding the 2025 Sewer Cleaning Contract to Pipe Services in the amount of \$89,840.52 for the material and labor to clean sewer lines and authorize the service agreement between Pipe Services and the City of Cottage Grove.
- L Hearthside Park Sports Lighting Installation
Staff Recommendation: Authorize service agreement with Gunnar Electric for the amount of \$22,830.00 to install the Hearthside Park sports lighting system.
- M Woodridge Park Ice Rink/Sport Court Dasher Board System
Staff Recommendation: Authorize service agreements, subject to minor adjustments by the City Attorney if needed, for the Woodridge Park Ice Rink/Sport Court Dasher Board System project with Becker Arena Products for \$89,574.
- N Roers Companies - Second Amended Purchase Agreement
Staff Recommendation: Adopt Resolution 2025-080 approving the second amendment to the purchase agreement between the City of Cottage Grove and Roers Cottage Grove Apartments LLC extending the closing date for Outlots A, C, and D of Frattalone’s Southpoint Ridge plat to September 30, 2025.
- 8 Approve Disbursements
 - A Approve Disbursements
Staff Recommendation: Approve disbursements from 05-16-25 to 05-29-25 in the amount of \$3,887,846.68.
- 9 Public Hearings
- 10 Bid Awards
- 11 Regular Agenda
 - A ISD #833 Transition Building - 7000 Jamaica Avenue South
Staff Recommendation: Adopt Resolution 2025-081 approving the variance from the maximum impervious surface standard in the R-3 Zoning District based on the findings, and the Site Plan Review and Conditional Use for an 8,374-square-foot addition and site improvements for an Educational Facility located at 7000 Jamaica Avenue South.
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- 14 Workshops - Closed to Public
- 15 Adjournment



COTTAGE GROVE CITY COUNCIL
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016
COUNCIL CHAMBER - 7:00 PM

June 18, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Sergeant Promotion - Swearing In and Badge Pinning of Officer Matt Sorgaard
Staff Recommendation: Allow the Swearing In (Oath) and Badge Pinning of Matt Sorgaard to the Position of Sergeant.
 - B Strawberry Festival Presentation
Staff Recommendation: Receive Strawberry Festival presentation.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2025-05-21).
Staff Recommendation: Approve the May 21, 2025, City Council Special Meeting Minutes.
 - B City Council Regular Meeting Minutes (2025-05-21)
Staff Recommendation: Approve the May 21, 2025, Regular Meeting Minutes.
 - C Parks, Recreation and Natural Resources Commission Meeting Minutes (2025-05-12)
Staff Recommendation: Approve the May 12, 2025, Parks, Recreation and Natural Resources Commission Meeting Minutes.
 - D Advisory Committee on Historic Preservation Minutes (2025-04-08)
Staff Recommendation: Accept and place on file the minutes from the April 8, 2025, meeting of the Advisory Committee on Historic Preservation.
 - E Convention and Visitors Bureau Meeting Minutes (2024-11-26)
Staff Recommendation: Approve November 26, 2024, Convention and Visitors Bureau Meeting Minutes.
 - F Approval of Rental Licenses
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - G 2025 Strategic Plan Mid-Year Update
Staff Recommendation: Receive the 2025 Strategic Plan mid-year update.
 - H 2024 CVB Annual Report
Staff Recommendation: Approve the 2024 CVB Annual Report.

- I Capital City Regional Firefighters Association Reciprocal Fire Service Agreement
Staff Recommendation: Approve the Reciprocal Fire Service Agreement with the Capital City Regional Firefighters Association.
- J Urban Area Security Initiative Grant Acceptance
Staff Recommendation: Authorize Public Safety to accept up to a \$7,500 UASI grant to fund the purchase of water rescue equipment and to accept up to a \$9,830 UASI grant to fund the purchase of hazardous materials air monitors through the Washington County Department of Emergency Management.
- K Authorization to Accept MN DPS Auto Theft Grant and Execute Flock Service Agreement
Staff Recommendation: 1) Approve Flock/LPR camera Master Services Agreement. 2) Accept \$18,000.00 from the Automobile Theft Prevention Grant Award over 2 years.
- L Professional Services Contract with Humeratech Integrated Building Solutions
Staff Recommendation: Approve the professional services contract with Humeratech for the City of Cottage Grove buildings in the amount of \$7,430.40.
- M TG-14 Pond Improvements Final Payment
Staff Recommendation: Adopt Resolution 2025-086 approving the final payment for the TG-P14 Pond Improvements Project to Northern Lines Contracting in the amount of \$90,492.33.
- N Intermediate Zone Water Treatment Plant Testing Services Proposal Award
Staff Recommendation: Adopt Resolution 2025-085 accepting Braun Intertec's proposal to provide testing services for the Intermediate Zone Water Treatment Plant Project for the total amount of \$269,498.00.
- O Utility and Engineering Building Change Order #7
Staff Recommendation: Approve Change Order #7 for the Utility and Engineering Building which results in a reduction in project costs in the amount \$6,981.60.
- P Park Naming Request - Roger & Myra Peterson Park
Staff Recommendation: Authorize Resolution 2025-087 naming the future neighborhood park at Robert's Lake "Roger & Myra Peterson Park."
- Q Glacial Valley Park Improvement Final Payment
Staff Recommendation: Adopt Resolution 2025-090 approving the final payment in the amount of \$113,120.05 to SunRam Construction, Inc. for the Glacial Valley Park Improvements Project.
- R Planning Commission Appointment (Stechmann)
Staff Recommendation: Appoint John Stechmann to fill an unexpired term on the Planning Commission ending on February 28, 2027.
- S Water Tower Antenna Lease Agreement – T-Mobile 81st Street Water Tower Site
Staff Recommendation: Approve the Antenna Site Lease Agreement with T-Mobile at the 81st Street Water Tower.
- 8 Approve Disbursements
 - A Approve Disbursements
Staff Recommendation: Approve disbursements from 05-30-2025 through 06-12-2025 in the amount of \$1,597,795.82.
- 9 Public Hearings
 - A Mississippi Landing 1st Addition Easement Vacation
Staff Recommendation: 1) Hold the public hearing. 2) Adopt Resolution 2025-088 vacating, rescinding, terminating and releasing certain easements over Outlot I in Mississippi Landing 1st Addition.
- 10 Bid Awards
 - A Intermediate Zone Water Treatment Plant - Bid Award
Staff Recommendation: Adopt resolution 2025-084 awarding the Intermediate Zone Water Treatment Plant

Project for the Base Bid and Alternate 1 to Rice Lake Construction Group, in the total amount of \$90,135,600.00

B 2025 Sewer Lining - Bid Award

Staff Recommendation: Adopt Resolution 2025-089 awarding the 2025 Sewer Lining Project to Hydro-Klean, LLC for the Total Base Bid Amount of \$779,748.90.

11 Regular Agenda

A Tobacco/THC Compliance Check Violation

Staff Recommendation: 1) Allow a HighNorth Dispensary business representative to respond to the City Council regarding the Cannabinoid & Low Potency THC, underage sale compliance check violation occurring May 21, 2025. 2) Approve Resolution 2025-093, imposing the scheduled penalty for the 2nd violation in a 24-month period of a \$1,000 fine plus a three-day suspension.

B Real Estate Equities – Comprehensive Plan Amendment, Rezoning, and Site Plan Review

Staff Recommendation: 1) Adopt Resolution 2025-082 approving an amendment to the 2040 Comprehensive Plan to re-guide a 4.7-acre parcel from Medium Density Residential to High Density Residential, and authorize staff to submit the amendment to the Metropolitan Council. 2) Adopt Ordinance No. 1101 approving a zoning amendment to change the zoning of the 4.7 acres from AG-2, Agriculture, to R-6, High Density Residential, contingent on the Metropolitan Council's approval of the associated Comprehensive Plan Amendment. 3) Adopt Resolution 2025-083 approving the Site Plan Review for a 164-unit, four-story, affordable-rate, multifamily apartment building on an approximate 4.7-acre parcel located on the north side of the 100th Street and Hadley Avenue intersection. 4) Adopt Resolution 2025-092 supporting local affordable housing aid.

12 Council Comments and Requests

13 Workshops - Open to Public

A National Community Survey Report - POLCO

Staff Recommendation: Receive National Community Survey Report.

14 Workshops - Closed to Public

A Performance Evaluation - Jennifer Levitt, City Administrator

Staff Recommendation: Close the meeting pursuant to MN Statute 13D.05 subd.(3)a to conduct a performance evaluation of City Administrator Jennifer Levitt.

15 Adjournment



COTTAGE GROVE CITY COUNCIL
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016
COUNCIL CHAMBER - 7:00 PM

July 16, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A 2025 Green Garden Award Presentation
Staff Recommendation: Receive presentation of the 2025 Green Garden Awards from Park and Recreation staff and award Jan Liedle the winner of the Residential Garden Award and Steven Rudberg the winner of the Sustainability Garden Award.
 - B MN Recreation and Park Association Awards of Excellence
Staff Recommendation: Accept MN Recreation and Park Association Awards of Excellence.
 - C Proclamation - Parks and Recreation Month
Staff Recommendation: Proclaim the month of July 2025, as Parks and Recreation Month.
 - D Proclamation - Night to Unite
Staff Recommendation: Proclaim Tuesday, August 5, 2025, Night to Unite in Cottage Grove.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2025-06-04)
Staff Recommendation: Approve the June 4, 2025, City Council Special Meeting Minutes.
 - B City Council Regular Meeting Minutes (2025-06-04)
Staff Recommendation: Approve the June 4, 2025, City Council Regular Meeting Minutes.
 - C City Council Special Meeting Minutes (2025-06-18)
Staff Recommendation: Approve the June 18, 2025, City Council Special Meeting Minutes.
 - D City Council Regular Meeting Minutes (2025-06-18)
Staff Recommendation: Approve the June 18, 2025, City Council Regular Meeting Minutes.
 - E Economic Development Authority Meeting Minutes (2025-04-08)
Staff Recommendation: Approve the April 8, 2025, Economic Development Authority Meeting Minutes.
 - F Approval of Rental Licenses
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - G Accept 2nd Quarter 2025 Donations
Staff Recommendation: Approve Resolution 2025-98, Accepting donations received in the 2nd Quarter 2025.

- H Grant Application - Spark Good Community (Walmart)
Staff Recommendation: Authorize the Wellness Committee on behalf of City staff to apply for the Spark Good Community local grant through Walmart.
- I Single Occasion Gambling Permit - St. Rita Church
Staff Recommendation: Authorize issuance of a single-occasion gambling permit to the Church of St. Rita to conduct a raffle, bingo, and pull tabs at 8694 80th Street South, Cottage Grove, MN on September 19-21, 2025.
- J Temporary Liquor License - St Rita's Church
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to the Church of St. Rita's for their fall festival located at 8694 80th Street South on September 19-21, 2025.
- K Massage Business License - Ross Albert Ulmer (8471 East Point Douglas Road South #105B)
Staff Recommendation: Authorize issuance of a Massage Business License to Ross Albert Ulmer operating as Health Investments LLC at 8471 East Point Douglas Road South #105B, Cottage Grove, MN.
- L Massage Therapist and Massage Business License - Ruimin Jiang (8471 East Point Douglas Road South #105B)
Staff Recommendation: Authorize issuance of a massage therapist and massage business license to Ruimin Jiang operating as Health Investments LLC, located at 8471 East Point Douglas Road South #105B, Cottage Grove, MN 55016.
- M 2025-2026 Sergeants Labor Contract - Uniform Card Addendum
Staff Recommendation: Approve the uniform card Memorandum of Understanding as an addendum to the 2025-2026 Sergeants' labor contract.
- N 2025-2026 49ers Labor Contract - Cell Phone Addendum
Staff Recommendation: Approve the Cell Phone Memorandum of Understanding as an addendum to the 2025-2026 49ers labor contract.
- O Firefighters Labor Contract (Fire Marshal) Memorandum of Understanding
Staff Recommendation: Approve the Fire Marshal MOU as an addendum to the 2025-2026 IAFF, Local 2570 labor contract.
- P Accelerated Firefighter/Paramedic Program Agreement
Staff Recommendation: Approve the Accelerated Firefighter/Paramedic Recruitment Program agreement for Phillip Wiggins.
- Q Fiserv Credit Card Payment Application
Staff Recommendation: Staff recommends the approval of the Fiserv merchant processing application agreement and purchase of the credit card terminal equipment required for accepting payments.
- R River Oaks Used Mower Purchase
Staff Recommendation: Authorize staff to purchase a used Toro 3550 from MTI Distributing for the amount of \$24,046.88.
- S Hamlet Pond Quote Award
Staff Recommendation: Adopt Resolution 2025-095 awarding the 2025 Hamlet Pond – Phase 2: Bank Grading and Sediment Removal project to New Look Contracting, Inc. in the amount of \$114,481.25, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.
- T 2024 Mill and Overlay Final Payment
Staff Recommendation: Adopt Resolution 2025-096 approving the final payment to Bituminous Roadways, Inc. for the 2024 Mill and Overlay Project in the amount of \$16,097.25.
- U High Zone Raw Water Main - Change Order #2
Staff Recommendation: Approve Change Order #2 for the reduction in casing pipe size from 42" to 36". This will decrease the contract total by (\$37,800.00) to a total revised contract amount of \$4,894,098.00.

- V Easement Acquisition - East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Project (Holiday)
Staff Recommendation: Approve the Stipulation of Settlement for Parcel 10 by and between Holiday Stationstores, LLC and the City, authorizing the execution of a Settlement Agreement and payment of the remaining balance of \$132,000.
- W Irrigation Audits - Approval of Contractor Agreements
Staff Recommendation: Approve the Agreements for Services with Ellis Irrigation and Lawn Pride Irrigation & Groundworks.
- X Accessory Structure - Conditional Use Permit and Variances (6255 Hadley Avenue)
Staff Recommendation: 1) Adopt Resolution 2025-099 approving a conditional use permit to allow a total of 2,340 square feet of accessory structure square footage exceeding the maximum square footage by 340 square feet allowed within the R-2, Residential Estate Zoning District, and a variance to allow for an accessory structure to be located in the front yard at 6255 Hadley Avenue South. 2) Adopt Resolution 2025-100 denying the variance request to allow for the exterior of an accessory structure in a residential district to be constructed of metal at 6255 Hadley Avenue South.
- 8 Approve Disbursements
 - A Approve Disbursements
Staff Recommendation: Approve disbursements from 06-13-2025 through 07-10-2025 in the amount of \$8,839,571.42.
- 9 Public Hearings
- 10 Bid Awards
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
 - A Emergency Medical Services Update
Staff Recommendation: Receive a presentation on EMS and provide feedback and direction.
- 14 Workshops - Closed to Public
- 15 Adjournment