



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

September 15, 2025

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Approval of the Agenda
5. Approval of Minutes
 - A July 21, 2025 Minutes
6. Open Forum
7. Presentations
 - A Sidewalk and Trail Snow Removal Review
8. Business Items
 - A 2025 Hunting Maps
9. Commission Comments
10. Staff Reports and Materials
11. Council Comments
 - A Council Agendas
12. Adjournment



MINUTES

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

July 21, 2025

1. CALL TO ORDER

Chair Lisa Kons called the Public Service Commission meeting to order at 7:00 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. Absent: Vice Chair Ron Kath, Ryan Burfeind, Jon Pritchard.

4. APPROVAL OF THE AGENDA

Commissioner Kelsey Moyer made a motion to approve the agenda; Commissioner Jenny Olson seconded.
Motion carried: 6-0.

5. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM THE MAY 19, 2025 MEETING

Motion by Commissioner Olson to approve the May 19, 2025 meeting minutes; Commissioner Tracy Jensen seconded.
Motion carried: 6-0.

6. OPEN FORUM

Chair Kons said open forum is a process for anyone in the audience who wishes to speak to the commission may do so at this time. No one spoke. Chair Kons closed the open forum.

7. PRESENTATIONS

A. E-BIKES AND SCOOTERS

Captain Brad Petersen said there's no fancy PowerPoint presentation tonight, I'm hoping this can be more of an open-forum discussion so I can get your perspective on E-Bikes and Scooters. I'm trusting that you've had some conversations with the community because I know it's a hot topic. So, really what we're trying to do by getting this on your agenda and getting your feedback tonight is just start the dialogue and recognize and acknowledge that this could potentially be problematic, and it's certainly an area of concern with our citizens. We want to get out ahead of that, start the dialogue, and just make sure that we're approaching this in a common-sense manner with safety in mind for everybody who uses our sidewalks, trails, walkways and that we're not having avoidable crashes and injuries and things like that. So, I want to get your input on it, and then also, I can try to answer some questions if you have questions about what constitutes a scooter vs. an E-Bike vs. a minibike, things like that. To be completely honest, it's super confusing, and I spent way too many hours trying to digest this and put this in a very readable

document, both for your benefit as well as our officers and the public. So, this last month we've been educating our officers so they can be as understanding as possible; Phase 2 is starting to educate the public, so we're starting to make some stops in the public. Enforcement is not the goal at this point, we're not trying to write tickets to kids, we're just trying to educate the riders and parents so that they can make informed decisions and keep safety forefront in their mind. We're starting to launch this Ride Safe campaign, educating through social media and other means, presentations in public, enforcement stops. We're working on some incentive programs to help incentivize safe riding habits and wear of safety gear, things like that. So, I guess before I get too far into this, I'll pause for a minute and just ask where you'd like to see this conversation go and see if you have any comments or questions to help guide this discussion.

Chair Kons said I know we had a really lengthy conversation about this last year, in the fall of the year. Where did that end? I mean, we were really talking about trails, though, in parks, and it's coming outside of that area, that's the issue, correct?

Captain Petersen replied it's generally where sidewalks and trails are interfacing or intersecting with streets that seems to be the problem, at least lately. I do see an occasional complaint, we'll hear about a concern on the trails and sidewalks themselves, but for the most part, the incidents are happening at those intersections because they're not yielding to traffic. So, to answer your question, yes, there was a discussion about a year, year and a half ago, where some ordinance changes were at least considered; at this point, there were no ordinance changes recommended. Basically, our ordinance reflects State Statute at this point in terms of definitions and obeying traffic laws, things like that, it just refers back to State Statute. Obviously, we're a recreation destination, we want everybody to enjoy our parks, trails, sidewalks, commercial areas and benefit from these mobility devices and have fun with those. So, we're not trying to be overly restrictive, and to be clear, Public Safety is not advocating any changes at this point, we're just starting the dialogue to see where we need to go with it.

Commissioner Jenson asked can you share maybe some examples or statistics on like the incidents or complaints? Captain Petersen replied I sure can, I came prepared. This is Year-to-Date 2025 information:

Electric Scooters

Seven (7) Scooter accidents

Three (3) Scooter incidents that involved an enforcement action, so it was most likely a complaint by somebody in the public that resulted in patrol responding out there and having contact with the rider

E-Bikes

Two (2) E-Bike violations

Two (2) E-Bike accidents

Three (3) citizen complaints regarding E-Bikes

Minibikes/Dirt Bikes

16 Complaints

I think a handful of those came from the same offender and same concerned citizen; there's a problematic rider and a very concerned citizen down in the area of Hamlet Park who keeps calling in about the same problem. So, that's not to diminish the problem, but just know that there have been a handful of calls regarding that same incident.

Overall, summarizing this, there's not a ton of incidents. We had a couple of E-Bike crashes that happened just within the last couple weeks that kind of got everybody fired up on social media. I know of at least a couple incidents that weren't reported to us, didn't rise to our level, so there are some unreported stats, as always, with any crime or ordinance consideration; there's a lot of stuff that goes unreported.

Commissioner Lisa Rediske said I'd like to hear more about them not abiding by the intersection rules. I don't know if I fully understand what the rule is at an intersection for a pedestrian; I'm referring to when they have the red hand or the walk signal. If they have the red hand, do they still have the okay to go? Like let's say they're riding on an E-Bike and they're going pretty quickly and they want to go, I would think that they're not allowed to go because they have the red hand, but are they at fault if they get hit?

Captain Petersen replied so, some of this is a little bit open to interpretation, and I might not be 100% accurate on this, but my belief is if they're on the sidewalk they have to obey the crosswalk signals. If they're in a lane of traffic, they need to obey traffic laws. So, that's where the kind of gray area comes in, and if anybody knows differently, feel free to correct me because this is not my area of expertise, so. Commissioner Rediske replied nor mine.

Chair Kons said I mean there's the huge issue, not only here but Statewide where you see them go through red lights; I know in other cities, it's okay to go through a stop sign if you don't see any vehicles coming, and it's okay to go through a red light if you

don't see any on a bicycle. But if you get hit, it's who has the Right-of-Way and who doesn't. And in a situation like that, you both have to yield to each other.

Captain Petersen said correct.

Chair Kons asked so, isn't it a no-fault issue if you get hit in that situation?

Captain Petersen replied that sounds like a good question for an insurance agent, I don't know.

Chair Kons said see what I mean? So, when it comes to, you all have to be watching, so you can be dead wrong being dead right, and I think that that is one of these things with scooters, bicyclists, and pedestrians right now. I really appreciate that you guys are thinking about the education piece because a lot of these people who are getting these don't know what they don't know.

Captain Petersen agreed.

Chair Kons said and they don't know how powerful they are, they don't know the mechanisms of it, and you know, younger adults are starting to utilize them as their mode of transportation. So, I do appreciate that an education initiative is out there, and there's a lot of turnkey materials. So, if you are interested, feel free to reach out because I can, you can slap the logo on it and run with it. Why rethink the wheel?

Captain Petersen replied awesome, I'll take anything you can send me. Just on my way home from work today, I saw probably a 12-year-old, no helmet, riding an E-Bike. Of course he had somebody riding on this back pegs, not obeying traffic laws, and I'm like counting how many infractions, how unsafe could you possibly make this act? But that's commonplace, we see that all the time. The kids just don't know any better, and I guess parents are just naïve to the risk, so.

Chair Kons said right, and sometimes they don't know what they don't know either. Captain Petersen replied yeah, absolutely.

Commissioner Nate Lotts said the lack of protective equipment is what scares me the most. I mean, obviously, in your profession you've seen many instances where people have an accident, by nature, it's an accident, and it ends very, very badly with a head injury, and on an E-Bike it's commonplace, right? Like it's happening across the State, it's happening across the country; the education piece I think is, I'm super excited that you're focusing on the education piece because I think people, as you mentioned, don't know what they don't know. The parents are just yeah, we just bought him an E-Bike, or we bought him an electric motorcycle off Amazon, and it shows up and we slap the wheels on it, and away he goes at 30 MPH. No helmet, no protective equipment, it's frightening to me. I work from home and I watch them race down the street. They're not 15 as the requirement states that they're supposed to be 15, they're not, they don't have helmets on, that part scares me the most. I'm not going to call and complain about them being underage, I'm mostly really scared about their wellbeing without a helmet. You know, it's easy to get a TBI, you wipe out and smack the concrete at 30 MPH, the TBI will be probably best case scenario.

Captain Petersen said right.

Chair Kons said and Right-of-Way is another really big issue, so as everyone's turning right, they're getting their crosswalk sign, so they're up here, coming on their E-Bike, all they see is green. They're not paying attention to anything else, and so those crashes have really been going up. Captain Petersen replied right.

Commissioner Rediske asked hey, Nate, what's a TBI?

Commissioner Lotts replied traumatic brain injury. Yeah, I actually have a friend on LinkedIn, we met at a conference in cybersecurity, he lives in Texas, he passed away this last weekend on a one-wheel accident. He smacked his head, didn't have a helmet on; you know, he's a grown man, he can make the decision on whether or not to wear protective equipment, and he chose not to, but unfortunately, accidents happen, and it can happen to anyone. That's what scary is you have 15-year-old kids that just, either they can't afford a helmet or they just don't want to wear a helmet because it's not cool, like whatever. So I think the education piece, and then you know, is there a grant for giving out, like you said, is there a grant for giving out some sort of equipment or providing a coupon or something for a discount?

Captain Petersen replied we'll definitely keep our eyes open for those grant opportunities as always, and we're looking to partner with some of our local nonprofit organizations; we're in the process of making those contacts right now, looking for a partner to provide those coupons or even provide some free helmets for those that don't have the financial means to buy their own helmets. Whether it's ice cream cones coupons or something to reward that positive behavior, too, just like we used to do with bicycle helmets; it does seem to work well, so we're just going to cut and paste.

Commissioner Olson said I think the biggest issue, obviously, is you're talking about the increased speeds. You know, kids are going from riding regular bikes to now using all these motorized things, and I think it just comes down to also how proactive do we want to be? In the situation you mentioned earlier, obviously, what that young individual was doing was extremely unsafe, and the risk of something happening is much higher, obviously, right? So, as a community, how much money do we want to

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spend addressing those issues and being proactive before things do happen because they're far more likely to happen when you've got those speeds. So, I think that's kind of something we really need to ask ourselves, like what are our resources to invest in addressing it proactively?

Captain Petersen replied right, yeah, we're talking about our children's lives, so if it's a few hundred or a few thousand dollars spent proactively just to make sure that they're safe is money well spent.

Commissioner Olson said so I think the education piece is extremely important, but at some point there has to be some consequences for poor choices because otherwise you don't learn, you don't bring about real change.

Captain Petersen replied right, yep, I agree with you wholeheartedly. I just think my personal philosophy is that we need to educate before we enforce unless it's an egregious and willful violation of the law that is a common-sense violation. I think by and large the public just doesn't know what they don't know yet, and so we'll invest time educating first. Then, like you said, at a certain point, enforcement will probably become a priority for us.

Commissioner Rediske said and then understanding the different avenues or venues for communicating that education. You know, maybe that could be partnering with different stores that sell the bikes. I know there's Erik's Bike Shop in Woodbury. Other than Walmart or Target, are there any locations in Cottage Grove that sell E-Bikes? Amazon online, I get it. But also maybe partnering with the schools, that's a great target market.

Captain Petersen replied that's a great idea.

Commissioner Lotts asked don't they have like a bicycle day or week or something where they all ride bicycles to school?

Captain Petersen replied I don't know, but I'll look into that.

Chair Kons said yes, they do, in September. Commissioner Lotts said yeah, and another commissioner said they absolutely do. Chair Kons said kids walk to school, and it's usually about the second, I can get you some information on that.

Commissioner Olson said so, on those days, you'd definitely see an uptick of all kinds of transportation, if you will, not just regular traditional bikes, but you know, your scooters, your electric scooters, your E-bikes, so for sure.

Commissioner Lotts said I'm not saying that you should leverage the contacts in the Lions Club because I know they're super active in the community and a fantastic example of an organization that would probably take up a cause like this, but they also make it very easy for guys like me to donate, you know, to the cause. So, if that happens to be something that you put together.

Captain Petersen replied it's already been done.

Commissioner Lotts said yeah, I think there's a lot of people like me that if you make it easy to donate to the cause, it's going to be probably pretty easy to gather up quite a bit of money for safety equipment. Yeah, that bicycle thing in September is a fantastic way to ideally educate some of the kids on the resources available, the things that they're supposed to do or not do, maybe send home a flyer to their parents; whether or not they bring it to their parents is a different story, but yeah, I think that's important.

Captain Petersen replied we'll definitely look into the school angle.

Captain Petersen said one other thing I just wanted to bring up to you for discussion is that our trails are currently posted as a max speed of 15 MPH, and that's I would say more of a recommendation than it is like an enforceable hard and fast speed limit, and it's also hard to enforce that because we're not going to be sitting on the trails running radar on bikes and E-Bikes, right? That's just not practical. And, so, that might be something that we want to look at in the future is how do we enforce that, how do we reinforce those safe riding habits? Do we want to reconsider, do we need to have a different speed limit or restriction on E-Bikes, things like that, but that's way down the road, we're not at that point yet. So, just something to put in the back of your minds and chew on.

Commissioner Moyer asked for the complaints, is there anything else besides like the accidents or like those intersections, is there any other thing that we should be focusing on, too, or keeping in mind?

Captain Petersen replied, so, one thing that I didn't touch on is that we're seeing an uptick in stolen E-Bikes, scooters, things like that because as they become more prevalent, it's just much opportunity for theft. So, that might be another thing we do is educate and provide locks and things like that, or even a place to lock them up in the parks and commercial districts. And then mostly the other complaints are just like hey, this E-Bike was going too fast on the trail, or this minibike doesn't belong on our trails or parks, a lot of those types of things. Some of the public don't know what is or isn't allowed yet, so they just assume that this E-Bike can't be in the park, when in actuality, they can. It's really hard to differentiate between an E-Bike vs. an electric minibike, even sometimes, oftentimes, I don't know, I have to go do the research, it's really difficult for officers to figure that

out, and probably nearly impossible for the public to figure it out if you don't have that law enforcement background or a Statute book in front of you.

Commissioner Olson said yeah, you would want to tend to say that if something can go above that 15 MPH, then should it even be on a trail that has that parameter? But like you said, it's hard to identify and set that boundary because of that.

Captain Petersen said so, I appreciate the discussion and the pointers and the tips. I'll take that back and get to work on that stuff. This really accomplishes my goal for coming here tonight and having this discussion, I just wanted to get it on your radar, so that's front and center of your minds so you can talk with the public and bring that back to me anytime. You don't have to wait until the next meeting, you guys have my phone number and my email, send me your concerns and thoughts and we'll get after it.

Captain Petersen said if there aren't any other questions, that's it. Thank you. Chair Kons replied thank you for that presentation.

8. BUSINESS ITEMS - None.

9. COMMISSION COMMENTS - None.

10. STAFF REPORTS AND MATERIALS

Captain Petersen said so before you, you have the Quarterly Police Report so feel free to peruse that. If you'll give me just a couple minutes, I wouldn't mind highlighting a couple of the high points.

So, reported crime and overall crime is down compared to our comparable communities across the country, so that's a great thing. Our clearance rate is exceeding 80%, which is an incredible achievement; what that means is for every crime that's reported to us, 80% of those crimes are being solved through prosecution or return of stolen property, things of that nature. So, it's not uncommon to see communities being down around 30-40% and to be at 80% is just a real achievement, so I'm really proud of that.

You can see that our Patrol Division is doing more Calls for Service, which is to be expected considering our community is growing, but despite that, they're doing a ton of proactive checks, which really reflects their commitment to being proactive and deterring crime, taking care of our parks and commercial districts, things like that. They're also doing a ton of traffic stops; traffic enforcement has been a huge priority for us in these summer months. So, despite what you read on some social media pages, we're out there continuously; just in the last week and a half, we logged over 40 hours of dedicated traffic enforcement in our high-priority zones, and really that's just identifying our three highest priorities or hot zones in town, and our officers are there whenever they can. So, they're putting in a ton of time and effort into maintaining safe roadways. Like I mentioned before we went live tonight, Officer Rinzel has 108 DWIs, and he got a hat trick recently, so he's exceeded our goals for the entire year.

Commissioner Rediske asked one officer got 108 DWIs? Captain Petersen replied correct, he's our grant-funded DWI Officer. Commissioner Rediske said, okay, very nice, and three in one night, that's awesome.

Captain Petersen said our therapy K9, Riggs, had 50 deployments in Quarter 2. That program just came online and is proving wildly successful, the community absolutely loves him, and it's been an awesome tool to disarm those potentially volatile situations involving mental health patients and things of that nature. As soon as Riggs shows up, it deescalates the situation, and then it allows us to get them the help that they need and stuff like that, and it's a great community relations tool as well.

The Crime Scene Team is up and running now, so that's starting to get used.

There's just a ton of good data in here, I won't go over all of it, I hit some of the high points. One thing that we're also really proud of is some of the results from the Polco Community Survey: So, a 91% overall satisfaction rating among our citizens for overall police services; that also mirrors what we're seeing on our own internal polling that we do here locally, as we're averaging about a 95% satisfaction rating, so we're really proud of that.

Captain Petersen said another exciting development is we just got awarded an Auto Theft Prevention Grant, so that's going to allow us to invest in some technologies to help deter, detect, and solve any crimes that happen in our community.

We also just purchased two traffic data collectors, so little black boxes that we can position around town, they're very mobile, easy to move, so when citizens call in about speeding cars or the amount of traffic on a roadway, things of that nature, these devices will collect that data; it gives us really actionable reports, so it will literally tell us on this day at this time this is when you need to be here to catch the speeders, so that will help us do our job a lot more efficiently. It will confirm or deny whether we have a problem on our streets with which we need to deal.

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Captain Petersen said so, there's a lot more good stuff in there. Feel free to read through that, and reach out to me anytime if you have questions with that.

Chair Kons said I would like to draw the commission's attention to the last page to see the Employee of the Quarter, and I read through this, and congratulations to you, it does not surprise me at all. The commissioners congratulated Captain Petersen, to which he replied thank you, I tried to not let that happen, but the chief overruled me. I appreciate your time.

Gary Orloff, Public Works Streets Supervisor, gave Public Works updates: He said the High Zone raw watermain, the contractors plan on closing 70th Street at Idsen; so, starting July 28 through August 8, they'll install the watermain and casing pipe across the road. The detours will be Hinton, 65th to Inwood, and the Highlands Park will still be open, so you'll be able to go through Idsen from the north to the south.

Pavement Management has been going pretty good. They started Phase 3 curb removal and 75% of the iron has been lowered. Phase 1 and 2 topsoil has been placed and the base course has been down. They should be spraying the seed sometime this week. The park is just getting a temporary blanket over the dirt because of the heat and the drought, they want to make sure it's later in the fall so the seed will have a good chance of growing.

Mill and Overlay: The concrete work is completed, so all the curb, pedestrian ramps, and topsoil is placed. They're going to start milling that at the end of this month.

We're trying to complete, we almost got it done today, the Granada Park bump out that you guys were part of, so it is open. We're just waiting to stripe it, but the rain kind of held us off, but tomorrow it should be all striped but it is open for parking. It should relieve some of that congestion over in that neighborhood.

Inhouse, too, on the 95th Street trail connection, there was a little part left on the south side between Hadley and Jamaica, down towards that, and that is completely open.

This week we're going to start doing our inhouse thin overlay and that will be on Lehigh between 100th Street and 95th Street.

Gary asked if there were any questions on any of that.

Commissioner Jenson said can I ask what the timing is of the stoplight by Goodwill and Kohl's? It looks like it's close.

Gary replied I don't know that answer, but I can get back to you on that information. Commissioner Jenson replied that's okay, I was just curious. Gary said I will find out for you. Commissioner Jenson said the road looks nice, its nice and smooth, and Gary said thank you.

11. COUNCIL COMMENTS

A. Council Agendas

Council Member Clausen said Good Evening, if we haven't met, my name is David Clausen, I'm one of the new Council Members; Dave Thiede is usually here tonight, but he couldn't make it, so probably in my update I will not talk about Strawberry Fest, I will leave that to him.

Gary talked about the watermain on 70th Street, that watermain running north-south now is going to meet up with a brand new Water Treatment Plant, it'll be the second one in the City; it will be located behind the Central Fire Station, the large land area back there, which is just being cleared this week, so they've already started on that. It's going to be a several-year project, and will be operational sometime in mid-2028, so there's a lot of work to do. I'm told that with the watermain and that Water Treatment Plant, its the City's largest Public Works project ever. So, it's going to be a several-year project, but we're also going to have the cleanest water.

One of my notes was to talk about the traffic signal on East Point Douglas Road, on the Kohl's curve I call it; what I was going to say is we don't know as that's the last thing that's needed.

The Public Works Open House is my third favorite open house to attend, of course the Police is first, I worked there, then Fire, and then Public Works of course, the best food ever though; so, the Public Works Open House in on September 25, from 4:00 to 7:00 p.m.

Council Member Clausen said that's all I have, do you have any questions for the Council or any comments, concerns, or complaints?

Commissioner Lotts asked Gary, so 70th has obviously got to be shut down; are there any other major roads in the City that need to be shut down for that watermain? I know that he discussed they're going to be able to do boring underneath the road at one junction, but I wasn't sure if there's going to be more.

Gary replied so, the 80th Street one is where they're doing the boring, so there will be a pit on either side of that; that's supposed to start sometime this week. For 70th Street, because of the rock underneath, they have to do an open cut, so that's the reason its going to be shut down for two weeks.

Commissioner Lott replied okay, cool, yeah, that's what I had remembered as well is it was just going to be 70th that we had to shut down. Okay, awesome, thank you.

Kari Reubish, Public Works, said if you go to the city website, there's a construction page, that you can follow and it will give you week-by-week updates and what's going on, and you can get an email with weekly updates for a specific project as well.

Chair Kons asked are you sharing that on social every now and then?

Kari replied, I would think so.

Commissioner Lotts said yeah, those maps that you guys are putting on I think Facebook and stuff are super helpful, and a heads up, like two weeks out from closing 70th on the socials, again is super helpful. It's a nice map, its easy to understand, and it was easy; I'm not super familiar with the area, but it was easy to understand like the detour. So, yeah, nice work on that.

Chair Kons asked if there were any other comments or questions; there were none.

12. ADJOURNMENT

Commissioner Rediske made a motion to adjourn the meeting; Commissioner Olson seconded. Motion passed unanimously (6-to 0 vote). The meeting at 7:31 p.m.

Minutes transcribed by J. Graf and reviewed by Kari Reubish.



To: Public Services Commission

From: Gavin Hochstetler, Management Analyst

CC: Ryan Burfeind, Public Works Director

Date: September 15, 2025

Subject: Sidewalk and Trail Snow Removal Review

Background

The City of Cottage Grove Public Works Department removes snow from over 112 miles of sidewalk and trail every winter after significant snowfall, including over 25 miles in residential neighborhoods adjacent to homes. Currently, the City has not adopted an ordinance requiring property owners to remove snow from the sidewalk or trail adjacent to their property. While a few other municipalities in the area also remove snow from all residential areas, a majority have adopted ordinances stating that residents must handle snow removal of adjacent sidewalk within a specified timeframe after snowfall ends or potentially face a fine. During this year's budget process, the City Council requested that staff evaluate the cost of removing snow on sidewalks adjacent to homes. As part of this process, information is being presented to the Public Services Commission to provide feedback on sidewalk and trail plowing.

Cities develop a sidewalk and trail snow removal plan that is one of three general strategies: property owner-led, municipality-led, or a mixture of the two. Cottage Grove is one of the few cities in the metro area that have a fully municipal-led program. Costs of these efforts have been analyzed to show potential cost savings if the city were to adopt an ordinance requiring property owners to remove snow of adjacent sidewalk.

Current City Policy

Cottage Grove City Code 7-1-3 states that safety sidewalks and trails shall be cleared by the city within 48 hours after snow has ceased to fall and low use sidewalks and trails are the responsibility of the adjacent homeowner. No further description of the sidewalk classification is provided in the city code. The City's Public Works Department has developed plow routes for sidewalk and trail which include all sidewalk in residential areas.

As more residential development occurs in the city, the proportion of sidewalks in these neighborhoods compared to transportation trails and sidewalks will grow, leading to more staff time and potential additional machines required for full maintenance. Transportation Trails and sidewalks are generally defined as those on collector and arterial roadways, and not adjacent to homes.

Cost Analysis

Averages from 2022-2025 winters indicate staff dedicated approximately 1000 hours yearly, clearing sidewalks and trails in the community using several machines including three trucks with plow attachments, and four machines dedicated to clearing snow on sidewalks. This time equates to approximately \$49,492 in city labor costs and \$150,859 in average yearly machine and maintenance cost. Of this cost, approximately \$46,500 total combined for labor and machine maintenance can be attributed solely to sidewalk snow removal in residential areas that may be handled by property owners. The table on the following page shows the yearly cost of each of this equipment.

Table 1. Snow Removal Equipment Total Average Yearly Cost

Equipment	Purchase Cost	Yearly Maintenance Cost	Yearly Average Total Cost
Trackless Tractor (2)	\$220,000	\$12,160	\$79,320*
Holder Tractor	\$135,000	\$12,440	\$29,315
John Deere Tractor	\$74,600	\$4,000	\$13,325
Truck plow attachment (3)	\$12,000	\$2,800	\$28,899*

*Yearly Average Total Costs for number of indicated machines and or attachments

The cost of the pick-up truck plow attachments was separated from the total cost of the truck as the vehicles are used year-round and not exclusively for snow removal.

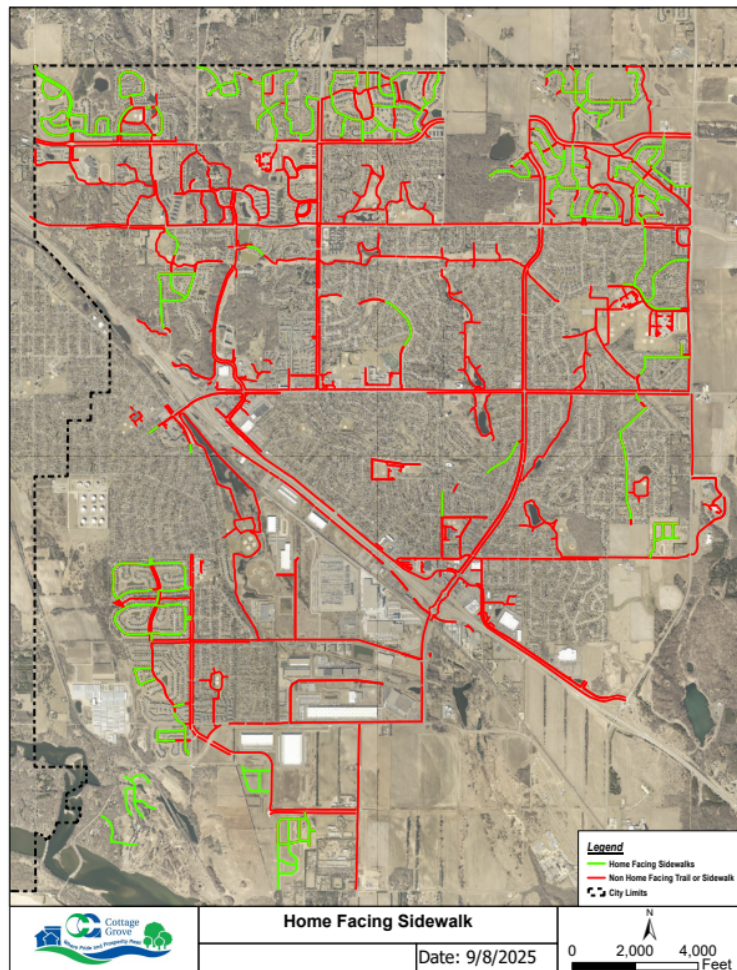


Figure 1. Transportation (Red) and Potential Resident Maintained (Green) Trails & Sidewalks

The above figure shows the layout of sidewalk and trails currently maintained by city staff. The green line indicates sidewalk located in residential areas that could be the responsibility of the property owner. The red line is transportation trail or sidewalk that the city would always maintain due to priority status and proximity to schools, parks, and high pedestrian areas.

Table 2. Comparison of Transportation and Residential Trail Mileage and Snow Removal Cost

	Mileage	Labor Cost Average	Machine & Maintenance	Total Yearly Snow Removal Cost
Transportation Trail and Sidewalk Trail	86.11 mi	\$38,009	\$115,859	\$153,868
Residential Trail and Sidewalk	25.89 mi	\$11,483	\$35,000	\$46,483

City Owned Property in Residential Neighborhoods

With many new developments in Cottage Grove dedicating outlots to the City for trails, parks, and stormwater ponds, many short segments of sidewalk are added to the City’s snow removal responsibility. The below aerial view shows a parcel of highlighted land that is owned by the city. Because of areas such as this one, the city would always have a responsibility to remove snow from sidewalk adjacent to these parcels even if an ordinance were passed to require property owner snow removal.

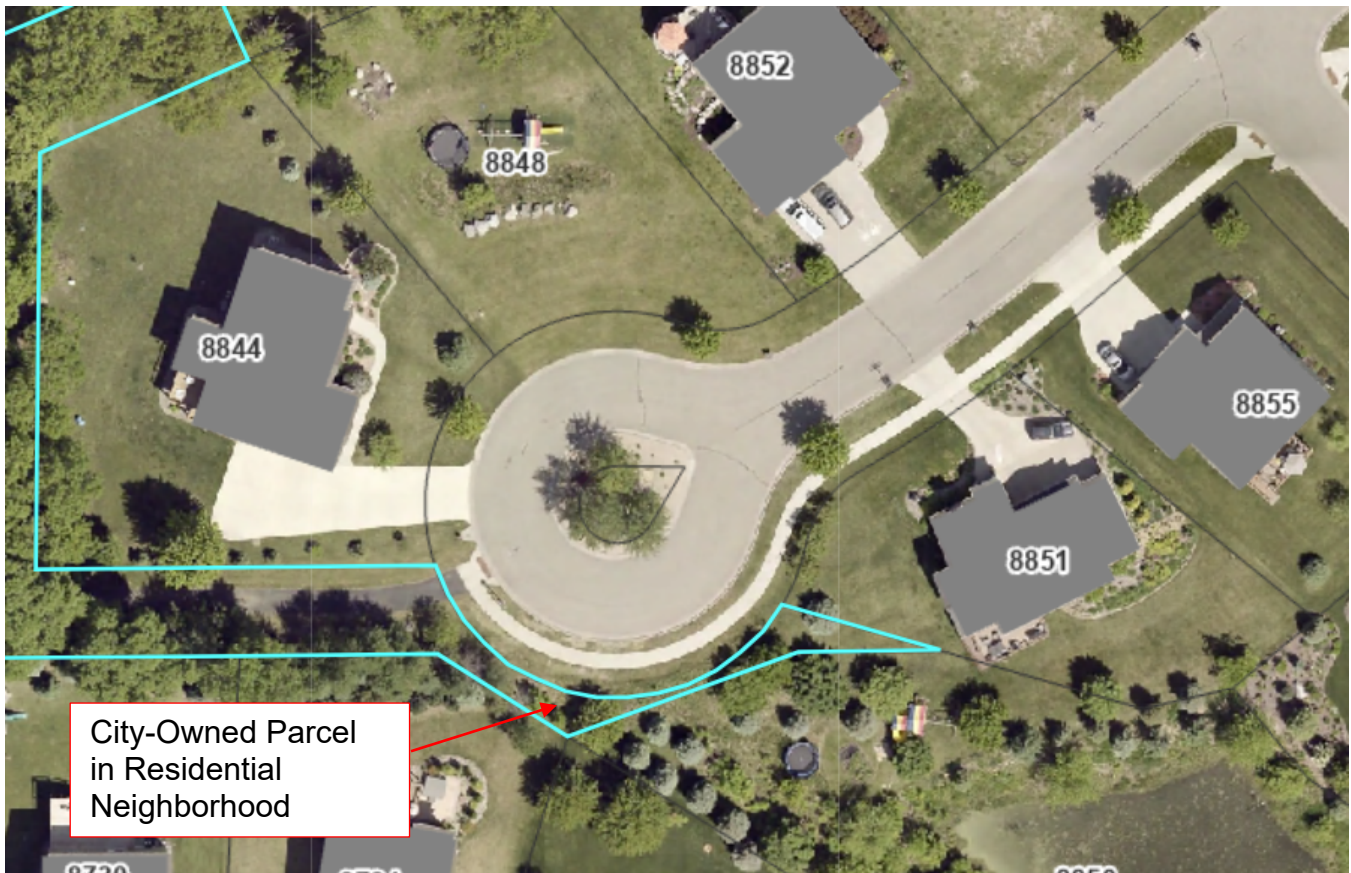


Figure 2. Example of City-owned Parcel with Snow Removal Responsibility in Neighborhood

This is an important consideration, as staff would still need to take equipment to each development to clear small sections like this. Also, portions of privately maintained sidewalk would need to be crossed to get to these sections adjacent to City property. If the City were to move in the direction of property owners clearing their adjacent residential sidewalks, further analysis would need to be completed on these situations

Staff Recommendation

Receive information and provide feedback on sidewalk and trail plowing.



To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator

From: Peter J Koerner, Director of Public Safety

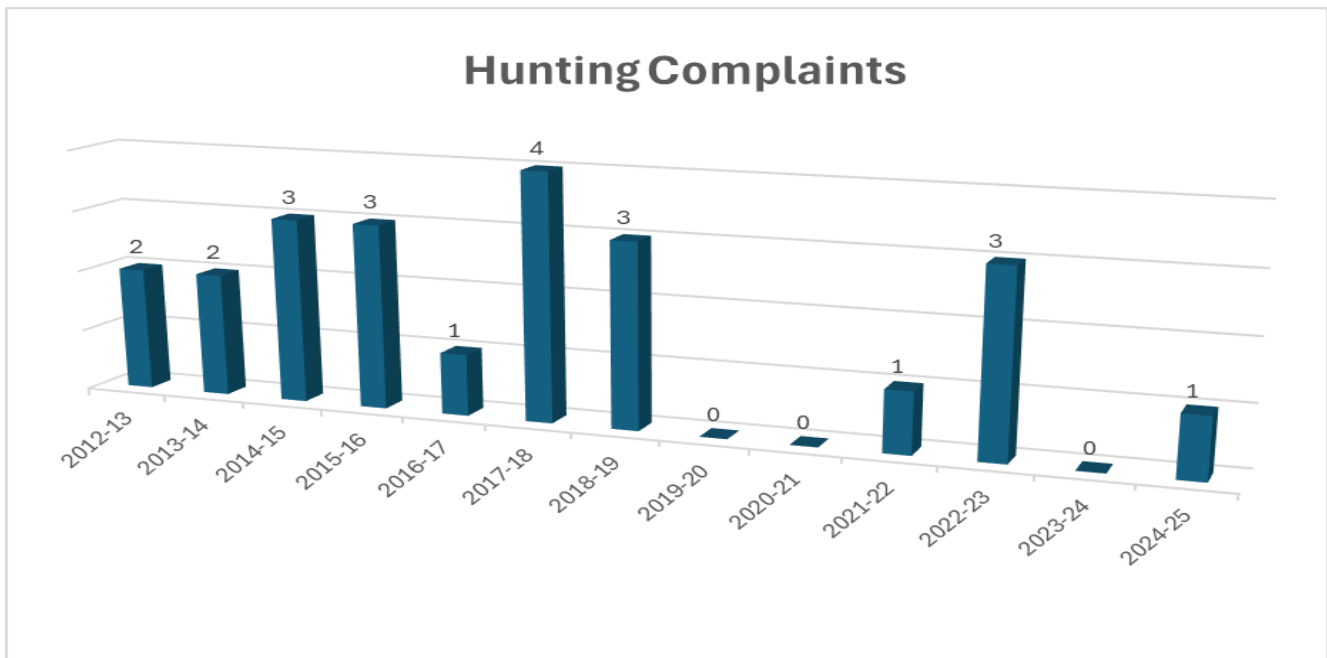
Date: September 2, 2025

Subject: **APPROVAL OF DESIGNATED HUNTING AREAS**

Introduction

Cottage Grove City Code’s Hunting Ordinance was amended on August 10, 2005, by the City Council. Cottage Grove ordinance 5-3-5 addresses the use of firearms and archery equipment in the City of Cottage Grove. In the past, the Public Services Commission reviewed these areas, however this year’s meeting schedules required a new process to ensure these areas are reviewed by the Council before the season begins. The City Council will review the designated hunting areas for final approval prior to publication.

Under the amended language, it has been shown to be very effective, adaptable to development and addresses the safety concerns of the city. Since the amended language, complaints have been minimal.



There was one hunting-related complaint for the 2024-2025 hunting season. Public Safety received a report of a person shooting squirrels from a window. There were 8 complaints (all

unable to locate) of gunshots heard that were not specifically associated with hunting. In addition, Public Safety had 4 hunting/trapping questions.

Landowner controlled access of hunters within the designated areas continues to be well received by landowners, police officers, and persons wishing to take advantage of this recreational opportunity.

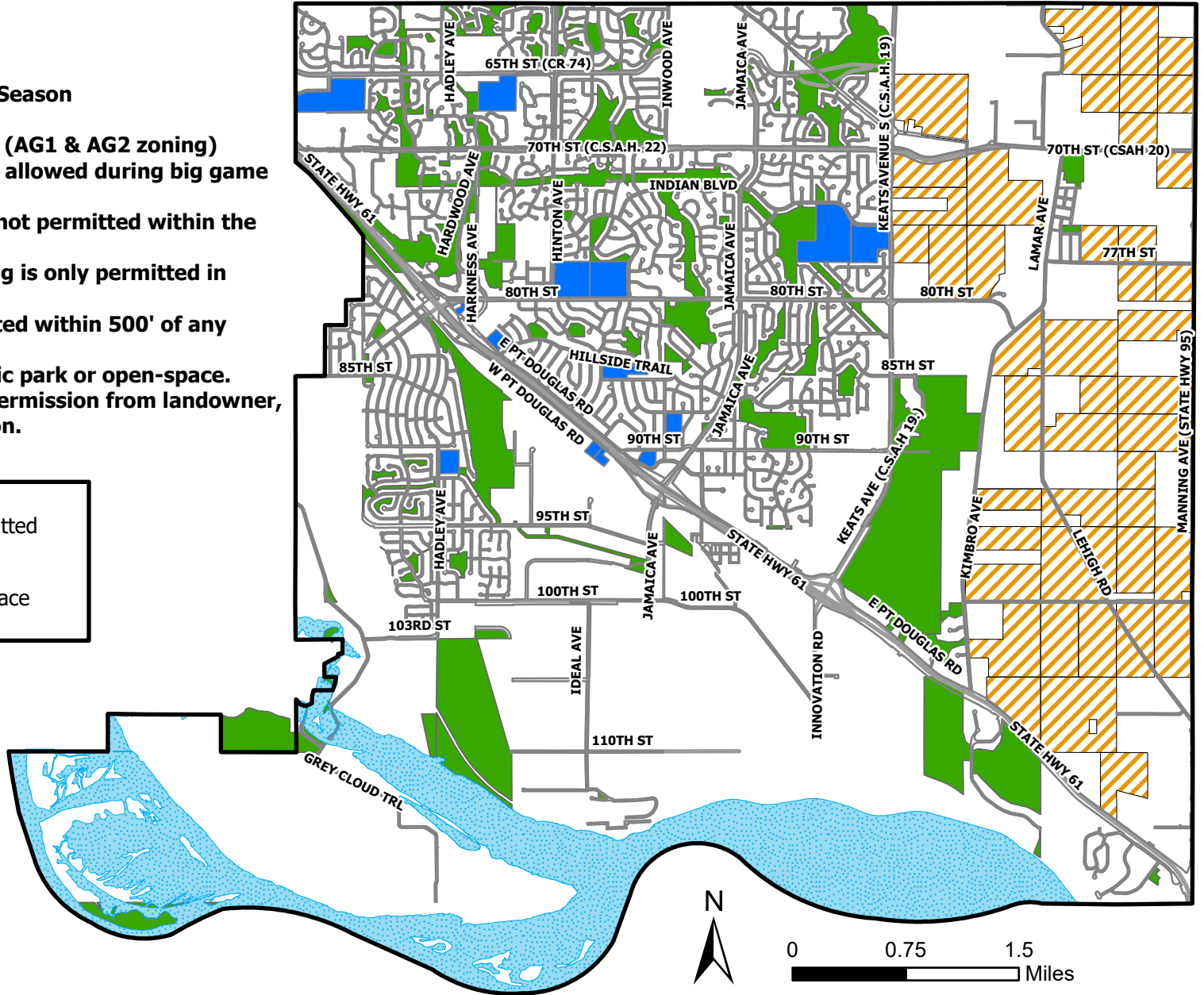
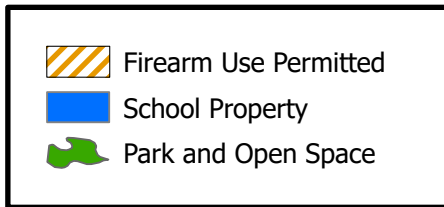
For the 2025-2026 season, the Public Safety and Planning Departments have reviewed and amended the designated areas for discharge of firearms and archery equipment.

Recommendation

Approve the proposed 2025-2026 archery and firearms hunting area maps.

Firearm Hunting Rules 2025-2026 Season

1. Forty acres contiguous or more. (AG1 & AG2 zoning)
2. Discharge of shotgun slugs only allowed during big game season.
3. Recreational target shooting is not permitted within the city.
4. Discharge of firearms for hunting is only permitted in designated areas.
5. Discharge of firearms is prohibited within 500' of any residence.
6. Hunting is prohibited in all public park or open-space.
7. All hunters must have written permission from landowner, proper ID and licenses in possession.



Disclaimer: This map is intended for reference purposes only and is not a legally recorded map or survey. The City of Cottage Grove shall not be liable for any damages or claims that arise due to accuracy, availability, use or misuse of the information herein pursuant to MN Statute 466.03 Subd 21. Updated: 5/9/22

Cottage Grove Firearm Hunting Area

Cottage Grove, MN





Date: 8/20/2025

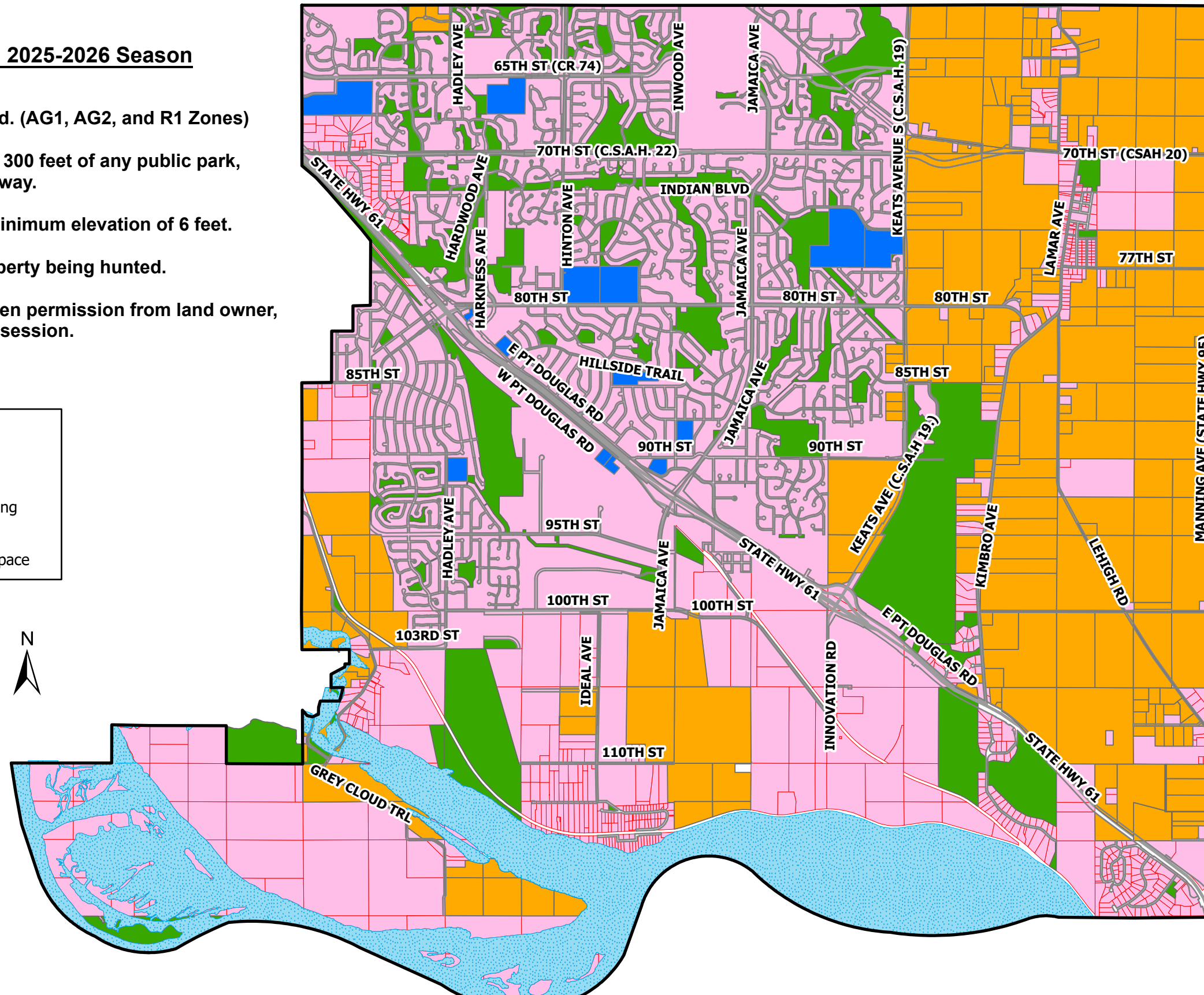
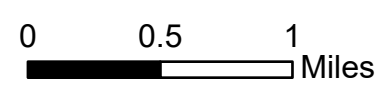


Archery Hunting Rules 2025-2026 Season

1. Five acre minimum required. (AG1, AG2, and R1 Zones)
2. Hunting not allowed within 300 feet of any public park, trails, open space or right-of-way.
3. Hunt from a stand with a minimum elevation of 6 feet.
4. No arrows to leave the property being hunted.
5. All hunters must have written permission from land owner, proper ID and licenses in possession.

Legend

-  Archery Permitted
-  No Archery Hunting
-  School Property
-  Park and Open Space



Cottage Grove Archery Hunting Area

Cottage Grove, MN

Date: 8/20/2025





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

August 6, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2025-07-16)
Staff Recommendation: Approve the July 16, 2025, City Council Special Meeting Minutes.
 - B Public Services Commission Meeting Minutes (2025-5-19)
Staff Recommendation: Approve the May 19, 2025, Public Services Commission Meeting Minutes.
 - C Planning Commission Meeting Minutes (2025-06-23)
Staff Recommendation: Accept and place on file the minutes from the June 23, 2025, Planning Commission meeting.
 - D Open Forum Response - Peggy Nelson
Staff Recommendation: Receive a letter in response to Peggy Nelson's open forum questions.
 - E Open Forum Response Letter - Ruth Jones
Staff Recommendation: Receive a letter in response to Ruth Jones' open forum questions.
 - F Approval of Rental Licenses
Staff Recommendation: Approve the issuance of rental licenses to properties listed in the attached table.
 - G Grove Tobacco – Lower Potency Hemp Edible Retailer CUP & Registration
Staff Recommendation: 1) Adopt Resolution 2025-107 approving the Conditional Use Permit for a Lower-Potency Hemp Edible Retailer. 2) Approve the Cannabis Lower-Potency Hemp Edible Business Registration for Royalty and Sons LLC (DBA: Grove Tobacco) at the location of 8599 West Point Douglas Road South, Suite #200. City Registration will not be issued, and no Lower-Potency Hemp Edible sales are permitted until the City receives a copy of the Lower-Potency Hemp Edible license from the Office of Cannabis Management.
 - H Temporary Intoxicating Liquor License- Cottage Grove Lions Club
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Rhonda Anderson on behalf of the Cottage Grove Lions Club for the Cottage Grove Food Truck Festival on September 13, 2025.
 - I Real Estate Equities LLC - Issuance of Conduit Multifamily Housing Revenue Bonds
Staff Recommendation: Adopt Resolution 2025-109 for preliminary approval for the issuance of Multifamily Housing Revenue Bonds and an Interim Loan for the benefit of Real Estate Equities, LLC.

- J Weinmann Settlement
Staff Recommendation: Approve the Settlement Agreement to resolve the Weinmann appeal and authorize the payment of \$630.
- K 2026 Patrol K9 Authorization
Staff Recommendation: Authorize the addition of a K9 handler and K9 patrol team in January 2026. Authorize the submission of a USSPCA/AKC grant application for \$7,500 to offset the cost of the K9 purchase.
- L Minnesota Opioid Settlement Authorization
Staff Recommendation: Approve Resolution 2025-102 authorizing city staff to execute all necessary documents to ensure the City of Cottage Grove's participation in the opioid settlement agreements, including participation agreements and accompanying release and the state-subdivision agreements, unless and until such authority is revoked.
- M Low Zone Water Treatment Plant Change Order #4
Staff Recommendation: Approve Change Order #4 in the amount of \$370,122.73 for the Low Zone Water Treatment Plant project, funded by the 3M Settlement, increasing the current contract amount from \$40,262,696.20 to \$40,632,818.93.
- N Professional Services Agreement with Bolton and Menk for East Ravine AUAR Update
Staff Recommendation: Approve the professional services agreement with Bolton and Menk for East Ravine Alternative Urban Area-wide Review (AUAR) in the amount of \$39,900.
- O Jamaica Avenue Trunk Storm Sewer Realignment Final Payment
Staff Recommendation: Adopt Resolution 2025-097 approving the final payment in the amount of \$21,242.33 to New Look Contracting, Inc. for the Jamaica Avenue Trunk Storm Sewer Realignment Project.
- P 2024 Pavement Management Final Payment
Staff Recommendation: Adopt Resolution 2025-103 approving the final payment in the amount of \$15,807.23 to OMG Midwest, Inc. dba Minnesota Paving & Materials for the 2024 Pavement Management Project.
- Q 2024 Jamaica Mill and Overlay Final Payment
Staff Recommendation: Adopt Resolution 2025-104 approving the final payment to Northwest Asphalt, Inc. for the 2024 Jamaica Mill and Overlay Project in the amount of \$12,187.83.
- R Oltman Park Playground
Staff Recommendation: Authorize service agreement, subject to minor alterations by City Attorney, with Kompan, Inc. for playground construction at Oltman Park for the amount of \$149,112.16.
- S Oltman Park Picnic Shelter and Installation
Staff Recommendation: Approve purchase order to St. Croix Recreation for picnic shelter located at Oltman Park for the amount of \$37,363.60 and approve service agreement with Mike Basich Inc., for the installation of picnic shelter at Oltman Park for the amount of \$32,864.
- T Almar Village – Parking Lot Setback and Impervious Surface Coverage Variances
Staff Recommendation: Adopt Resolution 2025-106 approving the variances to allow the construction of additional parking two feet from the east property line and to increase the impervious surface coverage of the site at 7155 Jorgensen Lane South.
- U Livable Communities Act's Local Housing Incentives Account Program Application Support – Real Estate Equities
Staff Recommendation: Adopt Resolution 2025-108 authorizing the City to submit an application for LCDA grant funds for the Real Estate Equities apartment project.
- V Farm Lease Agreement - EDA Land
Staff Recommendation: Approve the Lease Agreement with Paul Krueger Farms to farm the approximately 7.89 acres of EDA property south of 98th Street South and east of Isleton Avenue South subject to minor modifications by the city attorney.

8 Approve Disbursements

A Approve Disbursements

Staff Recommendation: Approve disbursement from 07-11-2025 through 07-31-2025 in the amount of \$5,524,920.51

9 Public Hearings

10 Bid Awards

11 Regular Agenda

12 Council Comments and Requests

13 Workshops - Open to Public

A Draft 2026-2030 Capital Improvement Plan

Staff Recommendation: Receive information on the draft 2026-2030 Capital Improvement Plan.

14 Workshops - Closed to Public

15 Adjournment



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

August 20, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
- 7 Consent Agenda
 - A City Council Regular Meeting Minutes (2025-07-16)
Staff Recommendation: Approve the July 16, 2025, City Council Regular Meeting Minutes.
 - B Planning Commission Meeting Minutes (2025-05-19)
Staff Recommendation: Accept and place on file the minutes from the May 19, 2025, Planning Commission Meeting.
 - C Massage Therapist License - Mary Denise Seifert
Staff Recommendation: Authorize issuance of a Massage Therapist License to Mary Denise Seifert to work at The Healing Place (8617 West Point Douglas Road).
 - D Response to Open Forum Question (8-6-2025)
Staff Recommendation: Receive the response to the City Council open forum inquiry on August 6, 2025.
 - E Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - F Water Tower Antenna Lease 2nd Amendment - AT&T Pinehill Water Tower Site
Staff Recommendation: Approve the 2nd Amendment to the Amended and Restated Site Lease Agreement with AT&T at the Pinehill Water Tower Site.
 - G 80th St & East Pt Douglas Road Rehabilitation - Authorize Preparation of Plans & Specifications
Staff Recommendation: Adopt Resolution 2025-115 authorizing preparation of plans and specifications for the 80th Street (TH 61 to Ideal Ave), East Point Douglas Road (80th Street south to tee intersection), and TH 61/80th Street Interchange Rehabilitation project.
 - H Lamar Ave Ravine Easements
Staff Recommendation: Approve the two Permanent and three Temporary Easements along Lamar Avenue.
 - I Almar Village Parking - Encroachment Agreement
Staff Recommendation: Approve the Encroachment Agreement for Almar Village Parking and appropriate officials are hereby authorized to sign the Encroachment Agreement to effectuate this action.

J 2025 Sewer Lining Change Order #1
Staff Recommendation: Approve Change Order No. 1 to adjust the project substantial and final completion dates to October 17, 2025 and November 7, 2025, respectively.

K Salt Spreader Controls Purchase
Staff Recommendation: Authorize staff to place the order for the Salt Spreader Controls for a total of \$208,008 from Towmaster Truck Equipment.

L Declaring the Official Intent to Bond for the Oltman Park Project
Staff Recommendation: Approve Resolution 2025-117, Declaring the official intent to bond for the Oltman Park Project

M Intrepid Fiber Agreement
Staff Recommendation: Approve the Agreement with Intrepid Fiber.

8 Approve Disbursements

A Approve Disbursements
Staff Recommendation: Approve disbursements from 08-01-2025 to 08-14-2025 in the amount of \$3,719,117.56.

9 Public Hearings

A Public Hearing for issuance of conduit multifamily housing revenue bonds-Real Estate Equities, LLC
Staff Recommendation: 1) Hold a Public Hearing on the Housing Program, the Bonds, and the Interim Loan. 2) Adopt Resolution, 2025-118, Adopting the Housing Program, approving a public hearing, authorizing an interim loan and the issuance of a taxable interim note for a multifamily housing development, and approving and authorizing execution of documents.

10 Bid Awards

11 Regular Agenda

A 61 Marine & Sports – Conditional Use Permit and Site Plan Review
Staff Recommendation: 1) Adopt Resolution 2025-110 approving a Conditional Use Permit for the display, hire, service, rental, leasing, and/or sales of boats and recreational vehicles conducted outside a building with servicing conducted within a building at 61 Marine & Sports, 11730 Point Douglas Drive South. 2) Adopt Resolution 2025-111 approving a Site Plan Review to construct a 4,000 square foot building addition for boat servicing at 61 Marine & Sports, 11730 Point Douglas Drive South.

B Cedarhurst – Historic Conditional Use Permits, Zoning Amendments, Site Plan Review, and Business Subsidy Agreement
Staff Recommendation: 1) Adopt Ordinance No. 1103 to approve a Zoning Amendment to rezone the property at 6940 Keats Avenue South from AG-2, Agricultural to M-U, Mixed-Use. 2) Adopt Resolution 2025-112 to approve a Historical Conditional Use Permit to operate an event center/wedding venue on the Cedarhurst Mansion property located at 6940 Keats Avenue South, which is on the National Register of Historic Places and the City's Register of Historic Sites and Landmarks. 3) Adopt Resolution 2025-113 to approve a Site Plan Review for improvements to the site and the Mansion and an addition to the Mansion located at 6940 Keats Avenue South for use as a wedding and event center. 4) Adopt Ordinance No. 1104 to approve a Zoning Amendment to rezone the property at 9912 70th Street South from AG-2, Agricultural, to R-3, Single Family Residential. 5) Adopt Resolution 2025-114 to approve a Historical Conditional Use Permit to use the Gardener's Cottage property located at 9912 70th Street South in conjunction with the commercial event/wedding venue on the adjacent parcel at 6940 Keats Avenue South. 6) Approve the business subsidy agreement with Bellagala to provide a business subsidy for \$37,275.00 for up to 15 SAC units.

C Ordinance Amendment City Code 5-1-3 (Paraphernalia Definitions)
Staff Recommendation: Provide direction on the ordinance amendment.

12 Council Comments and Requests

13 Workshops - Open to Public

A 2026-2027 Budget Workshop

Staff Recommendation: Provide feedback regarding 2026 Property Tax Levy and Budget Communications

14 Workshops - Closed to Public

15 Adjournment



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

September 3, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Hispanic Heritage Month Proclamation
Staff Recommendation: Receive the Hispanic Heritage Month Proclamation.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2025-07-23)
Staff Recommendation: Approve the July 23, 2025, City Council Special Meeting Minutes.
 - B City Council Special Meeting Minutes (2025-07-30)
Staff Recommendation: Approve the July 30, 2025, City Council Special Meeting Minutes.
 - C City Council Special Meeting Minutes (2025-08-06)
Staff Recommendation: Approve the August 6, 2025, City Council Special Meeting Minutes.
 - D City Council Regular Meeting Minutes (2025-08-06)
Staff Recommendation: Approve the August 6, 2025, City Council Regular Meeting Minutes.
 - E EDA Meeting Minutes (2025-06-17)
Staff Recommendation: Approve the June 17, 2025, Regular Economic Development Authority Meeting Minutes.
 - F Planning Commission Meeting Minutes (2025-07-28)
Staff Recommendation: Accept and place on file the minutes from the July 28, 2025, Planning Commission Meeting.
 - G Grey Cloud Trail - Joint Powers Agreement
Staff Recommendation: Approve the Joint Powers Agreement between the City of Cottage Grove, the City of St Paul Park, and Grey Cloud Island Township for joint responsibility of Grey Cloud Trail.
 - H Agreements for Professional Services – Fire Protection Systems Plan Review and Inspections
Staff Recommendation: Approve the agreements with Fire Protection Services Inc. and Fire Loss Prevention LLC for fire protection system plan reviews and inspections.

- I No Parking Zone - Granada Ave S and 70th St S
Staff Recommendation: Adopt Resolution 2025-116 restricting parking along the northbound lane of Granada Avenue where the median is present.
 - J TH61 River Oaks Restricted Crossing U-Turn (RCUT) Final Payment
Staff Recommendation: Adopt Resolution 2025-126 approving the final payment in the amount of \$22,737.56 for the TH61 River Oaks RCUT Project.
 - K Hearthside Park Sports Lighting System Change Order
Staff Recommendation: Authorize Change Order for Hearthside Park Sports Lighting Project to contract Killmer Electric to drill and/or install a spread footing for the light pole at a cost not to exceed \$14,000.
 - L 2025 Fall Boulevard Tree Planting
Staff Recommendation: Adopt Resolution 2025-124 awarding the Base Quote plus Alternate 1 for the 2025 Tree Planting Contract to Wilson's Nursey in the total amount of \$52,705 for the material and labor to install 155 boulevard trees and authorize the service agreement between Wilson's Nursery and the City of Cottage Grove.
- 8 Approve Disbursements
- A Approve Disbursements
Staff Recommendation: Approve disbursements from 08-15-2025 through 08-28-2025 in the amount of \$6,616,996.90.
- 9 Public Hearings
- A Frattalone's Southpoint Ridge Easement Vacations and New Easements (Roers)
Staff Recommendation: 1) Hold the public hearing to vacate certain easements in Frattalone's Southpoint Ridge. 2) Adopt Resolution 2025-119 vacating, rescinding, terminating, and releasing certain easements over Lots 3 and 4, Block 1, and Outlots A, C, and D of Frattalone's Southpoint Ridge. 3) Approve the establishment of a temporary construction easement for a retaining wall. 4) Approve the establishment of a permanent retaining wall easement.
- 10 Bid Awards
- 11 Regular Agenda
- A Adopt Preliminary Property Tax Levy
Staff Recommendation: Adopt Resolution 2025-121, Adopting the Proposed Preliminary 2025 Property Tax Levy Collectible in 2026.
 - B Hazardous Building Demolition - 8274 Hemingway Avenue South
Staff Recommendation: Adopt Resolution 2025-134 ordering the removal of a hazardous building located at 8274 Hemingway Avenue South.
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- A Amrize Nelson Mine – Final Environmental Impact Statement
Staff Recommendation: Receive the presentation and offer feedback to staff.
- 14 Workshops - Closed to Public
- 15 Adjournment