



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

April 1, 2026

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A World Autism Month Proclamation
Staff Recommendation: Proclaim April 2026 as World Autism Month.
 - B National Volunteer Month Proclamation
Staff Recommendation: Proclaim April 2026 as National Volunteer Month.
- 7 Consent Agenda
 - A Public Services Commission Meeting Minutes (2025-11-17)
Staff Recommendation: Approve the November 17, 2025, Public Service Commission meeting minutes.
 - B Planning Commission Meeting Minutes (2026-02-23)
Staff Recommendation: Accept and place on file the minutes from the February 23, 2026, Planning Commission meeting.
 - C Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the addresses listed in the attached table.
 - D Massage Therapist & Business License (Sole Massage by Savannah, LLC)
Staff Recommendation: Authorize the issuance of a massage business license and massage therapist license to Savannah Marie Koenig at the new location of Oasis Chiropractic (7424 E Point Douglas Rd).
 - E Giza Inc. DBA Moon Soon Tobacco – Cannabis Lower-Potency Hemp Edible Business Registration
Staff Recommendation: Approve the Cannabis Lower-Potency Hemp Edible Business Registration for Giza Inc DBA Moon Soon Tobacco (7584 80th Street South, Suite #201).
 - F Six Remnant Defendants Opioid Settlement Agreement
Staff Recommendation: Approve Resolution 2026-048, and authorize the City Clerk to execute the Combined Subdivision Participation and Release Form with the Six Remnant Defendants Settlement Agreement and any related documentation.
 - G Receive Fund Balance of General Fund as of December 31, 2025
Staff Recommendation: Receive information on the General Fund as of December 31, 2025

- H 2025 and 2026 Budget Revisions
Staff Recommendation: 1) Adopt Resolution 2026-052, 2025 Budget Revisions. 2) Adopt Resolution 2026-053, 2026 Budget Revisions.
- I Intrastate Mutual Aid Cooperative Agreement
Staff Recommendation: 1) Approve the City of Cottage Grove’s participation in the Minnesota Incident Command System (MNICS) Organization/Incident Management Team. 2) Approve the Intrastate Mutual Aid Cooperative Agreement between the Minnesota Department of Public Safety, Homeland Security and Emergency Management, and the City of Cottage Grove.
- J Approve 2025 and 2026 Interfund transfers and closing of funds
Staff Recommendation: 1) Approve Resolution 2026-051, approving 2025 interfund transfers and closing of funds. 2) Approve Resolution 2026-060, approving the 2026 interfund transfer.
- K Recreational Motor Vehicles Ordinance Amendment
Staff Recommendation: Approve Ordinance 1112, amending Title 6, Chapter 5 of the Cottage Grove city code relating to recreational motor vehicles.
- L UASI Competitive Grant Award Acceptance
Staff Recommendation: Adopt Resolution 2026-062 authorizing the acceptance of the FY2025 UASI Competitive Grant in the amount of \$60,000.
- M St. Paul Park Refinery Equipment Donation
Staff Recommendation: Accept and approve the donation of used rescue equipment from the Saint Paul Park Refinery Fire Department.
- N Military Trailhead Master Plan
Staff Recommendation: Approve the Military Trailhead Master Plan.
- O Peterson Park Playground Master Plan
Staff Recommendation: Approve Peterson Park Master Plan.
- P National Park Service Grant Application for a Paddler Launch
Staff Recommendation: Authorize staff to apply for the National Park’s Mississippi National River and Recreation Area Grant for up to \$8,000.
- Q Stump Grinding Quote Award
Staff Recommendation: Authorize resolution 2026-049 awarding the 2026 City-Wide Stump Grinding Project to Anderson Stump Grinding & Restoration, in the amount of \$3.10 per inch and authorize the service agreement between Anderson Stump Grinding & Restoration and the City of Cottage Grove.
- R Concrete Maintenance Quote Award
Staff Recommendation: Authorize resolution 2026-050 awarding the Public Works Concrete Maintenance Quote Award to Frank Zamora’s Concrete and authorize the service agreement between Frank Zamora’s Concrete and the City of Cottage Grove.
- S 2026 Street Sweeping - Quote Award and Service Agreement
Staff Recommendation: Adopt Resolution 2026-057 awarding the 2026 Annual Spring City-Wide Street Sweeping Program to the low quote supplied by Mike McPhillips, Inc., in the amount of \$135.00 per hour.
- T Budget Increase for Garbage Truck & Purchase of Skid Attachment
Staff Recommendation: Approve the increased budget for the Parks Division garbage truck from \$165,000.00 to \$187,111.73 (within the Equipment Replacement Fund). Authorize the purchase of a 2026 Isuzu garbage truck from Koenig & Sons Equipment, Inc. in the amount of \$164,611.73 (which may vary slightly due to tax, title and license fees) and a Beekman Skidvac from Truman Welters in the amount of \$24,257.00 with funds used from trading in a jetter trailer (\$22,500) and the Stormwater budget (\$1,757).
- U East Point Douglas Road – No Parking Zone
Staff Recommendation: Adopt Resolution 2026-034 restricting parking along the south side and in the cul-de-sac on East Point Douglas Road South, west of Hardwood Avenue.

- V Denzer Park – Approve Plans and Specifications and Authorize Bidding
Staff Recommendation: Adopt Resolution 2026-058 approving the plans and specifications and authorizing bidding for the Denzer Park Project.
 - W Still Ponds Natural Resources Management Plan
Staff Recommendation: Approve Still Ponds Park Natural Resources Management Plan.
 - X Ravara Trails – Comprehensive Plan Amendment
Staff Recommendation: Adopt Resolution 2026-055 approving an amendment to the 2040 Comprehensive Plan to re-guide 9.3 acres from High Density Residential to Medium Density Residential and authorize staff to submit the amendment to the Metropolitan Council.
 - Y Acting Public Safety Director and CLEO Appointment
Staff Recommendation: Effective April 2, 2026, appoint Brad Petersen as the Acting Public Safety Director and Chief Law Enforcement Officer.
- 8 Approve Disbursements
- A Approve Disbursements
Staff Recommendation: Approve disbursements from 03-13-2026 through 03-26-2026 in the amount of \$2,476,473.99.
- 9 Public Hearings
- 10 Bid Awards
- A 80th Street, East Point Douglas Road, and TH 61/80th Street Interchange Rehabilitation Project – Bid Award
Staff Recommendation: Adopt Resolution 2026-059 authorizing the City Administrator to award the contract 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 to Park Construction Company for a project cost of \$13,125,468.18 upon MnDOT Office of Civil Rights approval.
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- 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



City Council Action Request

6.A.

Meeting Date	4/1/2026		
Department	Communications		
Agenda Category	Presentation		
Title	World Autism Month Proclamation		
Staff Recommendation	Proclaim April 2026 as World Autism Month.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>April 2026 World Autism Month</td></tr></table>	1.	April 2026 World Autism Month
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PROCLAMATION

April 2026: World Autism Month

- WHEREAS: the City of Cottage Grove recognizes the importance of fostering a community that embraces diversity, inclusion, and understanding; and
- WHEREAS: World Autism Month begins with World Autism Awareness Day on April 2nd and provides an opportunity to raise awareness about autism, or autism spectrum disorder (ASD), celebrate the unique contributions of individuals on the autism spectrum, and promote acceptance; and
- WHEREAS: the City of Cottage Grove acknowledges the need to support, empower, and uplift people with ASD, their families, and caregivers; and
- WHEREAS: World Autism Month provides an opportunity to celebrate the unique contributions of individuals on the autism spectrum and their families; and
- WHEREAS: the City of Cottage Grove commits to creating an environment where everyone, regardless of neurodiversity, feels valued, respected, and included; and
- WHEREAS: we celebrate the strengths, talents, and perspectives of autistic individuals, which enrich our community and contribute to its vibrancy.

NOW, THEREFORE, the Mayor and City Council of the City of Cottage Grove, County of Washington, State of Minnesota, hereby proclaim the month of April 2026 to be designated as World Autism Month.

Passed this Wednesday, the 1st day of April 2026.

Myron Bailey
Mayor



City Council Action Request

6.B.

Meeting Date	4/1/2026		
Department	Communications		
Agenda Category	Presentation		
Title	National Volunteer Month Proclamation		
Staff Recommendation	Proclaim April 2026 as National Volunteer Month.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>April 2026 National Volunteer Month Proclamation</td></tr></table>	1.	April 2026 National Volunteer Month Proclamation
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PROCLAMATION

April 2026: National Volunteer Month

WHEREAS: the contributions of volunteers enrich Cottage Grove and the lives of our fellow community members; and

WHEREAS: volunteers play an essential role in our community, dedicating their time, talents, and passion to make a positive impact; and

WHEREAS: their commitment to service inspires us all to create a better, more connected, and vibrant city; and

WHEREAS: National Volunteer Month provides an opportunity to recognize and celebrate the invaluable contributions of volunteers; and

WHEREAS: these dedicated individuals enhance the quality of life for all residents by fostering community connections and promoting civic engagement; and

WHEREAS: we recognize that even small acts of kindness can have a profound impact on our community's well-being and future generations; and

WHEREAS: during National Volunteer Month, we honor those who generously give their time, talents, and passion to make a difference; and

WHEREAS: we extend our deepest appreciation to all volunteers who contribute to the well-being of our city and its residents.

NOW, THEREFORE, the Mayor and City Council of the City of Cottage Grove, County of Washington, State of Minnesota, hereby proclaim the month of April 2026 to be designated as National Volunteer Month.

Passed this Wednesday, the 1st day of April 2026.

Myron Bailey
Mayor



City Council Action Request

7.A.

Meeting Date	4/1/2026		
Department	Public Works		
Agenda Category	Action Item		
Title	Public Services Commission Meeting Minutes (2025-11-17)		
Staff Recommendation	Approve the November 17, 2025, Public Service Commission meeting minutes.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>11-17-2025 Public Service Commission Meeting-final</td></tr></table>	1.	11-17-2025 Public Service Commission Meeting-final
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COTTAGE GROVE PUBLIC SERVICES COMMISSION
12800 Ravine Parkway South
Cottage Grove, Minnesota 55016
CITY COUNCIL CHAMBER

November 17, 2025

1. CALL TO ORDER

Vice Chair Ron Kath called the Public Services 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

Vice Chair Kath was advised that Roll Call had been taken, all commissioners were present.

4. APPROVAL OF THE AGENDA

Vice Chair Kath said we're going to add a presentation to tonight's agenda, 8 (B) for E-bikes. With that, I'll ask for a motion to approve the agenda with the addition of 8B, E-bikes.

Commissioner Jenny Olson made a motion to approve the agenda; second by Chair Lisa Kons. Motion carried: 7-0.

5. APPROVAL OF MINUTES

- A. Approve Minutes from the September 15, 2025 meeting.

Commissioner Tracy Jenson made a motion to approve the September 15, 2025 meeting minutes; second by Commissioner Kelsey Moyer. Motion carried: 7-0.

6. OPEN FORUM

Vice Chair Kath opened the Open Forum. As no one wished to speak, Vice Chair Kath closed the Open Forum.

7. BUSINESS ITEMS

- A. Snowmobile Club Map Approval

Vice Chair Kath said Ryan Burfeind, Public Works Director, will begin this presentation.

Director Burfeind said thank you, Chair, Members of the Commission. So, each year we like to connect with the local Snowmobile Club; this is our chance just to talk about what's going on in the City, if there are any changes in town that could affect the Snowmobile Trail, we just want to make sure we can preserve that ability to snowmobile in Cottage Grove. I think it's a good amenity to have access like we do to the Star Trail and the local trails as well, so we like to talk about what kind of development is coming up, how could that impact the trail, and how do we keep the Snowmobile Trails open. We also have on the screen the map of the Star Trail, specifically the Cottage Grove section, so each year we like to do and approval of that map as well. I will say a couple of the key items for next year we're already working on with the staff is development potentially east of Keats

Avenue, so making sure we can maintain that Snowmobile Trail along Keats Avenue and then as we get more development kind of in the south part of town as well. With that, Jeremy Goebel of our local Snowmobile Club is here, so I'll turn it over to him just to talk a little bit more about last year and any changes for this year.

Good Evening, I'm Jeremy Goebel, I'm the president of the East Cottage Grove Scramblers, I live up here on 70th Street, by the Lamar ballfields. Our Snowmobile Club has been around since before my time, and I just have become the president and they won't let me quit because I do such a good job, I guess.

So, I passed out a couple flyers, we put on the show called Dust 'Em Off, it's held right in my farm field, by Carbone's; it's a great event, we bring a lot of people to the community, it gets bigger and bigger each year. We work with the Lions Club, and we've worked with the P.D. before. We're actually putting up a heated tent this year so if it's cold, people have a place to go and warm up and get out of the wind. Like I said, it's a great event, it's getting bigger and bigger, and we're thrilled to have it here.

As far as the Snowmobile Trail, I am also a member of the Washington County Star Trail, and for MnUSA I'm on the Board of Directors, but I'm just for Region 6, so it's like from Forest Lake down to Dakota County. But on the Star Trail, I'm the area specialist for the Cottage Grove area, and that consists of everything south of Valley Creek Road. So, our club maintains and marks everything from Valley Creek Road south, all the way along 95, through Woodbury, on Bailey and 19, all the way down to the County Point, by the Holiday gas station down there. It comes back, down by Renewal by Andersen and then the VFW, and it comes along back through the park behind us here.

The only questions I have had, I know there's development along the Tanks, behind us here, and the trail does run through the middle of the field; it is a lot nicer running through a field than it is a ditch, and it's also safer to be in a field vs. a ditch. I also had heard possibly some development going in, maybe by Walmart, in that field. Right now, we currently run on top of there, there's a gas line easement, and we come in the back side to get to the VFW, and they love having the trail back in there because for years you couldn't get to it, so they're thrilled to have us back in there. I'd just kind of like to know how we're going to work on keeping that trail open for those areas, so if there's any comments on that, I'd like to hear them. Then there's one other thing, down by 100th Street and Hadley, we've been talking to our club members about the development on Grey Cloud Island; it would be nice to have some kind of trail go down along 103rd to give those residents access out to the trail. So, if that's something you can look into, probably not for this year because it's kind of getting late in the season, but that would be another option to get people out of town. Then, also, Junction 70 is on the Star Trail map as a sponsor, and they have a star on the map, and the trail used to go down there years ago and it got shut down. If there's another option for us to work around to get the trail back open to them, I don't know, that might be down the new Ravine Parkway or taking Military and coming down Hinton somehow, if there would be a way to work with the City on that to get that reopened, because I know they would be thrilled to get the business back as well.

Jeremy said so, with that, I don't know if you have any questions for me or any concerns. I also have the Star Trail Coordinator with us here tonight if you have any questions for him; he's newly appointed to the position, but he lives just over in Denmark, so he's familiar with the area and with the trails.

Vice Chair Kath thanked Jeremy and said we'll open it up to the commissioners in case they have any comments or questions. I think we'll put this in two buckets for Jeremy: Why don't we talk about the current map we have in front of us, to approve that, and then from there we can maybe have a quick discussion on maybe some of the other items you brought forward on the new developments coming forward if that seems reasonable.

Vice Chair Kath said, so, with that, are there any questions about the current map we have in front of us that we had a chance to review; there's really no changes to it that I could tell from last year. Jeremy replied no, everything's the same. Vice Chair Kath said so, if there are no questions, I'd ask for a motion to approve the Snowmobile Map for this year.

Chair Lisa Kons made a motion to approve the Snowmobile Map for this year; second by Commissioner Lise' Rediske.
Motion carried: 7-0.

Vice Chair Kath said with that, then, I'll open it to commissioners if you have any thoughts or maybe some comments that maybe can help Jeremy for some of the developments in keeping snowmobiling viable here in Cottage Grove.

Vice Chair Kath said and I know, Ryan, you had mentioned to me that there's already dialogue with the City and the club to try to work through and maybe work some things out. I don't know if you have anything you could help share first.

Director Burfeind replied yes, Members of Commission and Chair, just kind of in general, I think ever since we lost the 70th Street trail, we've tried to make a pretty concerted effort to maintain our trails in town, especially when roads are expanding, like we did down on 100th Street where we actually widened that road and added trails and everything a couple years ago; we did that to make sure we had a route for the snowmobiles. I will say for Keats, there's a similar situation there, where the road itself isn't changing, but like Jeremy said, it does run more in the fields. So, I think that's something we have to look at, as there's still development, and there will be an extremely wide Right-of-Way and then there's also an easement with the Met Council

sewer, that's actually even outside of that. So, there's going to be a lot of nice, open buffer space between Keats Avenue and the homes, so I think that's what we have to look at, and then just kind of setting the stage, right? You want that understanding that the snowmobile trails are there, we want to keep them there, and make sure people understand it's a positive, overall, for the City. So, that's just kind of an ongoing dialogue with our Planning staff, I would say as well.

Vice Chair Kath replied sure, okay. He asked Captain Petersen if there was any data for last year, did we have any citations from snowmobiles at all or any noise complaints that you can think of?

Captain Petersen replied I'll apologize, I didn't come prepared with the actual data, but I can tell you just anecdotally, there were very few incidents, and I can't think of any citations or arrests that were related to snowmobile offenses.

Vice Chair Kath thanked Captain Petersen, and said Jeremy, maybe if you could for the public give them a little sense on how often are the trails being used? Like, what time of day and how late into the evening? Because I would imagine that, from a residential, it's more about the noise at midnight when a snowmobile comes flying through my back yard type of thing.

Jeremy replied it's pretty much sun up and it's past sundown, I would say, but in all my years of experience, I don't ever see people out ripping around much after 9 o'clock or 10 o'clock anyway. We do a very good job of when there is enough snow, the last couple years we haven't had that, but we do a very good job of grooming to keep people on the trails instead of veering off into random places. So, we work really hard on that, but like I said, I don't see people running late; the weekends would probably be the busiest times or right when kids get out of school and they want to go rip around a little bit, but that's what I've been noticing. I do know a lot of people utilize the parking lot out at Lamar now because they used to park on 70th Street at the Highlands parking lot, and since we lost that section of trail, the City gave us the Lamar parking lot, so that's a nice area for everybody to come and the City plows it out so they've got places to park. Actually, one year we raised enough money that we put an AED out at the Lamar ballfields there for the City. I believe last year as well we donated to the K-9 Fund, and I think it went towards the wood boxes for the dogs for training, which are also out at Lamar.

Chair Kons said so, I grew up on snowmobiles, you could out our front yard and hop on the trails and go all the way to the County Point, so I appreciate this conversation. What I'm wondering is you mentioned Tanks and selling some of that property, and there might be some areas. Do you guys have suggestions, did you come with any ideas on how to expand your area?

Jeremy replied yes, just leave us a spot right through all the houses, and everybody laughed. No, like Ryan had said, the Met Council line runs through there and also the Northern Natural Gas line runs through there, so there are two lines that run through there; they come across my field and go kitty corner across Tanks. Basically, from like old 70th and it comes across the field at an angle, towards 80th and 19, so obviously they can't build anything on top of that, I'm assuming. So, that'd be another option, or if we can go further to the east, around it, with the drawing I had seen, they want to put Ravine Parkway through there, kind of on top of that new stormwater pipe they put in. If there's a wide enough easement there for us to run on, otherwise we'd have to move out further east, but then I saw a potential for development in that field as well, so I don't know. So, we've got three options probably, I mean, I'd prefer to keep it out in the country vs. in the ditch because once you get north of Cottage Grove, that's all it is, it's just pure ditches and driveways, and it's no fun. A lot of people like to trailer down here to go riding here because we have farm fields and you get to go through the woods and whatnot, so.

Vice Chair Kath said I know for me, I'm an avid snowmobiler, too, and I've always said I grew up in Inver Grove when like Highway 52 came in and expanded that, and my mom and dad were really active in their snowmobile club at the time; and that's the time to really get ahead of it, when the construction's not there already. So, the dialogue I think is good that we're doing it before any pavement goes down, and then if we can convince maybe not to plow our streets right down to the bottom; back in the day, I mean in Inver Grove we used to just leave from our house and go, too, and go all the way down to Dakota County and all that kind of stuff. So, I applaud your club for all the effort and all the work you do. I'm one that's been at the last couple shows that you guys have had out there, the Vintage Run and stuff, and it's just a hoot and it's a great time that you guys put on for it, so thank you for doing that. I'm excited to have you always come forward and bring this to the public for us. I think what I'm hearing from the commission is that we're definitely proponents, and we think it's an amenity for the community here, so it's another thing we can hang our hat on and say hey, we are one of the communities that still want that type of recreation because it is a fun recreation sport. So, with that then, thanks, Jeremy. I will look forward to coming to your event; on the flyer he handed out to us, folks, it's on January 10, 2026, from 10:00 a.m. to 4:00 p.m., and I know you'll probably have a lot more information out there, but we'll look forward to it.

Jeremy replied yep, thank you. Have a good night.

8. PRESENTATIONS

A. Fire Service Evaluation Study Presentation

Vice Chair Kath said I'll turn this over to Fire Chief Jon Pritchard to kick it off for us.

Chief Pritchard said Chairs, Commissioners, thank you for having us tonight to present our Fire Service Evaluation Study. Also, thank you, as some folks on the commission did attend our Focus Group, so you might hear some information you've heard, but we've also added additional pieces to it as well.

Earlier this year, we did an RFP process to do a Fire Service Evaluation Study; you'll also hear it be called Standards of Cover and Community Risk Assessment, and a lot of times we shorthand that to Standards of Cover.

With that, it was really based a lot on our Strategic Plan last year, we did a five-year Strategic Plan, which this commission had a lot of good feedback on and helped develop that. Then, how do we kind of match the resources and needs of our community to fulfill the vision of our Fire Department? One of the biggest precipitating pieces to this study was what do we do with Station 4; it's no longer a response station, so in order to do that, we really had to engage experts in the field to evaluate that. But on top of that, also evaluate as we're a rapidly-growing community, looking at how the Fire Department can best serve that rapid growth.

So, tonight we have B.J. Jungmann and Mike Mondor from Fitch & Associates, and they're going to share a Draft Report briefing of the report thus far, some of the findings in these, and also seek your feedback on that. Also, we're very fortunate through our RFP process, as Fitch is a national firm; however, Mike and B.J. both have extensive experience in the Twin Cities and also serve as Fire Chiefs in the Twin Cities. While they're not representing their departments tonight, they do know kind of the landscape of the Twin Cities and frankly, have both been leaders in both the State and the metro in advancing Fire and EMS services, so they are the experts I would say in our State and our metro. So, please, if you have questions about anything, please take this time to pick their brains because they truly have been instrumental in transforming EMS and Fire for the betterment in our area and our community. So, I'll turn it over to them, and they can walk you through this Draft Report briefing.

Good Evening, Commission, Chief, thanks for the introduction. My name is B.J. Jungmann, I'm a Senior Consultant for Fitch & Associates, and we're honored to be here to present to you tonight. I've been in the Fire service for 25 years, second-generation firefighter, I grew up in the metro here and, as Chief Pritchard said, I serve as a Fire Chief in the metro. I'm also a paramedic and have worked as a volunteer all the way up through career departments. So, I've worked in many different models, worked in private EMS, hospital-based EMS, and now Fire-based EMS. I also worked in a Dispatch Center for a while, so I've got some varying experience in the Public Safety realm, and I'll let Mike introduce himself.

Good Evening and thank you for having us. My name's Michael Mondor, I have 23 years in Fire EMS service, similar to B.J.; I started as a volunteer, and I've worked in parttime, fulltime combination models for the duration of my career. I have a Master's Degree in Organizational Leadership with a focus in Fire Science Administration, and both of us have our Executive Fire Officer and Chief Fire Officer designations from the Center for Public Safety Excellence. We're just happy to be here tonight.

Vice Chair Kath asked procedural wise, is it easier to go through the presentation first and questions after, or would you like questions as we go along?

B.J. replied feel free to ask questions as we go along. If we think we're going to answer it in a future slide, we'll just tell you that, but that way it's fresh in your mind and you're not trying to remember it. So, feel free to interrupt us along the way.

Vice Chair Kath said okay, fair enough, thank you; B.J. said thanks for asking.

B.J. said all right, we'll talk a little bit about the firm, talk about some substantive issues, then a little bit on Recommendations and Findings, and then answer any questions you might have. So, again, we're in the Draft stage, none of this is finalized, and we still have some more work to do to frame out some recommendations, but this gives you kind of a good backbone of what's coming with the Standards of Cover.

So, a little bit about Fitch & Associates: We're a consulting firm and we look at Fire and EMS systems and Dispatch Centers. We have multiple pieces of the firm, we've been in business for over 40 years, and we've consulted on all but one continent, all across this country, all across North America, and like I said, on other continents as well. We do a lot of Standards of Cover, we do a lot of Strategic Planning. We look at systems, and what I really like about our firm and why I chose to be part of this firm is we ground a lot of our recommendations in data. We think that helps reduce bias, you don't need Mike and B.J.'s great opinion, you want to know why something is happening, and we ground ourselves in that data. So, we take a lot of pride in our recommendations that they're based in substantive issues that we can back up why they're issues. So, you'll see a lot tonight on the Data Analysis we do. We have Data Analysis and GIS Analysis, and then there's also the qualitative side that we do with stakeholder input and interviews with folks. So, that's a little bit about our firm, we're based in Kansas City, but our consultants are from all over the country. In my years, I've had the fortune of consulting all across the country, from the East Coast to the West Coast. So, that's a little bit about us.

B.J. said when you look at Project Deliverables, we really have this broken down in four phases:

Phase 1: Qualitative Data Analysis-That's always kind of the first phase because that seems to take us the longest. It's a bit challenging sometimes to get the data out of the systems and get it analyzed.

Phase 2: GIS and Station Location Analysis-We'll show you a little bit of that tonight.

Phase 3: Community Risk Assessment-At the end of the day, the Fire and EMS Department is really a risk mitigation tool, so you need to understand the risk in the community now and what it's going to be in the future in order to plan for what your future organization might look like.

Phase 4: Standards of Cover and Findings and Recommendations-So, we're in the middle of Phase 4 right now. The first three phases are pretty well wrapped up with Draft Reports on all those pieces, and then Phase 4 is what's coming forward here in the next month.

Key Considerations

- Improving Dispatch Time, Turnout Time, and Total Response Time: We'll show you a little bit on each of those buckets coming up here.
- Considerations for Fire Station Locations, Station 4, and a Regional Solution: This is what Chief Pritchard had talked about for Fire Station Locations, particularly Station 4, and our Regional Solution. As you likely know, you provide Fire service to the City of Cottage Grove and your EMS landscape goes beyond the borders of Cottage Grove to three other communities.
- Capital Planning for Fire Department Vehicles: We know Fire Department vehicles are not cheap, and they've gotten more expensive, but at the same time, you want to make sure that you have highly reliable vehicles that have modern technology in them to support your staff in providing service to the community.
- Stakeholder Feedback: We did some input from the stakeholders.
- Cost Recovery Considerations: We'll talk a little bit about that tonight.
- Add an additional dedicated EMS transport unit to deal with your increasing demand for EMS volume.

Improving Response Time - 2024: This is at the 90th percentile, so really quick. You're probably used to seeing average response times, those are very commonly reported. We will show in the Data Report the average response times, but if you think about an average, that's a coin flip. So, if you're the one calling 911, it's a coin flip on whether we get there in that amount of time: Half the time, we're going to get there in less than that time, and half the time we're going to get there in a longer period of time. So, it doesn't show you a great reliability on how the system operates, so this is what we call the 90th percentile time; so, this means that 9 times out of 10, we're going to perform at this level or better. So, it's a function of reliability. So, when you hear 90th percentile, that's really what it is, 9 times out of 10 we're going to be at this response time or better. Does that make sense? So, it's a different measure than average.

You see that we broke it down on the left column through EMS, and then we broke down all the cities: Cottage Grove, Newport, St. Paul Park, and Grey Cloud Island. Then you see on the Fire side, we have the Fire bucket, the HazMat bucket, and the Rescue bucket. So, you can kind of see by program the times. The first bucket there is the Dispatch Time: So, in theory, this is from the time the call picks up until the Fire Department knows there's a call going on, that's what we call Dispatch Processing Time, that's the first bucket. The second bucket is Turnout Time, from when the firefighters know there's a call until the truck is leaving the station to head towards the call, that is called the Turnout Time. That is the time that the Fire Department has the most control over is the Turnout Time. Then the Response Time is the time from when the truck leaves the station until it is at the doorstep of the address that they're calling from, so that is the travel time.

The Overall Response Time is all three of those buckets, but I want you to look at them as four different buckets because if you add up the 90th percentile of each individual bucket, they will not add up to the Total Response Time because you are having different measures of each of those, statistically. So, your Dispatch Time is 4.3; your Turnout Time is 3.1, overall; your Travel Time is 9.3, with a total 90th percentile of 14.3. I would tell you to look at the Response Time more than the individual buckets because there's a lot of nuance in how that data is captured and reported. So, really, from a Public Policy standpoint, the biggest number we want to focus on, on what's acceptable to the community or not, is that 14.3.

Commissioner Rediske said I did have a question, but maybe I'm just trying to understand on the Dispatch Time. So, you have an average of 4.3; is that 4.3 minutes from the time that a call comes in for the Dispatch to turn that around to the Cottage Grove Fire Department?

B.J. replied that is correct, that is how that is measured; Commissioner Rediske said I don't understand the 4 minutes then. B.J. said yeah, so there is some nuance in that. You have to remember the average is going to be much lower than that. So, the 4.3, and part of this is, the Chief and I were talking about this before we came over here, part of this is really technical in how they're dispatched. So, their individual units are not dispatched, but their station is. So, part of the Dispatch Time is also accounting for the Turnout Time. So, there's some bleed over between those two, that's why I'm trying to focus you on the

Overall Response Time because it's a function of how they're dispatched, that the actual call processing time might be slightly lower than that.

Commissioner Rediske replied all right, thank you, it felt like a long time, and I wasn't understanding.

B.J. replied it is, and there's a function of when we get to the 90th percentile, we're encompassing a lot of calls, and there might be times, for instance, where we need language line, right? That might take longer because you've got to remember we're talking about 10% of the calls that are longer than that. So, we're hitting a pretty high subset of the calls at the 90th percentile or there could be multiple calls going on, not enough call takers due to the volume. There are a number of things that could get you up there.

Commissioner Rediske said hearing that side of it helps me understand better, thank you.

B.J. said so, if you look at kind of the center bottom there, Best Practices, established by the National Fire Protection Association, says that Dispatch Time should be about 2 minutes, the Turnout Time should be about 1.5 minutes, and then the Travel Time should be 4 minutes. Now, something to consider about the Travel Time is both the urban and suburban standards are the same, but yet the concentration is very different. Like the concentration across the entire Cottage Grove service area may not be urban, yet the standard in the industry is still 4 minutes.

So, just remember those are benchmarks, not anything you have to meet, but it's a point of reference, right? So, when you look at that, you're looking at a little over 7 minutes if you add all those pieces together. You're a little bit higher than that, I wouldn't say it's off the charts too high, it might be a little longer, but you have a bigger area you're covering from a single station, and we'll get into some of the geography coming up here.

But one of our Recommendations is to better align our Dispatch and Turnout Times and data collection with Best Practices. There's a way to parse through the data a little better and make sure that we got the right pieces of time in each bucket to make sure that we are clear on what is Dispatch Processing Time and what is Turnout Time.

And then the very bottom of that Recommendation is if we work on the Dispatch and the Turnout Time, that has an excellent return on our investment. Because when we start talking about Travel Time, the only way to really fix that is to put more physical plant facilities and more people in those facilities to take up the Travel Time. It's a function of distance, right? We can't get there any faster, we don't want to recommend people drive faster and reckless, as firefighters in big vehicles, it just doesn't, it's not a safe way to approach it, and the return on investment is so small. So, focusing on the Dispatch and Turnout Time, from an operational standpoint, is an important thing for the Chief and his staff to work on; we'll get into the Travel Time piece here in a minute.

Chair Kons said I have a quick question. And forgive me if you already mentioned this, but I know you said this is based on 90% of the 911 calls. What's the State EMS Response average?

B.J. replied oh, I couldn't tell you off the top of my head. Chair Kons said okay, and I just was wondering how close we are to that. B.J. replied yeah, and I would say I don't know that I would want to take the average of the State because you have so many rural areas, right? You might want to take the metro.

Chair Kons said or urban, yeah; B.J. said I don't know that anybody publishes that currently. It's a great question.

Commissioner Nate Lotts asked which department do you work for?

B.J. replied I work in a metro department. Commissioner Lotts said you don't have to say. B.J. replied it's all good, I work in a metro department. I would tell you our Travel Time is slightly less, but we have 2 stations and about the same geography, give or take a couple square miles, so.

Commissioner Lotts said so, that's a pretty good parallel in terms of keeping it metro style. Okay, cool, thank you.

B.J. replied so, if that's helpful, but EMS data is a little interesting just because there's private providers and public providers. So, the State has the data and some of it's public and some of it's not; so, trying to get a comparison on the EMS side is much more challenging than on the Fire side. So, unfortunately, I don't have an apples-to-apples comparison, but it's a great question.

Station Location Analysis

Mike said as part of Phase 2 of this study, we conducted a GIS Analysis, which uses a marginal utility model to help identify how are our current stations performing, what would the future look like if we moved things around on the map. Knowing that the Central Fire Station is a beautiful, new facility, we want to validate that that's in a good place. And, so, as part of that analysis, 93.5% of all of the calls in Cottage Grove can be responded to in Travel Time, so that's one of the response time elements that B.J. had alluded to, in 8 minutes or less. Then, when you factor in EMS and understanding that Newport, St. Paul Park, and Grey Cloud Island, similarly, 93.5% of all calls for EMS can be answered in 9 minutes or less from that current central location. So, in other words, the current Central Fire Station location is well positioned to meet the community's needs at that Travel Time performance standard.

With Station 4, the question is the most expensive cost is facilities and then putting staff in those facilities. So, if we wanted to operate out of two stations, what would that look like? What we found was that Station 4 is highly duplicative, there's a lot of

overlap between the two fire stations. So, you're not really increasing the capacity of response and the customers' experience by staffing that facility. You can meet over 93% of the time with that one central location. So, we would recommend considering other options for that physical location where Station 4 is currently at, because the level of investment doesn't equate with the benefit. You have a diminishing return of value when you're operating that close in proximity.

While Station 4 was highly duplicative, in talking with Community Development staff and looking at the future of potential development in the southwest corner of Cottage Grove, we put together some hypothetical modeling of what future locations could look like where you would start to see return on investment and maintain that Travel Time over a period of time. So, we were able to model that out and build out potential locations where the City may want to consider purchasing land for the potential of future investment as that part of the area continues to develop.

When you're looking at St. Paul Park, Newport, and Grey Cloud Island, if the department would like to partner from an EMS response standpoint, they could cover those areas at about 95% in that 8-minute Travel Time. So, if the City's desire was to have another dedicated ambulance and just have that staffed as an ambulance partnerships with Newport and/or St. Paul Park, it could help that overall Travel Time that all customers are experiencing from an EMS standpoint.

Capital Replacement Plan for Mobile Assets

Mike said next we looked at the challenges around fleet and capital for the Fire industry have been extremely difficult post COVID. We used to see ambulance turnarounds of about 6 months to get an ambulance, and now you can look at 2-to-3 years. We used to be able to get a fire engine in a year to 18 months, and some manufacturers are out 4-to-5 years. So, planning is extremely important. As you see on this graph, the green line is ideal replacement and you can see that several of the department's vehicles are either approaching or have surpassed ideal replacement of vehicles. Ideal Replacement: Would be 7 years for a moderate-duty apparatus, such as ambulances, and then those can be held in reserve status for 3 additional years; 10 years replacement for light-duty apparatus, such as response SUVs and those types of vehicle; and then a 15-year replacement for heavy-duty apparatus, like fire engines, ladder trucks. In industry Best Practices, the National Fire Protection Association recommend that no apparatus should exceed 25 years from manufacture date and still be utilized in an emergency response capacity.

Future Fleet Recommendations

Looking at that and understanding that it's really difficult first, based on the current climate of procurement, and secondly, from a cost perspective, we established a Good, Better, Best Option for fleet replacement for the department:

The Good Option will be contained in the report, and I'll get into it a little bit further here in the next couple slides, but that would be a balanced replacement over time. So, we looked at what are the costs of these apparatus, what are the highest priorities, and how can we balance the fiscal impact of that over time, understanding that it's really hard when you have a limited fleet to balance the fiscal impact of a one-time cost for \$2 million for a ladder truck or \$1.3 million for an engine. But what's not stacked on a bunch of other replacement if we know that those high expenditures are coming. So, let's plan for this over time.

A Better Option would look at the combination of ideal and what we've recommended and to come up with a hybrid model, working with Finance staff, to say hey, you know what? This SUV is costing us \$12,000 a year in maintenance costs, so let's maybe bump that up here, we can absorb that in Year 3 or Year 4, instead of Year 6 or 7.

And then the Best Option would be to follow industry standards, so that ideal replacement will be laid out as an option. So, there are a couple different ways to frame it up, understanding that it's really difficult to wave a wand overnight and replace half of a department's fleet.

Replacement Options for Mobile Assets

This will be contained in the report, but you have basically an ideal replacement that's based on that 7-, 10-, and 15-year model that I discussed. Then we looked at what recommended replacement would be, looking at balanced costs over time, and so that's in the far right column.

The Fire Department also reports that it has reduced the size of its fleet as it's consolidated and transitioned to more of a fulltime staffing model, and there's additional apparatus that upon replacement could be considered for removal from the fleet and through some reprioritization of that fleet plan.

Mike said I'll pause there to see if there are any questions about the fleet or GIS.

Chair Kons said I have a quick question, and this is maybe more for Jon and company, but there's been talk about our Service Areas changing. If that happens, is that going to give us the ability, then, to reduce some of that data and have a better response time in addition to having a plan for demographic growth and potentially putting in a new Fire Station?

Chief Pritchard replied our consultants will actually cover that in the coming slides, so I'll defer to that. I'm happy to answer that, but I think they'll offer a lot of those answers to those questions. Chair Kons said thank you.

Mike said yeah, to the chief's point, we do have a slide in here that can kind of look at the different demands from Cottage Grove and then your other partner communities to talk about what that added demand or if it were to be decreased, what the level of investment would need to be.

We also analyzed transport rates. We want to see consistency across all communities served, right? So, there's a much higher number of incidents in the City of Cottage Grove, but you do see consistency if someone calls 911 and the percentage of times

that they're transported, it's being equitable across all of the different communities served, which we would expect to see, and that aligns with national averages. Additionally, if you look at kind of the squiggly lines, the dark blue line and the light blue line, that's transport rates over a 24-hour period. So, you would not want to see a huge variation in transport rates, let's say at 3:00 a.m., because somebody wants to get back to doing whatever and not transport somebody, or during peak times, where they're just trying to turn calls. Everything that we analyzed within the transport rates was appropriate and aligns with national Best Practices, so that just reaffirms kind of the services that Cottage Grove Fire and EMS is providing.

Cost Recovery Considerations

B.J. said all right, so we know there's been discussion because you do provide ambulance services outside of your community, and there is a cost to providing that service. And just like any other clinic or any other health care provider, the reimbursement rate doesn't always cover the full cost. So, the question is how do we address that, right? So, there's a couple of ways to do that, we came up with four of those:

- 1) Cost Recovery for Uncompensated Care: When we look at the uncompensated care, you would take your net bill vs. your net collection, and we wouldn't use gross because there's mandatory write-offs; just like when you get your Explanation of Benefits after you go to a clinic, there's what they charge and then there's contractual adjustments. So, the contractual adjustments bring you down to a net amount, so what you would do is take the uncompensated care and then put it in the buckets based on which city was served, and then bill that difference to whatever city it might be.
- 2) Cost Recovery Allocation for Actual Costs: That would be done by figuring out your cost to provide ambulance service, what's your staff cost, what's your capital cost per hour, and then distribute it by the EMS Calls percent by city. So, Cottage Grove is 73% of the calls, so you would bear the 73% of the cost of uncompensated care, so, you would take what the deficit is from the revenue and distribute it: Newport is 13%, St. Paul Park is 12%, and Grey Cloud Island is 2%.
- 3) Cost Recovery for Allocation of Budget Deficit: Thinking about what you budget vs. what the cost is, and just straight up do it by call volume; just say your X% is Cottage Grove, this percent to St. Paul Park, Newport, and Grey Cloud Island.
- 4) Consideration of an EMS Taxing District: Minnesota State Statute, Chapter 144F, allows for a Taxing District, it would create a separate Board that would be appointed, elected officials, so it would have to be elected officials on the Board, and they would directly tax the communities through an apportionment model to pay for that service.

So, all four of those are options. We're going to talk a little bit about demand and resources. I would encourage any movement towards this to be collaborative, it can be easy to say we need to fill this void and that's good, but I think taking a long-term approach to make sure it's collaborative would be helpful in making sure that everybody has bought into whatever solution is pursued in this matter.

Resource Allocation to Meet Community Demands

B.J. said so, when you look at this, we looked at both Cottage Grove and all jurisdictions, and what you see is all 7 days here, by hour of day. What you see in the green vertical bars there is the demand; so, how many calls are we going to per hour? What you layer on top of that is the geography to meet that 9-minute Travel Time that we were talking about is the lighter blue area in there; and then on top of that, is the red line, the red line is the amount of vehicle staff. Currently, you're staffing 2 vehicles, and if we look at Cottage Grove only, you're bumping up against those 2 vehicles, not considering the other 3 cities, right? Now, if you take the other 3 jurisdictions and add them in, you're still bumping up against the lines. So, from a resource standpoint, although when you look at the numbers on paper, there's a gap in the revenue. When you look at the resources in the Sum Cost of Providing Fire and EMS to the City of Cottage Grove, the cost and the allocation is the same, whether you provide ambulance service to only Cottage Grove or to all 4 communities. So, I think it's important to understand the Sum Cost is already there with the 2 resources that you have, and that demand wouldn't change whether you're doing 1 community or 4 communities, as those other 3 communities don't add that much demand that would tax your resources. Whether you tax your resources or not, in this next slide we're going to show you, you're going to need resources to maintain the service level, not even necessarily improve them.

Managing Future Growth in Call Volume

So, if you look at Cottage Grove only, and we look at a modest 5%, which is what most of us are seeing on call demand, and the majority of that we're seeing on the EMS side, within the next 4 years, you're going to need to add a second dedicated ambulance just to stay afloat with that 8-minute drive time. So, again, that can be accomplished by adding additional ambulance 12 hours a day because you see peaks and valleys, right? You see it goes down in overnight hours, daylight hours it is higher, and most communities see that same bell curve where 8:00 or 9:00 a.m. until about 9:00 p.m. is about the peak demand for the Fire Department and EMS Department. If you were to take that and take out Cottage Grove and just look at the other 3 cities independently, again, you see how small the demand that adds on top of what the City of Cottage Grove has by itself. So, those two compares feature 5 years with 5% growth and what Cottage Grove is vs. the other 3 communities.

Options for Current and Future Staffing

B.J. said so, when we look at staffing, currently they staff 4 personnel, so that's the first column there, in red. So there's 4 24-hour seats, the minimum per shift is 4. They don't run anybody on a 12-hour shift. You see the 3.72, that's a calculated relief staffing multiplier; so, all these staff have vacations, sick time, all that kind of stuff. To staff 1 seat 24 hours a day, 7 days a

week, it takes 3.72 FTEs when you figure that out. Now, that is if everything happens perfectly; if we knew exactly when everybody's going to call in sick and the vacation was equitable across the entire year. It doesn't quite work that way, but that's how you plan for it. So, currently, you need 15 FTEs to cover that, they currently have 16, to cover that 4 personnel a day.

If they were to bump that up to 6 personnel a day, with the 12-hour shift as we were talking about, that would be 4 people, 24 hours a day or 2 people, 12 hours a day. That would get them 6 during the day, 4 at night. There's 2 different relief multipliers: The 3.72 is the 24-hour shifts, the 2.5 is the 12-hour shifts because they would accrue and work a different schedule. Your firefighters on 24-hour shifts work an average of 56 hours a week; your firefighters that work 12-hour shifts are an average of 42 hours a week. So, their vacation and sick time accrual and use would be on a different scale. In order to do that, you would need a total of 20 FTEs, so you're short of that by 4 in order to accomplish that 6 during the day, 4 overnight. If you were to invest and just say we're going to do 6 personnel, 24/7, and we're going to run 3 units 24/7, you would need 23 personnel and you would need an additional 7 personnel to make that happen.

So, again, your existing deployment really is 2 vehicles, 4 people per day. Future Recommendations: What we're building out right now, as we talked about, is a Good, Better, Best model, based on what you just saw in that graph. So, we will be coming back with that here relatively soon to the Council and to the staff with a Staffing Recommendation, but you can see that growth over the next 5 years really puts a strain on the current resources just to maintain a current level of service to the community.

Stakeholder Feedback

Mike said with our experience in both consulting and as being Fire Chiefs, the level of investment to staff and to adequately equip Fire Departments is significant. So, we spent a significant effort to try to get stakeholder feedback to see what the community thought about the different potential levels of investment. So, we had a survey at the Fire Department's Open House in early October, and then we hosted a Focus Group on October 20, with some of your familiar faces, and other people and stakeholders from the community. Vice Chair Kath said we actually had 3 of our commissioners that attended that: Myself, Nate, and Jenny, just for everybody's info.

- Overall, respondents were highly satisfied with Fire and EMS services.
- There are strong expectations for prompt service. A majority of the survey respondents expecting Response Times within 4 to 8 minutes, some were even wanting less than that.
- Most participants strongly expressed the desire for the department to participate in outreach, prevention, and engagement opportunities and initiatives.
- There were questions about the cost associated with some of these changes. There was conditional support on tax increases if that could be tied to value, such as improving Response Times, and slightly lower but still substantial support to fund prevention, outreach, and engagement initiatives.
- There was some conversation about Regional Service and cost sharing, concern about timely mutual aid and demand in neighboring communities. Concern about Cottage Grove residents subsidizing the response and just want a cautionary model that's fair across all jurisdictions; I think the key to that, as B.J. had mentioned, was that we would recommend having a collaborative approach in determining what that looks like. Overall, there was an interest in Regional Collaboration between the stakeholder feedback and the Focus Group.
- Primary themes: There is strong support and trust in the local Fire Department in Cottage Grove, with Fire and EMS. A desire for fast and reliable Response Times. There is a general willingness to invest more, especially among those residents and people that had identified as using the service, if they're tied to tangible, real service improvements. As I mentioned, there's concerns about financial equity, and there's openness to structural reforms, such as cost sharing or Regionalization of the Fire and EMS District.

Mike said with that, we will open it up to any questions or comments.

Vice Chair Kath said well, maybe you could expound a little bit because I remember at the meeting we were at, you guys talked about St. Paul Park, that their Fire Station right now has the capability of actually housing an ambulance right now, or did I mishear that?

Chief Pritchard replied their current facility wouldn't be able to support overnight staffing, and then there's also just the collaboration required, then how do we also respond to Fire calls simultaneously? In terms of like the geographic location, it does offer a prime location for serving Cottage Grove, Newport, and St. Paul Park; however, there are some logistical challenges with the actual station itself. So, you're correct, location is very good. However, there are some issues in terms of the operational pieces that would be comprised with that.

Mike added yes, the GIS location suggests opportunity, but there are local policy decisions and the fact that you're balancing Fire and EMS response with that. So, those are all operational things and policy level discussions that would need to be had. But, geographically, the geo analysis suggests that there's opportunity there.

Vice Chair Kath said so I'm curious on the Board you guys talked about, the Tax Board. How does that Board come together? You mentioned now it's an elected office vs. an appointed office, because that was always my concern, that if you have appointed people that are in charge of taxation, that didn't seem to feel very good to me.

B.J. replied so, its appointed, elected officials, it's a great question. So, it would have to be elected officials from the makeup of the community Councils. So, each Council would get X number of seats, and that's part of the development of that is what would the power share be on that, of how many seats would Cottage Grove get vs. St. Paul Park vs. Newport or Grey Cloud Island. But it would have to be elected officials from those City Councils that make up that EMS Taxing District Board. It could not be appointed community members, it would have to be appointed elected officials, to your point, someone with an election certificate that is making taxing decisions, not necessarily a community member.

Vice Chair Kath said okay, thanks. Are there any other questions?

Commissioner Rediske said just because I don't know, how many ambulances do we have today?

Chief Pritchard replied so, currently we have 2 ambulances; so, in terms of staffing or the actual physical ambulance themselves? I'll answer both. Currently, we have 3 ambulances and really, with any system, you need at least 1 backup because ambulances break down frequently, unfortunately. Secondly, we currently have 1.5 per day, and what I mean by that is we currently have 1 ambulance that is staffed with firefighter-paramedics; however, that second ambulance has to be cross-staffed with the Fire engine. So, if a Fire call comes out, they're no longer an ambulance, if an EMS call comes out, they're no longer a Fire apparatus. So, it's robbing Peter to pay Paul a lot of days with that, and then within our system, if we have 2 calls at any given time, we no longer have any sort of Fire EMS response coming from Cottage Grove, so we would have to rely on neighboring mutual aid to cover any calls with that.

Commissioner Rediske asked and would having another ambulance help fix those times, those Response Times?

Chief Pritchard said and that's kind of what's being suggested here, and I'll give it to them to offer a more succinct answer. I will share, though, within that, it would help solve that issue if we have 2 calls going on, we'd still most likely then reserve that third unit, then, as a fire engine so we always can provide a Fire response to the City. So, it would help coverage, and then I'll leave it to them to discuss the actual Response Times.

Commissioner Rediske replied sure, and I'm sorry I have questions because then I was thinking if you had another ambulance, do you have the staff to cover the other ambulance or would you have to increase that staff?

Chief Pritchard replied currently, no, and that's again, with what our current FTE thing is, we could not provide a third unit right now, reliably.

Commissioner Rediske said I realize that Cottage Grove is on both side of the railroad. We have over 80 trains that go back and forth a day; does any of that impact our Response Times?

Chief Pritchard replied no, fortunately. What happens is we are able to access southwest parts of the City both through St. Paul Park, which some of our largest apparatus has to go through there because of that train bridge; otherwise, it does not impact our Response Times. Hence, it may theoretically, if we run into one, we go around Holiday on Hadley instead of going out the other way, but no, not on a reliable or consistent basis does that hinder our Response Times. But it's a good question in terms of that station placement; at one time, Station 4 was placed there not just to support a volunteer model but because its on the other side of the tracks where potentially it could get across the other side of the tracks.

Commissioner Rediske said thank you.

Chair Kons said so, this is amazing information with a lot of question marks. What is the plan moving forward, and what does that timeline look like to engage our community and make decisions?

B.J. replied, yeah, from our perspective, we are finishing up the Draft Report with Recommendations, and I believe it's December 3, it's coming up here in a couple weeks when we'll be presenting to the Council kind of a Final Draft with all the Recommendations. So, then our part will be kind of handing it off, and then I'm not sure what the plan is after that, but that will kind of conclude that Phase 4 of the Study and the Standards of Cover.

Chair Kons replied got it. And then strategically, the City Council will figure out strategically what works and the plan and the money and the budget over time, I would imagine. All right, thank you.

Commissioner Jenson said I have a question about the analysis around the Central Fire Station. As you look forward in the future, obviously, our City's continuing to grow, adding more households, adding more people. As you look forward, is there a point in time where that won't be sufficient to support the City, and do you have any sort of recommendation of what that would look like going out in 5, 10, 15 years?

Mike replied that is the beauty of this analysis is that it's focused, the GIS Analysis is focused on the current locations and Travel Time. So, today you can get to 93.5% today of calls in Cottage Grove in 8 minutes or less. And, so, that says that unless there's any major disruptions to your road network or they put train tracks in every other intersection, which is not likely, that from that location you will be able to respond in 8 minutes of Travel Time. And the only variable to that is as the demand

continues to increase, it would look at future investments in the number of bodies or the staff that are required to respond from those areas. So, that does account for future planning and future growth. We met with Community Development and know that there's growth to the east and then to the southwest, and that's why we looked at that other hypothetical model. So, if you really started to see a boom, you would want more reliable service, and I'll just go to kind of the graph here: Down where it gets light green or is not highlighted, you would want more reliable service there if that area continues to grow, and the hypothetical modeling would say hey, now, if we have 2 stations, we can get there within that 8-minute Travel Time 90% of the time. So, it does account for future growth and allows for the plan to grow and the staffing plan to grow into that.

Commissioner Jensen asked so, is that Station 4, I'm sorry, or is that something else when you talk about a potential second location?

Mike said this one is the one I meant to scroll to, so this is the optimized location. And we can literally through the GIS Analysis, we can just take the parcel information and say like okay, 3M is here, we're not going to be able to build there. So, we just move it to a place that's potentially available. And then if the City gets to a point where they're like hey, we want to consider this location, this parcel became vacant, we can plug it in and say here's what you could expect from a system performance standpoint if you wanted to make that level of investment.

Chief Pritchard said and the other benefit to that point is our Central Fire Station, we're doing some scenarios that if Station 4 would be something that we no longer need and just to emphasize the point in which Station 4, to make it a useable response station with the amount of money, you're probably approaching over \$1 million just to get to that point. As we saw here, there's probably not much value because there's so much overlap. As we were looking at those pieces and possibilities, we also realized that our Central Fire Station, just with some remodeling, without like tearing down walls or getting like foundational pieces, that we could add an apparatus bay and even go up to 10 dorm rooms in there; so, it could theoretically house 10 firefighters 24 hours a day. So, it does have that potential for growth; however, to the point that we also have to be cognizant of the volume that also occurs in that southwest area. So, it gives us a great opportunity to plan for that; however, we still know we have a lot of growth we can do in that Central Fire Station while covering up to 94% of the City in that 8-minute drive time. So, frankly, we're in a really good spot while we can do deliver planning for the future, based upon what we've seen thus far. So, kudos to folks and everyone involved in selecting the Central Fire Station and putting it on that spot because it was a great selection for that.

Commissioner Olson said I have a quick question, maybe I missed it, you spoke a lot about the growth we would need in staff, and you just touched on a little bit, Jon, but what about actual apparatuses and things of that nature? Do we know what that need will be looking at that 5-year growth?

Mike replied in our analysis of your fleet, the current number of vehicles is well positioned to support any of the Good, Better, Best staffing recommendations that we would make. With some adjustments and understanding that over time, there might be small tweaks, but when we're looking at the level of investment for fire engines, ladder trucks, you're well positioned. Ambulance, you're really well positioned, but you might be on the cusp of 1 additional, depending on its growth and staffing models.

Chief Pritchard said and that is one, I know it's a big change, and it's a monumental step when you kind of convert to more of a career, all fulltime model. One of the benefits of that is typically you need less Fire Stations, which we're seeing; many of you that grew up in this community, we used to have 4 Fire Stations, and now we're down to 1. But the other addition is you don't need those 4 Fire Stations in communities with like 3 or 4 Fire trucks a piece. So, just in the last 3 years, we've gotten rid of a fire engine that was essentially just sitting there, we've gotten rid of a brush truck, we've gotten rid of a UTV and a trailer. So, we've already made some of those cuts. So, as we look forward and as Mr. Mondor had pointed out, we're in a good position even if we added staff, all we're doing at that point is for example, like a 2-person fire engine, ideally, you have 4 people; so, if we add staff, all we're doing is just making that even more efficient and better because we already have the seats to put people in. So, it's really, we're in a really good position with the number of apparatus, and then if we replace the engine, we could get rid of that second ladder, which typically has a hefty replacement cost. So, actually, it's kind of one thing I think I'm really happy about thus far is we made a good decision to get rid of that excess apparatus, but it really does set us up for future growth with that as well. But thanks for the question, because we are proud of that, that we're making good, wise stewardship decisions for our community by not having excess apparatus.

Commissioner Moyer asked when it comes to staffing, is the need for staffing in a demand right now, like we're looking for people, or is it because we need to invest in having more people?

Chief Pritchard replied currently, we're in a good spot. We actually have a full complement of our fulltime people, and I appreciate the question because it is one thing we brought up, as we talked about Strategic Planning, especially around recruitment and retention, is getting good people in the door. So, we're there, we're still struggling with our parttime folks and hiring people, and that's again, across the market. Unfortunately, there's no magic wand to fix that, and again, I look to see it, but we're still struggling there. So, a lot of these additions for investment, to your point, would be fulltime staffing adds to that.

So, it's not necessarily we need the people because we currently are fully staffed, in terms of our fulltime staff, so these additions would be that additional staff on top of the folks we already have.

Commissioner Moyer said so, then we would have to focus on how are we going to get that staff here and get them hired?

Chief Pritchard replied I think it's a good point, though. We still need to focus on that, and we can't lose sight of that because for example, we were just talking tonight, the metro is very fortunate to get some staffing grants from the Federal government, and I think we added, I think there's going to be at least probably 20+ open positions, probably in the next few weeks and months. And we're always going to be facing that, as other communities go through the same significant additions that we're seeing, is that we're always going to have to compete for good people. How can we be competitive? To your point, it's not just adding positions, but we still have to get them in the door, and I think that still deserves a lot of attention and a lot of innovative approaches to that.

Commissioner Moyer replied, okay, so it's something we can focus on, and Chief Pritchard said yes, yes.

Commissioner Lotts said Mike and B.J., I actually have to draw off your expertise, again. I won't put you on the spot and ask which departments you work for again, I was actually asking that to get around. But, so, this isn't a unique situation we're in, right? Across the metro, this probably happens somewhat frequently. Do you have any, I don't want to spoil the December 3rd suggestions, but do you have any summary you can provide in what some other departments across the metro have done while presented with this dynamic? Like, what did they do to solve this problem? Did they pass along any one of those 4 recommendations, or did they come up with a hybrid approach?

Mike replied I mean, it becomes and that's what B.J. mentioned of letting the data inform the decision, and then what level of service does the community expect? And, so, at that 8-minute Travel Time, if the community expects them to meet that at 90%, that requires investment. And, so, there's a lot of different policy decisions that are interweaved in that decision, but I think this gives some framework to say if we want an 8-minute Travel Time 90% of the time, and you're going to still look at the Overall Response Times and chip away at those individual pieces, then this is the level of investment we need today. As volume goes up, that gives us a benchmark to say hey, if we're not meeting that, that's going to require future investment. So, there is a way to look at alternatives and staircase it in. Really, it depends community to community how they decide, how they're going to do that. But there's a large variability in how they've been implemented.

Commissioner Lotts said yeah, because I would imagine like right now, if you were to go ask pretty much any Cottage Grove resident if they're willing to sacrifice Response Time to save a neighboring community from having to kick money in to support the service that they're used to, any Cottage Grove resident is going to say no, absolutely not. I'm more concerned about the Response Time for my house than I am for somebody down the street that doesn't pay taxes to support what we're currently used to. So, I am interested to see how this dynamic decision plays out, especially because like I said, the residents of Cottage Grove get used to a service that is provided, and its stellar, right? So, to sacrifice anything, it's going to be a hard sell to the residents of Cottage Grove, that's for sure. And thanks for your presentation, again, this is the second time I've seen it, so, it's fantastic still. Thank you.

Chair Kons said I'm just going to throw out there that you might want to go to the mayor's Facebook page and check the comments. Commissioner Lotts replied, yeah, I did.

Vice Chair Kath said well, that was going to lead me to a question. This data, because I've always believed, too, the data should help be a guide, right? How has the data been received? Because I know this presentation's been given to our partnering communities, correct? And what's the response been from them because, again, as Cottage Grove brought this forward, I'm curious how they interpret the data and what is going to happen. I don't know if you were all part of those presentations, or Jon, if it was Council that went and presented to our neighboring communities? I'm just curious to hear because again, to Lisa's point, obviously we're all seeing it on Facebook. We have mayors posting stuff all over the place, all the mayors. So, I'm more about okay, how are we going to keep everybody grounded on what are the true facts, that when we have to come to a decision point, that we're all kind of in agreement. Because once it gets out there, it's the old, I told you, you told him, and she told that, and the next thing you know, we've got 15 different stories out there. So, a lot right there, but I'm kind of curious how this data's been brought up to the other communities.

Chief Pritchard replied we shared it at the end of September with their City Administrators, and we had discussions. But in terms of like what we're specifically talking about, I would defer that to Mayor Bailey or a member of the Council to discuss like the political aspects of it. I think this data and the facts kind of are there, I can speak to that. But in terms of some of the other stuff, I would defer to our elected officials for that.

Vice Chair Kath said and I think it's hard right now, too, until the actual recommendation comes out, you know it's still a little bit of everybody making assumptions, too. I think if we all just stay grounded on at least what the facts are right now, and think that the recommendations are grounded in these facts, too, I think that'll go a long way. My personal opinion, and I shared it at that Focus Group, and I'll just share because I know Council Member Thiede is here: The one option that I'd be really nervous about, though, is that taxing authority, and the reason being is we have control right now. If you create a taxing authority,

correct me if I'm wrong, we lose a little bit of control because now you have a number of different members that are all part of that. So, you've got that dynamic to work for, and especially, I spent a number of years on the School Board that was part of a collaborative that was really hard to manage, and we were the biggest district within that collaborative. And once you go into those collaboratives or taxing authorities or whatever you want to call it, you do lose control, and I think that's the one thing we have to really be cognizant of is the control part of it, too, and the decision has to come. So, I share that as my own personal opinion.

Vice Chair Kath asked if there were any other questions or comments, and there were none. He said thank you, gentlemen, for bringing the data for us. I appreciate, thank you. B.J. and Mike replied thank you.

B. E-bikes

Vice Chair Kath said we're going to move to our added agenda item, the E-bikes, and that's going to be presented this evening by Captain Petersen. I know as commissioners, we had a meeting with the Parks Commission, I think a little over a year ago, and we kind of discussed maybe some different things, and now it's come to a little bit more of a head and that's why Captain Petersen's bringing it forward to us tonight.

Captain Petersen said Good Evening, Commissioners. So, fortunately the issue we have to talk about now is not nearly as complex as the EMS and Fire issue and not nearly as politically charged, so you can all relax a little bit. So, let's talk a little bit about E-bikes, scooters, etc. We know that their popularity and growth has been skyrocketing in recent years, and along with that, it brings a lot of safety concerns and an increasing demand from our community to regulate these recreational devices to some degree so that our community is safer. The last thing anybody wants to see is an unfortunate outcome when a car and an E-bike collide and the kids is injured, right? Nobody wants to see that. So, there's been a lot of narrative on social media and in general throughout the community over this last summer about how do we make this safer for everybody involved. I can say, and I'll share the statistics with you in a little bit, we've been fortunate in that we haven't seen a huge uptick in crashes and injuries regarding these devices, but what we do know is that the safety risk is higher, the propensity for significant injuries is higher when E-bikes are involved vs. traditional pedal bikes or other non-motorized recreational vehicles.

So, the other thing that I want to talk about a little bit, before we get too far into the weeds on this topic, is I'm saying E-bike for the sake of simplicity, but in reality, there are all kinds of mobility devices that don't fit in that E-bike bucket; so, I want to talk a little bit about that so we all have a common understanding of what is an E-bike, what is not an E-bike, and what should we do with those other mobility devices as well.

I'm going to run through some of these definitions and descriptions real quick, I'm not going to get too far in the weeds for the sake of time, but if you have any questions, raise your hand and I'll do my best to talk about it. I'll be the first to admit I'm not an expert on this, I thought I knew it pretty well until I started preparing this presentation, and then I realized, oh, my gosh, this is way more complex than I realized, and I didn't know what I didn't know, and now I know I don't know. So, and also State Statute has not been keeping up with this market, and so, there are some things I'm not sure whether this is a motorized bicycle or a motorcycle or an E-bike; I can't give you a definitive answer on what this thing is, and so it makes it really challenging to regulate those and enforce those things.

So, your Segways, whether it has handlebars or not, that's an electronic personal assistive mobility device. You've got your traditional foot scooters that can be motorized either with gas or electric power, and those may or may not have a seat. And then you've got micro mobility devices, which is really a catchall; so, those devices that you see that are like 1-wheel hoverboards all the way up to your motorized skateboards to these scooter-looking things. So, a scooter can only have 2 wheels, so if it looks like a scooter, but it has 3-or-4 wheels, I think that's a micro mobility device, that's my best guess as of today. And then you've got your E-bikes; so, you can see the definition before you, it can have 2-or-3 wheels, by Statute it has to have a seat, it has to have operational pedals, and in order to be considered an E-bike, the electric motor has to be 750 watts of output or less. And, so, it's really common to see what looks like an E-bike, but it's got a 1,000-watt motor on it; those aren't E-bikes, those are motorized bicycles.

Definitions:

- Class 1: Has pedals, the motor only engages when you're pedaling, and it can only go 20 MPH.
- Class 2: Still tops out at 20 MPH, but it has a throttle on it, so you can either pedal, engage the throttle, or both.
- Class 3: The motor only engages when you're pedaling, but the speed goes up to 28 MPH. Then, like I said, if it's over 750 Watts, that's a motorized bicycle.
- Motorized bicycles encompass a lot of things, it can be those little pocket rocket scooters, it can be a traditional bicycle with a gas engine on it, or it can be an E-bike with a larger electric motor on it.
- Traditional motorcycles includes everything from Harleys to dirt bikes to mopeds to these autocycles, which are your 3-wheeled vehicles that you're seeing more commonly now.

- One of the newest things is these neighborhood electric vehicles, or the medium speed electric vehicles. I'll be the first to admit I don't know much about these, but we are seeing them in our community now, I'm sure you've seen them on social media; there was a posting recently where you're seeing this driving on the road, and I know we've had some conversations with a resident who has a doctor's permission to drive these on our paths and trails. I don't know if that's legal yet or not, I've got to do some research and dig into that, so more to come on that.
- Then you've got that other bucket of just other stuff that we see on the roads occasionally: Utility vehicles, golf carts, etc.
- The last thing I want to note is there's a wide array of different wheelchair devices that can literally go anywhere. If they have a need for it, or some type of disability, it can literally go anywhere.

So, along with all of those definitions and classifications, it's important to understand all of those different categories because there's Statutory requirements tied to each of those different definitions. There's not a whole lot of uniformity across those different devices; so, I can't say that none of these devices can be on sidewalks, or the age requirement is the same across all of these devices, it's all over the map. Like I said, Statute is not keeping up with the market.

What I have done here and what is before you is I've summarized some of the common Statutes, most of them fall under 169.011, where you'll find your definitions and descriptions. The other definitions you'll see pertain to traditional bicycles and E-bikes, and some of that is applicable to those other devices.

One generality would be to say that the rules that apply to bicycles apply to E-bikes, for the most part, at least in the eyes of the State Statute, but that's not a universal statement, it's just a generality.

E-bikes: When we're talking about just E-bikes, none of this other stuff, there's a 15-year-old age requirement. There's no license, registration, or insurance requirement. Surprisingly, there's no helmet requirement for E-bikes anywhere in the State. They can go anywhere that a bicycle can go, but the exception to that would be they're not supposed to be on sidewalks in Business Districts. A Business District is considered a block that has over 50% of the addresses on that block that's listed as a business vs. a residence; so, areas like your Hy-Vee Business District, that would be a traditional Business District where E-bikes are not supposed to be, according to Statute.

On State trails and traditional recreational trails, they generally can travel there unless the local municipalities have regulated or prohibited their access to those trails.

Then I've got a bunch of our Ordinance copied and pasted onto this; the important thing to note is we haven't really regulated E-bikes or any of these other devices yet. If you remember as a commission, you visited this topic about 2 years ago, and at that point, we decided that we did not want to regulate E-bikes. So, most of what you'll see on our Ordinance pertains to bicycles, recreational vehicles, things of that nature.

Captain Petersen said with that, I'm going to pause for a minute and just open it up for questions because I've dumped a lot on your plates, and I'm sure there are questions. Once we get through those questions, I'm going to hopefully guide us through a discussion in terms of where does our community need to go next to enhance our safety, so I'll stand for your questions.

A female commissioner asked if Captain Petersen could go back a slide; the minimum age is at least 15, is that like a law or is that a recommendation? Captain Petersen replied that's a State law for an E-bike.

The same female commissioner said okay, so if you see kids riding around in the neighborhood that are 10 or 12, they're not allowed to be doing that?

Captain Petersen replied correct.

She said okay, so what is the recommendation? Do I call and say something, do I just let them drive? It's scary seeing them out there, riding those bikes, without helmets on.

Captain Petersen replied yeah, so, we're encouraging our residents to report that, or if you know the children, or you know the family well, talk to them, that's always our first recommendation. But if you don't, call us, and we'll deal with it. Enforcement becomes the hard part, like what do you do with a 12-year-old who shouldn't be riding an E-bike, right? Nobody wants to see them get ticketed and have to go to court and all that stuff. So, and that's a discussion that I'm going to ask us to push pause on for a minute, and at the tail end of this, I'm going to talk about what we're doing currently and what we plan to do in the future, in terms of enforcement.

Chair Kons said there are three significant pieces of legislation that are being worked on this year. Part of it is defining motorized vehicle and redefining in 169, so I think that that's something that we need to just keep in mind, although it is very short and it's going to be a very fast session, so who knows what policies will go through. We do have authors for a couple of them in addition to DWIs on these vehicles, because it's very hard to define if they're pedaling or if they're motorized, and we've had some pushback. So, stay tuned for that. The helmet suggestion says shall, in the Statute right now, wear a helmet vs. must wear a

helmet. So, there's a lot of, and to your point then, how do you enforce? So, there are so many pieces to this puzzle that are out of control, and it's coming faster than we can do anything with. So, thank you for bringing this to our attention, and hopefully, we can find, we have cities every day who are looking for advice because it's a Statewide issue.

Captain Petersen replied I will say we're not alone in this dilemma, every community is struggling with this right now, and everybody's looking to their neighbors, to the left and right, to say what are you doing? And I'm going to share with you in a moment, well, you actually have the handouts in front of you. I did find three communities either have or are considering some Ordinance changes to regulate these devices a little bit more. So, feel free to reference those as we talk about what we should be doing here.

Commissioner Jenson asked is there any minimum age on motorized scooters? Captain Petersen replied 12.

Captain Petersen asked if there were any other questions before we move on, and none were asked.

Captain Petersen said so, I've unpacked a whole lot, and even after spending countless hours trying to educate myself on this, I'm still very confused on it. So, how do we expect our officers to go out and enforce this and educate the public if it's this difficult and confusing? One of the things that we did this spring, into the summer, as a department is we created this cheat sheet that you see on the screen before you; it's a quick reference guide to try to figure out what category this device is and what the rules are for it, and this incorporates our Ordinances and our State Statutes, so it's kind of a one-stop shop. We use this as an educational piece, too, so when we do make stops, rather than taking enforcement action, we're trying to educate the riders and their families. We're sharing this on social media and in schools and things like that. So, that's one approach that we've done.

Here are the stats that I promised. You can see that, fortunately, we have not had many incidents at all, and most of those were not very significant, but we all digest the news and we can see that in other communities it is happening with a fair amount of frequency where there are significant injuries and fatalities. So, our goal is to try and prevent that from happening here. Any questions on the incidents? None were asked.

Captain Petersen said so, my goal here tonight is to have a discussion about as a community, what approach do we want to take, and if we want to see more regulation, what does that look like? So, what I have shared with you is what Lakeville, Edina, and Excelsior either have done or are about to do. Then Lisa shared what the State is doing; I would caution everybody not to wait on the State because one of the things that we did in the past and we would likely do again is in our Ordinance we would adopt 169 as our baseline. So, whatever the State makes, we would just adopt that, and then if the State, if there are holes in the State Statute, that's where our Ordinance fills those gaps. For example, the State didn't come along and regulate helmets, right? We could say we're going to adopt 169 and we're going to require helmets, so that's the approach I would recommend. So, I'll open it up to you, what are your thoughts, comments on as a community, where should we go in terms of regulating E-bikes?

Commissioner Olson said I guess my biggest thought is whatever we implement, we obviously have to be able to enforce it, right? So, to me, that's the bigger question; do we have the resources, are we able to enforce anything of real substance at this point?

Captain Petersen replied yeah, absolutely. We've got the staffing and the equipment to go out and enforce any Ordinance changes.

Commissioner Olson said well, then my suggestion was we need something because I think it's gotten to the point where something bad is going to happen; it's a question of do you want to be reactive or proactive, and I always am a proponent of being proactive. So, I think we need to get something out there to be able to enforce and mitigate any loss of life.

Chair Kons said Brad, what is your suggestion when it comes to, I'm putting you on the spot, you're dealing with kids here, and so 15 is hard to judge, 12 is hard to judge, they don't have IDs, they don't have anything with them. You're going to pull them over, you're going to ask them a question, they're going to either be honest or not; how is that enforceable, then? Do you take the bike and the kid and say, show me where your house is, and it becomes a parent issue? That's the gray I'm confused with.

Captain Petersen replied yeah, so, when we make a traffic stop, it always needs to be rooted in reasonable suspicion, right? We have to have reasonable suspicion that there's a traffic violation or a crime, and so, seeing a kid that's questionable age on a bicycle or riding through the park or anywhere in town, that would give us reasonable suspicion to make the stop. Once we make that stop, we can require identification. If they're going to refuse to do that or they don't have an ID on them, then next logical step that is allowed by law is to hold them, contact a parent or a guardian so we can confirm their identity, their age, that type of thing. So, it's all within the scope and authority of our duties. Chair Kons replied okay, thank you.

Commissioner Moyer asked what if a child does not want to give that information at all, like where they live or anything like that? How would that situation be handled?

Captain Petersen replied so, we'd handle like we would any other instance, right? If we catch a 10-year-old shoplifting, and he doesn't want to tell us where he lives or tell us who his mom or dad or guardian is, we work through it. I'm not saying we're going

to put the kid in jail, but we've got our ways of holding them, investigating them. The good thing is that we have a pretty robust RMS system, so generally speaking, we can figure out who this kid is, and we have other means, too, like an IBIS, where we can use their fingerprint to figure out who they are if they've ever given a fingerprint before. There's all kinds of ways, and I can't think of a time where a 10- or 12-year-old has refused to identify themselves, right? They're too scared to do that.

Commissioner Moyer said yeah, that's true. I'm more still thinking about teenagers, I have teenagers right now. So, I was just wondering how you guys would handle that.

Captain Petersen replied I'm joking, but once the threat of going to jail is put on the plate, they usually come around and tell us their name and who they are, so.

Vice Chair Kath said so, my thought's been it's even before the enforcement, it's more about the education. What can we do to get in front of, you know, I'm going back, and I don't know if you guys still even do this anymore, I remember when I was a kid, for bike safety, they had like bike roundup, and you would bring your bike and the officer would teach us some things, and then he'd give you a little sticker to put on your bike. You know, it would actually, it was good, too, if it got stolen and you had another thing of identification. So, I think there's opportunities for us to do that kind of stuff, instead of waiting for the State to give out licenses; you know, I'm thinking of kids that have to have snowmobile permits and ATV permits and gun safety permits, why can't Cottage Grove start a program to help educate our youth and have some type of an accreditation of some sort that they get an identification on their bike or their helmet, some kind of a sticker or something? I think we keep trying to do that, the education will be critical, and a little bit of, like these cheat sheets, give that out in front of adults I think would be just huge. So, I don't know if the School District's been open to working with you, that would be another option to get in front.

Captain Petersen replied yeah, in fact, I had a conversation with the Youth Service Bureau and the School District this week to see if we could collaborate on this to accomplish exactly what you were talking about. And, so, at a bare minimum, you're going to see a diversion program, so when we do find kids that are violating our Ordinances or our Statutes, rather than writing them a ticket, we'll give them a referral to a diversion program where they go to a class, learn about safe use of E-bikes, and things like that. We're going to try to get an educational component into the Middle School this spring, so more to come on that. So, to your point, it's already being worked on, and one of the things that I have considered, and I don't know where I stand on this yet, but one of the things that I'm noodling on is the age requirement. Like what do we do with that 15-to-18-year old, who hasn't gone through driver's ed yet, doesn't know the rules of the road, right? Do we have some type of safety certification course as an offering? If you want to drive an E-bike in Cottage Grove, you have to attend this course, and you'll get a certification that lets that 15-, 16-, 17-year-old ride an E-bike. And I'm not saying I'm recommending that at this point, but it's something that we can talk about.

Chair Kons said one thing with education, too, I would highly recommend is finding a way to wrap those parents in, because kids, when you educate, don't normally go home and say hey, guess what? This is what I have to do to ride my E-bike, and parents don't know what they don't know. A child wants it for a holiday gift or a birthday present, and they go out and they purchase, and they don't realize the danger behind them. So, I think education is a great idea, it's just kind of a win-win.

Captain Petersen replied yep, I think you're going to start seeing some education on that topic this month, before Christmas, so cautioning parents don't go buy your kids an E-bike just yet, or at least if you do, consider these things, so.

Captain Petersen said so, I'm hearing that we at least want to consider some additional regulation. So, I'm going to try to guide us through some more specific stuff. What do we think the minimum age should be for riding an E-bike or these other devices? And if we do decide that it's younger, do we impose some additional safety certification or something like that? Or do we just defer to the State Statute and don't touch it?

Commissioner Moyer replied so, from my understanding, the State Statute is going to be 15, correct? Because this is the one that's more than the 750 watts. Captain Petersen replied correct. Commissioner Moyer said I mean, in my opinion, I think that the responsibility that comes with this, I think we should come up with some kind of a program that they could then graduate from to say, hey, I do know the rules of this; because it is, I don't want to say heavy machinery, but you know, it's motorized and like you said, how are they going to know the rules of the road if they haven't been through a permit class yet? So, I think that talking about your education piece as well, that's something that we should probably go through with.

Vice Chair Kath asked do we know, are the E-bikes being used on the Bike Park at all? Because the reason why I'm asking the question is because when you think about ages, younger ages, if they're off the road and they're at the Bike Park, would be okay in my mind, because parents might be there, but they're off out on a Bike Park. But on a road, then there could be a different age requirement, that's where my head goes to; depending on location, streets could be 15, if that's the number, it seems reasonable in my head because that's Middle School age at that point. But younger kids that are riding bikes, I can't see if they have an E-bike and they go to a park like that, not like Hamlet or something like that, but you know, a Bike Park, I couldn't see a problem with that.

Captain Petersen replied sure. To answer your question, I don't know. I would assume or guess that there probably are E-bikes on that course, but I can't say that I've ever seen one, but I've never looked either.

Vice Chair Kath asked if there were any other thoughts on age requirements?

Chair Kons said manufacturer guidelines are really a good way to start, they're listed, it's like a car seat, it has manufacturer guidelines, but it doesn't mean that our clarification can't be stronger in the level of safety.

Commissioner Jenson said maybe you're getting to this, but looking at the Edina, Excelsior, I don't see different age restrictions, it's just saying under the age of 18 that they shall wear a helmet or other protective headgear, so, that'd be another approach then, it's like changing the age but requiring that helmet. Maybe you're getting to that.

Captain Petersen replied yeah, that's my next slide; Commissioner Jenson said okay, is it? All right, okay. I kind of like that approach of just, at least imposing the helmet requirement.

Captain Petersen said I think to simplify this, at 18, you're a legal adult, you can do whatever you want, you can ride an E-bike. The State minimum age is 15, right? And, so, the challenging part is what do we do with a 16- and 17-year-old? What are your thoughts on imposing that safety certification?

Commissioner Lotts replied yeah, I am a huge fan; Ron, that was a fantastic example, suggestion, the certification aspect of things. Like you said, it's as simple as a sticker for your helmet or something. You know, as I read through all 3 of these cities, they mention things that when I was 15, I did not know, nor did I pay attention to, like when you're crossing the road, one of them suggests slowing down to a walking speed to cross the intersection. Now, I have personally seen some kids on scooters riding wheelies across the road without any regard to any traffic signal or, you know, if a car was coming. So, yeah, I would say that teaching these kids and ensuring that they're taught the various rules of the road is probably paramount to their safety. I don't remember which city it was that actually mentioned that, but I think that that's a fantastic thing to teach kids. But, yeah, the certification program, you know it's probably also not far off that insurance is going to be required to even ride one of these things, right? If you've read about any of the accidents that have happened across the country, where somebody's hit by an E-bike, if it's somebody that doesn't have an umbrella policy, they don't have bike insurance, right? So, like when you run somebody over and they end up hospitalized, who's paying the hospital bill? So, that's going to get very interesting in the near term. I compare this E-bike situation most directly to like the AI boom, right? Nobody knows what they're doing, they don't know how to put the guardrails on it, they're being reactionary, and things are going off the rails quick. Now, with bikes, people are getting physically hurt, and you know, you have 3 examples of cities that have generated some fantastic policy, I think; like you said, if you're going to wait for the State, you're going to probably be waiting for a while. I would be impressed if they do come out with something sooner than later, but at least you have 3 solid examples that you could base some policy for the local area off of. Thank you for putting this together, too, because this is very comprehensive. Thank you.

Captain Petersen replied you're welcome.

Vice Chair Kath said and Brad, I go back to my snowmobile and ATV endorsements, you know, when you asked about 16- and 17-year-olds. Even if they have a valid driver's license, depending on their age of when their birthday was, they still have to go get that endorsement to add it to their license. If they get pulled over on a snowmobile and they don't have the endorsement, they're in trouble. So, I would think of it for that age group that you identified there, think of it in that capacity, that certification would be huge for them, then. Captain Petersen replied right.

Captain Petersen said all right, moving on to helmets. I think this will be an easy one, anybody under 18 requires a helmet; all commissioners agreed.

Captain Petersen said all right, and then where do we let these things ride, right? So, let's focus on the E-bikes first. Do we have an interest in prohibiting or restricting certain areas, and if so, what are your thoughts?

Commissioner Olson replied I would say looking at the motorized bicycle category, right now, those are just streets, but unfortunately, we're seeing them on trails; and, so, again that's that enforcement piece, but those absolutely should not be on sidewalks, trails, way too dangerous.

Captain Petersen replied right, and that's the equivalent of a motorcycle traveling on sidewalks and bike trails, so.

Commissioner Olson said I don't know, and I guess there's a big part of me that feels like even the Class 1-3 E-bikes don't necessarily belong on trails where people are walking.

Commissioner Lotts said I think, was it Edina?

Commissioner Moyer asked do they have speed gauges on these bikes? Captain Petersen replied I don't know.

Commissioner Lotts said, oh, actually the very first example, the Edina one, on the back page, where it talks about slowing when pedestrians are present, slowing to a walking pace, yeah, I don't think you need to restrict these areas as long as that's part of the policy, right? Slowing to a walking pace to cross an intersection or when pedestrians are present, that's kind of, even if they don't have speed gauges at that point, it's still something you can judge as a rider.

Commissioner Olson said I think my challenge with that, though, and working with kids every day is you can have rules in place all you want, it's whether they're going to choose to do them and when they don't, what goes along with that? So, that's a real concern because at that age, 16 and 15, 16 and 17, they're pretty, they think they're pretty invincible, and they just, they tend to do what they want to do when they want to do it, many times, especially when there's not a parent around. So, that would be a real concern of mine, theoretically, it sounds good on paper, but I don't know that that's what you're going to really get.

Captain Petersen replied right. The one thing I would ask everyone to consider is if we ban them from trails and sidewalks, now we're pushing them into the road, and so that might not be the direction we want to go. I appreciate everybody's concerns, and I know that's one source of frustration and safety concern in the community is that these bikes are whizzing past them on the trails or they're not clearing those intersections where a trail intersects with a street; but if we ban them from the sidewalks and trails, that puts them in the road, and is that what we really want to accomplish? So, just something to think about.

Commissioner Jenson said I also see a lot of older people riding E-bikes, too, so I don't know that we want to necessarily lump everybody together as being a problem rider; Captain Petersen said good point. Commissioner Jenson said because it is something that people, as they age, can do for leisure and recreation, so, I think sometimes they're used very responsibly on trails, so.

Commissioner Lotts said yeah, I don't even know, I would have to agree with you. I think I see statistically more older people riding E-bikes now, like in my neighborhood, than the younger kids.

Commissioner Jenson said yeah, and the ones that I see, like the younger kids I see riding them are down like in the Business Districts around the Hy-Vee and the Dairy Queen, and that's where I've been seeing them, and not necessarily on trails, so

Commissioner Lotts said yeah, I see them oftentimes down by the Walgreens intersection, going full send mode across that intersection, just no look, just full send. So, that's where my concern is, like they don't know the rules of the road.

Commissioner Jenson said they're in the high-traffic areas, and they're not paying attention, yeah.

Commissioner Lotts said nor are most drivers, either, so that's like just waiting for something to happen, unfortunately.

Commissioner Moyer said it's very scary, like, I don't know the name of that road, but it's kind of like, it's right across from the GROVE80 apartments, and it's kind of like that one that'll go back, but you can pull out, into 80th, and it's kind of awkward, you know, that there is; Commissioner Jenson said it's Hardwood, probably, maybe. Commissioner Moyer said maybe, I don't know, okay, but it straightens, and then because the cars can turn in when they're coming up 80th, they can turn into that one road right there. There's a lot of kids who come from the high school, and they're just like, I'm talking about, I will look right and I will look left, and I'll look right and I'll look left, and I'll start a little bit and all of a sudden, somebody's right there. And that's very scary and very hard, and I think that I would; is there a way that we can put signage up for them? I know that that's kind of something that we had talked about when we were talking about, before these became a big thing, and also marijuana, too, we were sitting in the room and we were talking about if we should put signage up and things like that. Is that something that?

Captain Petersen replied yeah, definitely that's an option.

Vice Chair Kath said that was always my thought, too, in the parks, for sure, to segregate with striping on the tarred paths, you certainly could use all kinds of different signage, you know, blind corners coming around, slow down; again, to the point, are they going to do it? At least we're trying, you know, where do they need to stop? You know, is there a pedestrian crosswalk type thing. But I think if we're going to let them in the parks, then it has to have some type of signage now for bikes at that point.

Director Burfeind said Members of the Commission, I can add, because we did talk a couple years ago about this, there were speed limit signs added of 15 MPH in the parks, but it is hard to enforce because how do you know that? And for the speedometer question, Class 3 E-bikes do have speedometers, for the ones that go 28 MPH, it's a requirement to have a speedometer. The ones that are Class 1 and 2, that go 20 MPH, they don't. But in terms of enforcement, they do know how fast they're going, and I will say 28 MPH, that's very fast on a trail.

Captain Petersen said so, we've covered some of this already, I can tell you that we've invested a lot of time and resources this past summer making a lot of educational stops, trying to educate the public. We did not do really any enforcement, we were trying to just educate the public so they're making smarter, safer decisions. Until we reach a point where we feel like the community is sufficiently educated, I don't feel that it's the right thing to do to start writing tickets, etc., especially when the Statute and Ordinances are lagging behind this market. So, my point being is that we have not done any enforcement yet, right? I know we've received a lot of criticism that we're not doing anything, that's simply not true. We're just trying to take a measured approach, we're trying to educate the public, we're trying to figure how we can reach these kids in the Middle School, because usually they start riding them around 12 years old. So, that's what we've been doing to date, officers are making stops every day, most of the time just casual stops, right? We're not flipping on the lights and sirens and taking those traditional high-visibility stops, but we're spending a lot of time in the parks, and when the kids ride by, we chat with them for a couple minutes, and encourage them to wear a helmet or say hey, you're too young for this, go home and talk to your parents about it, things like that. So, that's what we've been doing over the last several months. Moving forward, I already talked about working with the Youth Service Bureau to create a diversion program. We're going to get in the schools in the spring is my goal, and then hopefully, we'll be armed with some Ordinance changes before next summer rolls around. Of course, along with that, there'll be all kinds

of social media messaging and things of that nature to educate the entire community. And, so, really what I'm hopeful is that we can leave here tonight with some suggestions from you, and along with the input from other stakeholders, package it up neatly for Council, to present that to them in December, and hopefully move forward with some Ordinance changes. At the very least, clean up some definitions, descriptions, and very clear guidelines on what is and is not allowed. Even if we don't take a more restrictive approach, those definitions and rules need to be cleaned up so we know this device fits into this bucket, and these are the rules for that type of vehicle. So, that's my goal.

Vice Chair Kath said hey, Brad, one other thought came to my mind about the education part. I don't think it always has to be falling on the Police Department either. From the standpoint of, again, I'm using my snowmobile and ATV analogy, that's all volunteers that put on those classes, and it's the local Snowmobile Club. Now, I don't know how organized E-bikes are, if they have their own associations or small groups or something, or maybe we have some ambassadors out there that we can start to educate, and they're the ones that actually host the class vs. always having to use staff to do that.

Captain Petersen said that's a great idea, I love it; Vice Chair Kath said you know, something like that, too. Captain Petersen said great idea. Vice Chair Kath said because that's the way all your snowmobile, your gun safety endorsements, most of that's all done by volunteer organizations, people giving up their time to teach kids, and they enjoy doing that kind of work. Captain Petersen asked so, you're volunteering to do that? Vice Chair Kath replied I don't know if you'd put me on an E-bike, but.

Commissioner Olson said the other piece would be like we talked about with the schools is I know every year, at the beginning of the school year, they do bus safety training, they have a video that's presented. I wonder if we couldn't use that same approach in the schools and have some type of video that we could show, not just E-bikes, but even on scooters and the importance of the helmets, and that type of thing, but to kind of tie that overall safety element together when they do that.

Commissioner Moyer said I think that's a good idea because then when they send out the newsletters and things like that as well to the parents, they can attach that video, so the parents can see it as well and help connect that educational piece.

Commissioner Olson said right, which is what they did with the bus safety training. They got that out to all the parents and so that might be a.

Chair Kons said I would recommend doing it in the spring and then again in the fall, because you are going to have a wild summer with kids out in force, and they're just going to grow; and I'm not trying to make things difficult for you, but if you have a suggestion for the Council, the Council approves, now you're talking about a certification program, developing a program, doing all the things, and then having an education campaign. It's doable, but I would recommend getting something into those schools before summer. Captain Petersen said yeah, that's the goal. Chair Kons said and then hitting and having a great, huge education campaign again going back to school because, you know, parents are thirsty for that information once the kids go back to school.

Commissioner Rediske said so, I have kids in school, and every Friday they send out a weekly newsletter, this is what we're doing, and it's probably a good add-on to that, you know, E-bike Safety. Because the parents, well, maybe the parents will read it, I read it, but it's just another avenue to share that.

Commissioner Jenson said I think the video's a great idea, to try to reach kids and parents without having a huge strain on your resources, too. So, it seems like a nice place to start and then maybe build from there.

Captain Petersen said all right, it's all great feedback, thank you. I'll just invite any of you, your recommendations, you know, if you feel strongly that hey, I don't want E-bikes on our trails or things like that, if there's anything that you feel really strongly about that I want to package up for Council, please share that with me now or in the near future.

Vice Chair Kath said all right, thanks, Brad, especially for having to put this together right away for us. Captain Petersen replied yeah, you're welcome. Vice Chair Kath said it was very nicely done.

9. COMMISSION COMMENTS

Vice Chair Kath said I do have a thank you to give to Captain Petersen. I brought forward from both, I looked at it from my bus-driving career and my commissioner hat and my resident hat, some of the issues that we have at Park High School right now. For those that don't know, people that have kids in Park know that it's under construction. And, so, all the traffic's been diverted, buses come out at a different angle, we're coming out of Crestview, and it just makes for quite a mess. And I was really worried about, in fact it was the E-bike part of it, as when you're coming out of Crestview, and you're trying to make a left turn onto 80th, it's pretty tough with the way traffic backs up. So, first of all, traffic is one thing, and then the E-bikes, all the kids are coming out of school, and they're coming down that sidewalk, and in these buses, you've got blind spots that are crazy, and you're looking left, you're looking right, and I'm just so fearful that we were going to have an accident. The Police Department met with me, and I shared some concerns over it, and they've actually come out and helped us with some traffic direction, which has been awesome. So, I can't thank you enough, Brad, and your staff for the support that you've shown us. I know as a bus driver, that's in "the belly of the beast" every day out there, it's certainly been very helpful and very much appreciated by our bus drivers, for sure, from a safety perspective. Then again, just to remind the public, that's hopefully just a one-year cure, and by next year, the whole bus route will be different going in, the parents going in and out of the school, it is going to be a lot more convenient than

what it is today, right now, because of the construction that's going on. So, thank you to you and your staff, I very much appreciate it.

10. STAFF REPORTS AND MATERIALS

Director Burfeind said I'll go quick, it's been a good night with a lot of discussion. So, just a few of the key points:

It's the last time you'll hear me talk about it because it's up now, is the Hardwood and Hardwood Court signal was made operational today. Just a reminder that was put in, obviously traffic's been going, but the crash rate was much higher there, so that was part of the warrants and the justification for that signal. It is designed for basically a full buildout of Cottage Grove and looking at potential redevelopment in the area. We kind of wanted a worst-case scenario, I know it feels like its very close to 80th Street, but we looked at that every which way, and I mean, never say never. If an ambulance goes through or a lot of pedestrian activity, certainly things can back up and double cycle, but that was part of the plan for that area. Now, it's just getting used to that new signal, so it's good to see that operational.

Like Council Member Thiede mentioned, we do have the 80th Street project next year, reconstructing 80th from Ideal Avenue all the way to Highway 61, including redoing the entire interchange, that's kind of a MnDOT portion of the work, but we're doing it with our project. So, it's all very coordinated. 3) Then we're also redoing East Point Douglas Road from 80th Street down to like Arby's by Hy-Vee there.

A female commissioner asked is that just an overlay, or is it like in-depth building there.

Director Burfeind replied so, it is a full pavement replacement, commissioner, so it is a full pavement replacement, more of kind of a spot curb replacement, sidewalk, things like that. Not a lot of utility work, the utilities aren't that old in that area, but upgrading signals, doing like dual left-turn lanes at 80th and Hardwood, so that works much better. Adding an additional lane going through by Hy-Vee; right now, that lane ends and kind of two lanes go into Hy-Vee, and one ends, so there will be an extra lane going onto East Point Douglas, so a lot of improvements as well.

And like Council Member Thiede mentioned, we're being very careful at Park High School, so our intent is to have all the work done from Hinton to Ideal just in the summer. So, we're going to kind of fit that in, because that's the newest section of road, and it needs the least amount of work with the concrete; so, we'll fit all that in during the summer so we're really not impacting the school, and then we'll be adding the turn lanes that the school needs for the new entrances. So, it should time out well.

Other than that, the Low Zone Water Tower, if you're on Highway 61, you look behind the Park and Ride, you can see the concrete columns sticking up above, so you can kind of see where that tower's going to be. They're done with concrete, they'll be working now over the winter on the metal actual bowl, and then painting it next summer and getting that operational.

Lastly, the Intermediate Zone Water Treatment Plant, that's the big treatment plant going behind the Central Fire Station, we started pouring concrete, and we are going to pour 15,000 yards of concrete between now and next July, and that's all we'll be doing for about 8 months. Then you'll start to see the building itself go up, so a lot of work still to come, and the Fire staff have been a great partner because we kind of came in and we're working very close to them, but not impacting operations to the Central Fire Station, but they've worked well with us as well. So, I need to say thank you to them.

Gary Orloff, Superintendent of Streets, said with the weather changing, tomorrow could be our first time out, so something that we tested last year, on three trucks we used tested, treated salt, so it's a brown-colored salt. It worked so well we were able to get about a 20% cutback and probably even a little more yet. So, people might think we're putting down sand, but it's just a treated salt that's more effective in cold temperatures and with less amounts and warm temperatures, it'll clear off the roads.

A couple big things to remind, no parking 2:00 a.m. to 6:00 a.m., or anytime it interferes with snowplowing. So, good rule of thumb, if it's snowing out, get your cars off the road so we can get the roads plowed curb to curb.

One thing we're still having a big problem with is garbage cans in the street; the trucks can reach 5 feet up into the driveways, so if we could just somehow, even let your neighbors know if you see it, especially in the new developments, we have a hard time getting down the roads because their cans are sticking out in the road. That would be a big help to us.

There's a slight chance we could get a little accumulation tomorrow, nothing big, but we're prepared, we're ready, and with that, any questions? There were none asked. Gary said all right, thank you.

Vice Chair Kath said so, Ryan, quick question for you with East Point Douglas, didn't we have a discussion about the sidewalk going on the other side, too? Did they decide not to do that?

Director Burfeind asked commissioner, what sidewalk? Vice Chair Kath replied so you have the sidewalk on Highway 61 side, but didn't we have a discussion about when that gets redone to put the sidewalk on the residential side, too, so that they didn't have to cross? I thought we had a discussion about that.

Director Burfeind asked and you're speaking of on 80th Street?

Vice Chair Kath replied no, on East Point Douglas, that stretch to take you from like Applebee's down to the animal clinic?

Director Burfeind replied oh, I see, thank you. Sorry, I was focusing more, so next year, we are only redoing down to Arby's, so that little section, and then we are looking at sidewalks and pedestrian improvements; 2027 is when we'll redo that long stretch of East Point Douglas by all the homes. So, I apologize for that, I was thinking of the small section. But yes, that is something we are definitely looking at, so we're looking at additional sidewalks and pedestrian crossings as well on East Point Douglas Road.

Vice Chair Kath said okay, thank you.

Captain Petersen said in preparation for winter weather, we started our winter parking enforcement, so we're trying to get those cars off the street for you, Gary.

Some good news, we received a grant to do our Youth Academy again in 2026, so that was a huge success this year, it was the first-ever Youth Academy earlier this year. So, we'll be doing that again in 2026, so more to come on that.

A female commissioner asked what's the age for the Youth Academy? Captain Petersen replied I don't know, I'll have to get back to you on that. She asked but that's different than like the Citizen's Academy? Captain Petersen replied it's similar in format, but it caters to youth.

Captain Petersen said we just recently released our Quarter 3 Report, so if you're interested in seeing our progress report, look that up on social media or our website.

Then probably the biggest news coming from the Police Department is we're getting our third patrol K9, arriving in a couple weeks, so that'll be residing with Officer Whelan. So, we'll get to meet our new K9 in a couple weeks, so standby for that.

Vice Chair Kath said thank you, Brad. Any questions?

A female commissioner asked the other two K9s that we have, they're still good and young, and they're not scheduled to like retire or anything?

Captain Petersen replied no, it's just an addition. Our goal is to get to four K9s at some point, so each crew has a K9 assigned to it. So, that's a two-year plan, so this third one gets us three-quarters of the way there. The other two K9s, Odin and Scout, are right in the middle of their best years so we've got, fingers crossed, a handful of good years left to come with those dogs.

Chief Pritchard said I could say the same thing about Brad, too, but sorry, you set it up too well.

No, thank you for the engagement in our Standards of Cover Community Risk Assessment process. I know a lot of folks have had different parts in that, and then on top of our Strategic Plan last year; so, it has been a lot of stuff to adjust, and I'm very thankful for your engagement, it's really genuine.

Then, just a couple quick updates from our department, I'm very proud to share that last year, we hired folks that are Firefighter-EMTs, and then we send them to paramedic school. It's the first time our department's really engaged in that on the Fire side, our Police side did that years ago, and then they sign an agreement to stay with us 5 years. Our first person went through that program last year and obtained their paramedic, so we're very happy for that, and it goes to Commissioner Moyer's question of how do we get folks in the door and how to give people those opportunities; so, I think that's a great example of that.

Further on, it looks like we'll be starting our cadet next month, which again will be the first cadet we've had here; that gives somebody with very little or no experience and it gives them the opportunity to become a Fire professional, and I'm very biased on this from some of the best people in the business, they train them and teach them on how to become a firefighter. Hopefully, we'll be able to keep him one day as a fulltime firefighter.

Lastly, just an update, just on our response, and of course, I don't know how much more data I can inundate you with in one night; however, we are on pace to eclipse 5,000 calls this year, and we're actually on pace for 5,300, and that's just assuming the current pace, with December usually being one of our busiest months. Just to put it in perspective, we just crossed the 4,000 threshold in 2021. So, just a lot of growth in our City and really, Cottage Grove is growing about 9%-to-10% in that call volume; so, obviously, it's just a growing community, but we're happy and we're very proud of the services we provide to folks. So, barring any like pure prevention of all diseases, we will be eclipsing that 5,000 this year. So, thank you.

11. COUNCIL COMMENTS

A. Council Agendas

Council Member Thiede said you guys have the Council Agendas in your packets and so forth. If you scanned through those, did you have any questions or anything?

Commissioner Rediske said well, I missed the general comment/questions opportunity, sorry I missed that one, but what is going in where that SA was that was next to Las Margaritas?

Council Member Thiede replied I don't know if we're able to actually say yet; there's a couple different retail companies that are looking at that. There's one that's maybe a little bit stronger, but yeah, I don't know if we're able to actually.

Commissioner Rediske said I just didn't know if I missed it from like the.

Council Member Thiede said and for all I know, Myron may have already put in Facebook, but.

Commissioner Olson said no, I was wondering, too, good question. Commissioner Rediske said I thought maybe I just missed the Facebook update, okay. So, it's TBD.

Council Member Thiede replied right.

Commissioner Rediske said it's TBD or TBA, to be announced, okay.

Vice Chair Kath said all right, thank you. So, that ends our meeting, so I'll ask for a motion to adjourn.

12. ADJOURNMENT

Commissioner Rediske made a motion to adjourn the meeting; second by Commissioner Moyer. Motion passed: 7-0. The meeting was adjourned at 9:06 p.m.

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



City Council Action Request

7.B.

Meeting Date	4/1/2026		
Department	Community Development		
Agenda Category	Action Item		
Title	Planning Commission Meeting Minutes (2026-02-23)		
Staff Recommendation	Accept and place on file the minutes from the February 23, 2026, Planning Commission meeting.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Planning Commission Minutes 2026-02-23</td></tr></table>	1.	Planning Commission Minutes 2026-02-23
1.	Planning Commission Minutes 2026-02-23		



COTTAGE GROVE PLANNING COMMISSION
12800 Ravine Parkway South
Cottage Grove, MN 55016
COUNCIL CHAMBER - 7:00 P.M.

February 23, 2026

The Regular Meeting of the Planning Commission was held in the Council Chamber and telecast on Local Government Cable Channel 16.

1. CALL TO ORDER

Brittain called the Planning Commission meeting to order at 7:00 p.m.

2. ROLL CALL

Schmitz called the roll: Pradeep Bhat-Here; Ken Brittain-Here; Jessica Fisher-Excused Absence; Evan Frazier-Excused Absence; Eric Knable-Excused Absence; John Stechmann-Here; Terrence Woodman-Here.

Members Absent: Jessica Fisher, Evan Frazier, Eric Knable

Staff Present: Emily Schmitz, Community Development Director; Samantha Pierret, Senior Planner; Max Erickson, Planner; Kelly Becker, Associate Planner; Paul Sponholz, City Engineer; Ryan Burfeind, Public Works Director; Justin Olsen, City Council Liaison.

3. APPROVAL OF AGENDA

Stechmann made a motion to approve the agenda. Bhat seconded. The motion was approved unanimously (4-to-0 vote).

4. OPEN FORUM

Brittain opened the Open Forum and asked if anyone wished to address the Planning Commission on any non-agenda item. No one spoke. Brittain closed the Open Forum.

5. CHAIR'S EXPLANATION OF THE PUBLIC HEARING PROCESS

Brittain explained the purpose of the Planning Commission, which serves in an advisory capacity to the City Council, and that the City Council makes all final decisions. In addition, he explained the process of conducting a Public Hearing and requested that any person wishing to speak should go to the podium and state their full name and address for the public record.

To be sure that everyone in attendance has a fair opportunity to be heard, while allowing the Planning Commission to complete the City's business, we will be observing a three-minute limit per speaker. As you approach the three-minute mark, Emily Schmitz, Community Development Director, will hold up a red card as a signal to wrap up your remarks. Once the bell sounds at the three-minute mark, we ask that you respectfully yield the floor to the next speaker. Upon completion of testimony, the hearing will be closed to public comment. The Planning Commission will then discuss and act on the matter.

6. PUBLIC HEARINGS AND APPLICATIONS

A. New Life Church - Case SP2026-004

Station 19 Architects, on behalf of New Life Church, has submitted an application for a Site Plan Review to construct a 5,814 square foot building addition to the existing church building located at 11245 Point Douglas Drive South. The addition will consist of lobby space, restrooms, and five new classrooms for youth religious education.

Becker summarized the staff report and recommended approval based on the findings of fact stipulated in the staff report.

Brittain asked if there were any questions for staff; none were asked. Brittain asked if the applicant would like to speak to the commission.

Dan Torgerson, 16934 Kamacite Street, Ramsey, MN, said I'm with Station 19 Architects, I'm just representing the owner, and I have nothing to add, but I'm available for questions or comments.

Brittain asked the commission if they had questions for the applicant.

Bhat asked what's a proof of parking stall? Are you going to pave it, or is it just going to be marked somehow? Torgerson replied the proof of parking really is just to show if we needed to add parking in the future, we are designating that area for that parking. So, we're kind of saying we will not build on this area so that we could provide parking if needed in the future. Bhat said thank you.

There were no further questions for the applicant, and Brittain thanked Torgerson.

Brittain opened the Public Hearing. No one spoke. Brittain closed the Public Hearing.

Brittain asked if there were any comments or further discussion by the commission.

Commissioner Stechmann said this seems pretty straightforward, and all T's have been crossed and I's have been dotted, so I see myself voting in favor of this.

Brittain asked if there were any further comments, none were made. Brittain said I'll look for a motion.

Stechmann made a motion to approve the Site Plan for a 5,814 square-foot building addition to the New Life Church building subject to the conditions stipulated in the staff report. Woodman seconded. The motion was approved unanimously (4-to-0 vote).

Brittain noted that item will on the March 4 meeting of the City Council.

B. Panera - Cases SP2026-007 & CUP2026-007

CA Commercial Development has applied for a Site Plan Review of a proposed Panera restaurant and a Conditional Use Permit to allow a drive-through to be located at 7162 East Point Douglas Road South.

Erickson summarized the staff report and recommended approval subject to the conditions stipulated in this staff report.

Brittain asked if there were any questions for staff.

Woodman asked regarding the sign that's being used: A) Is it lit? and B) Has the City approached Panera to say do you absolutely need that, can it be abandoned? Just based on the fact that we created that Code to try to shift away from having those. It doesn't feel like a necessity and we're trying to improve that look along 61. Erickson replied we have approached the applicant. This is a very highly-desired piece of the property to advertise to Highway 61. It's been part of the conversation, and we have talked to them, and they have proposed to remove the lower cabinet to reduce the overall square-footage design. Woodman asked and is that lit? Erickson replied it is lit.

Brittain asked if there were any additional questions for Erickson, and none were asked. Brittain asked if the applicant had anything they'd like to add.

Hello, Good Evening, my name is Mark Wilhoite, I'm a V.P. of Development of CA Commercial Development, out of Cincinnati, OH, 3805 Edwards Road, Suite 390. I also have Matt Langan, our Civil Engineer with Kimley Horn, in case we have any questions regarding the project, but the staff's done a great job. We've been working with Emily and Max, and it's been a challenge on some of the issues, especially your sign. We can state that one of the biggest issues for Panera, for acceptance in the real estate committee, is to have a sign intact. So, we did go back and have them remove the bottom half, because they actually wanted

that, too, so it was a little bit of a battle, but it's just because its an embedded site and interstate visibility from Highway 61 was crucial for them. So, we think it'll be much nicer than it probably used to be, but that was a big issue for our real estate approval. We're just here to answer any other questions, so we're happy to do that.

Brittain asked if there were any questions for the applicant.

Bhat asked so what was the need to have to reduce the entrance from the east side from 34-foot to 24-foot? Wilhoite replied I'll have to have Matt answer that. Good Evening, Commission, Matt Langan with Kimley Horn, 11995 Singletree Lane, Eden Prairie, MN. We did actually work with Max, and we're going to widen that back to 30 feet; I think we were having a conversation that the 24 was originally thought to be the City minimum, but now we're going to bring it back to the 30 that it was originally. So, we've already started reworking the plans to make it 30 again on that east side. Bhat said thank you.

Brittain asked if there were any additional questions for the applicant, and none were asked. Brittain thanked Wilhoite.

Brittain opened the Public Hearing. No one spoke. Brittain closed the Public Hearing.

Brittain asked if there was further discussion from the Commission. Brittain said seeing none, I'll ask for a motion.

Woodman made a motion to approve the Site Plan Review and Conditional Use Permit for the proposed Panera restaurant at 7162 East Point Douglas Road, subject to the conditions stipulated in the staff report. Bhat seconded. The motion was approved unanimously (4-to-0 vote).

Brittain said this application will be on the March 4, 2026 City Council Agenda.

C. Ravara Trails - ZA/PUD/SP/PP/MS2026-003

Twin Cities Land Development has submitted an application for a Zoning Amendment, Planned Unit Development (PUD), Preliminary Plat, and Minor Subdivision for a subdivision consisting of 575 residential lots including 306 townhome lots and 269 single-family lots on property that is located east of Keats Avenue (CSAH 19) at 77th Street and south of 70th Street.

Pierret summarized the staff report and recommended approval subject to the conditions stipulated in this staff report.

Brittain thanked Pierret and asked if there were any questions for staff. He said the one question that I have, Samantha, is that crossing Keats at Indian is not recommended at this time. I know back in the day, 77th Street that exists today, I believe they bus the kids in that neighborhood; would that mean that the kids in this neighborhood would be bussed across, over to Grey Cloud? Pierret said I'm actually going to ask one of my engineer friends to answer that. Public Works Director Burfeind said regarding specifically the bussing, we would have to defer to the School District, because I know right now it sounds from a policy standpoint the elementary, because of the speed of the roadway, would be bussed; and on the Middle School, I don't have an exact answer, so we'd have to reach out to the School District to confirm. I do know that from past discussions, these higher-speed roadways are seen as a barrier. So, that's something that we have to talk with them about. Brittain said okay, thank you.

Brittain asked if there were any further questions for staff, and none were asked. Brittain asked if the applicant had anything they'd like to add.

Hi there, Chair and Planning Commission Members, Ben Schmidt, Twin Cities Land Development, 3 Eastview Lane, in North Oaks. Staff did an incredibly exhaustive, wonderfully done presentation, so I don't want to spend a lot of time. I just have a couple of things to add. We started working on this I think just about 18 months ago, and we had our first Concept Plan in front of the City about 14 months ago. Since then, I would say a fair amount has changed in terms of, you know, the site's a little complicated with the gas line, the Met Council easement, the stormwater easement being where the parkway was going to be. But I think what's been kind of fun as we worked through this is we worked very closely with staff to kind of figure all that out, and its pretty different than what I thought we were going to be 18 months ago, but I think where its turned out is where it was meant to be. So, I think we've worked together to create a plan that is better than what we had planned initially, given all those things that are at play with this site. I'm really just looking forward to working with the City, and I think we've got a plan that meets generally the Comprehensive Plan and the various ordinances. I look forward to working within the City, and I'll be happy to stand for any questions you might have.

Brittain said all right, thank you. He asked the commissioners if they had any questions for the applicant, but none were asked.

Brittain opened the Public Hearing. No one spoke. Brittain closed the Public Hearing.

Brittain asked if there was further discussion by the commission.

Woodman said I'd just like to say that having moved from Woodbury to Cottage Grove, and living on the east side my whole life, I think that this plan is very, very similar to what we see in Woodbury, in Dancing Waters, where you have a mix of 40-to-60 foot wide lots, plus row townhomes. I lived in one of those row townhomes for five-or-six years, and I know that some of the thoughts are that townhomes can decrease property values, but really, if you look at Dancing Waters and Stonemill, you see those property values are holding really well. Overall, I think it's a great plan. The thing I like most about it is the amount of trail that's actually in there, I know that's something that we focused on with Ravine Parkway is to make sure the community can be connected via foot or by a bike and keeping that in there. If you look at some of those other areas, like Dancing Waters, that's been a big miss. So, I love the fact that we've come up with a plan that includes all that, so I'm very likely to be in favor.

Brittain said okay, thank you. Any further discussion?

Stechmann said thank you. Yeah, I really like this plan a lot. I also thought that the building materials looked very attractive, I think it'll be a nice addition. I'm really interested about the pedestrian underpass, and I know that's going to be subject to future discussions. I think it'd be great, maybe if people really want the pedestrian underpass, they need to lobby their County Commissioner.

Brittain asked if there was further discussion from Commission, and there was none.

Brittain said before I forget, there was a letter received from the public, Cindy Elia, this morning, and that letter will be included in the packet and made part of the public record.

Brittain said with that, I'll look for a motion.

Stechmann made a motion to approve the Zoning Amendment, PUD, Preliminary Plat, and Minor Subdivision, subject to the conditions stipulated in the staff report. Woodman seconded. The motion was approved unanimously (4-to-0 vote).

Brittain said this item will be on the March 18, 2026 City Council agenda.

D. Talcott Glen - ZA2026-003 & PP2026-003

US Home, LLC, dba Lennar, has applied for a Zoning Amendment and Preliminary Plat for a subdivision to be called Talcott Glen that will be located west of 95th Street and Mississippi Dunes Boulevard, with the primary access via an extension of 95th Street. The Zoning Amendment will rezone the property from AG-2, Agricultural, to R-4, Transitional Residential. The proposed single-family community will consist of 177 homes with a mix of 50- and 65-foot wide lots.

Erickson summarized the staff report and recommended approval subject to the conditions stipulated in this staff report.

Brittain thanked Erickson and asked commissioners if they had any questions for staff, none were asked. Brittain asked if the developer had anything they wished to add.

Good Evening, Steve Troskey with Lennar, 16355 36th Avenue North, Suite 100, Plymouth, MN. Thank you, Max, for that great summary. We've been working hard with staff, and another developer earlier tonight said that their project had taken months, the same with ours. This is the result of a long effort, several conversations with property owners, great City staff, it's been great collaboration to this point. So, I'm happy to answer any questions that may come up, thanks. Brittain asked if there were any questions for the applicant, none were asked. Brittain thanked Troskey.

Brittain opened the Public Hearing.

Ryan Applegate, 9429 Dunes Lane. I'm actually one of the homeowners at one of the lots that has the tree buffer being removed. There are a few things that I wanted to express my concerns, and it sounds like one of them has already been mentioned, is there

are some eagles that we see are back behind our house quite a bit. There's also a lot of mature trees that are going to be removed, and I know that's part of the plan. I'm curious, I guess I haven't heard what, it sounds like we'll work with the City on that tree buffer to be put back in place and what that looks like for our landscaping because I know there's a 25-foot easement behind our property. And then I guess the last concern I would mention is we see a lot of kids that go flying down the hill towards that land and then there's kind of a blind curve on the left, like where the nursery is, going into where this intersection's going to be. So, I'm curious what all like pedestrian and child studies were done for this area, because now there's a couple miles of trails that go to the south that people can come out and go directly into Strawberry Park and never have to cross a road; and this is an area of an intersection, so I'm curious about signage and just safety concerns with all those kids who now have gone for years straight into the new Strawberry Park. Now, that's I guess one of the concerns I have, seeing all those kids fly kind of down that hill towards that area and how that's going to be handled for signage.

Brittain thanked Applegate, then asked is there anyone else that would like to speak for or against this application?

No one else spoke. Brittain closed the Public Hearing.

Brittain asked if staff could address the comments that were made and requested.

Erickson said to address the comments about signage, any crossings will be properly signed across that extension. Brittain asked if Erickson could go into a little bit more detail about the tree removal and how it affects the existing homeowners. Erickson replied so the trees on that stretch, they're all going to be, obviously just because the street has to be widened to go down, there will be boulevard trees along that stretch, consistent with what's on the rest of 95th Street. On those Lots 5 through 12, the City will work to establish a private screening for those lots, which was provided for on the other section of Mississippi Dunes Estates. It just hadn't been provided as this segment had never been constructed. For Summers Landing, an Outlot was constructed and made specifically as a buffer in 2022 with trees planted as an HOA lot to account for that buffer. Brittain asked Erickson to bring the tree map back up, just so we can look at it. Erickson did so, and Brittain asked where is the, is that line of trees that are going to be removed the one at the bottom? Erickson replied correct, anything in orange. Brittain said thank you.

Brittain said that concludes the Public Hearing and the questions were addressed.

Schmitz said Commissioners, I will simply add the resident brought up the trail connections and the folks that are using some trail systems that exist today. I want to make sure I make it very clear that any trail systems that exist outside of existing development are not public trails at this given moment. So, this development will extend their trails on both sides of the existing segment of 95th Street, that trail will extend to the edge of this property, and then sidewalk will exist throughout this development along both sides of 95th Street. Then, as Max had indicated, a trail connection will connect north from this development to Strawberry Fields Park. So, I just want to make very clear what exists down there today is not a public trail, but we do intend to ensure that we establish those public trail connections throughout the development. Brittain said okay, thank you, Emily.

Brittain asked if there was further discussion from the commission.

Stechmann said I think that issue was raised in the materials about requiring the developer to plant some trees and bushes in the Right-of-Way. I think I had my question kind of adequately and very professionally answered by Emily, but I just want to mention it for the record that the City normally doesn't require the applicant to maintain trees and bushes in the Right-of-Way; is that accurate? Erickson replied Commissioner Stechmann, that is correct. Anything in the Right-of-Way would be the responsibility of the City. Stechmann said so, it's kind of a maintenance issue. So, if there is going to be any kind of a requirement for bushes or trees, it would have to be on the privately-owned property, not in the easement, right? Erickson replied yes. Stechmann said okay, I just want to clarify. Thanks.

Brittain asked if there was any additional discussion; he said seeing none, I'll look for a motion.

Woodman made a motion to approve the Zoning Amendment and Preliminary Plat, subject to the conditions stipulated in the staff report. Stechmann seconded. The motion was approved unanimously (4-to-0 vote).

Brittain said this item will be on the March 18, 2026 City Council agenda.

E. McHattie Landing - PP2026-006

M/I Homes of Minneapolis/St. Paul, LLC has applied for a Preliminary Plat and Planned Unit Development (PUD) for a proposed subdivision to be known as McHattie Landing, that will be located at 9119 and 9165 Military Road, which will consist of 85 single-family homes on approximately 34.3 acres. The property is currently zoned R-4, Transitional Residential.

Becker summarized the staff report and recommended approval subject to the conditions stipulated in this staff report.

Brittain asked if there were any questions for staff.

Bhat said so, when the roundabout is going to be built in the future, you would have like a triangular piece of land between this proposed neighborhood and the roundabout, set back from the road. What does the City have in mind for that piece of land in the future? Becker replied I will defer to our City Engineer, Paul, here. Good Evening, Mr. Chair, Commissioners, I'm Paul Sponholz, the City Engineer. Right now, its a County Right-of-Way, and at this time, they don't know what they will need for that. It could be a place for a County drainage pond or something, but at this point, they don't want to give up the use of that Right-of-Way at this time. Bhat said okay, thank you.

Brittain asked if there were additional questions for staff, and there were none. Brittain asked does the applicant have anything they'd like to add?

Mr. Chair, Members of the Commission, I'm Emily Becker with M/I Homes, 5354 Parkdale Drive, Suite 100, St. Louis Park, 55416. I don't have anything to add, Kelly did a great job, very thorough with her report and presentation. Only maybe that we did work really hard to avoid the bedrock, to avoid as much blasting as possible. We would be happy to alert property owners, certainly. I did get a comment from one of the neighboring properties, the Lochridge Development, that they didn't even think that there was blasting. So, it is a lot less impactful than one might think, it does sound kind of scary, but if there are any questions, I'd be happy to answer them.

Brittain said thank you, are there questions for the applicant?

Stechmann said could you just tell us a little bit more about the blasting, so it's not something that you'd expect, from what you see on TV? So, what do they do with the blasting? Becker said so, they're just trying to loosen up the bedrock so that it can actually be excavated. I've never experienced it myself, I've seen videos of it. And down at Mississippi Landing, we're also building down there, so it's loud for a very, very short amount of time.

Brittain asked if there were additional questions, and there were none. Brittain said thank you.

Brittain opened the Public Hearing.

Mr. Chairman, Commissioners, thank you very much. My name is Mark Kolosky, 6322 Jeffery Avenue South, Cottage Grove, MN. I wrote a little something here on the effect of Military Road closing. Currently, Jeffery Avenue South functions already as a cut-through road for traffic coming off Keats and Woodbury Drive, heading north. We experience speeding daily, there are many young children on our streets, and just today there was actually a crash on our road. If Military Road is closed, that traffic won't disappear, it will be redirected on Jeffery Avenue South. There are approximately 250 single-family homes in that area, and our street will effectively become a collector road even though it was never designed to handle that volume or speed of traffic. This also raises concerns about emergency response times if Jeffery Avenue South becomes congested with additional traffic. For our through traffic, it could delay police, fire, and medical vehicles trying to access our neighborhood or surrounding areas. This is a Public Safety issue that deserves careful consideration. I understand the importance of trails and connectivity, but we cannot solve one planning goal by creating a safety problem on an existing residential street. Military needs to remain open or, at a minimum, be connected to Ravine Parkway South to preserve proper traffic flow. I respectfully ask that a formal traffic and speed study be conducted on Jeffery Avenue South before any decision is finalized so it's based on real data. Again, right now all traffic to the east and the south come right through our neighborhood, and that's a lot. With this proposed plan, and with closing down Military Road, all west and southwest traffic will now use our road to connect the family homes up north. Thank you so much for your time. Brittain said thank you.

My name is Glen Dahlquist, 6235 Jarvis Avenue South, and I'm in Cardinal Reserve. I saw a picture up there on a road, a red line, on the north side of Cardinal Reserve. Was that a planned road to be fed into Pioneer Drive? Brittain said we'll take notes on the questions that you have, and then once we have all the notes, then staff will respond. Dahlquist said I do understand that's in

Woodbury, but was wondering if any of that was a planned route for the people in the north side of that area to get over to Pioneer and then north. Thank you. Brittain said thank you, sir.

No one else spoke. Brittain closed the Public Hearing.

Brittain asked staff if they could address the concerns brought up in the comments.

Sponholz said Good Evening, Mr. Chair and Commissioners. We had some questions here on the traffic on Jeffery. We are in the middle of doing a traffic count on that right now, but confirming our assumptions here, as presented earlier, we expect the traffic to be about 2,500 vehicles a day on Jeffery; that is consistent with other residential streets similar to this throughout the City. So, that is something that we expected. We do have access via Jarvis and eventually it will be Jennifer connecting up to Woodbury. This has been part of our planning throughout the years here to do this project here like this. We had a question regarding that red line, I'm sorry, what was the? Dahlquist said it's regarding that farmer's road that goes north of that Cardinal Reserve property and it's actually in Woodbury, and that goes east to west. Sponholz asked that existing gravel road? Dahlquist said yeah. Sponholz said that's a private driveway on private land, so that will not be a future roadway. Woodbury's Comprehensive Plan calls for an east-west route some distance to the north of that, that was in one of these drawings, I believe. Here you can see the "Future Glacial Valley Road" is Woodbury's future east-west route, and then we'd have a connection from our Jennifer Avenue up to that as well; and then the "Future Pioneer Road," which has been slowly extending to the south and will continue to extend and meet up with the County's roundabout. Does that cover the questions that we had?

Brittain asked Sponholz could you address this? I know that long term the vacation of Military Road was the plan. Can you comment on the construction level for the existing roadway that all that traffic is going to have to use at this particular point in time and what the original assumptions were, and the expectations that that would be the road and that it would be able to handle the traffic flows that are expected? Sponholz replied with the construction of this McHattie Landing here, then Jarvis, we will not close Military Road, as presented, until all the final streets in McHattie Landing will be constructed. So, that will give us a secondary access to this neighborhood until the other connections are made. Brittain said with respect of Jeffery Avenue, though, it is expected that that's where the traffic would go, I'm assuming that. Sponholz said yep. Brittain said with the traffic flows and any studies that we did with the developments of those properties were taken into consideration when constructing that particular road, is that correct? Sponholz replied the developers of these neighborhoods were letting their buyers know that this was going to happen, that Military was going to close, so this was presented to the people as the land was being developed and purchased.

Kolosky said not true, that's not true, I was not notified of that. Can you speak on the 2,500 cars that are now or that's what's going to come? Brittain asked Sponholz if he could expand upon the traffic counts and relate that to other streets in the area and what the expected traffic counts in those areas are as well, in comparison. Sponholz said we don't have the final results yet. We did have a traffic count completed this week and preliminarily, it is similar to what we were expecting, the 2,500 vehicles a day. There is a substantial amount of traffic from the neighborhoods to the south, and that traffic would be eliminated when we close Military; they would be forced to use Pioneer Road instead of Military. So, they would no longer cut through Jeffery and there would be the reduction of that traffic. So, the traffic will increase on Jeffery, but they also will be using Jarvis as well. Brittain said all right, thank you.

Stechmann said I have a quick question. Are there any traffic-calming measures that could be incorporated into this to help assuage the concerns about the volume and the speed and the safety concerns that we heard tonight? Sponholz replied it is a neighborhood street that is only 28 feet wide, with parking on both sides, and at this time, we have no plans on removing that parking ability. So, that alone would be a substantial thing to be used to slow traffic, and that's somewhat on purpose, that with the people that are parked along there, it will reduce traffic speeds.

Bhat said so, how do these roads that are currently open going into the Military, the existing road, would terminate? Are they going to be like dead ends, or? Because there's going to be a walking path in the future, right? Sponholz replied as you know, in the past we've been closing parts of Military, south of Pioneer here, if you're familiar with some of what was done down there, it's going to be very similar. So, when McHattie Landing is constructed here, once the connections are made on Jarvis, then this portion that's shown in red here will be completely removed. We will continue to maintain Military, connected to Jeffery, until additional development occurs down here. So, this will just become a T-intersection so there would be no need for any kind of cul-de-sac or anything on that. Burfeind said so, just to clarify, the existing roadways in the northerly subdivision would pass over the Military Road trail and connect to the roadways in McHattie Landing, correct? Sponholz replied that's correct, commissioner. Brittain asked Bhat does that answer your question? Bhat replied it does, thank you.

Brittain asked if there was additional discussion or questions, there was none. Brittain said since there's no additional discussion, I'll be looking for a motion.

Woodman made a motion to approve the Preliminary Plat and Planned Unit Development (PUD) for McHattie Landing, subject to the conditions stipulated in the staff report. Bhat seconded. The motion was approved unanimously (4-to-0 vote).

Brittain said this item will be on the March 18, 2026 City Council agenda.

7. APPROVAL OF MINUTES

A. Approval of the December 15, 2025, Planning Commission Meeting Minutes

Woodman made a motion to approve the December 15, 2025, Planning Commission Meeting Minutes. Stechmann seconded. Motion passed unanimously (4-to-0 vote).

8. REPORTS

A. RECAP OF JANUARY AND FEBRUARY 2026 CITY COUNCIL MEETINGS

Schmitz summarized the actions taken at the January and February 2026 City Council Meetings.

January 7: There were no items to note on that agenda, but I did want to reference on January 10, our Council met for their Annual Strategic Planning Retreat this year with staff, where we talked about our future goals and visions for 2026. Council had a great discussion about kind of where we're looking to go and what we'd like to see happen in the community in 2026. So, we're looking forward to meeting those challenges.

January 21: I would just mention the Council did approve Van Meter's request for an addition to their current facility in our Business Park, so Van Meter will be moving forward with that work here in the Spring.

February 4: Council did approve the Mississippi Landing 3rd Addition, which is the second to last Addition in the Mississippi Landing development; so, that's 66 lots that are now platted out there, continuing to be successful. This is a great opportunity to make note the Council did approve the Front Desk Security Improvement Plan. COVID kind of threw everybody for a loop several years ago, if you recall, and we kind of did some intermediate work to make that protection for our Front Desk folks, so this project will start here in the next week or so. It's great for folks to know that we'll have a little bit of disruption here at City Hall, and that Front Desk will actually be accessed through the Police side or Police front desk while we're over here working through that for about a month or so.

February 18: Council did approve the Yellow Tree apartment project that is located adjacent to The Legends, the 186-unit apartment project. So, that project will likely be looking to submit their Building Permit here this Spring, and obviously would hope to be in the ground as it thaws out this year.

Schmitz said with that, I will pass it to Council Member Olsen if he has anything to add or if you have any questions for him.

Council Member Olsen said Good Evening, Mr. Chair and Members of the Commission. I don't really have anything to add in terms of the work that the City Council has done, other than I do want to note that, as Emily stated, Yellow Tree got approved at last Wednesday's Council Meeting. The information that you all provided during your very robust discussion about that project was brought forward. Several answers to some of those questions were provided to us, and it met with Council's satisfaction, but I want to thank you for raising those concerns because without that, that would not have been part of the discussion, and I think it was a very important part of the discussion.

I also want to mention that tonight would have been the last meeting for our current Chair; unfortunately, Evan couldn't be here this evening, so it is his plan to attend our meeting next month to be recognized for his hard work and effort as Chair of the commission. I'm looking forward to that opportunity to thank him for his service. That being said, that does create an opportunity because we will have to fill the Chair's position. As we do with all of our commissions, we will take nominations, so to speak, from anybody who may be interested in filling that role, as well as the role of the Vice Chair. Those nominations will then be considered, and I will make a decision that will get approved before our next Planning Commission meeting as to who our new Chair will be. I do want to let you know that we have already had one individual express interest in becoming the new Chair, but if you or any of the members who are not here this evening have any interest, I would suggest get a hold of me or Emily as soon

as you can so that we can have a discussion about how we want to move forward with that position. Obviously, the Chair position is a very important position, as you saw this evening when we have a number of things on the agenda, it's really critical that we manage things efficiently but also ensure that the public is heard, and that all of their various thoughts, opinions, and concerns get addressed appropriately. So, it's a big job. If you or anyone else on the commission are interested, please let me know. As I said, we already do have one person who has expressed interest. That also means that we will have an opportunity to fill a seat on the Planning Commission, and with that said, I have spoken to a few people in the public who have expressed some interest, but I haven't seen their applications yet. So, if you have anyone in your sphere of influence that you think might be a great addition to the team of the Planning Commission, I would encourage you to reach out to those folks; let them know that we will be appointing a new member to the Planning Commission before the next Planning Commission meeting, which is always the last Monday of the month, and I would welcome your feedback and input on anybody that you reach out to that you think should be under consideration. The key is they have to fill out that application, it has to come through so that we can do some interviews. And with that, I'll turn it over to you, Mr. Chair, if there are any questions.

Brittain asked if there were any questions for Council Member Olsen; none were asked. Brittain thanked Council Member Olsen.

B. RESPONSE TO PLANNING COMMISSION INQUIRIES - None.

C. PLANNING COMMISSION REQUESTS

Bhat said I do see that we got this email, but would it be possible to get the emails ahead of time so that we have time to read them? Schmitz replied yes, Mr. Chair, Commissioner Bhat, typically we do sometimes get those comments; this one was received today. So, it was tough to get that to you in the packet, as that goes out on Friday. So, we do provide these. However, we can certainly work to send those out directly, if we receive them in time the day of the meeting. Bhat said that would be great. I mean, even if you receive it over the weekend, if you could forward that, that would be great. Schmitz replied and if it was received on the weekend, we would certainly pass it along on Monday, as soon as we receive it ourselves. Bhat said thank you.

9. ADJOURNMENT

Stechmann made a motion to adjourn the meeting. Woodman seconded. Motion passed unanimously (4-to-0 vote). The meeting was adjourned at 8:50 p.m.



City Council Action Request

7.C.

Meeting Date 4/1/2026

Department Community Development

Agenda Category Action Item

Title Rental License Approvals

Staff Recommendation Approve the issuance of rental licenses to the addresses listed in the attached table.

Budget Implication N/A

Attachments

1.	Rental License Approvals CC Memo
2.	Rental License Approvals Table



TO: Honorable Mayor and City Council
Jennifer Levitt, City Administrator

FROM: Samantha Drewry, Code Enforcement Officer

DATE: March 24, 2026

RE: Rental License Approvals

Background/Discussion

Rental licenses are required for nonowner-occupied residential properties (City Code Title 9-13, Property Maintenance, and Title 9-14, Rental Licensing) and are issued on a biennial basis. The licensing process includes submittal of the rental license application, payment of the rental license fee, and public criminal history report. Rental inspections are conducted on all rental properties as part of the licensing process. Once all information has been submitted and the inspection satisfactorily completed, the Council must approve the license prior to it being issued.

The properties listed in the attached table have completed the licensing process and are ready to have their licenses issued following Council approval.

Recommendation

Approve the issuance of rental licenses to the properties listed in the attached table.

**2026 RENTAL LICENSES
CITY COUNCIL APPROVAL - APRIL 1, 2026**

RENTAL LICENSE NUMBER	PROPERTY STREET #	PROPERTY STREET NAME	PROPERTY OWNER
RENT-002035	8015	Hadley Avenue South	Wagner, Ken
RENT-002351	7571	Immanuel Avenue South	Ola & Associates
RENT-002410	6995	Timber Ridge Drive South	Yang, Kee Tongpia
RENT-002958	9607	Hallmark Avenue South	HPA Borrower 2019-2 LLC
RENT-003050	6734	Meadow Grass Lane South	Afton Holdings
RENT-003119	6748	Pine Crest Trail South	Maria Ron Vargas

MULTI-FAMILY:

Aurilla Apartments, 7689 Hardwood Avenue: 1 Building, 171 Units

Cottage Grove Estates (Oakwood Heights), 7565 79th Street: 6 Buildings, 24 Units

Cottages of Cottage Grove, 8240 East Point Douglas Road: 5 Buildings; 60 Units

Legends of Cottage Grove, 6999 East Point Douglas Road: 1 Building; 184 Units

Norris Square, 6990 80th Street: 2 Buildings, 148 Units



City Council Action Request

7.D.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title Massage Therapist & Business License (Sole Massage by Savannah, LLC)

Staff Recommendation Authorize the issuance of a massage business license and massage therapist license to Savannah Marie Koenig at the new location of Oasis Chiropractic (7424 E Point Douglas Rd).

Budget Implication N/A

Attachments

1.	Savannah Koenig (Massage Therapist & Business)
2.	Memo - Public Safety (Koenig)



TO: Honorable Mayor and City Council
Jennifer Levitt, City Administrator

FROM: Tamara Anderson, City Clerk

DATE: March 9, 2026

RE: Massage Business and Massage Therapist License - Savannah Marie Koenig

Discussion:

On January 3, 2025, Ms. Savannah Koenig originally submitted an application to operate a massage therapy business and to be licensed as a massage therapist within the City of Cottage Grove. While she was previously authorized to practice at Salons by JC, Ms. Koenig is now requesting to relocate her professional practice.

Per City ordinance, both massage business and massage therapist licenses are specifically tied to the physical location at which the services are provided. Ms. Koenig is moving her operations to the following address:

Oasis Chiropractic, 7424 E Point Douglas Rd.

Background Investigation & Compliance:

Ms. Koenig continues to meet all professional and educational standards required by the City:

In addition to passing the initial City background investigation conducted by the Public Safety Department in January 2025, Ms. Koenig has now successfully cleared the newly required Federal Background check.

There are no records of disciplinary actions against Ms. Koenig with the MN Department of Health Office of Unlicensed Complementary and Alternative Health Care Practice.

Her educational credentials from St. Paul College, an accredited institution, remain on file and in full compliance with City Code licensing requirements.

Recommendation:

Authorize the issuance of a massage business license and massage therapist license to Savannah Marie Koenig at the new location of Oasis Chiropractic (7424 E Point Douglas Rd).

To: City Administrator Jennifer Levitt
From: Director of Public Safety Peter J. Koerner
Date: March 26, 2026
Subject: **MASSAGE THERAPIST LICENSE RENEWAL – MOVING LOCATIONS**

INTRODUCTION

All persons requesting to practice massage therapy within the City of Cottage Grove are required by City Ordinance to be licensed.

BACKGROUND

Pursuant to City Ordinance, Savannah Marie Koenig has submitted an application for a Massage Therapist License Renewal to be independently contracted by Oasis Chiropractic, 7424 East Point Douglas Rd, S, Cottage Grove, MN 55016. The Department of Public Safety is required to conduct a police investigation of the applicant.

DISCUSSION

The application of Savannah Marie Koenig, as submitted, is complete and in compliance with our ordinance.

We have investigated the applicant and have not found any facts which would constitute a basis for denial of a Massage Therapist License, under the provisions of the City Ordinance.

RECOMMENDATION

Recommend that the City Council approve the Massage Therapist License Renewal application to another location for Savannah Marie Koenig.



Peter Koerner – Director of Public Safety

03/26/2026



City Council Action Request

7.E.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title Giza Inc. DBA Moon Soon Tobacco – Cannabis Lower-Potency Hemp Edible Business Registration

Staff Recommendation Approve the Cannabis Lower-Potency Hemp Edible Business Registration for Giza Inc DBA Moon Soon Tobacco (7584 80th Street South, Suite #201).

Budget Implication N/A

Attachments	1. Memo - City Clerk
	2. Memo - Public Safety
	3. 2025-181 (CUP Low Potency Edible Retailer 7584 80th Street) MoonSoon



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

From: Tamara Anderson, City Clerk

Date: 3/17/2026

Subject: Giza Inc. DBA Moon Soon Tobacco – Cannabis Lower-Potency Hemp Edible Business Registration

Introduction:

Giza Inc DBA Moon Soon Tobacco has applied for a cannabis lower-potency hemp edible business registration for its location at 7584 80th Street South, Suite #201, Cottage Grove. This application follows regulations for cannabis and lower-potency hemp edible retail businesses, as adopted in Ordinance 1089 on November 25, 2025.

The city ordinance requires all applicants to meet specific performance standards to be granted a cannabis lower-potency hemp edible business registration. Giza Inc DBA Moon Soon Tobacco has met the following requirements:

- **Zoning:** To meet zoning requirements, the applicant must obtain a Conditional Use Permit (CUP). Moon Soon received theirs at the December 3, 2025, Council meeting Resolution 2025-181.
- **Fees:** The applicant has paid the required \$250 registration fee, which covers the first year and the first renewal.
- **Taxes:** The applicant is current on all property taxes, assessments, and other city fees.
- **State License:** The business holds a preliminary state license from the Office of Cannabis Management for the requested operations.
- **Background Check:** The applicant has passed the necessary background check.
- **Inspections:** The business agrees to be open to inspection by local law enforcement or other authorized city officials during regular business hours.

The city will conduct compliance checks at least once a year. The registration is only valid for the specific, contiguous space detailed in the application.

Staff Recommendation:

Staff recommends the approval of the Cannabis Lower-Potency Hemp Edible Business Registration for Giza Inc DBA Moon Soon Tobacco (7584 80th Street South, Suite #201).

To: City Administrator Jennifer Levitt
From: Director of Public Safety Peter J. Koerner
Date: March 16, 2026
Subject: Lower-Potency Hemp Edible Retailer - Moonsoon

INTRODUCTION

All persons requesting to sell Lower-Potency Hemp Edibles within the City of Cottage Grove are required by City Ordinance to be licensed.

BACKGROUND

Pursuant to City Ordinance, Ramadan Abdalla Aly Hussein, has submitted an application for Moonsoon Tobacco, 7584 80th Street S, Suite 201, Cottage Grove, MN 55016. The Department of Public Safety is required to conduct a police investigation of the applicant.

DISCUSSION

The application for Ramadan Abdalla Aly Hussein is complete and in compliance with our ordinance.

We have investigated the applicant and have not found any facts which would constitute a basis for denial of a tobacco shop under the provisions of the City Ordinance.

RECOMMENDATION

Recommend that the City Council approve the application for Moonsoon.



Peter Koerner - Director of Public Safety

03/16/2026

Receipt#: 696597

RES \$46.00

Return to:
CITY OF COTTAGE GROVE
12800 RAVINE PKWY S
COTTAGE GROVE MN 55016

4490978



Certified Filed and/or recorded on:

12/9/2025 2:53 PM

4490978

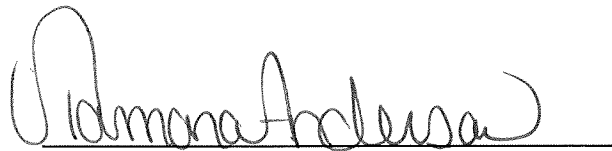
Office of the County Recorder
Washington County, Minnesota
Amy Stenfenagel, County Recorder

STATE OF MINNESOTA)
COUNTY OF WASHINGTON)
CITY OF COTTAGE GROVE)

I, the undersigned, being the duly qualified and acting City Clerk of the City of Cottage Grove, Minnesota, DO HEREBY CERTIFY, that I have carefully compared the attached copy of Resolution No. 2025-181 of the City of Cottage Grove with the original on file in my office and the same is a full, true and complete transcript therefrom.

WITNESS, my hand as such City Clerk and the corporate seal of the City this 4th day of December, 2025.





Tamara Anderson, City Clerk

SEAL

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2025-181

**A RESOLUTION APPROVING A CONDITIONAL USE PERMIT FOR
LOWER POTENCY HEMP EDIBLE RETAILER TO BE LOCATED
AT 7584 80th STREET SOUTH, SUITE #201**

WHEREAS, Giza Inc. (dba MoonSoon Tobacco) applied for a Conditional Use Permit for Lower Potency Hemp Edible Retailer to be located at 7584 80th Street South Suite #201, at the property legally described below:

All that part of the Southwest Quarter of the Southeast Quarter of Section 8, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows: Beginning at a point on the South line of Said Southwest Quarter of the Southeast Quarter of Section 8, said point being 2000 feet West from the Southeast corner of said Section 8; thence North at right angles to the South line of said Section 8, 300 feet; thence West at right angles 150 feet; thence South at right angles 300 feet to the South line of said Section 8; thence East on the said South line of Section 8, 150 feet to the point of beginning.

Abstract Property

Commonly known as 7584 80th Street South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, public hearing notices were mailed to property owners within 500 feet of the property, and a public hearing notice was published in the St. Paul Pioneer Press; and

WHEREAS, a planning staff report, which detailed specific information on the property, and the application request was prepared and presented; and

WHEREAS, the public hearing was open for public testimony. No public testimony was received. The applicant attended the public hearing, and staff and the applicant answered questions from the Planning Commission; and


WHEREAS, the Planning Commission unanimously (5-to-0 vote) recommended that the City Council approve the Conditional Use Permit application for the proposed lower potency hemp edible retailer at their November 24, 2025, meeting.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby approves the Conditional Use Permit for a lower potency hemp edible retailer at the property legally described above, subject to the following conditions:

1. A City of Cottage Grove Low Potency Hemp Edible Retailer registration must be approved prior to conducting sales on site.
2. The business shall maintain registration and licensure with the State of Minnesota Office of Cannabis Management.


3. Signage is not approved with this Conditional Use Permit. Any proposed new signage shall meet the requirements of the City's Sign Ordinance and require a separate building permit.
4. Sale of Low Potency Hemp products shall only occur during the hours of 10:00 a.m. to 10:00 p.m. Point of Sale technology shall be programmed to limit the sale of Low Potency products to the permitted time only. The applicant shall provide sale reports if requested by staff.

Passed this 3rd day of December 2025.



Myron Bailey, Mayor

Attest:



Tamara Anderson, City Clerk



City Council Action Request

7.F.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title Six Remnant Defendants Opioid Settlement Agreement

Staff Recommendation Approve Resolution 2026-048, and authorize the City Clerk to execute the Combined Subdivision Participation and Release Form with the Six Remnant Defendants Settlement Agreement and any related documentation.

Budget Implication N/A

Attachments

1.	Memo - New National Opioids Settlement – Six Remnant Defendants
2.	Resolution 2026-048



TO: Honorable Mayor and City Council
Jennifer Levitt, City Administrator

FROM: Tamara Anderson, City Clerk

DATE: 3/16/2026

RE: Approval of New National Opioids Settlement – Six Remnant Defendants

Discussion

The City has been notified of another national opioid settlement, this time involving six regional distributors and dispensers known as the "Six Remnant Defendants." These include Associated Pharmacies, J M Smith Corporation, Morris and Dickson Co., Louisiana Wholesale Drug Company, North Carolina Mutual Wholesale Drug Company, and United Natural Foods (including SuperValu).

This agreement is fundamentally consistent with the previous settlements the City has processed with entities such as Janssen, Teva, Allergan, CVS, Walgreens, and Walmart.

To participate, we must agree to the terms for all six defendants together—we can't pick and choose. By signing, the City releases these entities from future claims and agrees that any funds received will be used only for the purposes outlined in the settlement. The deadline to submit the signed forms is May 4, 2026.

The City Attorney has been made aware of the agreement. The settlement documents will be provided via DocuSign, and the City Attorney will review the final forms for legal sufficiency prior to execution. The deadline to submit the signed forms is May 4, 2026.

Recommendation

Approve Resolution 2026-048, and authorize the City Clerk to execute the Combined Subdivision Participation and Release Form with the Six Remnant Defendants Settlement Agreement and any related documentation, subject to review and approval as to form by the City Attorney.

**CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-048**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE NATIONAL OPIOID
SETTLEMENT WITH THE SIX REMNANT DEFENDANTS.**

WHEREAS, the City of Cottage Grove has been notified of a new proposed national opioids settlement involving six regional distributor and dispenser defendants known as the "Six Remnant Defendants": Associated Pharmacies, Inc. (and American Associated Pharmacies); J M Smith Corporation; Morris and Dickson Co., L.L.C.; Louisiana Wholesale Drug Company, Inc.; North Carolina Mutual Wholesale Drug Company, Inc.; and United Natural Foods, Inc. (including subsidiaries SuperValu and Advantage Logistics); and

WHEREAS, participation requires the City to agree to the terms for all six defendants collectively and to release these entities from all future claims related to the national prescription opiate litigation; and

WHEREAS, any monetary payments received through this settlement must be used solely for the opioid remediation purposes defined within the settlement agreement; and

WHEREAS, the deadline to submit the executed Combined Subdivision Participation and Release Form is Monday, May 4, 2026

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the City hereby approves participation in the Six Remnant Defendants Settlement Agreement and authorizes the City Clerk to execute the Combined Subdivision Participation and Release Form and any other necessary documentation to effectuate this agreement.

Passed this 1st day of April, 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.G.

Meeting Date	4/1/2026				
Department	Finance				
Agenda Category	Resolution				
Title	Receive Fund Balance of General Fund as of December 31, 2025				
Staff Recommendation	Receive information on the General Fund as of December 31, 2025				
Budget Implication	N/A				
Attachments	<table border="1"><tr><td>1.</td><td>cc memo 2025 General Fund-Fund Balance</td></tr><tr><td>2.</td><td>General Fund -Fund Balance Calculation</td></tr></table>	1.	cc memo 2025 General Fund-Fund Balance	2.	General Fund -Fund Balance Calculation
1.	cc memo 2025 General Fund-Fund Balance				
2.	General Fund -Fund Balance Calculation				



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

From: Brenda Malinowski, Finance Director

Date: April 1, 2026

Subject: Fund Balance – General Fund on December 31, 2025

Introduction

In accordance with Resolution 2024-183, the City Council shall be advised about the designation of fund balance and associated transfers as soon as is practical after the close of the fiscal year.

Discussion

Council approved the Fund Balance Policy in 2024 which specifies that unassigned fund balance for the General Fund shall be between 45% and 55% of the subsequent General Fund expenditure budget. The 2025 ending fund balance after transfers is within this range at 50%.

At the close of the fiscal year, the General Fund is estimated to have an increase of fund balance before transfer of \$2,483,856 due to strong revenues related to permits for building and right of way activities and strong investment performance. On the expenditure side, all departments were able to control costs while providing services to the community. \$300,000 of the fund balance increase will be transferred to the Compensated Absences Fund to fund the increase in the compensated absences liability in 2025, and \$850,000 will be transferred to the EMS Fund to fund the deficit cash balance due to low reimbursement rates for Medicare and Medicaid, and to fund a new ambulance.

After these transfers, \$16,901,358 is available to allocated per the fund balance policy.

Description	Amount
2024 ending fund balance	\$15,567,502
2025 increase in fund balance (before transfers)	2,483,856
Less: transfer to the Compensated Absences Fund	(300,000)
Less: transfer to the Cottage Grove EMS Fund for deficit cash	(550,000)
Less: transfer to the Cottage Grove EMS Fund for an ambulance	(300,000)
2025 ending fund balance to be assigned per fund balance policy	\$16,901,358

Per the fund balance policy, the General Fund balance will be assigned as follows:

General Fund-Fund Balance as of December 31, 2025 is as follows:

Prepaid Items	\$ 15,456
Assignment for specific purposes (see table below for details)	730,000
One-time public safety aid for future public safety expenses	414,027
School bus safety	5,600
Unassigned Fund Balance (working capital) 50% of 2026 Budget	15,571,850
Unassigned Fund Balance (15% of transfers referenced below)	24,663
	\$16,761,596

After the assignments, there will be \$164,425 remaining that will be transferred in accordance with the fund balance policy as follows: General Fund (15%) outstanding debt (30%), equipment replacement (25%), building replacement (15%), and future pavement management (10%), and the fleet internal service fund (5%).

Assignment of Fund Balance for Specific Purposes

The City Administrator and Finance Director have assigned the following balances for specific purposes under the policy. \$730,000 is assigned for use in future budgets as follows:

Description	Amount
Building Inspector position funded with 2025 revenue	\$130,000
Engineering Permit Tech funded with 2025 revenue	150,000
Other development expenses related to permits & row	50,000
Elections carryforward	45,000
Flock cameras	36,000
Fire cadet program	56,000
Gold Award unspent funds from 2025	12,000
Transfer to Municipal Building Fund for HVAC rebalance	10,000
Transfer to Muni. Building Fund for security upgrades	30,000
Inspection expenses for scanning	15,000
Youth Service Bureau contribution	5,000
Contract items	100,000
Salt spreader controls that were not delivered until 2026	87,000
Park supplies that were not delivered until 2026	4,000
	\$730,000

This information is subject to audit and is not finalized. The year-end results will be incorporated into the City’s Annual Comprehensive Financial Report (ACFR), which is currently in preparation. A detailed review of year-end financials will be presented at the Council meeting on June 3rd.

Action Requested

No action is required by the Council.

**General Fund
Computation of Fund Balance - December 31, 2025 Estimated**

	2025		2024	
	Based on	Designated Amount	Based on	Designated Amount
General Fund Amount Available : <i>Per the preliminary financial statements</i> (see below)		<u>\$ 16,901,358</u>		<u>\$ 15,567,504</u>
Non Spendable Fund Balance				
Prepaid Items		15,456		13,556
	Fund Balance Amounts Assigned (Per 2024 Fund Balance Policy)		Fund Balance Amounts Assigned (Per 2024 Fund Balance Policy)	
Other Amounts as determined by City Administrator/Finance Director				
<i>Designated for future budgets</i>		730,000		776,000
<i>One-time public safety aid</i>		414,027		1,052,777
<i>Amounts collected for violations of "school bus arm"</i>		5,600		5,600
Unassigned Fund Balance per fund Balance Policy	31,143,700		28,446,310	
<i>45% to 55% of subsequent year budget</i>	50.0%	<u>15,571,850</u>	48.2%	<u>13,719,570</u>
Total		<u>16,736,933</u>		<u>15,567,503</u>
Amounts in excess of fund balance policy - available for transfer		<u>164,425</u>		<u>1</u>
Outstanding debt	30%	49,328	30%	-
Equipment Replacement	25%	41,106	25%	-
Building Replacement	15%	24,664	15%	-
Future Pavement Mgmt	10%	16,443	10%	-
Internal Service Funds-Insurance Fund	5%	8,221	5%	-
Transferred to other funds		<u>139,762</u>		<u>-</u>
Remaining	Unassigned	<u>24,663</u>	Unassigned	<u>1</u>
Remaining year-end General Fund - Fund Balance		<u>\$ 16,761,596</u>		<u>\$ 15,567,504</u>



City Council Action Request

7.H.

Meeting Date 4/1/2026

Department Finance

Agenda Category Resolution

Title 2025 and 2026 Budget Revisions

Staff Recommendation 1) Adopt Resolution 2026-052, 2025 Budget Revisions. 2) Adopt Resolution 2026-053, 2026 Budget Revisions.

Budget Implication See resolutions

Attachments

1.	CC Memo 2025 and 2026 Budget Adjustments
2.	Res 2026-052 Revised 2025 Budget
3.	Res 2026-053 Revised 2026 Budget



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

From: Brenda Malinowski, Finance Director

Date: April 1, 2026

Subject: 2025 and 2026 Budget Revisions

Background

The Council is requested to consider resolutions to amend the 2025 and 2026 Budgets.

Discussion

2025 Budget Adjustments

Each year events occur that were not identified in the original adopted Budget. The adopted Budget can be amended to reflect these changes.

General Fund

- Development Related (\$75,000)
 - Increase engineering expenditure for costs that were needed due to increased development activity and ROW permit activity. Increase charges for services (ROW permits) by the same amount.
- Property taxes (\$160,000)
 - Decrease property tax revenue that was not received in 2025 and decrease budget contingency by the same amount. Due to a decreased collection rate of 99.28% for 2025 compared to 99.95% in 2024, an adjustment is necessary. Budget contingency is available for this purpose.

2026 Budget Adjustments

Certain activities were not included in the 2026 adopted budget that was approved in December, since there were savings in the 2025 budget to fund these 2026 activities and items. The 2026 adopted budget can be amended to reflect these changes.

General Fund

Description	Amount
Building Inspector position funded with 2025 revenue	\$130,000
Engineering Permit Tech funded with 2025 revenue	150,000
Other development expenses related to permits & row	50,000
Elections carryforward	45,000
Flock cameras	36,000
Fire cadet program	56,000
Gold Award unspent funds from 2025	12,000
Transfer to Municipal Building Fund for HVAC rebalance	10,000
Transfer to Muni. Building Fund for security upgrades	30,000
Inspection expenses for scanning	15,000
Youth Service Bureau contribution	5,000
Contract items	100,000
Salt spreader controls that were not delivered until 2026	87,000
Park supplies that were not delivered until 2026	4,000
Total	\$730,000

Recommendation

1. Approve Resolution, 2026-52, 2025 Budget Revisions.
2. Approve Resolution, 2026-53, 2026 Budget Revisions.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-052

2025 BUDGET REVISIONS

WHEREAS, events surrounding development, and other events that occurred in 2025 that were not part of the original Adopted Budget; and

WHEREAS Resolution 2024-171 adopted the 2025 operating budget; and

WHEREAS Resolution 2024-181 revised the 2025 operating budget; and

WHEREAS Resolution 2025-190 revised the 2025 operating budget; and

WHEREAS the City Council may authorize budget adjustments.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 2025 Budget shall be revised as follows:

	2025 Original Budget	2025 Revised Budget 12-18-2024	2025 Revised Budget 12-17-2025	2025 Revised Budget 4-1-2026
General Fund				
Revenue				
General Property Tax	\$21,667,200	\$21,667,200	\$21,667,200	\$21,507,200
Licenses & Permits	2,369,970	2,369,970	2,714,970	2,714,970
Intergovernmental	1,661,750	1,681,750	1,880,750	1,880,750
Charges for Services	1,705,700	1,705,700	1,850,700	1,925,700
Fines	150,000	150,000	150,000	150,000
Miscellaneous	207,200	207,200	266,200	266,200
Transfers In	684,490	684,490	684,490	684,490
Total	\$28,446,310	\$28,466,310	\$29,214,310	\$29,129,310

	2025 Original Budget	2025 Revised Budget 12-18- 2024	2025 Revised Budget 12- 17-2025	2025 Revised Budget 4-1- 2026
<u>Expenditures</u>				
General Government				
Mayor & Council	\$120,630	\$120,630	\$135,630	\$135,630
Administration	1,147,600	1,147,600	1,147,600	1,147,600
Professional services	540,000	540,000	585,000	585,000
City Clerk & Elections	227,700	227,700	227,700	227,700
Finance	776,550	776,550	776,550	776,550
City Hall	586,335	586,335	586,335	586,335
Emp. & Comm Prog.	180,100	192,100	223,200	223,200
Budget contingency	275,000	275,000	235,000	75,000
Community Development				
Planning, Zoning & Historic Preservation	640,490	640,490	670,490	670,490
Building inspection & Code Enforcement	1,602,905	1,602,905	1,902,905	1,902,905
Public Safety				
Police	11,025,750	11,215,750	11,399,250	11,399,250
Animal Control	29,330	29,330	29,330	29,330
Emergency Preparedness	86,680	166,680	176,680	176,680
Fire	2,498,600	2,561,000	2,583,900	2,583,900
Public Works				
Engineering	701,090	701,090	776,090	851,090
Street Maintenance	2,222,050	2,222,050	2,222,050	2,222,050
Signage	280,450	280,450	280,450	280,450
Snow Plowing	1,042,660	1,042,660	1,042,660	1,042,660
Public Works Admin	677,140	677,140	677,140	677,140
Forestry	504,330	614,930	614,930	614,930
Parks & Recreation				
Park Maintenance	2,506,070	2,537,070	2,565,570	2,565,570
Recreation	774,850	774,850	821,850	821,850
Total	\$28,446,310	\$28,932,310	\$29,680,310	\$30,645,310

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-053

2026 BUDGET REVISIONS

WHEREAS, certain events were not included in the original adopted budget for 2026 and were assigned in fund balance at the end of 2025; and

WHEREAS Resolution 2025-175 adopted the 2026 operating budget; and

WHEREAS the City Council may authorize budget adjustments.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 2026 Budget shall be revised as follows:

	2026 Original Budget	2026 Revised Budget
General Fund		
<u>Revenue</u>		
General Property Tax	\$23,781,200	\$23,781,200
Licenses & Permits	2,524,700	2,524,700
Intergovernmental	1,581,000	1,581,000
Charges for Services	1,992,200	1,992,200
Fines	150,000	150,000
Miscellaneous	309,600	309,600
Transfers In	805,000	805,000
Use of budget carryforward		730,000
Total	\$31,143,700	\$31,873,700

	2026 Original Budget	2026 Revised Budget
<u>Expenditures</u>		
General Government		
Mayor & Council	\$138,100	\$138,100
Administration	1,206,820	1,215,520
Professional services	553,500	553,500
City Clerk & Elections	276,300	321,300
Finance	846,300	853,400
City Hall	519,950	519,950
Emp. & Comm Prog.	217,450	229,450
Budget contingency	540,000	640,000
Transfers out	-	40,000
Community Development		
Planning, Zoning & Historic Preservation	713,850	716,100
Building inspection & Code Enforcement	1,687,370	1,834,620
Public Safety		
Police	\$12,226,280	12,274,580
Animal Control	33,050	33,050
Emergency Preparedness	91,110	91,110
Fire	2,616,010	2,672,010
Public Works		
Engineering	871,660	1,021,660
Street Maintenance	2,292,080	2,292,080
Signage	304,540	304,540
Snow Plowing	991,120	1,078,120
Public Works Admin	736,990	753,290
Forestry	568,290	568,290
Recycling	72,690	72,690
Parks & Recreation		
Park Maintenance	2,786,780	2,796,880
Recreation	853,460	853,460
Total	\$31,143,700	\$31,873,700

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.I.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title Intrastate Mutual Aid Cooperative Agreement

Staff Recommendation 1) Approve the City of Cottage Grove’s participation in the Minnesota Incident Command System (MNICS) Organization/Incident Management Team. 2) Approve the Intrastate Mutual Aid Cooperative Agreement between the Minnesota Department of Public Safety, Homeland Security and Emergency Management, and the City of Cottage Grove.

Budget Implication N/A

Attachments	1. MNICS Cooperative Agreement Memo to Council
	2. Resolution Approving Cooperative Agreement MNICS



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

From: Gwen Martin, Deputy Director of Public Safety

Date: March 25, 2026

Subject: Intrastate Mutual Aid Cooperative Agreement between the Minnesota Department of Public Safety, Homeland Security and Emergency Management and the City of Cottage Grove

INTRODUCTION

Beginning in late 2008, several local jurisdictions signed a Joint Powers Agreement (JPA) establishing the Regional All-Hazards Incident Management Organization (IMO), which created a joint powers entity that could deploy an All-Hazards Incident Management Team (AHIMT) comprised of employees of the various participants in the JPA who could be deployed to support incident management activities both within and outside of the State of Minnesota. In 2019, management of the IMO was moved from the City of Bloomington to Anoka County, and MN-1 AHIMT was formed. With this change the JPA was terminated, and all MN-1 AHIMT members' jurisdictions entered into new Cooperative Agreements that restructured the IMO (Cottage Grove City Council Resolution 2021-084).

Starting in 2021 when Minnesota experienced an unprecedented number of wildfires, several MN-1 AHIMT members began serving and continue to serve on one of the three Minnesota Incident Command System (MNICS) Incident Management Team (IMTs) that specifically gets deployed to wildfires. This year, the Minnesota Department of Public Safety, Homeland Security & Emergency Management (HSEM), who, pursuant to Minnesota Statute, Sections 12.27 coordinates emergency management and intrastate mutual aid for the State of Minnesota, is again assisting with the response and recovery missions of the MNICS IMTs. They are therefore requesting that all MN-1 AHIMT members who serve on one of these teams enter into an annual Intrastate Mutual Aid Cooperative Agreement with HSEM.

This Cooperative Agreement outlines the terms and conditions for HSEM to provide staffing and support to the MNICS teams. HSEM has requested that all jurisdictions/organizations review and approve the Intrastate Mutual Aid Cooperative Agreement and provide them with the appropriate signature page from their elected and/or appointed bodies. In 2024, this annual Cooperative Agreement was forwarded to our City Attorney, Kori Land, who was comfortable with approving the agreement as written and Council approved it (Cottage Grove City Council Resolution 2024-38). In

2025, Council again approved this annual Cooperative Agreement (Cottage Grove City Council Resolution 2025-031).

The City of Cottage Grove has a great opportunity to continue participating in the MNICS Organization by offering much needed leadership, experience, and support to the MNICS IMT with team member Gwen Martin, who has been serving on a MNICS IMT since 2021.

RECOMMENDATIONS

1. Approve the City of Cottage Grove's participation in the Minnesota Incident Command System (MNICS) Organization/Incident Management Team.
2. Approve the Intrastate Mutual Aid Cooperative Agreement between the Minnesota Department of Public Safety, Homeland Security and Emergency Management and the City of Cottage Grove.

Attachment: Intrastate Mutual Aid Cooperative Agreement

**CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026 - 061**

**A RESOLUTION APPROVING THE INTRASTATE MUTUAL AID COOPERATIVE
AGREEMENT FOR THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY
HOMELAND SECURITY AND EMERGENCY MANAGEMENT**

WHEREAS, the Minnesota Department of Public Safety, Homeland Security & Emergency Management (HSEM), pursuant to Minnesota Statutes, Section 12.27, coordinates emergency management and intrastate mutual aid for the State of Minnesota; and

WHEREAS, in case of disaster too great to be dealt with unassisted, a local political subdivision may dispatch resources, such as equipment and personnel, as considered necessary to combat that emergency or disaster outside the political subdivision; and

WHEREAS, HSEM has identified experienced and qualified public/private/special jurisdiction/tribal employees who are available to deploy and have agreed to assist with the response and recovery missions within the requesting jurisdiction(s), who have made official requests through the Duty Officer and/or State Emergency Operations Center (SEOC) and whose mission has been approved by the Authorized Representative or their designee; and

WHEREAS, the City of Cottage Grove's participation in the Minnesota Incident Command System (MNICS) Organization/Incident Management Team will benefit the City and other governmental units and agencies in the State of Minnesota.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that:

1. The City of Cottage Grove's participation in the Minnesota Incident Command System (MNICS) Organization/Incident Management Team is hereby approved.
2. The Intrastate Mutual Aid Cooperative Agreement for the Minnesota Department of Public Safety, Homeland Security & Emergency Management is hereby approved, and the signature page shall be executed by the Mayor and City Clerk and delivered to eoc.staff.logistic@state.mn.us as provided in the Cooperative Agreement.

Passed this ____ day of _____, 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.J.

Meeting Date 4/1/2026

Department Finance

Agenda Category Resolution

Title Approve 2025 and 2026 Interfund transfers and closing of funds

Staff Recommendation 1) Approve Resolution 2026-051, approving 2025 interfund transfers and closing of funds. 2) Approve Resolution 2026-060, approving the 2026 interfund transfer.

Budget Implication See resolutions.

Attachments

1.	CC Memo 2025 and 2026 Interfund Transfers and Closing of Funds
2.	Resolution 2026-51 Interfund Transfers 2025
3.	Resolution 2026-60 Interfund Transfer 2026



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

From: Brenda Malinowski, Finance Director

Date: April 1, 2026

Subject: 2025 and 2026 Interfund Transfers and Closing of Funds

Background

The City Council is requested to consider a resolution approving interfund transfers and closing of funds for 2025. During the course of the year, various funding transfers occur in order to reflect accurate financial activities between funds.

In addition, there is one resolution for an interfund transfer to consider for 2026, for an action that occurred in 2025.

Action Requested

Adopt Resolution 2026-51, Resolution Approving Interfund Transfers and Closing Funds.
Adopt Resolution 2026-60, Resolution Approving an Interfund Transfer for 2026.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-51

RESOLUTION APPROVING INTERFUND TRANSFERS AND CLOSING FUNDS

WHEREAS certain interfund transfers have been determined to be necessary in the completion of the 2025 financial statements, and

WHEREAS certain funds can now be closed since the activity needed to be accounted for in the fund is now complete and the fund is no longer necessary, and

WHEREAS budget adjustments for these transfers are approved as part of this action, and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the following interfund transfers and closed funds are made effective December 31, 2025.

From	To	Amount
100-General Fund	730-Comp. Absences fund	\$300,000
Purpose - Provide funding for the liability increase in the Compensated Absences fund.		
100-General Fund	660-Cottage Grove EMS fund	\$550,000
Purpose - Fund deficit cash balance in the Cottage Grove EMS fund due to low reimbursement rates for Medicare and Medicaid.		
100-General Fund	660-Cottage Grove EMS fund	\$300,000
Purpose - Fund replacement ambulance in the Cottage Grove EMS fund.		
100-General Fund		\$139,762
	300-Closed Debt fund	49,328
	210-Equip. Replace. fund	41,106
	525-Muni. Building fund	24,664
	560-Future Pavement Mgmt	16,443
	710-Fleet Services fund	8,221
Purpose -Transfers per the Fund Balance Policy.		
610-Water Operating fund		\$261,312
620-Sewer Operating fund		92,943
230-Storm Water Utility fund		155,437
235-Roadway Maintenance		53,698
Total	560-Pavement Manage. fund	563,390
Purpose - Record utility portions of the 2025 Pavement Management project as per the CIP, feasibility report and final cost allocation report from engineers.		
575-Water Area fund		\$21,000
Total	455-3M Settlement fund	21,000
Purpose - Reimburse for the portion of the Well 13 pump upgrades to increase the pumping capacity from 1,200 to 1,800 gallons per minute. The 3M settlement funds only reimbursed for a well with a pumping capacity of 1,200 gallons per minute. The increased pumping capacity will be necessary for future growth.		

From	To	Amount
286-ED Trust fund		\$1,100,000
Total	285-EDA fund	1,100,000
Purpose - Record transfer for the West Point Douglas property purchased by the EDA in 2025 with funds from the ED Trust fund. Property to be resold in the future for redevelopment.		
300-Closed Debt fund	305-2019B Improve. Bonds	\$200,000
Purpose - Transfer per the 2025 Budget and Financial Management Plan to use the Closed Debt fund to reduce the debt service property tax levy.		
568-Developer Petitioned Projects	520-MSA fund	\$304,929
Purpose - Close Developer Petitioned fund to the MSA fund since all projects have been completed in the fund and all assessments have been collected.		

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-060

RESOLUTION APPROVING INTERFUND TRANSFER

WHEREAS an interfund transfer has been determined to be necessary for 2026 activity, and

WHEREAS budget adjustments for this transfer are approved as part of this action, and

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the following interfund transfer be made effective January 31, 2026.

From	To	Amount
286-ED Trust fund		\$2,000,000
	Total	2,000,000
Purpose – Transfer for the loan with Bellagala for Cedarhurst. Loan was approved by EDA in 2025 but closing of the property and loan did not occur until January 2026. Funding for the loan is ED Trust fund.		

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.K.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title Recreational Motor Vehicles Ordinance Amendment

Staff Recommendation Approve Ordinance 1112, amending Title 6, Chapter 5 of the Cottage Grove city code relating to recreational motor vehicles.

Budget Implication N/A

Attachments	1. Memo - Recreational Vehicles Ordinance Amendment March 24 2026
	2. Recreational Motor Vehicle Ordinance (3-23-26)



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

From: Peter J Koerner, Director of Public Safety
Brad Petersen, Deputy Director of Public Safety

Date: March 24, 2026

Subject: **RECREATIONAL VEHICLES ORDINANCE AMENDMENT**

INTRODUCTION/BACKGROUND

Micro-mobility devices such as electric-assisted bicycles (e-bikes), motorized foot scooters, and personal-assistive mobility devices are changing how we move throughout our community. They offer convenience, affordability and sustainability, and recreational opportunities. But as their popularity grows, so do safety concerns. While Cottage Grove strives to be a recreation destination welcoming these new modes of transportation, we should promote safety for everyone sharing our roads, sidewalks, and trails.

Crashes and complaints are rising. Accounts of tragedy and near misses followed by calls to action are commonplace in today's media. This dilemma is not unique to Cottage Grove. The National Transportation Safety Board (NTSB) found that e-bikes and scooters have a higher crash risk than traditional bicycles. While most metro communities are having this discussion, many are waiting for legislative change. At this moment, we do not expect the passage of impactful legislation in 2026.

Therefore, the Cottage Grove Police Department (CGPD) studied this topic over the past year engaging with stakeholders, the Public Service Commission (PSC), the Youth Service Bureau (YSB), and our City Attorney to develop a 5-pronged plan:

1. CGPD and the communication team will launch a safety campaign.
2. CGPD has engaged YSB and School District 833 to promote safety education in our schools.
3. CGPD has collaborated with YSB to develop elective and diversion programming.
4. CGPD has been equipped with e-bikes to model safety while we patrol, educate, and enforce in our parks, trails, and at events.
5. CGPD recommended ordinance amendments.

The proposed ordinance changes were supported by the PSC, reviewed by our City Attorney, and presented to Council on March 18, 2026. The proposed changes were posted publicly on March 19, 2026. Some of the key changes are:

- Add and modify definitions to align with Minnesota State Statute 169.011.
- Require operators to comply with relevant Minnesota State Statutes regarding operation, licensing, and registration.

- Permit motorized foot scooters to operate on mixed-use paths (not sidewalks).
- Require operators to exercise due care and operate at a reasonable speed.
- Require operators to yield the right of way to pedestrians.
- Prohibit the operation of neighborhood electric vehicles on sidewalks, mixed-use paths, and bicycle paths.
- Require expressed vs. written permission to operate recreational vehicles on private property.
- Require operators under the age of 18 years to wear an approved helmet.

RECOMMENDATION

Adopt the amendments to the Recreational Motor Vehicle Ordinance.

ORDINANCE NO. 1112

**AN ORDINANCE FOR THE CITY OF COTTAGE GROVE, MINNESOTA,
AMENDING TITLE 6, CHAPTER 5 OF THE COTTAGE GROVE
CITY CODE RELATING TO RECREATIONAL MOTOR VEHICLES**

The City Council of the City of Cottage Grove, Washington County, Minnesota, does hereby ordain as follows:

SECTION 1. AMENDMENT. “The Code of the City of Cottage Grove, County of Washington, State of Minnesota,” shall be amended by amending Section 6-5-1 to read as follows:

§ 6-5-1 DEFINITIONS.

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

BICYCLE PATH: A path designed for exclusive or preferential use by persons using bicycles.

CLASS 1 ELECTRIC-ASSISTED BICYCLE: An electric-assisted bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.

CLASS 2 ELECTRIC-ASSISTED BICYCLE: An electric-assisted bicycle equipped with an electric motor that is capable of propelling the bicycle without the rider pedaling and ceases to provide assistance when the bicycle reaches the speed of 20 miles per hour.

CLASS 3 ELECTRIC-ASSISTED BICYCLE: An electric-assisted bicycle equipped with an electric motor that provides assistance only when the rider is pedaling and ceases to provide assistance when the bicycle reaches the speed of 28 miles per hour.

ELECTRIC-ASSISTED BICYCLE: A bicycle with two or three wheels that:

(1) has a saddle and fully operable pedals for human propulsion;

(2) meets the requirements for bicycles under Code of Federal Regulations, title 16, part 1512, or successor requirements;

(3) is equipped with an electric motor that has a power output of not more than 750 watts;

(4) meets the requirements of a Class 1, Class 2, Class 3, or multiple mode electric-assisted bicycle; and

(5) has a battery or electric drive system that has been tested to an applicable safety standard by a third-party testing laboratory.

ELECTRIC MOTO: A 2-wheeled vehicle powered by a high-output electric motor typically greater than 750 watts and rechargeable batteries, designed to resemble a bicycle or dirt bike, but capable of exceeding speeds of 28 mph without functional pedals.

ELECTRIC PERSONAL ASSISTIVE MOBILITY DEVICE: A self-balancing device with two non-tandem wheels, designed to transport not more than one person, and operated by an electric propulsion system that limits the maximum speed of the device to 15 miles per hour.

MICRO-MOBILITY DEVICE: A vehicle that:

(1) is capable of:

(a) being propelled solely by human power;

(b) being powered solely by an electric motor drawing current from rechargeable storage batteries, fuel cells, or other portable sources of electrical current; or

(c) both (a) and (b);

(2) when solely powered by an electric motor, is not capable of propelling the vehicle at a speed greater than 30 miles per hour on a paved level surface; and

(3) has an unloaded weight of up to 500 pounds.

Micro-mobility device includes a bicycle, a motorized foot scooter, and an electric personal assistive mobility device.

MIXED-USE PATH: A paved or improved surface path designed for travel by pedestrians, bicycles, electric-assisted bicycles, micro-mobility devices, and personal assistive mobility devices.

MOTORIZED BICYCLE: A bicycle that is propelled by an electric or a liquid fuel motor of a piston displacement capacity of 50 cubic centimeters or less, and a maximum of two brake horsepower, which is capable of a maximum speed of not more than 30 miles per hour on a flat surface with not more than one percent grade in any direction when the motor is engaged. Motorized bicycle does not include electric-assisted bicycles.

MOTORIZED FOOT SCOOTER: A device with handlebars designed to be stood or sat upon by the operator, and powered by an internal combustion engine or electric motor that is capable of propelling the device with or without human propulsion, and that has no more than two 12-inch or smaller diameter wheels and has an engine or motor that is capable of a maximum speed of 15 miles per hour on a flat surface with not more than one percent grade in any direction when the motor is engaged. An electric personal assistive mobility device, a motorized bicycle, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

NEIGHBORHOOD ELECTRIC VEHICLE: An electrically powered motor vehicle that has three or four wheels, and has a speed attainable in one mile of at least 20 miles per hour but not more than 25 miles per hour on a paved level surface.

PRIVATE PROPERTY: All lands other than public property.

PUBLIC PROPERTY: Lands owned by the United States, the State, or any political subdivision thereof. Property owned by the federal, state, or local government, or its agencies, which is available for community use.

RECREATIONAL MOTOR VEHICLE: Any motor vehicle designed for, used or capable of use for sport, amusement or recreation, whether or not eligible to be licensed for use upon streets and highways, including, but not limited to electric or liquid fuel powered ~~scooters,~~ minibikes, motorcycles, motorized bicycles, electric motos, golf carts, go-carts, hovercraft, snowmobiles converted to use with wheels, or all-terrain vehicles, or dune buggies, ~~but not including motor vehicles designed for~~ Recreational Motor Vehicle does not include motor vehicles designed for commercial, industrial or agricultural use, or snowmobiles propelled by tracks, motorized foot scooters ~~as defined by Minnesota Statutes Section 169.011, subdivision 46,~~ electric-assisted bicycles, ~~as defined by Minnesota Statutes Section 169.011, subdivision 27,~~ electric personal assistive mobility devices, micro-mobility devices or wheelchairs as defined herein or by Minnesota State Statute 169.011, ~~as defined by Minnesota Statutes Section 169.011, subdivision 26,~~ and ~~snowmobiles propelled by tracks.~~

WHEELCHAIR: Any manual or motorized wheelchair, scooter, tricycle, or similar device used by a disabled person as a substitute for walking.

§ 6-5-2 OPERATION RESTRICTIONS

A. It shall be unlawful to operate a recreational motor vehicle within the City:

1. Upon private property without the expressed ~~written~~ permission of the owner or person entitled to possession thereof. This restriction shall not apply to motor vehicles registered under Minnesota Statutes, Chapter 168 when operated by a driver licensed under Minnesota Statutes, Chapter 171 upon private driveways, roadways, lanes, ways, or parking lots where the operation of licensed motor vehicles is not expressly prohibited by posted notice.

2. Upon any school grounds, public park, playground, recreational area, golf course, or other public property, except at such times and places as the proper authorities may authorize or designate and subject to conditions imposed by such authorities. No operation whatsoever shall be allowed on the foregoing areas or places described in this subsection when the recreational motor vehicle does not bear a license plate evidencing registration as required under Minnesota Statutes, Chapter 168.

3. Upon any public sidewalk, walkway, mixed-use path, bicycle path, or boulevard.

4. Upon the right of way of any public street or highway unless:

a. The recreational motor vehicle is licensed under Minnesota Statutes, Chapter 168; and

b. The operator is licensed under Minnesota Statutes, Chapter 171; and

c. The vehicle is operated upon the improved portion of the right of way.

B. Exceptions: Recreational motor vehicles or other electric or motorized vehicles may be operated by a City employee or contractor in the performance of official duties.

~~C. It shall be unlawful to operate a motorized foot scooter within the City in locations identified in City Code 6-5-2.A.2 and 3. These devices they may be operated upon any public right of way of any street or highway, in accordance with state law.~~

C. Electric-assisted bicycles, motorized foot scooters, electric personal assistive mobility devices, and micro-mobility devices operated within the city shall comply with Minnesota State Statutes and the following requirements:

1. According to Minnesota Statute 169.225, it shall be unlawful to operate a motorized foot scooter upon a sidewalk. It is permissible to operate a motorized foot scooter upon a mixed-use path.

2. Operators must exercise due care and operate at a reasonable and prudent speed under the conditions as to not pose a hazard or nuisance to others.

3. Operators must yield the right of way to pedestrians using crosswalk, sidewalk, and mixed-use path.

~~D. Electric personal assistive mobility devices are allowed on any public right of way or public property and must be operated in accordance with Minnesota Statutes Section 169.212.~~

D. It shall be unlawful to operate a neighborhood electric vehicle on a sidewalk, mixed-use path, or bicycle path.

§ 6-5-3 STORAGE AND PARKING OF RECREATIONAL AND OTHER ELECTRIC OR MOTORIZED VEHICLES

~~A. No person shall park a recreational motor vehicle, micro-mobility device, electric foot scooter, or electric-assisted bicycle against any commercial façade window or parking meter or on the main traveled portion of the sidewalk, nor in such a manner as to constitute a hazard to pedestrians, traffic, or property.~~

B. No recreational motor vehicle, electric foot scooter or electric-assisted bicycle shall be left unattended on the streets, sidewalks, alleys, or other public grounds.

~~C. A violation of this section is a public nuisance and subject to the penalty provided in Title 4 Chapter 1 of this Code.~~

§ 6-5-4 HOURS OF OPERATION

Except for licensed vehicles operated upon streets or highways by licensed operators, no recreational motor vehicle shall be operated between the hours of nine o'clock (9:00) P.M. and eight o'clock (8:00) A.M. upon any public property, or within one-fourth (¼) mile of any platted area.

§ 6-5-5 NOISE LIMITS

Recreational motor vehicles shall meet the noise limits established for motorcycles by Minnesota Statutes, Chapter 169.

§ 6-5-6 HELMETS

A. Persons operating a recreational motor vehicle within the City or riding upon such recreational motor vehicle shall wear a helmet that complies with standards established by the Minnesota Commissioner of Public Safety.

B. Persons under the age of 18 years operating or riding on an electric-assisted bicycle, motorized foot scooter, electric personal assistive mobility device, or micro-mobility device within the City shall wear a helmet that meets widely accepted bicycle safety standards including, but not limited to, the United States Department of Transportation, American National Standards Institute, Consumer Product Safety Commission, American Society for Testing and Materials, or Snell Memorial Foundation.

SECTION 2. SUMMARY PUBLICATION. Pursuant to Minnesota Statutes Section 412.191, in the case of a lengthy ordinance, a summary may be published. While a copy of the entire ordinance is available without cost at the office of the City Clerk, the following summary is approved by the City Council and shall be published in lieu of publishing the entire ordinance:

The ordinance updates terminology and use of recreational vehicles, especially electric-assisted vehicles on public property.

SECTION 3. EFFECTIVE DATE. This ordinance shall be in full force and effect from and after its passage and publication according to law.

Passed this 1st day of April, 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

Published in the *St. Paul Pioneer Press* on _____.



City Council Action Request

7.L.

Meeting Date 4/1/2026

Department Administration

Agenda Category Action Item

Title UASI Competitive Grant Award Acceptance

Staff Recommendation Adopt Resolution 2026-062 authorizing the acceptance of the FY2025 UASI Competitive Grant in the amount of \$60,000.

Budget Implication N/A

Attachments

1.	Memo to Council for Grant acceptance and signatory authorization
2.	Resolution 2026-062 (UASI Grant)
3.	Award Letter - FY2025 UASI



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

From: Gwen Martin, Deputy Director of Public Safety

Date: March 26, 2026

Subject: **FY2025 UASI COMPETITIVE GRANT AWARD ACCEPTANCE and
RESOLUTION AUTHORIZING EXECUTION OF SUB-GRANT AGREEMENT**

INTRODUCTION

The Urban Area Security Initiative (UASI) Grant Program provides financial assistance to eligible applicants to address the unique planning, organization, equipment, training, and exercise needs of high-risk urban areas, and to assist these areas in building an enhanced and sustainable capacity to prevent, protect against, prepare for, and respond to acts of terrorism.

In August 2025, Washington County Emergency Management notified the Cottage Grove Police Department that the FY2025 UASI Competitive Grant process was open. After consulting with IT Manager Brian Bluhm, I submitted a Competitive Pool Application for \$60,000 for a Cybersecurity risk and vulnerability assessment/penetration testing project. In March 2026, Minnesota Homeland Security and Emergency Management (HSEM) notified me that the City of Cottage Grove had been awarded a FY2025 UASI Grant in the amount of \$60,000.

In order to proceed with the grant application, City Council must authorize the acceptance of the FY2025 UASI Competitive Grant in the amount of \$60,000, adopt a resolution authorizing the City of Cottage Grove to enter into a sub-grant agreement with HSEM for this cybersecurity risk and vulnerability assessment/penetration testing project, and that I, as Deputy Director of Public Safety, am authorized to execute and sign the sub-grant agreement.

BACKGROUND

Back in 2023 when our Emergency Management Planning Team completed a Threat and Hazard Identification and Risk Assessment (THIRA) to identify hazards, determine impacts, and establish capability targets, the possibility of experiencing a cyber-attack and the need to adapt to quickly evolving cybersecurity risks was ranked in the top 5 of our 33 identified threats and hazards. In addition, Washington County's 2023 All Hazard Mitigation Plan identified cyber threats as an emerging issue in all cities and townships in the county. In an ongoing response to these cyber threats, the City of Cottage Grove continues to partner with third-party, state and federal agencies to prevent and identify malicious cyber-activity—which enables city IT staff to patch vulnerabilities and mitigate risks from malicious activity.

A primary goal for the City of Cottage Grove's IT Department is to ensure alignment with a zero-trust infrastructure identifying vulnerabilities, threats and risks. By performing cybersecurity assessments, external network and application penetration testing, internal

network penetration testing and vulnerability assessment, and ransomware preparedness assessment, IT can understand and close our capability gaps with regards to our cybersecurity needs.

Since the city has built larger water utilities structure and networks to meet the needs of its residents, IT/OT risks have increased substantially. Hiring an independent Cybersecurity Risk and Compliance audit company to analyze key aspects of the City of Cottage Grove's cybersecurity capabilities, assess the integrity of data, assess network connectivity and segmentation and other related infrastructure comes at a cost. The Emergency Management Division had therefore, in conjunction with the IT department, prioritized the need to accurately test and assess our cybersecurity capabilities and gaps with regards to current and emerging threats and applied for UASI grant monies for this purpose.

RECOMMENDATION

Adopt Resolution 2026-062 authorizing the acceptance of the FY2025 UASI Competitive Grant in the amount of \$60,000.

**CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-062**

AUTHORIZING EXECUTION OF SUB-GRANT AGREEMENT WITH THE DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT IN THE MINNESOTA DEPARTMENT OF PUBLIC SAFETY FOR AN URBAN AREA SECURITY INITIATIVE (UASI) GRANT

WHEREAS, the Urban Area Security Initiative (UASI) Grant Program provides financial assistance to eligible applicants to address the unique planning, organization, equipment, training, and exercise needs of high-risk urban areas, and to assist these areas in building an enhanced and sustainable capacity to prevent, protect against, prepare for, and respond to acts of terrorism; and

WHEREAS, in 2023 when Cottage Grove's Emergency Management Planning Team completed a Threat and Hazard Identification and Risk Assessment (THIRA) to identify hazards, determine impacts, and establish capability targets, the possibility of experiencing a cyber-attack and the need to adapt to quickly evolving cybersecurity risks was ranked in the top 5 of the 33 identified threats and hazards; and

WHEREAS, Washington County's 2023 All Hazard Mitigation Plan identified cyber threats as an emerging issue in all cities and townships in the county; and

WHEREAS, a Competitive Pool UASI Grant Program Application for a Cybersecurity Risk & Vulnerability Assessment/Penetration Testing project was submitted to the Minnesota Department of Public Safety's Homeland Security and Emergency Management Division (HSEM), and subsequently a Fiscal Year 2025 Urban Area Security Initiative (UASI) Grant in the amount of \$60,000 was awarded to the City of Cottage Grove; and

WHEREAS, in order for this grant to be accepted and this project to be implemented, the City Council must adopt a resolution authorizing the City of Cottage Grove to enter into a sub-grant agreement with HSEM; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the City of Cottage Grove enter into a sub-grant agreement with the Division of Homeland Security and Emergency Management in the Minnesota Department of Public Safety for an UASI Grant;

BE IT FURTHER RESOLVED, that Deputy Director of Public Safety Gwendolyn Martin is hereby authorized to execute and sign such sub-grant agreements and any amendments hereto as are necessary to implement the project on behalf of the City of Cottage Grove.

Passed this 1st day of April, 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

MINNESOTA DEPARTMENT OF PUBLIC SAFETY



Homeland Security and Emergency Management

3925 Pheasant Ridge Drive NE, Blaine, Minnesota 55449

Phone: 651-201-7400 • Fax: 651-296-0459

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Alcohol
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Minnesota
State Patrol

Office of
Communications

Office of
Justice Programs

Office of
Pipeline Safety

Office of
Traffic Safety

State Fire
Marshal

March 13, 2026

Gwen Martin
12800 Ravine Parkway S
Cottage Grove, MN 55016

RE: 2025 UASI Award Notification

Ms. Martin,

I am pleased to inform you that the City of Cottage Grove has been awarded a Fiscal Year 2025 Urban Area Security Initiative (FY2025 UASI) Grant in the amount of \$60,000.00. The grant performance period will be January 1, 2026 through December 31, 2027. The following projects have been awarded with their corresponding amounts:

Project	Amount
Cybersecurity Risk & Vulnerability Assessment/Penetration Testing	\$60,000.00

All purchases and expenditures must be used for the intended projects identified in your initial application. As the fiscal agent, the City of Cottage Grove is responsible for the tracking of the distribution of all equipment and funding. Your grant award is specific to projects and activities identified in application and cannot be re-allocated to other activities without prior state approval.

E-Grants will be open for application by April 6, 2026. All FY2025 UASI applications must be submitted in E-Grants no later than June 30, 2026. Once your application has been submitted in E-Grants and approved, a grant agreement will be executed between HSEM and the City of Cottage Grove, the fiscal agent.

Upon accepting this award in your E-Grants portal, you will have the opportunity to review and agree to the attached Terms and Conditions of this grant that will be incorporated into the Grant Agreement, including Terms and Conditions for Non-State Agencies, Federal Audit Requirements, Federal Assurances, and the Federal HSGP DHS Award Agreement Articles.

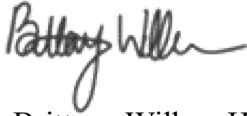
All equipment must have an Authorized Equipment List (AEL) number in order to be eligible for grant funding. The most current FEMA AEL list can be found on the FEMA website: <https://www.fema.gov/authorized-equipment-list>. For each item that may have an EHP requirement, column E will indicate: "Environmental Planning and Historic



Preservation (EHP)". This EHP requirement is only applicable if the equipment is not portable. Should the equipment be portable, an EHP will not be required. For training classes, only field-based training classes require submission. For exercises, only field-based exercises require the submission of an EHP. All EHP documentation must be submitted and approved prior to any expenditure of funds requiring EHP submission.

Please direct any inquiries to the HSGP Grant Manager, Brittany Wilber at 651-201-7451 or brittany.wilber@state.mn.us.

Sincerely,

A handwritten signature in black ink, appearing to read "Brittany Wilber". The signature is written in a cursive style with a long, sweeping underline.

Brittany Wilber, HSGP Grant Manager
MN Homeland Security and Emergency Management



City Council Action Request

7.M.

Meeting Date	4/1/2026		
Department	Public Safety		
Agenda Category	Action Item		
Title	St. Paul Park Refinery Equipment Donation		
Staff Recommendation	Accept and approve the donation of used rescue equipment from the Saint Paul Park Refinery Fire Department.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Refinery Donation April 1 2026</td></tr></table>	1.	Refinery Donation April 1 2026
1.	Refinery Donation April 1 2026		



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

From: Peter J Koerner, Director of Public Safety
Peter Fischer, Deputy Fire Chief

Date: March 24, 2026

Subject: ST PAUL PARK REFINERY EQUIPMENT DONATION

Introduction

The Saint Paul Park Refinery (SPPR) Fire Department recently upgraded their technical rescue equipment. During this process, the SPPR Fire Department identified eight Petzl ID Descenders that no longer integrate into their technical rescue operations and offered to donate this used equipment to the Cottage Grove Fire Department (CGFD). CGFD established a technical rescue team in 2025 and the used equipment, which is still in good working condition, would integrate well into CGFD's operations and deployment. To purchase new, the eight descender devices would cost approximately \$4,000.00.

Recommendation

Accept and approve the donation of used rescue equipment from the Saint Paul Park Refinery Fire Department.



City Council Action Request

7.N.

Meeting Date 4/1/2026

Department Parks and Recreation

Agenda Category Action Item

Title Military Trailhead Master Plan

Staff Recommendation Approve the Military Trailhead Master Plan.

Budget Implication N/A

Attachments

1.	Council Memo-Military Trailhead Master Plan
2.	MT - 1A
3.	MT -2f
4.	250688 - Military Trailhead Concept Plan



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

From: Zac Dockter, Parks and Recreation Director

CC: Jim Forhman, Parks Superintendent

Date: March 17, 2026

Subject: Military Trailhead Master Plan

Introduction

Through comprehensive park master planning, the City has identified historic military road as a future trailway. This trail would be a key artery in connecting to the local and regional trailway system. As part of the Military Trail, the southeast quadrant along current Military Road and Jamaica Avenue is sited as a future trailhead. Although this land is not currently under City ownership, it is timely to start planning for this area as surrounding land is quickly transitioning from agriculture to residential. The first step in park development is to produce a master plan. The master plan is attached and was reviewed and approved as submitted by the Parks, Recreation and Natural Resources Commission at its' March 9, 2026 meeting.

Background

Military Trail will offer a great opportunity for Cottage Grove to showcase its trail system utilizing this historic roadway. The trailhead design includes functional resting and recreational spaces while also providing interpretive opportunities to remember the historical significance of this site. Attached with this memo are the Trailhead Master Plan concept as well as pictures of the interpretive signs along Ravine Parkway that give context to the deep history of Military Road.

Upon approval of the master plan, staff will utilize this concept for future grant applications and in marketing and communications with residents, trail users, future neighbors and real estate professionals.

Staff Recommendation

Approve the Military Trailhead Master Plan.

MILITARY ROAD HISTORIC TRAIL CORRIDOR

Construction of the Roads

Road construction in 1850 largely followed the same process as road construction today, although modern roads must meet a much higher standard. For the typical stretch of Military Road through a wooded area, this is how construction might have gone:

CLEARING – Before anything else could start, trees would need to be cleared for the entire width of the right-of-way. In many places, this right-of-way could be up to 50 feet wide. That's about twice as wide as the trail you are standing on. Some of the cleared trees were shipped back to town to be milled for lumber, but many of them were left in place to be used later for bridges or timber trackways called "corduroy roads."

GRUBBING – Just like it sounds, grubbing was the hard and dirty work of road-building. Stumps, boulders, and brush all had to be cleared. Stumps could be particularly difficult, and were either chopped by hand or pulled by teams of workers or horses. Teams lucky enough to have access to a stump-puller could remove up to 40 stumps per day, but that was still slow going on stretches of road that are heavily wooded.

GRADING – In order to make the road level, workers needed to move dirt from the high parts of the road and lay it down on the low parts of the road, using hand-held rakes, hoes, or horse-drawn scrapers. This technique is called cut-and-fill, and in many sections of Military Road, this was the final step. Although a graded road is certainly easier to drive a wagon on than the ungraded trails that made up most of Minnesota's road network before 1850, the lack of improved surface made Military Road quick to succumb to erosion. The roads were often extremely muddy and full of potholes – so much so that in some places, they were nearly impassable except when the ground was frozen in the winter.

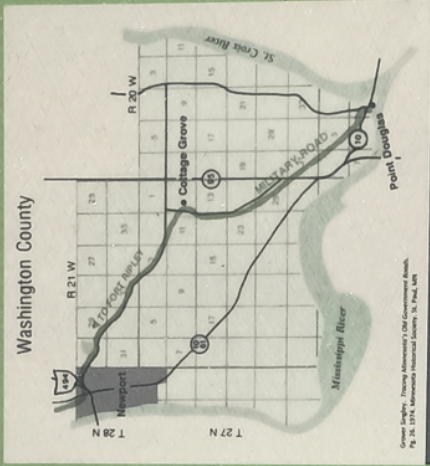
CULVERTS AND BRIDGES – The majority of the money that went into building territorial roads was used for bridge-building. In order to keep the roads passable in most seasons, all rivers required bridges over them. Small creeks or streams often required culverts, which are usually in the form of large stone pipes that allow water to flow beneath the roadway. Although bridges were used at most small crossings, larger rivers like the St. Croix, if crossed at all, usually utilized ferries. The Prescott-Point Douglas ferry was especially important for providing a land route into Minnesota and allowed for easier boat travel at the mouth of the St. Croix River than would be possible with a bridge.



A team of men and horses using a stump puller to clear a field.



The Last Stage over the Military Road Leaving Superior in August, 1870, Minnesota Historical Society. This photo depicts the muddy, uneven northern terminus of the Fort Douglas-St. Louis River Road.



A closer view of the Point Douglas-Fort Ripley Territorial Road

Falling into Disuse

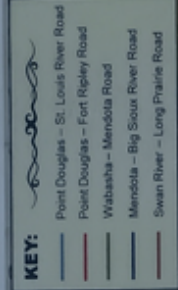
These early military roads were instrumental in opening Minnesota up to settlers and connecting its distant settlements to each other. The roads even allowed mail to be delivered regularly to the state, increasing the number of overland postal routes from 4 to 49 between 1849 and 1856. However, with the advent of the Lake Superior and Mississippi Railroad in 1870, a much easier and cheaper option became available for transport and most of the traffic on the early roads ceased. In 1920, when the Babcock Plan to update Minnesota's roads for automobiles was adopted, most of the state's military roads were considered too crooked or difficult to improve and were abandoned in favor of the new, straighter roads.

MILITARY ROAD HISTORIC TRAIL CORRIDOR

Historical Significance

This historic trail corridor is a piece of the old Military Road, one of five territorial roads in Minnesota established by Congress in 1850, and one of the first major roads built in the state. Minnesota's first territorial delegate to Congress, Henry H. Sibley, petitioned for the United States government to fund the five roads in 1850, one year after Minnesota joined the nation as a territory. Once built, these roads opened Minnesota up to settlers and connected the far-flung corners of this wild, western territory to each other for the first time.

The segment of Military Road you can see here is part of the Point Douglas-Fort Ripley Road, which extends from the confluence of the Mississippi and St. Croix Rivers near Prescott, Wisconsin, up to Fort Ripley in North-Central Minnesota. The road shares its first eight miles with another road, the Point Douglas-St. Louis River Road, which follows the St. Croix River and terminates in the north at Superior, Wisconsin. Although not all maps from the period agree on exactly where the two roads diverged, it was likely near what is now considered Old Cottage Grove. At that point, the Point Douglas-St. Louis River Road turned northeast toward Stillwater, while the Point Douglas-Fort Ripley Road continued northwest toward St. Paul.

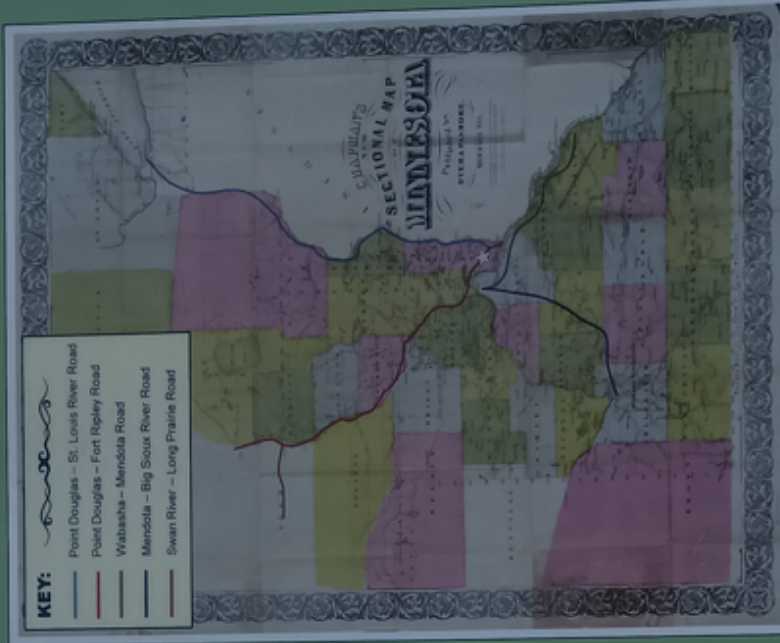


Henry H. Sibley was Minnesota's first territorial delegate to Congress (1849-1853) as well as its first governor (1858-1860). Sibley was instrumental in securing federal funding for the Military Roads.

Henry H. Sibley, Director of St. Paul Chamber of Commerce, Zimmerman and Winicki, Minnesota Historical Society, Under Public Domain

The Reason for the Name

The "Military Road" did not reflect the true purpose of the roads, which were built to open the territory up to commerce and civilian settlement. The project would require federal funding, however, and Congress needed a more immediate reason than settlement or trade to allocate federal dollars to a distant, sparsely-populated western territory. Eventually, Henry H. Sibley successfully made the argument that the region was ripe for conflict, both between native tribes and between natives and settlers. He asserted that the roads were needed to rapidly transport federal troops if settlements were ever threatened. Despite resistance from some eastern states, the notion that the project would help the U.S. defend its claim on this frontier territory proved to be a convincing one, and \$5,000 was appropriated in 1850 for preliminary surveys of what would become the new Military Road.



The five major military roads of the Minnesota Territory in 1856. The Fort Ripley and St. Louis River Roads originated at Point Douglas in Washington County and were concurrent as they traveled north until they separated just southeast of this point in Cottage Grove.

Chapman, Silas. Chapman's new sectional map of Minnesota. Milwaukee, Wis.: Dyer & Primmer, 1856. Map. Retrieved from the Library of Congress. www.loc.gov/item/005553117



MILITARY ROAD HISTORIC TRAIL CORRIDOR

Construction of the Roads

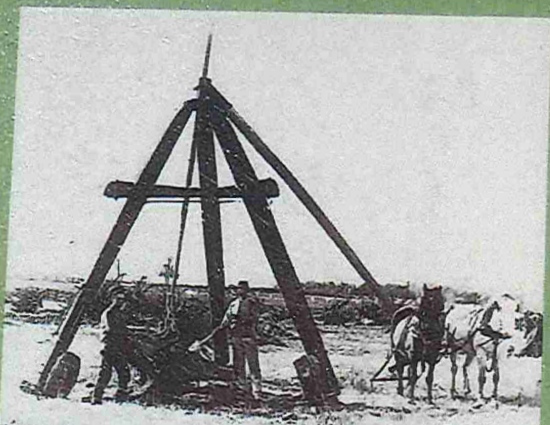
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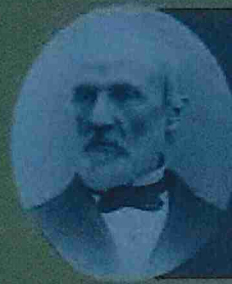
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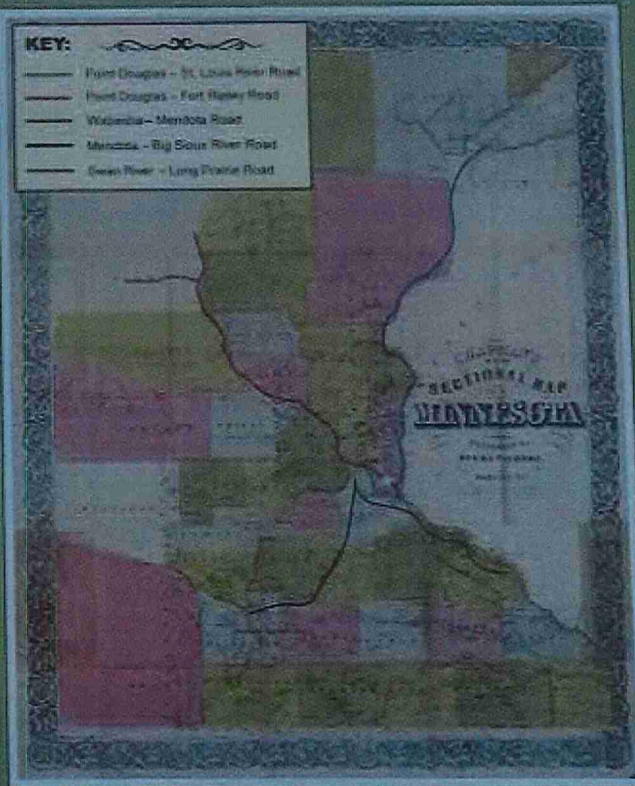
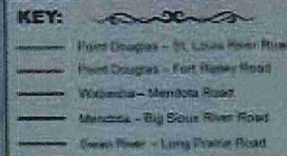


Henry H. Sibley was Minnesota's first territorial delegate to Congress (1849-1853) as well as its first governor (1858-1860). Sibley was instrumental in securing federal funding for the Military Roads.

Henry H. Sibley, 18th Governor of the Territory of Minnesota, Commissioner of Agriculture, Minnesota Historical Society Under Palace Tower

The Reason for the Name

The "Military Road" did not reflect the true purpose of the roads, which were built to open the territory up to commerce and civilian settlement. The project would require federal funding, however, and Congress needed a more immediate reason than settlement or trade to allocate federal dollars to a distant, sparsely-populated western territory. Eventually, Henry H. Sibley successfully made the argument that the region was ripe for conflict, both between native tribes and between natives and settlers. He asserted that the roads were needed to rapidly transport federal troops if settlements were ever threatened. Despite resistance from some eastern states, the notion that the project would help the U.S. defend its claim on this frontier territory proved to be a convincing one, and \$5,000 was appropriated in 1850 for preliminary surveys of what would become the new Military Road.



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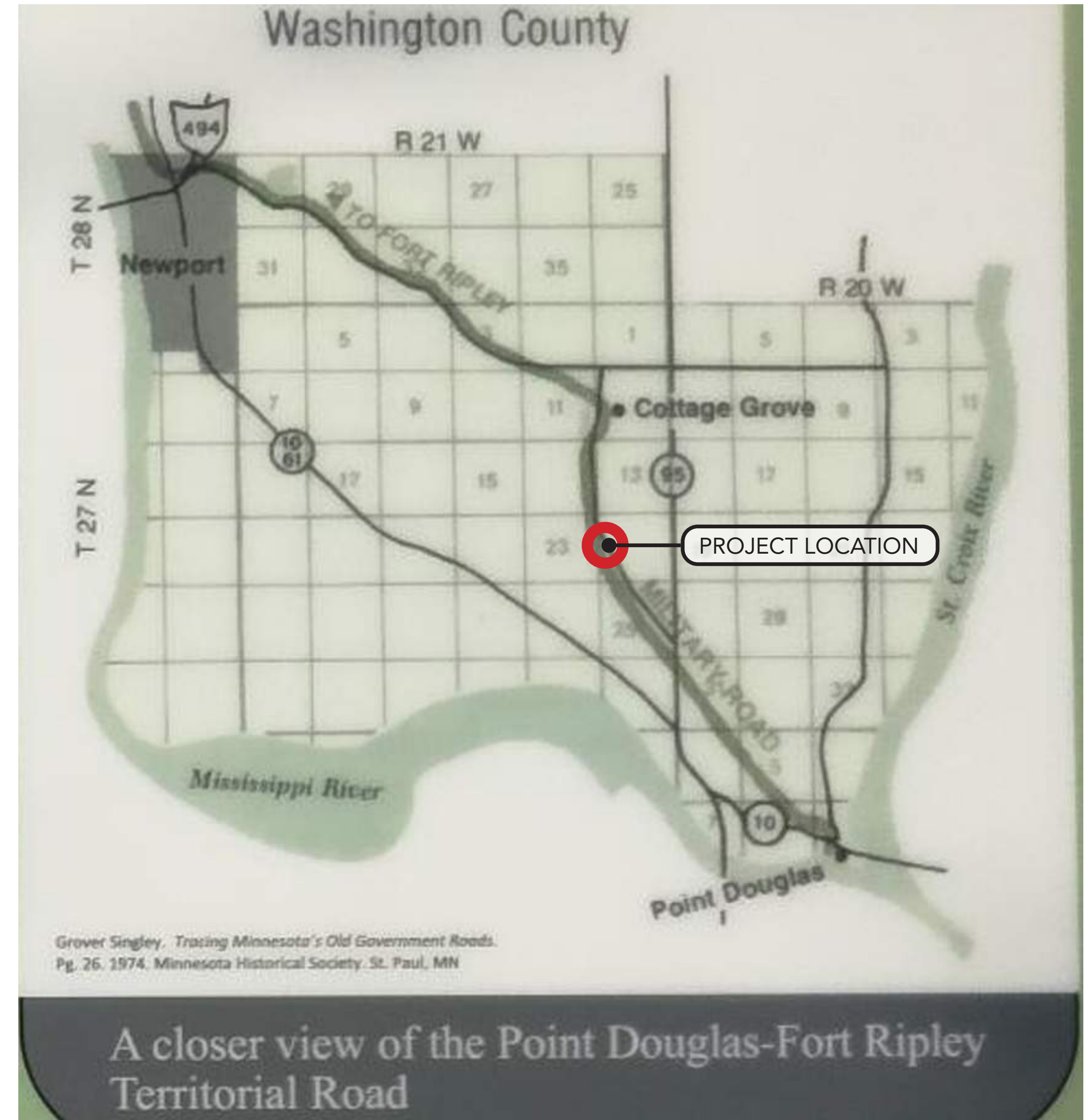
Original: State Division's own sectional map of Minnesota, University, etc., Type: B. Features: 1856. Map. Historical Data. The Library of Congress, www.loc.gov/rr/hist/geog/00101117.



1850 Authorized Military Roads in Minnesota Territory



MAP: STREETS.MN; "A HISTORY OF MINNESOTA'S HIGHWAYS PART ONE" DATED FEBRUARY 9, 2018



MAP: COTTAGE GROVE INTERPRETIVE SIGN TITLED "MILITARY ROAD HISTORIC TRAIL CORRIDOR"

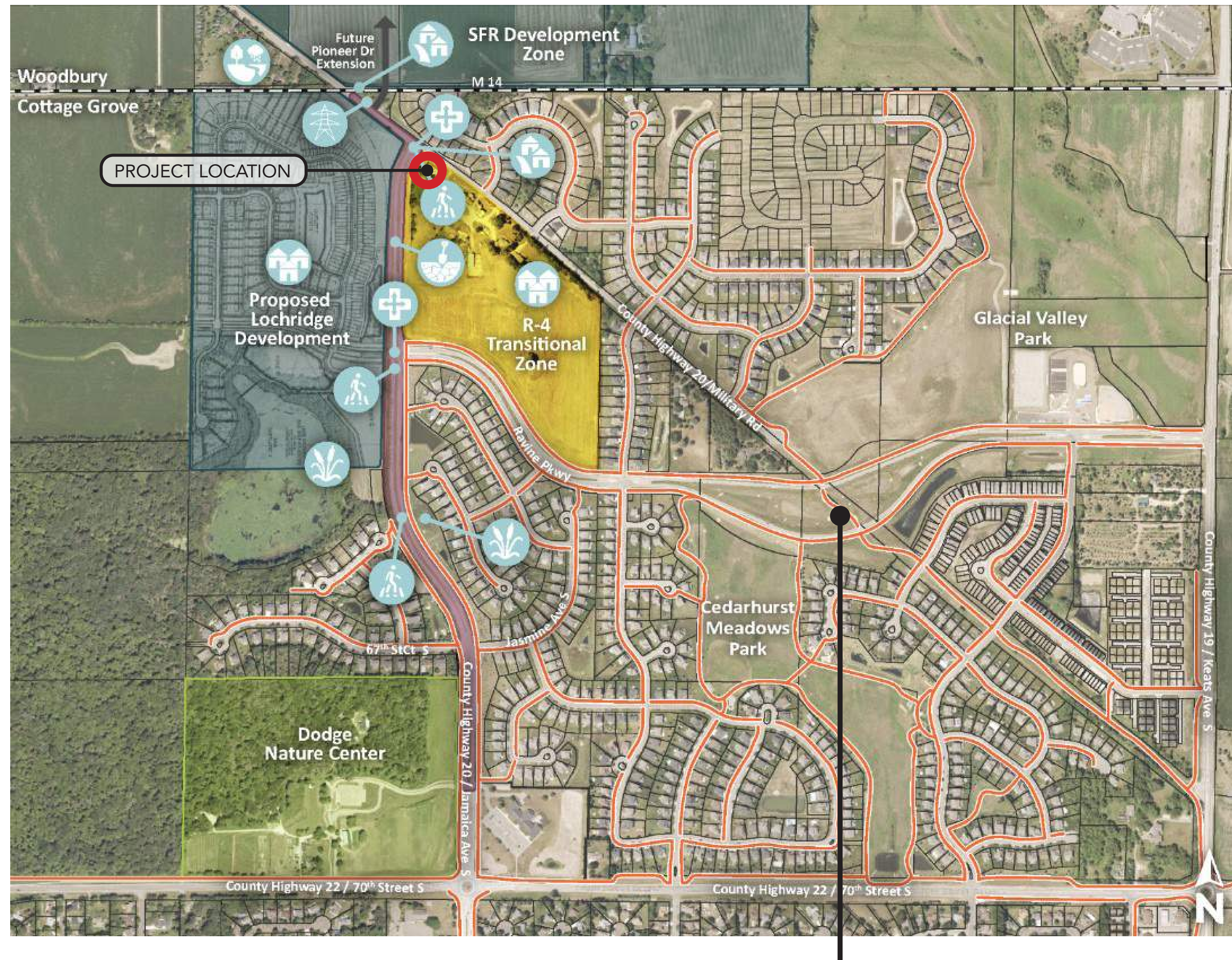
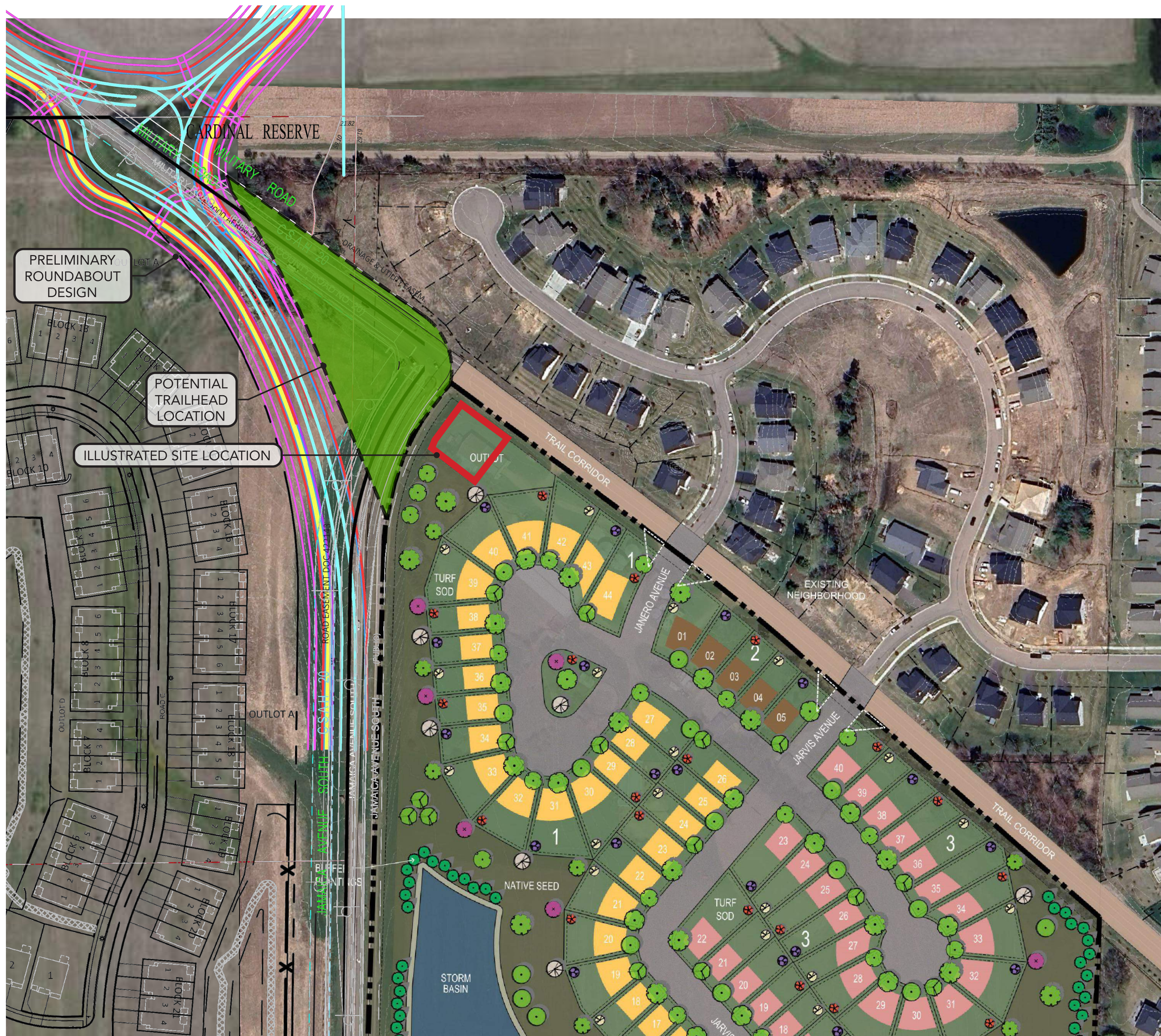
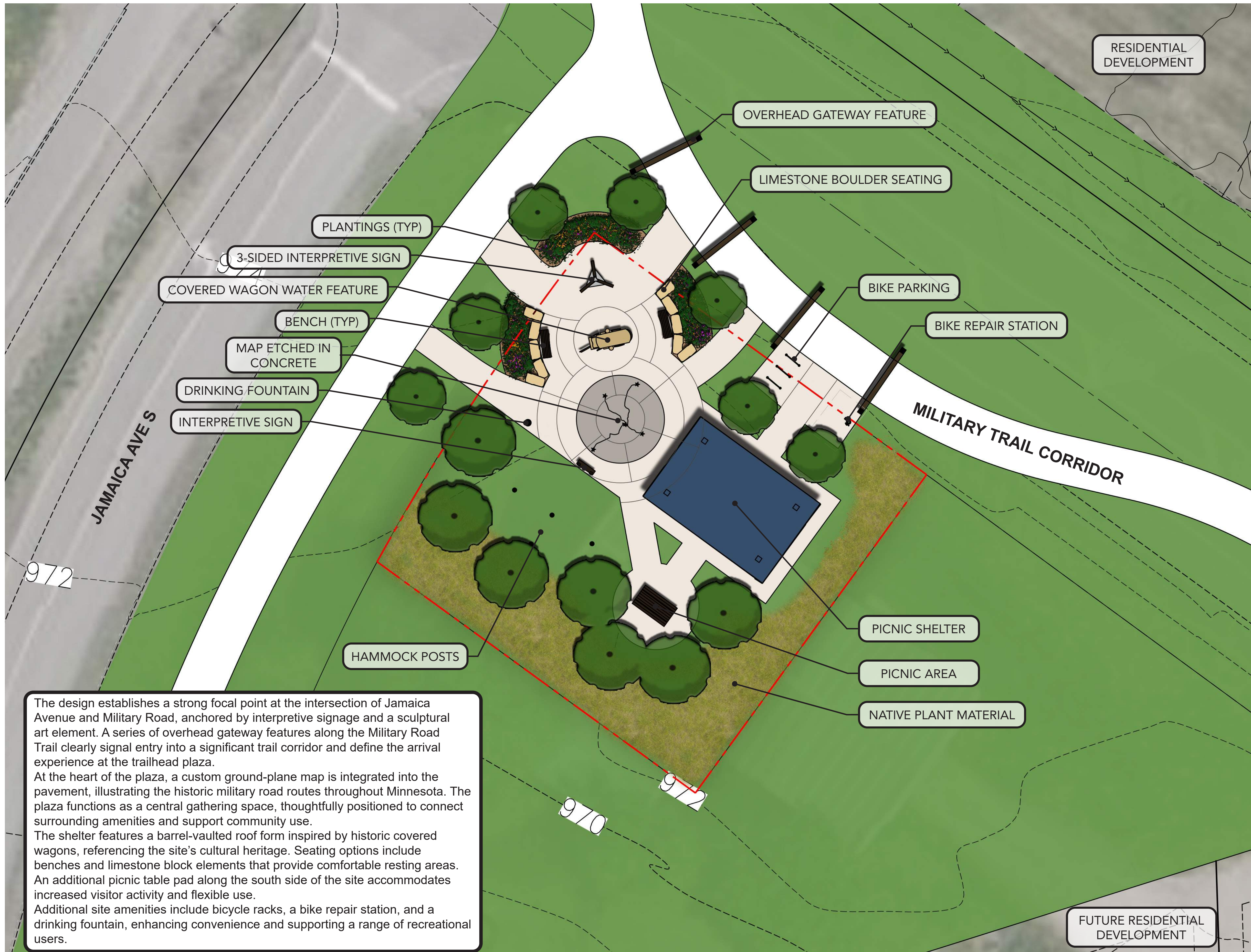


Figure II: Central Greenway Regional Trail Segment Map.

MAP: "CENTRAL GREENWAY REGIONAL TRAIL MASTER PLAN SOUTH SEGMENT: INTERSTATE 94 TO COTTAGE GROVE RAVINE REGIONAL PARK. DATED: SEPT. 6, 2017





The design establishes a strong focal point at the intersection of Jamaica Avenue and Military Road, anchored by interpretive signage and a sculptural art element. A series of overhead gateway features along the Military Road Trail clearly signal entry into a significant trail corridor and define the arrival experience at the trailhead plaza.

At the heart of the plaza, a custom ground-plane map is integrated into the pavement, illustrating the historic military road routes throughout Minnesota. The plaza functions as a central gathering space, thoughtfully positioned to connect surrounding amenities and support community use.

The shelter features a barrel-vaulted roof form inspired by historic covered wagons, referencing the site's cultural heritage. Seating options include benches and limestone block elements that provide comfortable resting areas. An additional picnic table pad along the south side of the site accommodates increased visitor activity and flexible use.

Additional site amenities include bicycle racks, a bike repair station, and a drinking fountain, enhancing convenience and supporting a range of recreational users.

DESIGN INSPIRATION IMAGES



ARCHED-ROOF SHELTER



GROUND PLANE MAP FEATURE



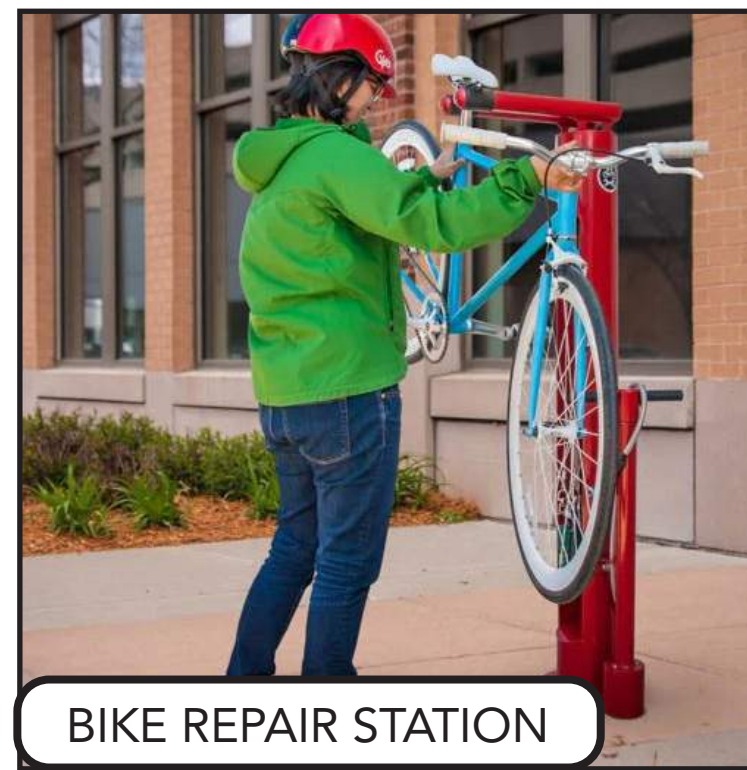
LIMESTONE BOULDER SEAT WALL



MULTIPLE OVERHEAD STRUCTURES WITH SIGNAGE

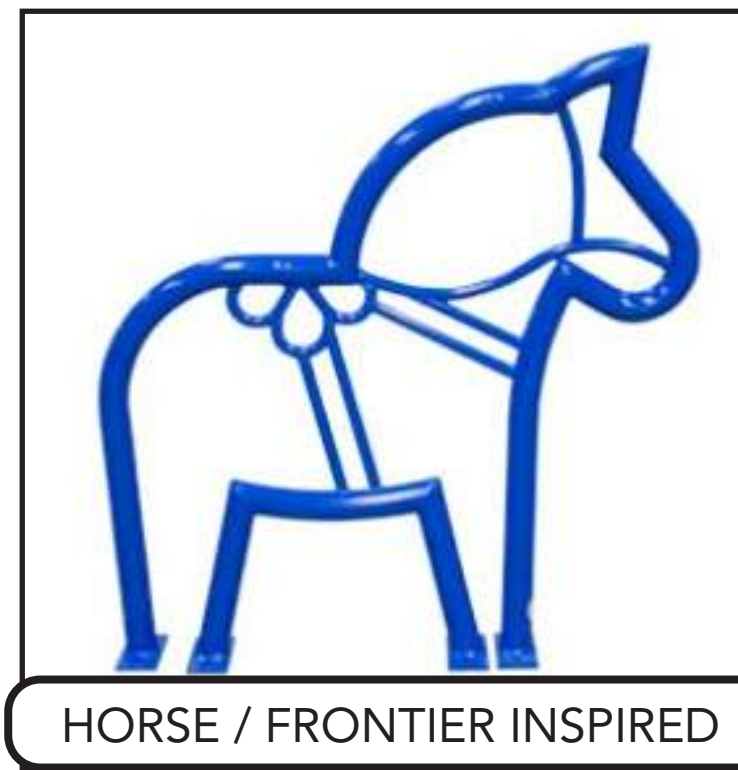
DESIGN INSPIRATION IMAGES

BIKE REPAIR STATION



BIKE REPAIR STATION

THEMED BIKE RACKS



HORSE / FRONTIER INSPIRED



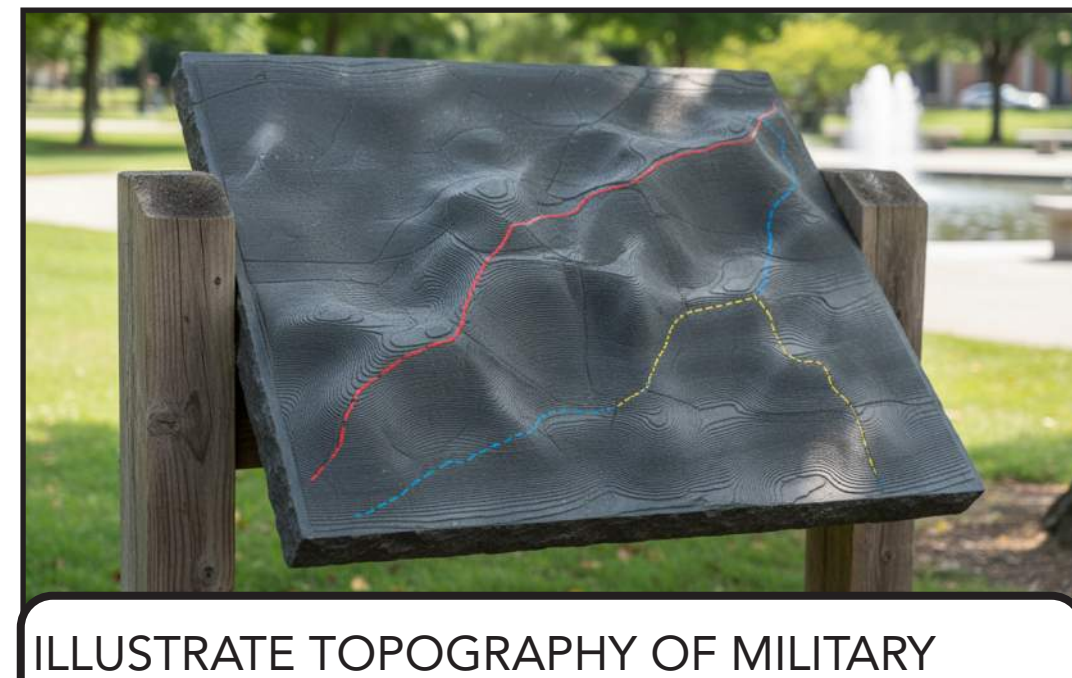
CITY LOGO OR EMBLEM

MULTIPLE SIDED INTERPRETIVE SIGN



INTERPRETIVE SIGN (SHAPED SIMILAR TO 1850'S STUMP PULLER)

CONTOURED MAP INTERPRETIVE SIGN



ILLUSTRATE TOPOGRAPHY OF MILITARY TRAIL ROUTES AND CONNECTION TO RIVERS

WAGON INSPIRED INTERACTIVE ART PIECE



PLAY EQUIPMENT STYLE ART PIECE WITH INTERACTIVE PANELS



ABSTRACT WAGON SCULPTURE

HAMMOCKING GROVE



HAMMOCKING POSTS



City Council Action Request

7.0.

Meeting Date 4/1/2026

Department Parks and Recreation

Agenda Category Action Item

Title Peterson Park Playground Master Plan

Staff Recommendation Approve Peterson Park Master Plan.

Budget Implication N/A

Attachments

1.	Memo-Peterson Park Playground
2.	2026.02.13 Cottage Grove_Peterson Park DNR Submittal (4)
3.	Peterson Park Master Plan 21726



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

From: Zac Dockter, Parks and Recreation Director

CC: Jim Fohrman, Parks Superintendent

Date: March 17, 2026

Subject: Peterson Park Playground

Introduction/Background

In 2025, the City acquired approximately 35 acres of land from the Lochridge development area for future Peterson Park. The first step in park development is to produce a master plan which is attached for City Council review. This master plan was approved as submitted by the Parks, Recreation and Natural Resources Commission at their February 9, 2026 meeting. Separately, the Commission approved the playground design at their March 9, 2026 meeting.

Background

Peterson Park's design is focused on the natural elements of the park landscape. Most notably, the lake acts as the focal point of the park with a 1-mile lake looping trail. The land around the lake will undergo a future natural resources management study to assure habitat preservation and restoration are a top priority. The smaller active portion of the park is scheduled to include a playground, picnic shelter, open lawn, dock/water access, hammock area, solar charging station, grill, benches/tables, landscaping, signage and a small parking lot.

The playground theme is also nature-based with an emphasis on the Hosta plant which was a favorite of Roger and Myra Peterson (the namesake of this park) in their notable home gardens. The play elements cater to different age groups and abilities to ensure a safe, enjoyable and inclusive play environment for all children. Key components include:

1. Age-Appropriate Equipment – play features for 2-12 year olds
2. Safety Surfacing – combination engineered wood fiber and poured in place rubber to meet accessibility and safety needs
3. Play Features – swinging, spinning, climbing, sliding, balancing, social and educational spaces to meet both physical and cognitive play experiences
4. Natural Features – design compliment natural elements of the park at every turn.
5. Environmental Stewardship – Minnesota sourced playground made of 82%, or 7,235 pounds, of recycled and post-consumer recycled materials (steel, aluminum, rubber and plastic).

Upon approval of the master plan, staff will utilize this concept for future grant applications and in marketing and communications with residents, trail users, future neighbors and real estate professionals.

Recommendation

Approve Peterson Park Master Plan.



LS landscape structures

Peterson Park - 021126 Revision

CottageGrove_Peterson 021126 Rev • 2.12.2026



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LS landscape structures

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CottageGrove_Peterson 021126 Rev • 2.12.2026



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State Contract #218091



PROJECT INFORMATION

Peterson Park - 021126 Revision

TBD Jamaica Ave S

Cottage Grove, MN 55016

Contract Year: 2026

EQUIPMENT INFORMATION & PRICING

Qty	Item No.	Description	Price	Ext Price
1	111228A	Square Tenderdeck	\$1,474	\$1,474.00
1	111229A	Square Deck Extension	\$1,403	\$1,403.00
1	111403N	158"Steel Post For Roof DB	\$571	\$571.00
1	111403S	118"Steel Post For Roof DB	\$449	\$449.00
7	111404A	148"Alum Post DB	\$566	\$3,962.00
2	111404E	116"Alum Post DB	\$444	\$888.00
1	111404F	108"Alum Post DB	\$423	\$423.00
1	115222A	Slant Window Panel Above Deck	\$1,846	\$1,846.00
5	116244A	Pipe Barrier Above Deck	\$893	\$4,465.00
1	123336A	Double Wave Slide 48"Dk DB	\$3,876	\$3,876.00
1	130390A	Double Swoosh Slide 72"Dk DB	\$3,381	\$3,381.00
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps	\$2,938	\$2,938.00
1	152907D	Deck Link w/Barriers Steel end panels 4 Steps	\$4,738	\$4,738.00
1	152911A	Curved Transfer Module Right 32"Dk DB	\$3,402	\$3,402.00
1	160694A	Barrier With Infill Panel	\$882	\$882.00
1	178710A	Hexagon Tenderdeck	\$4,202	\$4,202.00
1	185296A	10' PlayOdyssey Tower	\$39,341	\$39,341.00
1	185338B	10' Tower TurboTwister w/1 View	\$10,073	\$10,073.00

1	218172A	DigiFuse Barrier Panel w/Medallions Above Deck	\$2,739	\$2,739.00
1	222709A	10' Tower WhooshWinder Slide	\$9,160	\$9,160.00
1	307436A	Footprint Balance Beam DB	\$627	\$627.00
1	345276A	Storefront Panel	\$893	\$893.00
2	345282A	Bubble Panel Above Deck	\$1,214	\$2,428.00
1	345285A	Rain Sound Wheel Panel Above Deck	\$3,086	\$3,086.00
1	345286A	Chimes Panel Above Deck	\$2,122	\$2,122.00
1	345289A	Periscope Panel Above Deck	\$2,331	\$2,331.00
1	345311A	Cliff Climber 48"Dk DB	\$2,535	\$2,535.00
1	345312A	Loop Ladder 48"Dk DB	\$1,331	\$1,331.00
1	345315C	Wiggle Ladder 48"Dk DB	\$1,091	\$1,091.00
1	362348A	HomeBase Square Belt	\$2,208	\$2,208.00
1	373205A	Zoo Infill Panel	\$1,102	\$1,102.00
2	375412B	Petal Canopy Curved Post 3 Petal	\$12,031	\$24,062.00
1	152179A	Saddle Spinner DB 16"Height	\$1,010	\$1,010.00
1	168099A	Cozy Dome DB	\$6,339	\$6,339.00
1	173907A	Log Stepper 8"Height DB Only	\$1,020	\$1,020.00
2	174018A	Belt Seat ProGuard Chains for 8' Beam Height	\$179	\$358.00
1	176038A	Full Bucket Seat ProGuard Chains for 8' Beam Height	\$500	\$500.00
1	177332A	Single Post Swing Frame 8' Beam Height Only DB Only	\$1,744	\$1,744.00
1	177333A	Single Post Swing Frame Additional Bay 8' Beam Height Only DB Only	\$1,295	\$1,295.00
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains for 8' Beam Height	\$1,219	\$1,219.00
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury	\$0	\$0.00
1	252553A	Rhapsody Vibra Chime 5 DB	\$1,494	\$1,494.00
1	252555A	Rhapsody Vibra Chime 3 DB	\$1,494	\$1,494.00
1	252557A	Rhapsody Vibra Chime 1 DB	\$1,494	\$1,494.00

Total Standard Equipment Cost at State Contract Pricing

\$161,996.00

CUSTOM:

1	CP010299	72" LEAF CLIMBER DB Includes permalene handholds.	\$4,427	\$4,427.00
1	CP017169	30" PERMALENE CELLULAR LEAF POD STEPPER DB Top to be scored to provide better grip.	\$648	\$648.00
2	CP017170	20" PERMALENE CELLULAR LEAF POD STEPPER DB Top to be scored to provide better grip.	\$638	\$1,276.00
1	CP017171	10" PERMALENE CELLULAR LEAF POD STEPPER DB Top to be scored to provide better grip.	\$633	\$633.00
1	CP031996	72" SUNBEAM CLIMBER W/IVY/VINE PATTERN AND MARBLES At Grade .	\$3,127	\$3,127.00
1	CP031995	HOLE PANEL WITH IVY/VINE PATTERN AND LEAF SLIDERS At Grade Std Color Permalene	\$1,194	\$1,194.00

Total Custom Equipment Cost at State Contract Pricing

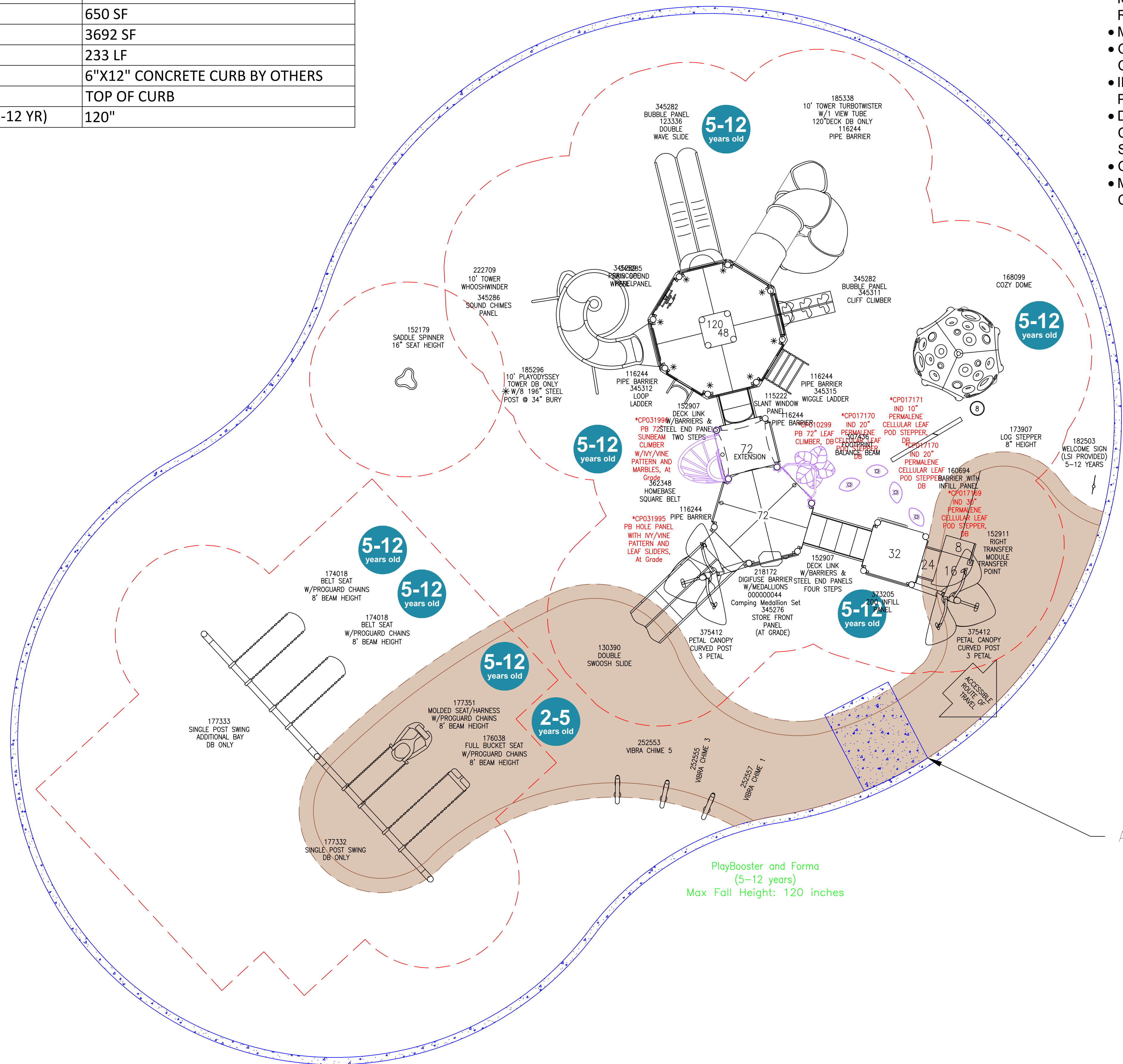
\$11,305.00

CONTAINER DETAILS

TOTAL CONTAINER AREA	3692 SF
ASTM SAFETY SURFACING TYPE	ENGINEERED WOOD FIBER (ALTERNATE POURED IN PLACE SHOWN)
TOTAL PIP ALT AREA	650 SF
TOTAL EWF AREA	3692 SF
TOTAL PERIMETER	233 LF
EDGING TYPE	6"X12" CONCRETE CURB BY OTHERS
FINISH GRADE	TOP OF CURB
MAX FALL HEIGHT (5-12 YR)	120"

*SITE PREPARATION REQUIREMENTS:

- OWNER TO PROVIDE A MINIMUM 6' WIDE APPROVED SITE ACCESS PATH TO CONTAINER AND PROTECTION OF THIS ACCESS ROUTE
- PLAYGROUND PLAN IS BASED ON IDEAL SOIL CONDITIONS. IF THERE ARE CONCERNS ABOUT THE SOILS BEING SUITABLE, IT IS RECOMMEND THAT THE OWNER PROVIDE A GEOTECHNICAL REPORT OF THE SITE
- MAXIMUM OF 1% GRADE CHANGE ACROSS CONTAINER
- OWNER INSTALLED DRAIN TILE TO BE WITHIN 4 FEET OF CONTAINER PERIMETER
- IF OWNER INSTALLED BORDER, DRAIN TILE STUB TO BE PROVIDED
- DRAIN TILE BY FLAGSHIP ACCOUNTS FOR WATER WITHIN THE CONTAINER AND DOES NOT INCLUDE RUN OFF FROM SURROUNDING FLATWORK, LANDSCAPING, BUILDINGS, ETC.
- OWNER TO PROVIDE ACCESSIBLE ROUTE TO CONTAINER
- MINIMUM CONTAINER SIZE NEEDED DENOTES THE INSIDE OF CURB DIMENSION



FLAGSHIP RECREATION
 11123 UPPER 33RD ST N
 LAKE ELMO, MN 55082
 763-550-7860
 FLAGSHIPPLAY.COM



THIS PLAY AREA AND PLAY EQUIPMENT IS DESIGNED FOR AGE RANGES AS NOTED ON PLAN.

THIS DESIGN CONFORMS TO THE ADA ACCESSIBILITY GUIDELINES (ADAAG), ASSUMING THAT THE ENTIRE USE ZONE IS COVERED WITH AN ACCESSIBLE PROTECTIVE SURFACING, UNLESS OTHERWISE NOTED ON THE PLAN.

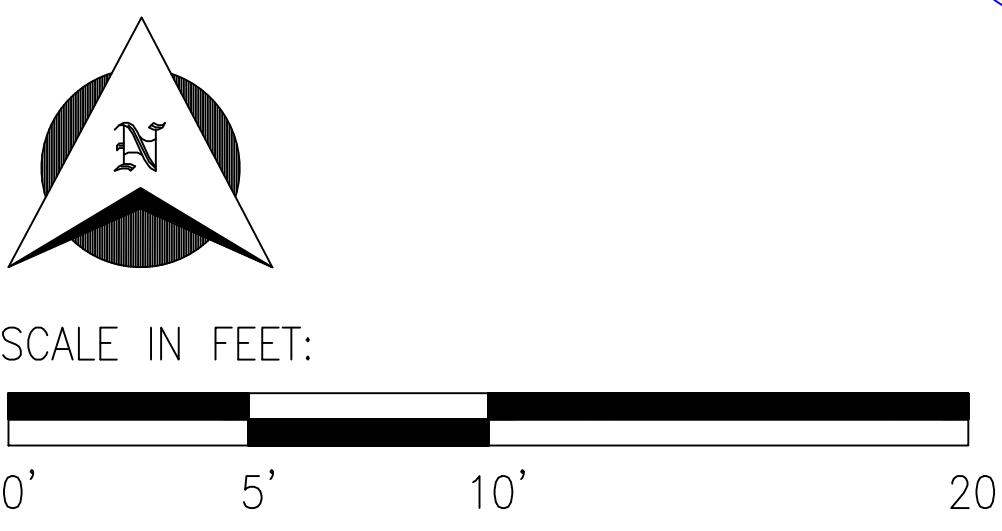
**PETERSON PARK
 PLAYGROUND
 021126**
 COTTAGE GROVE, MN

**SALES REPRESENTATIVE:
 EMILY MALONEY**

**DESIGNED BY:
 AO
 2/12/26**

1/4" = 1'-0"

SHEET
LS101



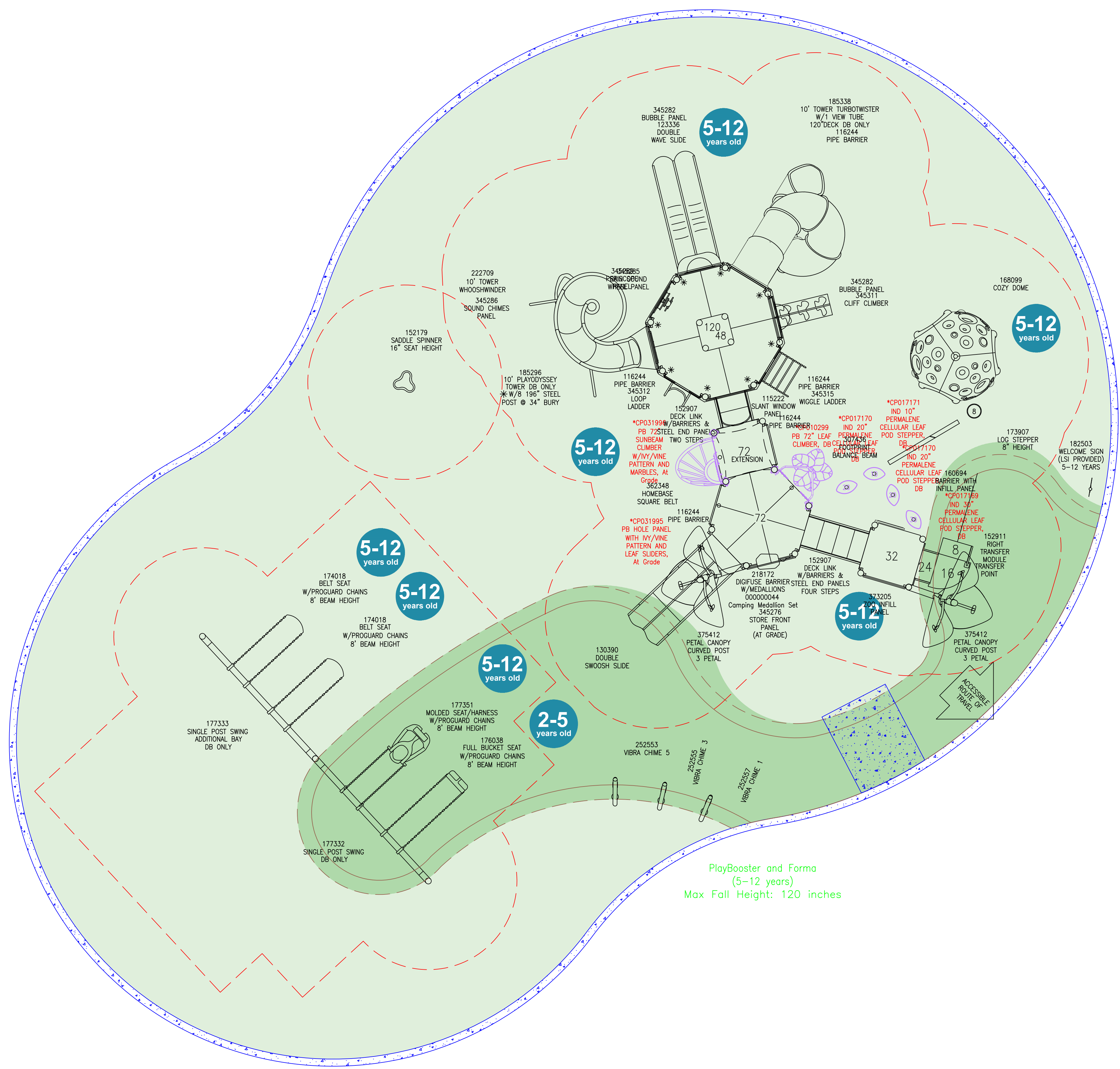
ALTERNATIVE ENTRANCE RAMP WITHOUT PIP

5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	15	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	11	REQUIRED 8
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	11	10	REQUIRED 5
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	10	7	REQUIRED 7
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	7		

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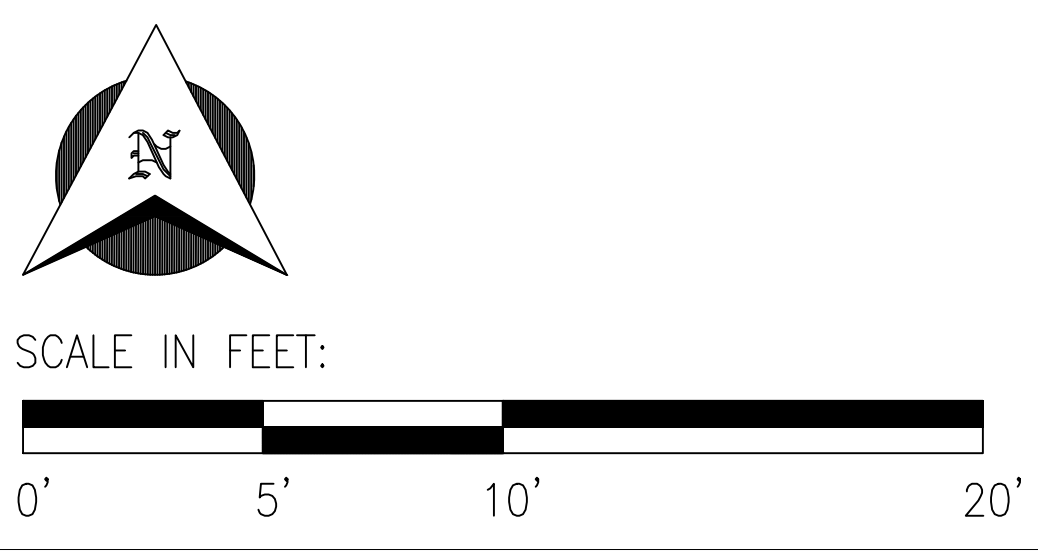


QTY	NO	DESCRIPTION	FALL HEIGHT
1	111228A	Square Tenderdeck	32"
1	111229A	Square Deck Extension	72"
1	115222A	Slant Window Panel Above Deck	120"
5	116244A	Pipe Barrier Above Deck	72"-120"
1	123336A	Double Wave Slide 48"Dk DB	48"
1	130390A	Double Swoosh Slide 72"Dk DB	72"
1	152907B	Deck Link w/Barriers Steel end panels 2 Steps	72"
1	152907D	Deck Link w/Barriers Steel end panels 4 Steps	72"
1	152911A	Curved Transfer Module Right 32"Dk DB	32"
1	160694A	Barrier With Infill Panel	32"
1	178710A	Hexagon Tenderdeck	72"
1	185296A	10' PlayOdyssey Tower	120"
1	185338B	10' Tower TurboTwister w/1 View	120"
1	218172A	DigiFuse Barrier Panel w/Medallions Above Deck	72"
1	222709A	10' Tower WhooshWinder Slide	120"
1	345276A	Storefront Panel	N/A
2	345282A	Bubble Panel Above Deck	120"
1	345285A	Rain Sound Wheel Panel Above Deck	48"
1	345286A	Chimes Panel Above Deck	48"
1	345289A	Periscope Panel Above Deck	120"
1	345311A	Cliff Climber 48"Dk DB	48"
1	345312A	Loop Ladder 48"Dk DB	48"
1	345315C	Wiggle Ladder 48"Dk DB	48"
1	362348A	HomeBase Square Belt	18"
1	373205A	Zoo Infill Panel	32"
2	375412B	Petal Canopy Curved Post 3 Petal	N/A
1	152179A	Saddle Spinner DB 16"Height	16"
1	168099A	Cozy Dome DB	46"
1	173907A	Log Stepper 8"Height DB Only	8"
2	174018A	Belt Seat ProGuard Chains for 8' Beam Height	96"
1	176038A	Full Bucket Seat ProGuard Chains for 8' Beam Height	96"
1	177332A	Single Post Swing Frame 8' Beam Height Only DB Only	96"
1	177333A	Single Post Swing Frame Additional Bay 8' Beam Height Only	96"
1	177351A	Molded Bucket Seat (5-12 yrs) w/Harness ProGuard Chains	96"
1	182503C	Welcome Sign (LSI Provided) Ages 5-12 years Direct Bury	N/A
1	214438A	Rhapsody Animato Metallophone DB	N/A
1	252553A	Rhapsody Vibra Chime 5 DB	N/A
1	252555A	Rhapsody Vibra Chime 3 DB	N/A
1	252557A	Rhapsody Vibra Chime 1 DB	N/A
1	CP010299	72" LEAF CLIMBER DB Includes permalene handholds.	72"
1	CP017169	30" PERMALENE CELLULAR LEAF POD STEPPER DB	30"
2	CP017170	20" PERMALENE CELLULAR LEAF POD STEPPER DB	20"
1	CP017171	10" PERMALENE CELLULAR LEAF POD STEPPER DB	10"
1	CP031995	HOLE PANEL WITH IVY/VINE PATTERN AND LEAF SLIDERS	N/A
1	CP031996	72" SUNBEAM CLIMBER W/IVY/VINE PATTERN AND MARBLES	72"

POURED-IN-PLACE SURFACING
VARYING DEPTHS (2" - 3.75")

ENGINEERED WOOD FIBER
12" COMPACTED DEPTH

PlayBooster and Forma
(5-12 years)
Max Fall Height: 120 inches



5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS	15		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED	0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	11	REQUIRED	8
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	10	REQUIRED	5
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	7	REQUIRED	7



FLAGSHIP RECREATION
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**PETERSON PARK
PLAYGROUND
DNR PLAN**

COTTAGE GROVE, MN

**SALES REPRESENTATIVE:
EMILY MALONEY**

**DESIGNED BY:
AO
2/12/26**

1/4" = 1'-0"

SHEET
LS101-DRN



Cottage Grove
 12800 Ravine Pkwy S
 Cottage Grove, MN 55016
 Zac Dockter, Parks and Recreation Director

Labor Rate: —————→ Prevailing

PRELIMINARY BUDGET - THIS IS AN ESTIMATE & NOT A FORMAL QUOTE

	QTY	Preliminary Budget	Possible Additions - PIP Paths and Agg Base Prep	Possible Addition - Concrete Curb	Notes
Play Equipment					
Peterson Park - 021126 Revision, EM706PP-369246066		161,996.00			2026 List Price
State Contract #218091	8%	(12,959.68)			(6% discount under \$80,000 & 8% discount \$80,000 & above)
Custom Equipment - Peterson Park - Option 1		11,305.00			2026 List Price
State Contract #218091	5%	(565.25)			(5% discount on all custom)
Sales Tax - if applicable		0.00			ST3 Certificate of Exemption must be provided by owner.
Playground Freight (Ships from Delano, MN)		1,800.00			
Mobilization					
Dumpster(s) - 30 Yard		750.00			Mobilization of Installation Crew to Job Site (Trailer Skid Steer Augur, Tools, Mixer, Etc.)
		750.00			Disposal of packaging material
Site work					
Excavation (new container)	0	0.00			BY OWNER - Owner to set desired finished grade by excavating 12" below it
Border Options					
Concrete Border Straight (LF)	0	0.00			Standard 6" W x 12" D.
Concrete Border Curved (LF)	233			13,275.03	BY OWNER - Concrete curb to be compelled by owner. Alternate pricing if prefer added to Playground scope.
Playground Installation (Labor & Concrete for Footings)					
Shade/Tower Rental Equipment Allowance (Lull, Lift, etc.)	16.72%	26,709.22			Full professional installation by Landscape Structures Certified Installers. Prevailing Labor Rate.
		1,618.59			Rental - Req'd for Shade Fabric, Roofs, etc.
Concrete Flatwork					
Concrete Flatwork (Sq. Ft.)	30	392.35			4" thick concrete
Thickened Edge (LF)	0	0.00			Thickened edge used when installing a sidewalk adjacent to playground container. Prevents stone base from washing out.
Subgrade Prep & Engineered Wood Fiber Surfacing (EWF)					
EWF - Playground Safety Surfacing (CY)	160	7,200.90			IPEMA Certified Meets ASTM, ADA & CPSC
	EWF Freight	1,002.00			
Subgrade Prep & Poured In Place (PIP) or Turf Surfacing					
Compacted Aggregate Base (Recycled Concrete or Class 5) (Tons)	26		2,108.03		Class 5 Agg w/ Fines or Recycled Concrete, Material & Install 4" - 6" Compacted Required for PIP & Turf Installations
Concrete Base / mound or sloped surface (2" skim coat)	0	0.00			Concrete Skim Coating Req'd for PIP/Turf Subbase on Surfaces that are not Flat.
Drain Tile (LF)	0	0.00			BY OWNER - Drain stubs required inside container if desired.
Poured In Place Rubber Surfacing (Sq. Ft.)	650		26,321.27		50/50 mix of Standard Colors/Black Speckled (Designs & Premium Colors Extra)
Security Guard		0.00			24 Hr Site Security req'd during Installation & Cure Time. Cure Times vary with weather and thickness. Defects or damage due to trespass before sufficient cure time will not be covered by warranty. Flagship Rec not licensed for Security Services.
Site Restoration (Sq.Ft.)	0	0.00			BY OWNER - All restoration by Owner. Backfilling required to stabilize border.
LSI - Payment & Performance Bonds		0.00			Included By Request
Flagship - Payment & Performance Bonds		0.00			Included By Request
		Preliminary Total	Additions Total	Additions Total	Total w/ Additions
		199,999.12	28,429.30	13,275.03	241,703.45

Proudly Made in the U.S.A

Nearly all of our play products are made in Delano, MN* this allows us to maintain control over the quality of the play equipment you purchase. While other manufacturers are increasingly sourcing components from overseas, Landscape Structures equipment is proudly made in the U.S.A.



**Total Product
Made in the U.S.A.**

99%

Calculation includes standard play products only.

*Our fabrication, rotomolding, concrete, welding and painting operations in Delano, Minnesota, U.S.A. produce the vast majority of our standard play components.

Landscape Structures and American Forests are committed to working together to create a clean and healthy environment for future generations. We are proud to say that our partnership with American Forests has supported the planting of more than **35,000 trees per year**, on average.



Our corporate partnership with American Forests helps support the planting of trees in urban spaces where tree cover is limited, contributing to American Forests' **Tree Equity Program**. Our support also enables the **Resilient Forests** initiative, reviving forests to mitigate the impact of climate change and create a healthy future for all of us.

CARBON FOOTPRINT OF LANDSCAPE STRUCTURES PRODUCT:

Tons of CO₂: 19.35

Carbon Footprint: A measurement of the effect on the climate in terms of the amount of greenhouse gases produced in the Landscape Structures manufacturing process measured in units of carbon dioxide (CO₂).

RECYCLED CONTENT OF LANDSCAPE STRUCTURES PRODUCT:

Steel	3,423 lbs.
Aluminum	483 lbs.
Rubber	0 lbs.
Plastic	418 lbs.
<hr/>	
Total Recycled Content:	4,324 lbs.
Total Post-Consumer Recycled Content:	2,911 lbs.
Total Recycled Content (%):	49%
Total Post-Consumer Recycled Content (%):	33%
Total Weight:	8,736 lbs.

Total Recycled Content: Material that has been recovered or diverted from the solid waste stream.

Total Post-Consumer Recycled Content: Material generated by households or commercial, industrial and institutional facilities in their role as end-users. This material can no longer be used for its original intended purposes.

Calculations include standard play products only.

CONCEPT DESCRIPTION:
 The proposed design establishes a primary trail axis extending from the intersection of Ravine Parkway and Jamaica Avenue to Lake Robert, creating a strong visual and physical connection to the water. The main trail axis provides direct access to the play area, dock, and a network of secondary trails. The park structure, which will include restrooms, drinking fountain, and open air shelter space is situated within an open green space, with Lake Robert and the adjacent wooded area serving as a scenic backdrop. A small pollinator garden is located between the shelter and the wooded area, offering both aesthetic value and educational opportunities for park users. A pedestrian walkway encircles the play area, allowing caretakers to easily supervise children using the equipment. Adjacent to the play area, a shaded seating area with an umbrella provides a comfortable resting space. The dock structure is positioned in an open-water area of the lake, intentionally set back from wetland vegetation.



STORMWATER POND

LAKE ROBERT

- Legend:**
- A** PICNIC SHELTER WITH RESTROOMS
 - B** PLAY AREA
 - C** NATIVE PRAIRIE AREA
 - D** EXISTING WOODED AREA (TREES LIMBED UP TO OPEN VIEWS TO LAKE)
 - E** PARKING AREA
 - F** POLLINATOR GARDEN INTERPRETIVE SIGN AND BENCH
 - G** VIEWING PIER
 - H** WETLAND BUFFER
 - I** PORTABLE RESTROOM
 - J** SHADE UMBRELLA
 - K** UTILITY EASEMENT
 - L** OPEN LAWN
 - M** PARK SIGN
 - N** SPECIALTY SEATING OVERLOOK
 - O** BENCH
 - P** HAMMOCK GROVE
 - Q** PADDLERS LAUNCH

MASTER PLAN DESIGN INSPIRATION IMAGERY



PICNIC SHELTER WITH RESTROOMS
Similar layout to the park shelter at Oakwood Park



SPECIALTY SEATING OVERLOOKING LAKE



VIEWING PIER ON LAKE ROBERT



POLLINATOR GARDEN WITH INTERPRETIVE SIGN



UMBRELLA SHADE



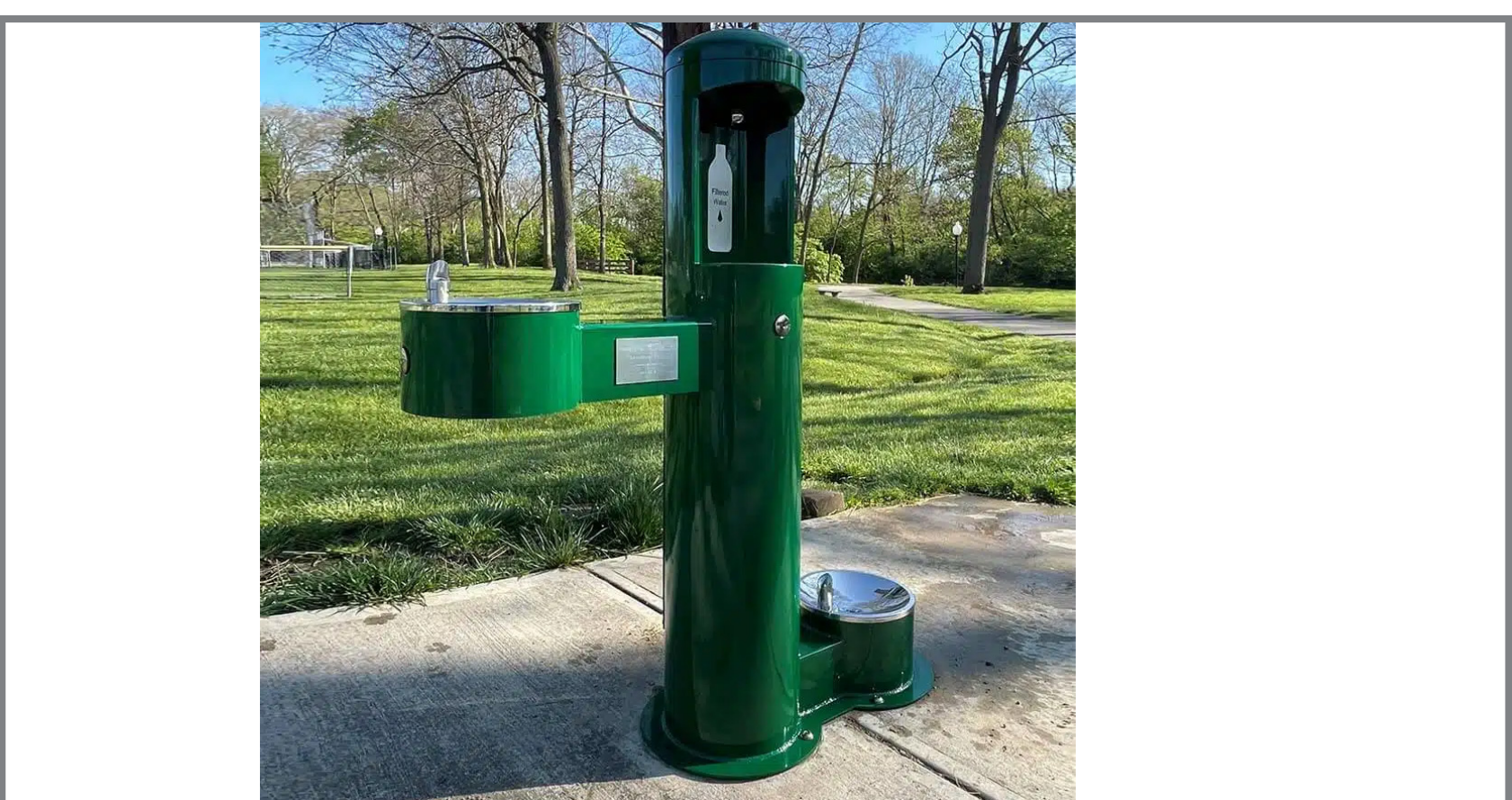
NATIVE PRAIRIE



OPEN LAWN



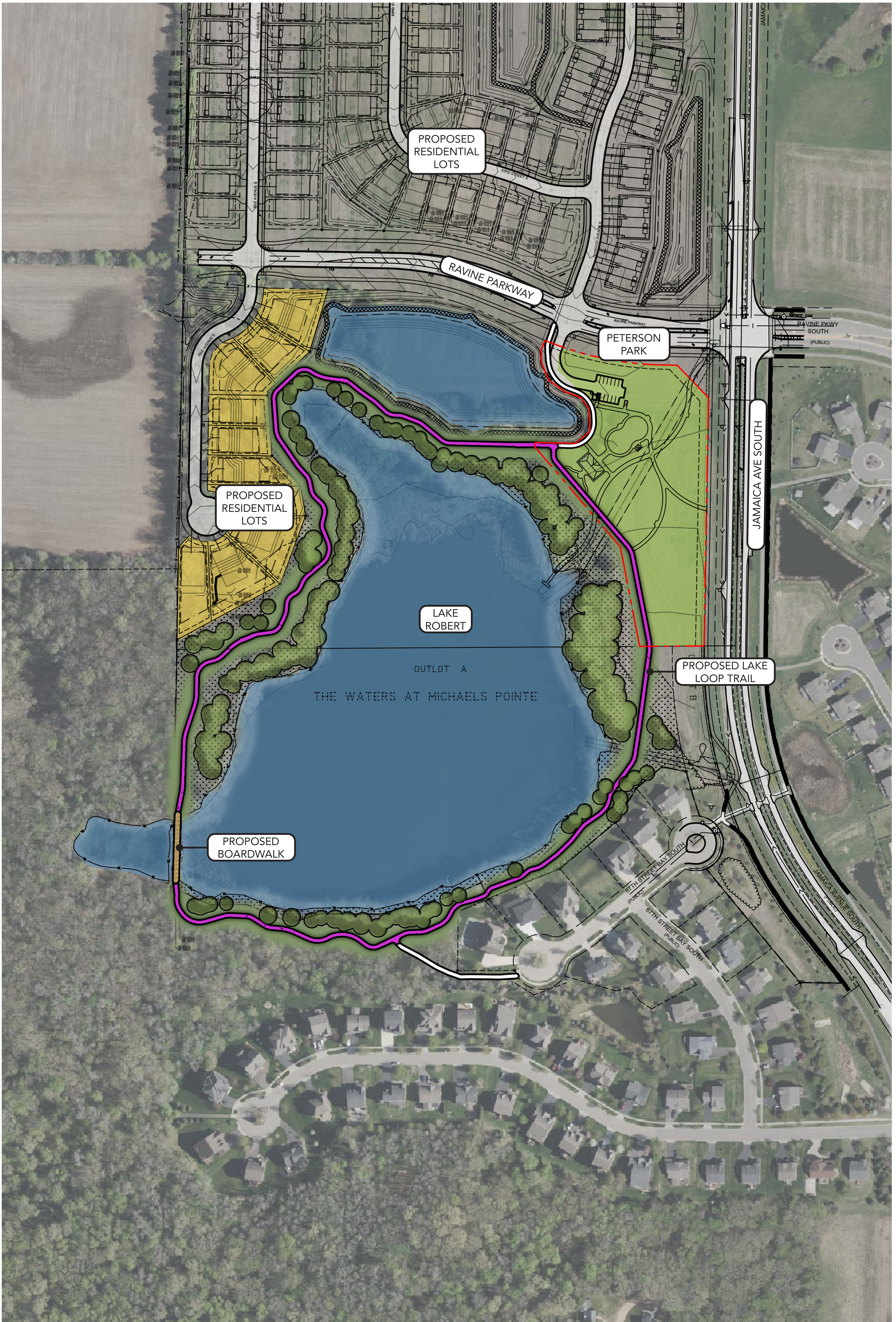
PARK SIGN



PARK DRINKING FOUNTAIN WITH BOTTLE FILLER



HAMMOCKING GROVE





City Council Action Request

7.P.

Meeting Date	4/1/2026		
Department	Parks and Recreation		
Agenda Category	Action Item		
Title	National Park Service Grant Application for a Paddler Launch		
Staff Recommendation	Authorize staff to apply for the National Park's Mississippi National River and Recreation Area Grant for up to \$8,000.		
Budget Implication	50% cash match from the Park Improvement Fund not exceeding \$8,000.		
Attachments	<table border="1"><tr><td>1.</td><td>Memo-NPS Grant - Kayak Dock & Launch</td></tr></table>	1.	Memo-NPS Grant - Kayak Dock & Launch
1.	Memo-NPS Grant - Kayak Dock & Launch		



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

From: Zac Dockter, Parks and Recreation Director

Date: March 23, 2026

Subject: National Park Service Grant Application for Hazen P Mooer Park Paddler Launch

Introduction/Background

Hazen P Mooer Park is a popular destination for Mississippi River paddlers because of its' gravel-based launch and parking options. This park is also home to the Paddle Share service where visitors can rent city-owned kayaks along the river. The accessibility of the gravel-based launch is concerning due to equipment damage from dragging the kayaks across the gravel as well as the challenges with launching during low water elevation. During low water elevation periods, paddlers need to wade out into the muddy water several feet which can be unsafe and quite filthy. This degrades the paddling experience while also increasing staff labor to clean and maintain the rentable kayaks.

The National Park Service offers grant funding opportunities to local community partners for improving paddler experiences within the Mississippi National River and Recreation Area. Staff recommends the construction of a small dock with a connected paddler launch to improve paddler access experience at the river. The cost of the project is estimated to not exceed \$16,000. A 50% cash match is required from the City. If grant is successful, funds would be derived from the Park Improvement Fund.

Staff Recommendation

Authorize staff to apply for the National Park's Mississippi National River and Recreation Area Grant for up to \$8,000.



City Council Action Request

7.Q.

Meeting Date 4/1/2026

Department Public Works

Agenda Category Action Item

Title Stump Grinding Quote Award

Staff Recommendation Authorize resolution 2026-049 awarding the 2026 City-Wide Stump Grinding Project to Anderson Stump Grinding & Restoration, in the amount of \$3.10 per inch and authorize the service agreement between Anderson Stump Grinding & Restoration and the City of Cottage Grove.

Budget Implication \$3.10 per inch will be covered in the Forestry budget.

Attachments

1.	2026 Stump Grinding Council Memo
2.	Resolution 2026 StumpGrinding
3.	Service Agreement StumpGrinding 2026



To: Honorable Mayor and City Council
Jennifer Levitt, City Administrator
From: Gavin Hochstetler, Management Analyst
CC: Ryan Burfeind, Public Works Director
Date: April 1, 2026
Subject: 2026 City-Wide Stump Grinding Contract

Background

The City of Cottage Grove recently received quotes to complete the annual city-wide stump grinding project. Approximately 140 trees have been removed due to disease or storm related issues and stumps need to be ground. The awarded stump grinding contractor will be backfilling all stump holes to city specifications.

Discussion

The City of Cottage Grove has evaluated the solicited quotes, and Anderson Stump Grinding & Restoration has come back with the low quote.

	Contractor	Quoted Amount
Low	Anderson Stump Grinding & Restoration	\$3.10/Inch
#2	Haaven's Stump Removal	\$5.50/Inch

Recommendation

Authorize resolution 2026-049 awarding the 2026 City-Wide Stump Grinding Project to Anderson Stump Grinding & Restoration, in the amount of \$3.10 per inch and authorize the service agreement between Anderson Stump Grinding & Restoration and the City of Cottage Grove.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-049

**RESOLUTION AWARDING THE 2026 CITY-WIDE STUMP GRINDING PROJECT
TO ANDERSON STUMP GRINDING & RESTORATION FOR 3.10 PER LINEAR INCH**

WHEREAS, quotes were requested to provide the necessary work for the 2026 City-Wide Stump Grinding Project according to City standards; and

WHEREAS, quotes were requested to provide the necessary work; and

WHEREAS, two firms submitted quotes; and

WHEREAS, it appears that Anderson Stump Grinding & Restoration provided the lowest responsible quote; and

WHEREAS, it is the recommendation of the City Engineer that the quote be awarded to Anderson Stump Grinding & Restoration.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 2026 City-Wide Stump Grinding Project be awarded Anderson Stump Grinding & Restoration for \$3.10 per linear inch.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

AGREEMENT FOR SERVICES
2026 City-Wide Stump Grinding Project

THIS AGREEMENT (“Agreement”) is made and executed this ___ day of _____, 20___, by and between the City of Cottage Grove, 12800 Ravine Parkway South, Cottage Grove, Minnesota 55016, (“City”) and Anderson Stump Grinding & Restoration, 1320 Honeysuckle, Hastings, MN 55033 (“Contractor”).

WHEREAS, the City has accepted the proposal of the Contractor for certain services; and

WHEREAS, Contractor desires to perform the services for the City under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed as follows:

1. SERVICES.

- a. City agrees to engage Contractor as an independent contractor for the purpose of performing certain Services (“Services”), as defined in the following documents:
 - i. A proposal dated February 18, 2026, incorporated herein as Exhibit A.
 - ii. Where the terms and conditions of this Agreement and those terms and conditions included in the Exhibits specifically conflict, the terms of this Agreement shall apply.
- b. Contractor covenants and agrees to provide the Services to the satisfaction of the City in a timely fashion, as set forth in the Exhibits, subject to Section 9 of this Agreement.
- c. Contractor agrees to comply with all federal, state, and local laws and ordinances applicable to the Services to be performed under this Agreement, including all safety standards. Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons and property during the performance of the Services. Contractor represents and warrants that it has the requisite training, skills, and experience necessary to provide the Services and is appropriately licensed and has obtained all permits from all applicable agencies and governmental entities.

2. PAYMENT.

- a. City agrees to pay Contractor \$3.10 per linear inch, and Contractor agrees to receive and accept payment for Services as set forth in the Exhibits.
 - b. Any changes in the scope of the work of the Services that may result in an increase to the compensation due the Contractor shall require prior written approval by the authorized representative of the City or by the City Council. The City will not pay additional compensation for Services that do not have prior written authorization.
 - c. Contractor shall submit itemized bills for Services provided to City on a monthly basis. Bills submitted shall be paid in the same manner as other claims made to City.
 - d. Prior to payment, the Contractor will submit evidence that all payrolls, material bills, subcontractors and other indebtedness connected with the Services have been paid as required by the City.
3. TERM. The term of this Agreement is identified in the Exhibits. This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as herein stated.
4. BONDS. If the Services provided by the Contractor as set forth in the Exhibits and this Agreement exceeds \$100,000, Contractor shall furnish performance and payment bonds covering faithful performance of all the Contractor's obligations, including, without limitation, warranty obligations and of all payment of obligations arising under this Agreement. The bonds shall each be issued in an amount equal to 100% of the stipulated sum identified in Section 2 of this Agreement.

5. TERMINATION AND REMEDIES.

- a. Termination by Either Party. This Agreement may be terminated by either party upon thirty (30) days' written notice delivered to the other party at the addresses listed in Section 15 of this Agreement. Upon termination under this provision, if there is no default by the Contractor, Contractor shall be paid for Services rendered and reimbursable expenses incurred through the effective date of termination.
- b. Termination Due to Default. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other party.
- c. Remedies. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by the Contractor. The City may, in such event:

- i. Withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined.
- ii. Perform the Services, in which case, the Contractor shall within thirty (30) days after written billing by the City, reimburse the City for any costs and expenses incurred by the City.

The rights or remedies provided for herein shall not limit the City, in case of any default by the Contractor, from asserting any other right or remedy allowed by law, equity, or by statute.

- d. Upon termination of this Agreement, the Contractor shall furnish to the City copies or duplicate originals of all documents or memoranda prepared for the City not previously furnished.
6. SUBCONTRACTORS. Contractor shall not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City, unless specifically provided for in the Exhibits. Contractor shall pay any subcontractor involved in the performance of this Agreement within the ten (10) days of the Contractor's receipt of payment by the City for undisputed services provided by the subcontractor.
 7. STANDARD OF CARE. In performing its Services, Contractor will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the Services are provided.
 8. INSPECTION OF WORK. All materials and workmanship will be subject to inspection, examination, and testing by the City, who will have the right to reject defective material and workmanship or require its correction.
 9. DELAY IN PERFORMANCE. Neither City nor Contractor shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Contractor under this Agreement. If such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement. Contractor will be entitled to payment for its reasonable additional charges, if any, due to the delay.
 10. CITY'S REPRESENTATIVE. The City has designated Gavin Hochstetler to act as the City's representative with respect to the Services to be performed under this Agreement.

He or she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Services covered by this Agreement.

11. PROJECT MANAGER AND STAFFING. The Contractor has designated Daniel Anderson to be the primary contacts for the City in the performance of the Services. They shall be assisted by other staff members as necessary to facilitate the completion of the Services in accordance with the terms established herein. Contractor may not remove or replace these designated staff without the approval of the City.

12. INDEMNIFICATION.

- a. Contractor and City each agree to defend, indemnify, and hold harmless each other, its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Contractor and City, they shall be borne by each party in proportion to its own negligence.
- b. Contractor shall indemnify City against legal liability for damages arising out of claims by Contractor's employees or subcontractors, including all liens. City shall indemnify Contractor against legal liability for damages arising out of claims by City's employees or subcontractors.

13. INSURANCE. During the performance of the Services under this Agreement, Contractor shall maintain the following insurance:

- a. Commercial General Liability Insurance, with a limit of \$2,000,000 for any number of claims arising out of a single occurrence.
- b. Workers' Compensation Insurance in accordance with statutory requirements.
- c. Automobile Liability Insurance, with a combined single limit of \$2,000,000.

Contractor shall furnish the City with certificates of insurance, which shall include a provision that such insurance shall not be canceled without written notice to the City. The City shall be named as an additional insured on the Commercial General Liability Insurance policy.

14. WARRANTIES. Contractor warrants and guarantees that title to all work, materials, and equipment covered by any invoice, will pass to City no later than the final completion date of all Services. Contractor warrants that all work will be free from defects and that all materials will be new and of first quality. If within one (1) year after final payment any work or material is found to be defective, Contractor shall promptly, without cost to the City, correct such defect.

15. NOTICES. Notices shall be communicated to the following addresses:

If to City: City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016
Attention: Gavin Hochstetler

Or emailed: ghochstetler@cottagegrovemn.gov

If to Contractor: Anderson Stump Grinding & Restoration
1320 Honeysuckle
Hastings, MN 55033

Or emailed: Andersonstumpgrind@gmail.com

16. INDEPENDENT CONTRACTOR STATUS. All services provided by Contractor, its officers, agents and employees pursuant to this Agreement shall be provided as employees of Contractor or as independent contractors of Contractor and not as employees of the City for any purpose.

17. RESPONSIBLE CONTRACTOR.

- a. In accordance with Minnesota Statutes, Section 16C.285, Contractor is hereby advised that the City cannot award a construction contract in excess of \$50,000 unless Contractor is a “responsible contractor” as defined in Minnesota Statutes, Section 16C.285, subdivision 3. Contractor must complete a Responsible Contractor Certificate verifying compliance with the minimum criteria specified in Minnesota Statutes, Section 16C.285, subdivision 3, to be eligible to provide the Services outlined in this Agreement. A Responsible Contractor Certificate must be signed under oath by an owner or officer of Contractor. Contractor is responsible for obtaining the required verifications of compliance with Minnesota Statute, Section 16C.285, subdivision 3 from all subcontractors, using a form provided by the City. Contractor must submit signed verifications from subcontractors upon the City’s request.
- b. Contractor or subcontractor who does not meet the minimum criteria established in Minnesota Statutes, Section 16C.285, subdivision 3, or who fails to verify compliance with the minimum requirements of this statute, will not be considered a “responsible contractor” and will be ineligible to provide the Services under this Agreement or otherwise work on the project in any capacity. Contractor and any

subcontractor are advised that making any false statements verifying compliance with Minnesota Statutes, Section 16C.285 will render the Contractor or subcontractor ineligible to perform the Services of this Agreement and may result in termination of this Agreement by the City.

- c. Contractor shall not sublet, sell, transfer, delegate or assign the Services or any portion of the Services of this Agreement without abiding by the applicable provisions of the Minnesota Department of Transportation Standard Specifications for Construction, Section 1801.

18. GENERAL PROVISIONS.

- a. Assignment. This Agreement is not assignable without the mutual written agreement of the parties.
- b. Waiver. A waiver by either City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.
- c. Nondiscrimination. Contractor agrees that in the hiring of employees to perform Services under this Agreement, Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.
- d. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota and any action must be venued in Washington County District Court.
- e. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both parties.
- f. Severability. If any term of this Agreement is found be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
- g. Data Practices Compliance. All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- h. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

CITY OF COTTAGE GROVE

By: _____
Myron A. Bailey, Mayor

By: _____
Tamara Anderson, City Clerk

Date: _____

CONTRACTOR

Signature: Dan Carlson

Name: Daniel Andersson, Andersson Stump Grinding and Restoration

Its: Owner

Date: 3-13-26

EXHIBIT A



ESTIMATE

2/18/2026
Valid for 30 Days

651-747-5013
andersonstumpgrind@gmail.com

City of Cottage Grove, 12800 Ravine Pkwy S. Cottage Grove, MN 55016

Attn: Gavin Hochstetler

Property Details/ProjectScope

Stump Grinding, Haul Away & Restoration

\$3.10 per linear inch

**Includes grinding of the stump, hauling debris to the City's designated dump site and restoration*

**Restoration includes backfilling and leveling of the area, raked with city-supplied dirt, and ready for hydro spray. Please note that no seed, fertilizer, or erosion control will be installed as part of the restoration process.*

Stump Grinding & Haul Away

\$2.50 per linear inch

**Includes grinding of the stump and hauling debris to the City's designated dump site*

Warranty for Restoration Settling/Sinking

Any settling or sinking of restored areas following stump grinding will be covered under our warranty until November 2026. If any issues arise, we will address them at no additional cost to ensure proper restoration.

Additional Notes

**The stump will be measured by the most surface-rooted area*

**Stumps will be ground a minimum of 8" below grade.*

Anderson Stump Grinding & Restoration

Dan Anderson

1320 Honeysuckle, Hastings, MN 55033

andersonstumpgrind@gmail.com

FULLY INSURED

www.andersonstumpgrinding.com



City Council Action Request

7.R.

Meeting Date 4/1/2026

Department Public Works

Agenda Category Action Item

Title Concrete Maintenance Quote Award

Staff Recommendation Authorize resolution 2026-050 awarding the Public Works Concrete Maintenance Quote Award to Frank Zamora’s Concrete and authorize the service agreement between Frank Zamora’s Concrete and the City of Cottage Grove.

Budget Implication \$85,000 - Roadway Maintenance Fund

Attachments

1.	Council Memo-Concrete Services
2.	Resolution Public Works Concrete Services
3.	Service_Agreement_ConcreteServices



To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator
From: Gavin Hochstetler, Management Analyst
Date: April 1, 2026
Subject: Public Works Concrete Maintenance Quote Award

Introduction/Background

Roadway and trail maintenance is essential in creating safe city infrastructure. Each year, in accordance with city standards, concrete work is completed in the right-of-way to help maintain the city’s impervious surfaces. Areas addressed when using concrete services are curb and gutter, pedestrian ramps, sidewalk panels, valley gutters, and colored/stamped concrete.

Discussion

A request for proposals for this project was distributed to two concrete companies. The following proposals were received:

	Frank Zamora’s Concrete	KC Gustafson Construction Co Inc.
Remove and Replace Sidewalk Panels	\$22.65 sq ft	\$23.55 sq ft
Remove and Replace Pedestrian Ramps	\$28.50 sq ft	\$29.35 sq ft
Remove and Replace Section of Curb and Gutter	\$77.50 lineal ft	\$88.50 lineal ft
Remove and Replace Valley Gutter	\$24.50 sq ft	\$28.00 sq ft
Colored and Stamped Concrete	\$32.00 sq ft	\$32.75 sq ft

Budget Implications

A budgetary amount of \$85,000 has been allocated within the streets department budget to support the needs of the Public Works Concrete Maintenance Service Agreement.

Staff Recommendation

Authorize resolution 2026-050 awarding the Public Works Concrete Maintenance Quote Award to Frank Zamora’s Concrete and authorize the service agreement between Frank Zamora’s Concrete and the City of Cottage Grove.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-050

**RESOLUTION AWARDING THE PUBLIC WORKS CONCRETE SERVICES
CONTRACT TO FRANK ZAMORA'S CONCRETE**

WHEREAS, quotes were requested to provide the necessary work for the Public Works Concrete Services Contract according to City standards; and

WHEREAS, quotes were requested to provide the necessary work; and

WHEREAS, two firms submitted quotes; and

WHEREAS, it appears that Frank Zamora's Concrete provided the lowest responsible quote; and

WHEREAS, it is the recommendation of the City Engineer that the quote be awarded to Frank Zamora's Concrete

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the Public Works Concrete Services Contract be awarded to Frank Zamora's Concrete.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

AGREEMENT FOR SERVICES
Public Works Concrete Services

THIS AGREEMENT ("Agreement") is made and executed this ___ day of _____, 20___, by and between the City of Cottage Grove, 12800 Ravine Parkway South, Cottage Grove, Minnesota 55016, ("City") and Frank Zamora's Concrete, PO Box 150, St. Paul Park, MN 55071("Contractor").

WHEREAS, the City has accepted the proposal of the Contractor for certain services; and

WHEREAS, Contractor desires to perform the services for the City under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed as follows:

1. SERVICES.

- a. City agrees to engage Contractor as an independent contractor for the purpose of performing certain Services ("Services"), as defined in the following documents:
 - i. A proposal dated February 2, 2026, incorporated herein as Exhibit A.
 - ii. Where the terms and conditions of this Agreement and those terms and conditions included in the Exhibits specifically conflict, the terms of this Agreement shall apply.
- b. Contractor covenants and agrees to provide the Services to the satisfaction of the City in a timely fashion, as set forth in the Exhibits, subject to Section 9 of this Agreement.
- c. Contractor agrees to comply with all federal, state, and local laws and ordinances applicable to the Services to be performed under this Agreement, including all safety standards. Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons and property during the performance of the Services. Contractor represents and warrants that it has the requisite training, skills, and experience necessary to provide the Services and is appropriately licensed and has obtained all permits from all applicable agencies and governmental entities.

2. PAYMENT.

- a. City agrees to pay Contractor, and Contractor agrees to receive and accept payment for Services as set forth in the Exhibit.
- b. Any changes in the scope of the work of the Services that may result in an increase to the compensation due the Contractor shall require prior written approval by the authorized representative of the City or by the City Council. The City will not pay additional compensation for Services that do not have prior written authorization.
- c. Contractor shall submit itemized bills for Services provided to City on a monthly basis. Bills submitted shall be paid in the same manner as other claims made to City.
- d. Prior to payment, the Contractor will submit evidence that all payrolls, material bills, subcontractors and other indebtedness connected with the Services have been paid as required by the City.

3. TERM. The term of this Agreement is identified in the Exhibits. This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as herein stated.

4. BONDS. If the Services provided by the Contractor as set forth in the Exhibits and this Agreement exceeds \$100,000, Contractor shall furnish performance and payment bonds covering faithful performance of all the Contractor's obligations, including, without limitation, warranty obligations and of all payment of obligations arising under this Agreement. The bonds shall each be issued in an amount equal to 100% of the stipulated sum identified in Section 2 of this Agreement.

5. TERMINATION AND REMEDIES.

- a. Termination by Either Party. This Agreement may be terminated by either party upon thirty (30) days' written notice delivered to the other party at the addresses listed in Section 15 of this Agreement. Upon termination under this provision, if there is no default by the Contractor, Contractor shall be paid for Services rendered and reimbursable expenses incurred through the effective date of termination.
- b. Termination Due to Default. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other party.
- c. Remedies. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by the Contractor. The City may, in such event:

- i. Withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined.
- ii. Perform the Services, in which case, the Contractor shall within thirty (30) days after written billing by the City, reimburse the City for any costs and expenses incurred by the City.

The rights or remedies provided for herein shall not limit the City, in case of any default by the Contractor, from asserting any other right or remedy allowed by law, equity, or by statute.

- d. Upon termination of this Agreement, the Contractor shall furnish to the City copies or duplicate originals of all documents or memoranda prepared for the City not previously furnished.
6. SUBCONTRACTORS. Contractor shall not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City, unless specifically provided for in the Exhibits. Contractor shall pay any subcontractor involved in the performance of this Agreement within the ten (10) days of the Contractor's receipt of payment by the City for undisputed services provided by the subcontractor.
 7. STANDARD OF CARE. In performing its Services, Contractor will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the Services are provided.
 8. INSPECTION OF WORK. All materials and workmanship will be subject to inspection, examination, and testing by the City, who will have the right to reject defective material and workmanship or require its correction.
 9. DELAY IN PERFORMANCE. Neither City nor Contractor shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Contractor under this Agreement. If such circumstances occur, the nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement. Contractor will be entitled to payment for its reasonable additional charges, if any, due to the delay.
 10. CITY'S REPRESENTATIVE. The City has designated Gary Orloff to act as the City's representative with respect to the Services to be performed under this Agreement. He or

she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Services covered by this Agreement.

11. PROJECT MANAGER AND STAFFING. The Contractor has designated Jason Zamora to be the primary contacts for the City in the performance of the Services. They shall be assisted by other staff members as necessary to facilitate the completion of the Services in accordance with the terms established herein. Contractor may not remove or replace these designated staff without the approval of the City.

12. INDEMNIFICATION.

- a. Contractor and City each agree to defend, indemnify, and hold harmless each other, its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Contractor and City, they shall be borne by each party in proportion to its own negligence.
- b. Contractor shall indemnify City against legal liability for damages arising out of claims by Contractor's employees or subcontractors, including all liens. City shall indemnify Contractor against legal liability for damages arising out of claims by City's employees or subcontractors.

13. INSURANCE. During the performance of the Services under this Agreement, Contractor shall maintain the following insurance:

- a. Commercial General Liability Insurance, with a limit of \$2,000,000 for any number of claims arising out of a single occurrence.
- b. Workers' Compensation Insurance in accordance with statutory requirements.
- c. Automobile Liability Insurance, with a combined single limit of \$2,000,000.

Contractor shall furnish the City with certificates of insurance, which shall include a provision that such insurance shall not be canceled without written notice to the City. The City shall be named as an additional insured on the Commercial General Liability Insurance policy.

14. WARRANTIES. Contractor warrants and guarantees that title to all work, materials, and equipment covered by any invoice, will pass to City no later than the final completion date of all Services. Contractor warrants that all work will be free from defects and that all materials will be new and of first quality. If within one (1) year after final payment any work or material is found to be defective, Contractor shall promptly, without cost to the City, correct such defect.

15. NOTICES. Notices shall be communicated to the following addresses:

If to City: City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016
Attention: Gary Orloff

Or emailed: gorloff@cottagegrovemn.gov

If to Contractor: Frank Zamora's Concrete
PO Box 150
St. Paul Park, MN 55071

Or emailed: office@frankzamorasconcrete.com

16. INDEPENDENT CONTRACTOR STATUS. All services provided by Contractor, its officers, agents and employees pursuant to this Agreement shall be provided as employees of Contractor or as independent contractors of Contractor and not as employees of the City for any purpose.

17. RESPONSIBLE CONTRACTOR.

- a. In accordance with Minnesota Statutes, Section 16C.285, Contractor is hereby advised that the City cannot award a construction contract in excess of \$50,000 unless Contractor is a "responsible contractor" as defined in Minnesota Statutes, Section 16C.285, subdivision 3. Contractor must complete a Responsible Contractor Certificate verifying compliance with the minimum criteria specified in Minnesota Statutes, Section 16C.285, subdivision 3, to be eligible to provide the Services outlined in this Agreement. A Responsible Contractor Certificate must be signed under oath by an owner or officer of Contractor. Contractor is responsible for obtaining the required verifications of compliance with Minnesota Statute, Section 16C.285, subdivision 3 from all subcontractors, using a form provided by the City. Contractor must submit signed verifications from subcontractors upon the City's request.
- b. Contractor or subcontractor who does not meet the minimum criteria established in Minnesota Statutes, Section 16C.285, subdivision 3, or who fails to verify compliance with the minimum requirements of this statute, will not be considered a "responsible contractor" and will be ineligible to provide the Services under this Agreement or otherwise work on the project in any capacity. Contractor and any

subcontractor are advised that making any false statements verifying compliance with Minnesota Statutes, Section 16C.285 will render the Contractor or subcontractor ineligible to perform the Services of this Agreement and may result in termination of this Agreement by the City.

- c. Contractor shall not sublet, sell, transfer, delegate or assign the Services or any portion of the Services of this Agreement without abiding by the applicable provisions of the Minnesota Department of Transportation Standard Specifications for Construction, Section 1801.

18. GENERAL PROVISIONS.

- a. Assignment. This Agreement is not assignable without the mutual written agreement of the parties.
- b. Waiver. A waiver by either City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.
- c. Nondiscrimination. Contractor agrees that in the hiring of employees to perform Services under this Agreement, Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.
- d. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota and any action must be venued in Washington County District Court.
- e. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both parties.
- f. Severability. If any term of this Agreement is found be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
- g. Data Practices Compliance. All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.
- h. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

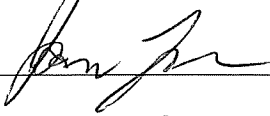
CITY OF COTTAGE GROVE

By: _____
Myron A. Bailey, Mayor

By: _____
Tamara Anderson, City Clerk

Date: _____

CONTRACTOR

Signature: 

Name: Jason Zamora

Its: Owner

Date: 3/19/26

Exhibit A

Frank Zamora's Concrete

+16514589461
office@frankzamorasoncrete.com
www.frankzamorasoncrete.com



Estimate

ADDRESS

City of Cottage Grove Streets
City of Cottage Grove Streets
8635 W Point Douglas Road
Cottage Grove, MN 55016

ESTIMATE # 1084
DATE 02/02/2026

ACTIVITY	QTY	RATE	AMOUNT
Service			0.00T
Frank Zamora's Concrete 2026 Prices			
Remove and replace sidewalk panels: \$22.65 sq. ft.			
Remove and replace pedestrian ramps: \$28.50 sq. ft.			
Remove and replace section of curb and gutter: \$77.50 lineal ft.			
Remove and replace valley gutters: \$24.50sq. ft.			
Colored and stamped concrete: \$32.00 sq.			
(Note: Winona style curb for pedestrian ramps will incur additional fees)			
SUBTOTAL			0.00
TAX			0.00
TOTAL			\$0.00

Accepted By

Accepted Date



City Council Action Request

7.S.

Meeting Date 4/1/2026

Department Engineering

Agenda Category Action Item

Title 2026 Street Sweeping - Quote Award and Service Agreement

Staff Recommendation Adopt Resolution 2026-057 awarding the 2026 Annual Spring City-Wide Street Sweeping Program to the low quote supplied by Mike McPhillips, Inc., in the amount of \$135.00 per hour.

Budget Implication \$47,250 - Stormwater Maintenance Fund

Attachments

1.	MEMO 2026 Annual Spring City-Wide Street Sweeping Program Quote Award
2.	2026 Sweeping Service Agreement Signed by Contractor
3.	RESOLUTION 2026 Annual Spring City-Wide Street Sweeping Program Quote Award



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

From: Genevieve Tester, EIT, Graduate Engineer
Hailey Sutton, Engineering Technician

Date: April 1, 2026

Re: 2026 Annual Spring City-Wide Street Sweeping Program Quote Award

Background

The City of Cottage Grove recently received quotes for the annual city-wide street sweeping program. Each spring, sweeping removes sediment and organic debris from streets before it can enter the storm sewer system. If this material reaches stormwater ponds, it is costly to remove. Additionally, the material can contain phosphorus, which contributes to algae blooms in local ponds, lakes, and rivers. Regular sweeping is one of the most effective ways to protect water quality.

Discussion

It is estimated that the 2026 program will require about 350 hours of sweeping. Quotes were due on March 23, 2026, and three contractors submitted proposals. The table below summarizes the quote results.

	Contractor	Quoted Amount
#1 (Low)	Mike McPhillips, Inc.	\$135.00/hour
#2	Allied Blacktop Company	\$145.00/hour
#3	Pearson Bros, Inc.	\$150.00/hour

The low quote for the program was submitted by Mike McPhillips, Inc. at \$135.00 per hour. With the estimated 350 hours of sweeping, the total projected cost is \$47,250.00. This fits within the program budget and will be funded through the Stormwater Maintenance Fund, as the work serves as a preventative measure and best management practice to reduce sediment in the City's stormwater system.

Recommendation

Staff recommends that the City Council adopt Resolution 2026-057 awarding the 2026 Annual Spring City-Wide Street Sweeping Program to the low quote supplied by Mike McPhillips, Inc., for \$135.00 per hour.

AGREEMENT FOR SERVICES
2026 Annual Spring City-Wide Street Sweeping Program

THIS AGREEMENT (“Agreement”) is made and executed this ___ day of _____, 2026, by and between the City of Cottage Grove, 12800 Ravine Parkway South, Cottage Grove, Minnesota 55016, (“City”) and Mike McPhillips, Inc., 825 Concord Street North, South Saint Paul, Minnesota 55075 (“Contractor”).

WHEREAS, the City has accepted the proposal of the Contractor for certain services; and

WHEREAS, Contractor desires to perform the services for the City under the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual consideration contained herein, it is hereby agreed as follows:

1. SERVICES.

- a. City agrees to engage Contractor as an independent contractor for the purpose of performing certain Services (“Services”), as defined in the following documents:
 - i. A proposal dated March 2, 2026, incorporated herein as Exhibit A.

(Hereinafter “Exhibits”).
 - ii. Where the terms and conditions of this Agreement and those terms and conditions included in the Exhibits specifically conflict, the terms of this Agreement shall apply.
- b. Contractor covenants and agrees to provide the Services to the satisfaction of the City in a timely fashion, as set forth in the Exhibits, subject to Section 9 of this Agreement.
- c. Contractor agrees to comply with all federal, state, and local laws and ordinances applicable to the Services to be performed under this Agreement, including all safety standards. Contractor shall be solely and completely responsible for conditions of the job site, including the safety of all persons and property during the performance of the Services. Contractor represents and warrants that it has the requisite training, skills, and experience necessary to provide the Services and is appropriately licensed and has obtained all permits from all applicable agencies and governmental entities.

2. PAYMENT.

- a. City agrees to pay Contractor \$135.00 per hour, and Contractor agrees to receive and accept payment for Services as set forth in the Exhibits.
- b. Any changes in the scope of the work of the Services that may result in an increase to the compensation due the Contractor shall require prior written approval by the authorized representative of the City or by the City Council. The City will not pay additional compensation for Services that do not have prior written authorization.
- c. Contractor shall submit itemized bills for Services provided to City on a monthly basis. Bills submitted shall be paid in the same manner as other claims made to City.
- d. Prior to payment, the Contractor will submit evidence that all payrolls, material bills, subcontractors and other indebtedness connected with the Services have been paid as required by the City.

3. TERM. The term of this Agreement is identified in the Exhibits. This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as herein stated.

4. BONDS. If the Services provided by the Contractor as set forth in the Exhibits and this Agreement exceeds \$175,000, Contractor shall furnish performance and payment bonds covering faithful performance of all the Contractor's obligations, including, without limitation, warranty obligations and of all payment of obligations arising under this Agreement. The bonds shall each be issued in an amount equal to 100% of the stipulated sum identified in Section 2 of this Agreement.

5. TERMINATION AND REMEDIES.

- a. Termination by Either Party. This Agreement may be terminated by either party upon thirty (30) days' written notice delivered to the other party at the addresses listed in Section 15 of this Agreement. Upon termination under this provision, if there is no default by the Contractor, Contractor shall be paid for Services rendered and reimbursable expenses incurred through the effective date of termination.
- b. Termination Due to Default. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other party.

- c. Remedies. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by the Contractor. The City may, in such event:
 - i. Withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined.
 - ii. Perform the Services, in which case, the Contractor shall within thirty (30) days after written billing by the City, reimburse the City for any costs and expenses incurred by the City.

The rights or remedies provided for herein shall not limit the City, in case of any default by the Contractor, from asserting any other right or remedy allowed by law, equity, or by statute.

- d. Upon termination of this Agreement, the Contractor shall furnish to the City copies or duplicate originals of all documents or memoranda prepared for the City not previously furnished.
6. SUBCONTRACTORS. Contractor shall not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City, unless specifically provided for in the Exhibits. Contractor shall pay any subcontractor involved in the performance of this Agreement within the ten (10) days of the Contractor's receipt of payment by the City for undisputed services provided by the subcontractor.
 7. STANDARD OF CARE. In performing its Services, Contractor will use that degree of care and skill ordinarily exercised, under similar circumstances, by reputable members of its profession in the same locality at the time the Services are provided.
 8. INSPECTION OF WORK. All materials and workmanship will be subject to inspection, examination, and testing by the City, who will have the right to reject defective material and workmanship or require its correction.
 9. DELAY IN PERFORMANCE. Neither City nor Contractor shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the nonperforming party. For purposes of this Agreement, such circumstances include, but are not limited to, abnormal weather conditions; floods; earthquakes; fire; epidemics; war, riots, and other civil disturbances; strikes, lockouts, work slowdowns, and other labor disturbances; sabotage; judicial restraint; and inability to procure permits, licenses or authorizations from any local, state, or federal agency for any of the supplies, materials, accesses, or services required to be provided by either City or Contractor under this Agreement. If such circumstances occur, the

nonperforming party shall, within a reasonable time of being prevented from performing, give written notice to the other party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement. Contractor will be entitled to payment for its reasonable additional charges, if any, due to the delay.

CITY'S REPRESENTATIVE. The City has designated Gary Orloff, Streets Superintendent, to act as the City's representative with respect to the Services to be performed under this Agreement. He or she shall have complete authority to transmit instructions, receive information, interpret, and define the City's policy and decisions with respect to the Services covered by this Agreement.

10. PROJECT MANAGER AND STAFFING. The Contractor has designated Mike Edge to be the primary contact for the City in the performance of the Services. They shall be assisted by other staff members as necessary to facilitate the completion of the Services in accordance with the terms established herein. Contractor may not remove or replace these designated staff without the approval of the City.

11. INDEMNIFICATION.

- a. Contractor and City each agree to defend, indemnify, and hold harmless each other, its agents and employees, from and against legal liability for all claims, losses, damages, and expenses to the extent such claims, losses, damages, or expenses are caused by its negligent acts, errors, or omissions. In the event claims, losses, damages, or expenses are caused by the joint or concurrent negligence of Contractor and City, they shall be borne by each party in proportion to its own negligence.
- b. Contractor shall indemnify City against legal liability for damages arising out of claims by Contractor's employees or subcontractors, including all liens. City shall indemnify Contractor against legal liability for damages arising out of claims by City's employees or subcontractors.

12. INSURANCE. During the performance of the Services under this Agreement, Contractor shall maintain the following insurance:

- a. Commercial General Liability Insurance, with a limit of \$2,000,000 for any number of claims arising out of a single occurrence.
- b. Workers' Compensation Insurance in accordance with statutory requirements.
- c. Automobile Liability Insurance, with a combined single limit of \$2,000,000.

Contractor shall furnish the City with certificates of insurance, which shall include a provision that such insurance shall not be canceled without written notice to the City.

The City shall be named as an additional insured on the Commercial General Liability Insurance policy.

13. WARRANTIES. Contractor warrants and guarantees that title to all work, materials, and equipment covered by any invoice, will pass to City no later than the final completion date of all Services. Contractor warrants that all work will be free from defects and that all materials will be new and of first quality. If within one (1) year after final payment any work or material is found to be defective, Contractor shall promptly, without cost to the City, correct such defect.

14. NOTICES. Notices shall be communicated to the following addresses:

If to City: City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016
Attention: City Administrator

Or emailed: jlevitt@cottagegrovemn.gov

If to Contractor: Mike McPhillips, Inc.
825 Concord Street North
South Saint Paul, MN 55075
Attention: Mike Edge

Or emailed: mike@mcphillipsinc.com

INDEPENDENT CONTRACTOR STATUS. All services provided by Contractor, its officers, agents and employees pursuant to this Agreement shall be provided as employees of Contractor or as independent contractors of Contractor and not as employees of the City for any purpose.

15. RESPONSIBLE CONTRACTOR.

- a. In accordance with Minnesota Statutes, Section 16C.285, Contractor is hereby advised that the City cannot award a construction contract in excess of \$50,000 unless Contractor is a "responsible contractor" as defined in Minnesota Statutes, Section 16C.285, subdivision 3. Contractor must complete a Responsible Contractor Certificate verifying compliance with the minimum criteria specified in Minnesota Statutes, Section 16C.285, subdivision 3, to be eligible to provide the Services outlined in this Agreement. A Responsible Contractor Certificate must be signed under oath by an owner or officer of Contractor. Contractor is responsible for obtaining the required verifications of compliance with Minnesota Statute, Section 16C.285, subdivision 3 from all subcontractors, using a form provided by the City. Contractor must submit signed verifications from subcontractors upon the City's request.

- b. Contractor or subcontractor who does not meet the minimum criteria established in Minnesota Statutes, Section 16C.285, subdivision 3, or who fails to verify compliance with the minimum requirements of this statute, will not be considered a “responsible contractor” and will be ineligible to provide the Services under this Agreement or otherwise work on the project in any capacity. Contractor and any subcontractor are advised that making any false statements verifying compliance with Minnesota Statutes, Section 16C.285 will render the Contractor or subcontractor ineligible to perform the Services of this Agreement and may result in termination of this Agreement by the City.
- c. Contractor shall not sublet, sell, transfer, delegate or assign the Services or any portion of the Services of this Agreement without abiding by the applicable provisions of the Minnesota Department of Transportation Standard Specifications for Construction, Section 1801.

16. GENERAL PROVISIONS.

- a. Assignment. This Agreement is not assignable without the mutual written agreement of the parties.
- b. Waiver. A waiver by either City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party’s rights with respect to any other or further breach.
- c. Nondiscrimination. Contractor agrees that in the hiring of employees to perform Services under this Agreement, Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.
- d. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota and any action must be venued in Washington County District Court.
- e. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both parties.
- f. Severability. If any term of this Agreement is found to be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.
- g. Data Practices Compliance. All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

- h. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

CITY OF COTTAGE GROVE

By: _____
Myron A. Bailey, Mayor

By: _____
Tamara Anderson, City Clerk

Date: _____

CONTRACTOR

Signature: Michael Edge

Name: Michael Edge

Its: President

Date: 3/24/2026



March 2, 2026

Annual Spring City-Wide Street Sweeping Program

City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016

To Whom It May Concern:

NOTICE IS HEREBY GIVEN that quotes will be received by the City of Cottage Grove until **11:00 a.m. Monday, March 23rd, 2026**. Work to be completed includes, but is not limited to, the following tasks:

- Approximately 300-350 hours of sweeping are anticipated for the City of Cottage Grove.

Quotes for the estimated quantities must be submitted on the Quote Form provided herein. Work shall be completed in accordance with the Specifications provided herein. The Contractor will be required to enter into the City of Cottage Grove Agreement for Contractor Services and submit a Certificate of Insurance that conforms to the City of Cottage Grove Insurance Requirements.

No quotes may be withdrawn for a period of 30 days after the date and time set for the opening of quotes. In submitting this quote, it is understood that the City retains the right to reject any and all quotes and to waive irregularities and informalities therein and to award the quote in the best interests of the City.

Quotes are due to Genevieve Tester at the Cottage Grove Utility and Engineering Building via one of the following:

Email: gtester@cottagegrovemn.gov

Mail: 10875 Ideal Avenue S., Cottage Grove MN, 55016

For more information on the project, contact Genevieve Tester.

gtester@cottagegrovemn.gov 651-458-2829

Annual Spring City-Wide Street Sweeping Program

QUOTE FORM

The quotation submitted shall provide a total hourly operations rate, make, model, and year of each unit. This shall include sweeping unit, operator, fuel, and maintenance costs.

	Make and Model	Year	Hourly Rate
1.	Elgin Pelican	2014	\$ 135.00
2.	Elgin Pelican	2017	\$ 135.00
3.	Elgin Pelican	2019	\$ 135.00
4.	Elgin Pelican	2021	\$ 135.00
Alternates			
5.	Elgin Pelican	2012	\$ 135.00
6.	Elgin Pelican	2012	\$ 135.00

Mike McPhillips, Inc (a corporation)
 Name (an individual)
 (a partnership)

825 Concord Street North
 Street Address

South St. Paul, MN 55075
 City, State, Zip Code

651-451-4030
 Telephone

Michael Edge
 Signature

3/23/2026
 Date

Michael Edge
 Name

President
 Title

Minimum Specifications for Annual City-Wide Street Sweeping Program

1. Scope

- a. The City divides its sweeping program into three (3) zones. Each zone is assigned two (2) City trucks to haul sweepings to the designated disposal site and two (2) high-dump sweepers to deposit sweepings into the City trucks. Due to the nature of the program, bottom-dump sweepers will *not* be considered. Approximately 300–350 hours of sweeping are anticipated for the City of Cottage Grove.

2. Schedule/Work Hours

- a. Work shall begin on **Monday, April 6th, 2026**, and continue until completion, weather dependent.
- b. Sweeping units will be required to conduct operations from 7:00 a.m. to 7:00 p.m., Monday through Friday.
- c. The Contractor shall provide a minimum of four (4) sweepers with one (1) backup available within four (4) hours in the event of equipment breakdown.
- d. Operations may be suspended during inclement weather, including rain or freezing conditions.

3. City Water

- a. The City will supply water for sweeping units to aid in dust control and equipment cleaning, provided the units are equipped with an approved filling device.

4. Contract Extension

- a. There will be an option to extend the contract for sweeping to the 2027 and 2028 spring sweeping programs. This extension shall be mutually agreed upon between the City and the Contractor each year and shall remain at the 2026 quoted prices. In the event of a contract extension, a new service agreement shall be executed between the City of Cottage Grove and the Contractor prior to work beginning in both 2027 and 2028.

5. Safety

- a. The Contractor is responsible for ensuring that all equipment is properly equipped with functioning warning lights, alarms, and other safety devices to protect Contractor employees, City staff, and the public. All safety and warning devices must remain operational throughout sweeping operations.

6. Non-Collusion Clause

- a. Vendor, their agent/employee hereby agree to comply and fully perform in accordance with the law and state that they have not, directly or indirectly, entered into an agreement or understanding, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the proposal submitted with respect to the above referenced invitation to bid. Vendor fully acknowledges that such an act of non-compliance may be deemed unlawful and would be considered a violation of the law and subject to prosecution.

Annual Spring City-Wide Street Sweeping Program

7. Basis of Payment

- a. Payment will be made at the unit prices listed on the Quote Form. All associated work items are considered incidental.

8. Traffic Control

- a. The Contractor shall provide, erect, and maintain all necessary barricades, signs, danger signals, and lights meeting or exceeding O.S.H.A. Standards for the protection of the work and the safety of the public. The Contractor shall provide the City of Cottage Grove Public Works Department with the name and telephone number of a person who can be reached at all times during work. All activities affecting vehicular or pedestrian traffic must conform to "Temporary Traffic Control Zone Layouts" of the Minnesota Department of Transportation manual on uniform traffic control devices.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-057

**RESOLUTION AWARDING THE 2026 ANNUAL SPRING CITY-WIDE
STREET SWEEPING PROGRAM QUOTE AWARD
TO MIKE McPHILLIPS, INC. FOR \$135.00 PER HOUR**

WHEREAS, quotes were requested to provide the necessary work for the 2026 Annual Spring City-Wide Street Sweeping Program; and

WHEREAS, three firms submitted quotes; and

WHEREAS, it appears that Mike McPhillips, Inc. provided the lowest accepted quote; and

WHEREAS, it is the recommendation of the City Engineer that the quote be awarded to Mike McPhillips, Inc. for \$135.00 per hour.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 2026 Annual Spring City-Wide Street Sweeping Program be awarded to Mike McPhillips, Inc. for \$135.00 per hour and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions. At the estimated 350 hours of sweeping for the City of Cottage Grove, the low quote of \$135.00 per hour gives an estimated cost of \$47,250.00.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.T.

Meeting Date	4/1/2026						
Department	Public Works						
Agenda Category	Action Item						
Title	Budget Increase for Garbage Truck & Purchase of Skid Attachment						
Staff Recommendation	Approve the increased budget for the Parks Division garbage truck from \$165,000.00 to \$187,111.73 (within the Equipment Replacement Fund). Authorize the purchase of a 2026 Isuzu garbage truck from Koenig & Sons Equipment, Inc. in the amount of \$164,611.73 (which may vary slightly due to tax, title and license fees) and a Beekman Skidvac from Truman Welters in the amount of \$24,257.00 with funds used from trading in a jetter trailer (\$22,500) and the Stormwater budget (\$1,757).						
Budget Implication	\$25,000 from the Equipment Replacement Fund for the Garbage Truck and \$1,757 from the Stormwater budget for the skid vac.						
Attachments	<table border="1"> <tr> <td>1.</td> <td>Memo - Public Works (Garbage Truck)</td> </tr> <tr> <td>2.</td> <td>Quote Q5281 City of Cottage Grove</td> </tr> <tr> <td>3.</td> <td>City of Cottage Grove Beekman Skidvac 3-14-26</td> </tr> </table>	1.	Memo - Public Works (Garbage Truck)	2.	Quote Q5281 City of Cottage Grove	3.	City of Cottage Grove Beekman Skidvac 3-14-26
1.	Memo - Public Works (Garbage Truck)						
2.	Quote Q5281 City of Cottage Grove						
3.	City of Cottage Grove Beekman Skidvac 3-14-26						



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

From: Ryan Burfeind, Public Works Director
Adam Moshier, Fleet and Facilities Manager

Date: March 18, 2026

RE: Increase the Budget Amount and Authorize the Purchase for the Garbage Truck.
Approve the Purchase of the Skid Vac Attachment and the Trade of the Jetter Trailer

Introduction

Staff is requesting to increase the budget amount of the garbage truck to \$187,111.73 and authorize the purchase out of the Equipment Replacement Fund. Staff is also requesting to trade in the jetter trailer and purchase a skid vac attachment to better suit the needs of the Stormwater Division. This was not in the 2026 budget, so staff is requesting approval to purchase the skid vac attachment for \$24,257 and trade in the jetter trailer for a total net out of the Stormwater fund of \$1,757.

The reason staff is bringing this forward now and not during budget time is the jetter trailer was purchased from Koenig and Sons, which is the same vendor staff is purchasing the garbage truck from. Staff believe the City would get more money on trade with this company rather than outright selling it on auction. Also, the City will save money on the motor vehicle tax on the purchase of the new garbage truck while trading in the jetter trailer.

Background

In the 2026 budget, there is \$165,000 to purchase a garbage truck for the Parks Division. This truck would replace unit number 41-6003-14. Current prices have increased since the budget numbers were obtained in June of 2025. Staff also added a rear flared end option to allow the dumping of 3-yard dumpsters into the garbage truck. This will save time and money when the large parks are rented out and there is a lot of trash to dispose of. Staff did reach out to the local trash company, and they were not interested in contracting with the city for garbage removal in the parks and trails due to the cost of having to purchase a smaller truck. Staff have obtained an updated quote from the vendor which reflects Sourcewell contract pricing and the trade of the old garbage truck for a total of \$187,111.73.

Staff is also requesting to replace the jetter trailer, unit number 60-0002-14 with a skid vac attachment. This is not in the budget and would be funded out of the stormwater budget. The trade-in value of the jetter trailer will cover most of the cost of the skid vac. The cost is \$24,257 and the City would get a trade in value of \$22,500 from Koenig and Sons on the purchase of the new garbage truck. The remaining cost of the skid-vac of \$1,757 would come from the Stormwater budget.

This skid vac attachment would benefit the Stormwater Division with its maneuverability and versatility versus the current trailer mounted vac on the remote ponds with poor access. Staff is currently opening flared ends in ponds with just rakes, shovels and a rubber tire backhoe. Unfortunately, staff spend more time moving rip rap and torching the bolts off to be able to lift the trash grate, to remove the leaves, only to repeat the process over again the following year. Ninety percent of the work is cleaning inlets and outlets, which requires the vac not jetting. This is safer and a much more efficient task done with the skid vac attachment rather than facing the risk of back injuries. Staff must clean out hundreds of these every year because of the City's MS4 permit. Staff would become more efficient and be able to get through all of them in a timelier fashion.

Budget Implication

The total purchase price is \$164,611.73 for a new garbage truck which includes a trade in of the old garbage truck, unit 41-6003-14 for \$10,000 and a trade in of the Jetter Trailer, unit 60-0002-14 for \$22,500. That quote is attached. The original budget amount was \$165,000 for the garbage truck. The purchase price of the garbage truck that will come out of equipment replacement fund is \$187,111.73 once the trade of \$22,500 is transferred to the stormwater fund. The remaining purchase of the skid vac will come out of the stormwater fund. That quote is also attached. Here is a breakdown of each fund.

Equipment Replacement Fund		
Quote	Company	Total
Purchase Garbage Truck	Koenig & Sons Equipment Inc.	\$197,111.73
Trade in Old Garbage Truck	Koenig & Sons Equipment Inc.	-\$10,000
Total From Equipment Replacement Fund		\$187,111.73

No second quote was received for the garbage truck as it is on Sourcewell contract number 112014-NWY.

Stormwater Fund		
Quote	Company	Total
Purchase Skid Vac Attachment	Trueman Welters	\$24,257
Trade in of Jetter Trailer	Koenig & Sons Equipment Inc.	-\$22,500
Total From Stormwater Fund		\$1,757

No second quote was received for the skid vac attachment as it is a single source piece of equipment and there is not another one like it on the market.

To cover the additional \$22,111.73 for the garbage truck purchase, staff has budget savings from the building maintenance van of \$25,000. With those savings, the Equipment Replacement Fund can absorb the additional cost of the garbage truck. The total additional funds needed are \$22,111.73.

Recommendation

Approve the increased budget for the Parks Division garbage truck from \$165,000.00 to \$187,111.73 (within the Equipment Replacement Fund). Authorize the purchase of a 2026 Isuzu garbage truck from Koenig & Sons Equipment, Inc. in the amount of \$164,611.73 (which may vary slightly due to tax, title and license fees) and a Beekman Skidvac from Trueman Welters in the amount of \$24,257.00 with funds used from trading in a jetter trailer (\$22,500) and the Stormwater budget (\$1,757).

Voice: 651-769-0770
 Fax: 651-769-1196

Quoted To:
City of Cottage Grove 8635 West Point Douglas Road Cottage Grove, MN 55016

Customer ID	Good Thru	Payment Terms	Sales Rep
C35	4/11/26	Net 30 Days	K01

Item Qty	Description	Price Each	Amount
1.00	2026 Isuzu NRR	79,057.00	79,057.00
1.00	New Way Diamondback 8RL Rear Loading Garbage Packer, 8 yard cap	90,620.00	90,620.00
1.00	All LED Body Lights, Including Reverse and License Plate		
1.00	Auto-Trans (Hot Shift w/Overspeed) w/Pump		
1.00	Barrel Style Cart Tipper: capable of lifting/ dumping automated carts and 55 gallon drums		
1.00	LED Work Lights ((2)mounted inside upper tailgate shining in hopper)		
1.00	LED Round Strobes upper tailgate(2 lights)		
1.00	Safety Shut Down Curbside, Driver Alert Buzzer Curb Side, Interlock on Front Acc Door		
1.00	(Safety Shut Down, Driver Alert Buzzer, Accel) - Street Side		
1.00	Safety Vision rear view camera system, Color Flat Screen		
1.00	Access Door Steps (Ladder) 1.00 Plastic Fenders (standard)		
1.00	1 Year Body & Hydraulic Warranty, 2 Year Cylinder Warranty		
1.00	(1) Set of repair and operations manual		
1.00	Inside controls for tailgate and eject	2,568.00	2,568.00
1.00	Flared Tailgate option	14,142.00	14,142.00
1.00	Document Fee	75.00	75.00
1.00	Title / Transfer Fee	50.00	50.00
1.00	Transit Tax	20.00	20.00
1.00	Trade Pipe Hunter Trailer	22,500.00	-22,500.00
1.00	Trade Isuzu Mamba	10,000.00	-10,000.00
	*QUOTE DOES NOT CONTAIN ANY APPLICABLE LICENSE FEES SOURCEWELL CONTRACT #112014-NWY		

Subtotal	154,032.00
Sales Tax	10,579.73
TOTAL	164,611.73



1600 Hwy 55E Buffalo MN, 55313
 Phone: (763) 682-2200
 Cell: (763) 286-3658
 Email seth@welters.net

Today's Date: 3/14/2026

Sales Contact
 Seth Strehler

Quote Expires

30 Days

**Quote For: City of Cottage Grove
 Beekman Skidvac**

Part Number	Qty.	Description	Price
	1	Skid-Vac Model (need to select Vac for rated flow)	\$ 20,900.00
	1	5" 90-degree Cam locked nozzle(Landscape Rock)	\$ 160.00
	1	FLEX-TUBE PU60 HF 5.0" x 25' w/black HELIX	\$ 571.00
	1	5" Grain Vac straight nozzle with air door	\$ 362.00
	1	FLEX-TUBE PU60 HF 4.0" x 25' w/black HELIX	\$ 453.00
	1	4" Grain Vac straight nozzle with air door.	\$ 150.00
	1	4" 90-degree Cam locked nozzle with	\$ 139.00
	1	4" clean-up head	\$ 50.00
	1	FLEX-TUBE PU60 HF 3.0" x 25' w/black HELIX	\$ 336.00
	1	5-inch to 3-inch reducer	\$ 53.00
	1	3-inch 45- degree short nozzle	\$ 47.00
	1	3" straight nozzle with female camlock	\$ 57.00
	1	FLEX-TUBE PU60 HF 2.0" x 25' w/black HELIX	\$ 295.00
	1	2-inch 45-degree short nozzle	\$ 36.00
	1	5-inch to 2-inch reducer	\$ 48.00
		Subtotal	\$ 23,657.00
		Freight	\$ 600.00
		Tax	ST3 Form
		Grand Total	\$ 24,257.00

 Approve here to accept order Date PO#



City Council Action Request

7.U.

Meeting Date 4/1/2026

Department Engineering

Agenda Category Action Item

Title East Point Douglas Road – No Parking Zone

Staff Recommendation Adopt Resolution 2026-034 restricting parking along the south side and in the cul-de-sac on East Point Douglas Road South, west of Hardwood Avenue.

Budget Implication N/A

Attachments	1.	2026-1-13 No Parking EPD Memo
	2.	2026-1-13 CC No Parking EPD Resolution



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

From: Joe Fox, PE, Project Engineer

Date: February 27, 2026

Re: East Point Douglas Road – “No Parking” Zone

Background

City of Cottage Grove staff has reviewed the need for a No Parking zone on the south side and in the cul-de-sac of East Point Douglas Road west of Hardwood Avenue. Typically few cars park along this section of road but at times many cars park on both sides. This leaves a very narrow lane between parked cars that acts as a one-way street. Cars can drive through, but large trucks likely would not fit.

Similarly when several cars park in the cul-de-sac, turning around proves difficult so the cul-de-sac is included in the proposed No Parking zone. Sufficient street parking will still be available along the north side of the road. Image 1 below shows the proposed No Parking zone.

The parking situation has become more pressing now that the Roers Companies apartment building is under construction and the Yellow Tree apartment project will likely start building soon. An on-site supervisor at the Roers site told city staff that delivering large equipment and supplies would be impossible with cars parked on both sides. Flat bed trucks would not fit. As construction of the buildings ramps up, dozens of workers will park every day for the approximate 16-month duration of each project. Allowing parking on both sides would be untenable.

This situation was brought to the attention of city engineering staff by Fire Marshal Bill King. He said that maneuvering a fire truck through two parked cars on this road would be difficult if not impossible. He supports the plan to install No Parking signs along the south side and in the cul-de-sac of East Point Douglas Road.

While the construction will be temporary, staff propose to make the No Parking zone permanent. The incident that Fire Marshal King brought to our attention happened prior to the beginning of large-scale construction at the apartment buildings.

At the neighborhood meeting for the Yellow Tree apartment building, held at The Legends on February 26th, 2026, this proposed No Parking Zone was presented. A few Legends’ residents expressed concern that there would be insufficient parking along the south side of the road. When Legends’ back parking lot is plowed, residents are asked to temporarily park on East Point Douglas. Legends’ staff thought parking during snow events would not be a problem.

If approved, City Staff will install No Parking signage and communicate with affected residents, businesses, and construction crews in the area about this change.

Recommendation

Staff recommends that the City Council adopt Resolution 2026-034 restricting parking along the south side and in the cul-de-sac on East Point Douglas Road South, west of Hardwood Avenue.



Image 1: Proposed No Parking zone on the south side and cul-de-sac of East Point Douglas Road

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-034

**RESOLUTION APPROVING
A NO PARKING ZONE
ON EAST POINT DOUGLAS ROAD SOUTH**

WHEREAS, the City of Cottage Grove is concerned about a vehicle's ability to safely travel on East Point Douglas Road South, west of Hardwood Avenue when cars are parked on both sides of the street; and

WHEREAS, the City acknowledges that such parking restrictions will apply to all parked vehicles within the affected zone, regardless of the residency of the vehicle owner or operator.

NOW, THEREFORE, IT IS HEREBY RESOLVED, that the City of Cottage Grove shall ban the parking of motor vehicles on the south side and in the cul-de-sac of East Point Douglas Road South, west of Hardwood Avenue.

BE IT FURTHER RESOLVED that the City of Cottage Grove supports full enforcement of the proposed parking restrictions by city law enforcement personnel.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.V.

Meeting Date 4/1/2026

Department Engineering

Agenda Category Action Item

Title Denzer Park – Approve Plans and Specifications and Authorize Bidding

Staff Recommendation Adopt Resolution 2026-058 approving the plans and specifications and authorizing bidding for the Denzer Park Project.

Budget Implication \$300,000 - Park Trust Fund

Attachments	1.	2026-04-01 Approve P&S and Authorize Bidding Memo
	2.	2026-03-24 Denzer Park Planset
	3.	2026-04-01 Approve P&S and Authorize Bidding Resolution

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

From: Genevieve Tester EIT, Graduate Engineer

Date: March 20, 2026

Re: Denzer Park Project – Approve Plans and Specifications and Authorize Bidding

Background

Denzer Park is a new eight-acre park located just south of 100th Street, behind Cottage Grove Logistics Park. On April 6, 2022, the City Council approved the Cottage Grove Logistics Park plat. This plat dedicated the outlot, highlighted in green in Figure 1, to the City as a future neighborhood park. With the completion of the South District Street and Utility project, and the recent residential developments in the area—apartments and single-family housing—staff is planning for the implementation of Denzer Park.

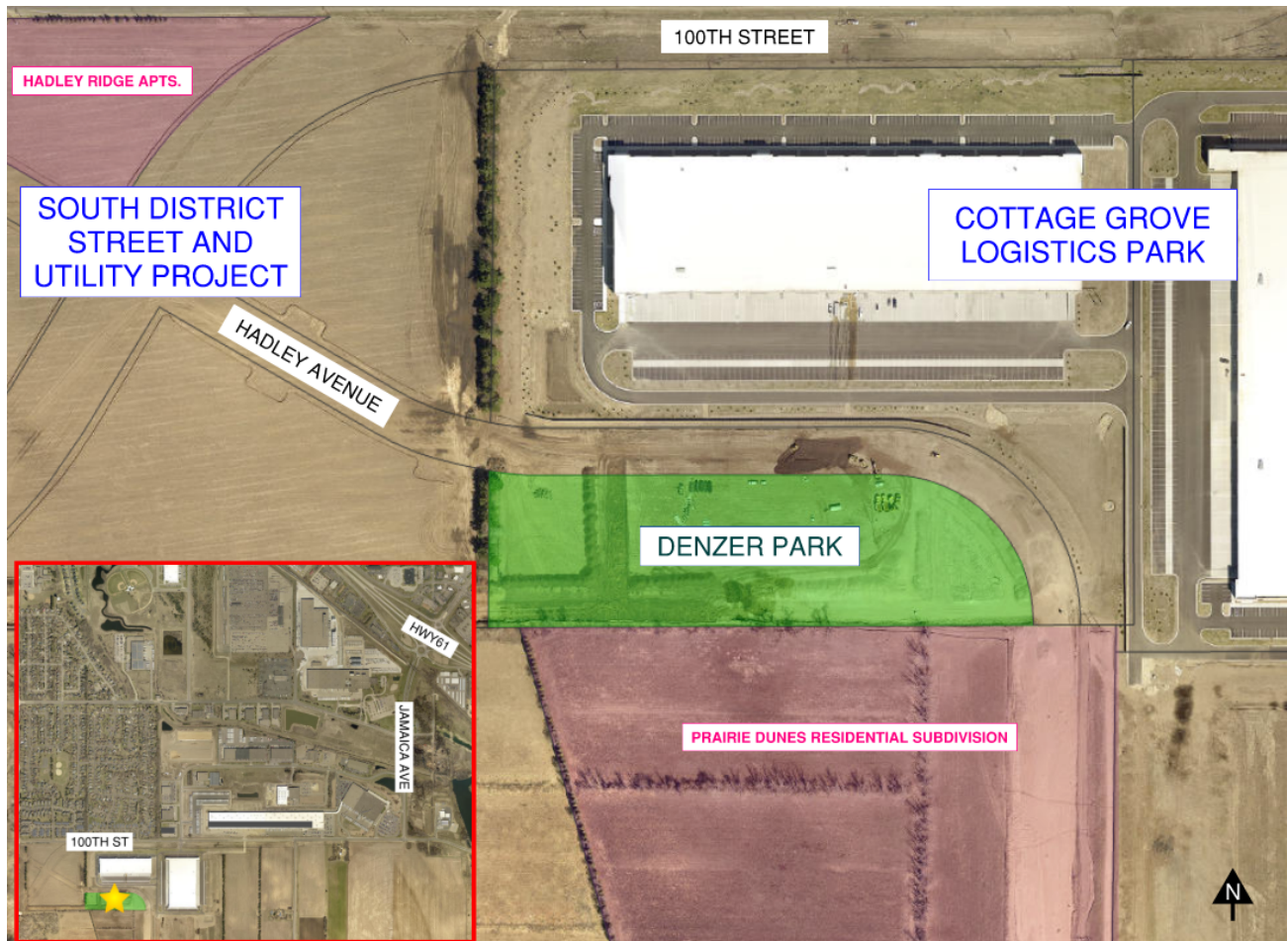


Figure 1: Location of Denzer Park.

The Park master plan includes a playground, sportcourt, tetherball court, picnicking areas, trails, open turf field (with irrigation), ponds, landscaping, and an elevated picnic shelter with a view of the Mississippi River Valley. City Council approved a grading contract in December of 2024 to finish-grade the west side of the Park where the elevated picnic shelter will sit. The rock boulder wall was installed in the fall of 2025. This coming spring and summer, Denzer Park is scheduled to be constructed, and tentatively open to the public in early fall of 2026.

The Park was named by City Council Resolution 2022-149 after Jack and Marlys Denzer who were very active in the Cottage Grove community. Jack was also a Council Member and the Mayor. Staff is working with the family on a potential interpretive sign to memorialize the significance of the Park’s name.

Discussion

The Park’s design and construction is a collaborative effort between City Parks staff and Engineering staff. The Parks Department will contract park-specific items such as the boulder wall, playground, benches, and the shelter, as well as landscaping and irrigation. Engineering staff has coordinated plan preparation for remaining park amenities. The plans and specifications to be approved with this memorandum and Resolution 2026-058 include the items listed in Table 1. The plans and specifications have been prepared in accordance with City standards and are attached for Council approval. The engineer’s estimate for the construction of these items is \$300,000.00 and is proposed to be funded through the Park Trust Fund.

1	Approximately 1800 LF of bituminous trail
2	Approximately 620 LF of concrete sidewalk, seven bench slabs, a picnic slab, and a monument slab
3	30’ x 60’ sportcourt base (aggregate and bituminous)
4	Tetherball court
5	Stormwater culvert
6	Topsoil fill and reshaping to bring to finish grade
7	Green space manhole adjustments
8	Hydromulching and erosion control

Table 1: Items included in the Bid Package for Council Approval.

The electrical service for the Park and the permanent street light connection for Hadley Avenue is being coordinated with the Prairie Dunes Development south of Denzer Park (Prairie Dunes Final Plat approved by City Council on February 5, 2025, Resolution 2025-013). The installation of the electrical infrastructure has already begun and will be completed this year.

City staff recommends that Council authorize bidding of the project. The bid date will be set by City staff. Council authorization of a specific bid date is not required by state statute.

Recommendation

Staff recommends that the City Council adopt Resolution 2026-058 approving the plans and specifications and authorizing bidding for the Denzer Park Project.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-058

**RESOLUTION APPROVING THE PLANS AND SPECIFICATIONS
AND AUTHORIZING BIDDING FOR THE DENZER PARK PROJECT**

WHEREAS, plans and specifications have been prepared in accordance with the City Standards and Specifications for the Denzer Park Project; and

WHEREAS, a bid date will be set by City staff; and

WHEREAS, the Public Works Director has presented such plans and specifications to the City Council for approval.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, approves the plans and specifications and authorizes bidding for the Denzer Park Project.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.W.

Meeting Date	4/1/2026				
Department	Parks and Recreation				
Agenda Category	Action Item				
Title	Still Ponds Natural Resources Management Plan				
Staff Recommendation	Approve Still Ponds Park Natural Resources Management Plan.				
Budget Implication	N/A				
Attachments	<table border="1"><tr><td>1.</td><td>Memo-Still Ponds NR Mgmt Plan</td></tr><tr><td>2.</td><td>Final DRAFT_Still Ponds NRMP</td></tr></table>	1.	Memo-Still Ponds NR Mgmt Plan	2.	Final DRAFT_Still Ponds NRMP
1.	Memo-Still Ponds NR Mgmt Plan				
2.	Final DRAFT_Still Ponds NRMP				



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

From: Zac Dockter, Parks and Recreation Director

CC: Jim Fohrman, Parks Superintendent

Date: March 17, 2026

Subject: Still Ponds Natural Resource Management Plan

Introduction/Background

The City acquired Still Ponds Park in 2022 with the intention of preserving it as a natural area. However, the area has experienced significant degradation of the plant and tree communities due to a lack of natural or cultivated disturbance and overall plant management. In response, staff has collaborated with South Washington Watershed District and Washington Conservation District to develop a natural resources management plan.

The park includes 42.5 acres of woodland, wetland and open water features. The management plan aims to analyze current vegetation, soil conditions and topography to develop a strategic approach to long-term land stewardship. It further recommends restorative efforts to improve overall environmental value of the site. Restoration recommendations are broken down into three units (as mapped in the report). Summary findings and recommendations for each unit are below.

Units 1 and 3 – These woodland areas surround the lake and were likely Oak Savanna pre-European settlement. There is a good population of native trees such as Oaks, Maples, Hackberry, Basswood, Cherry, Chokecherry, Dogwoods and more. However, regeneration is minimal given the dense underlayer of invasive shrubbery. There is a heavy population of dead and dying Ash that has been decimated by Emerald Ash Borer. These will need to be eradicated as a first step in restoration activities. Additionally, the sub-canopy of both units are a dense thicket of Buckthorn, Prickly Ash and other invasive species that will need clearing and treatment to support the overall health and regenerative properties of the native tree population. As invasive species are eradicated, the sub-canopy should be planted with a combination of native woodland grasses, forbs and shrubbery (Hazelnut, Gooseberry, Chokecherry, etc.). Fire tolerant species should be chosen.

Unit 2 – This area has undergone several transitions since European Settlement. Originally a combination of Oak Savanna and prairie, it was likely cultivated for agriculture purposes for several decades. Starting in the 1950's, the landowner transitioned the unit into a Red Pine plantation. These Pines are now in severe decline given their age, disease and the lack of thinning to allow space for growth. The subcanopy is infested with invasive species. The plan suggests removing the Pine plantation (almost in its entirety) and transitioning to a Southern Dry Mesic Oak Woodland. This biome is a combination of native deciduous trees (such as Oak, Maple, Hackberry) with open barrens of prairie and woodland cover. This unit is perhaps the most challenging site in terms of public perception; the removal of the Pine plantation will significantly impact the park view from neighboring homes.

Summary

Native habitat restoration aims for long-term enhancement of plant biodiversity and improved ecosystems by stabilizing soil, filtering groundwater, improving water retention, increasing pollination, fostering native animal/bird/reptile/insect habitat and beautifying the landscape. Further, a diverse native habitat can provide natural resistance to wildfires, climate change and natural disasters.

Once the Natural Resources Management Plan is approved, staff will collaborate with partners to study potential grant programs that can help support restoration efforts. Having a restoration plan in place is typically required for grant funding applications. Given the visual impact of the plan's substantial tree removal, staff would advise holding neighborhood meetings and/or site visits prior to formalizing any work plan or grant agreement to educate residents on the short and long-term goals.

Parks, Recreation and Natural Resources Commission Review

The Commission approved the plan with recommendation that fiscal prudence also be considered against environmental goals as future actionable steps are taken. Considerations could include grant support, phasing or scaling of the project to reduce burden of City cost.

Recommendation

Approve Still Ponds Park Natural Resources Management Plan.



NATURAL RESOURCE MANAGEMENT PLAN

CITY OF COTTAGE GROVE
Still Ponds

Washington Conservation District
2025

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Executive Summary

Project Description

The City of Cottage Grove aims to enhance the quality of its existing vegetation through comprehensive ecological restoration and management strategies. Native plant communities provide essential ecological functions, including pollinator and wildlife habitat, carbon sequestration, water filtration, flood regulation, and soil development and enrichment. However, increased urban development and land use intensity has significantly diminished these native habitats. The Washington Conservation District has assessed the project site in order to offer insights into the current plant community composition and structure and to develop targeted restoration strategies. Restoration of Still Ponds will enhance pollinator foraging resources, improve water quality, reduce erosion, support pollutant uptake from urban runoff, increase climate resilience, and contribute to the aesthetic and recreation use of this public outdoor space.

The project area encompasses 42.5 acres consisting of cultivated pine stands, woodland, stormwater basins with upland buffers, wet meadows, and open water features. This management plan utilized the current vegetation, soil conditions, and topography to offer strategic guidance on woody invasive species control, hazard tree removal, enhancement of the understory and ground layers, management of invasive herbaceous species, and shoreline improvements throughout all project units. The recommendations outlined for each management unit represent the initial stage in establishing a robust, long-term approach to land stewardship.

General City Background and Context

Location

The City Cottage Grove is located 10 miles southeast of Saint Paul in Washington County, positioned on the east bank of the Mississippi River, just north of its confluence with the St. Croix River. Along with adjacent suburbs, Cottage Grove comprises the southeastern segment of the Minneapolis-Saint Paul metropolitan area. The city features a mix of residential, agricultural, and commercial land uses with a population exceeding 38,000.

Cottage Grove maintains an extensive park system, encompassing nearly 2,000 acres of designated parkland and open space across its jurisdiction. These resources are intended to support policies, programs, and facilities that foster active living—enhancing the health, well-being, education, and vitality of the community. Park amenities also include Cottage Grove Ravine Regional Park, which is owned and managed by Washington County Parks. The city's natural areas act as important corridors for wildlife movement and provide protection for valuable natural resources such as habitats, wetlands, woodlands, and drainage ways.

Cottage Grove lies within the ecological subsection of St. Paul Baldwin Plains of the Eastern Broadleaf Forest Province which consists of upland terrain between the valleys of the Mississippi and St. Croix River. The city is situated within the southwest corner of the South Washington Watershed District. Located in a developing residential district, Still Ponds plays a critical role in influencing surface water dynamics and

supporting ecosystems with varying levels of functionality. Its utilization by the local community further highlights the importance of ecological restoration and sustained management initiatives.

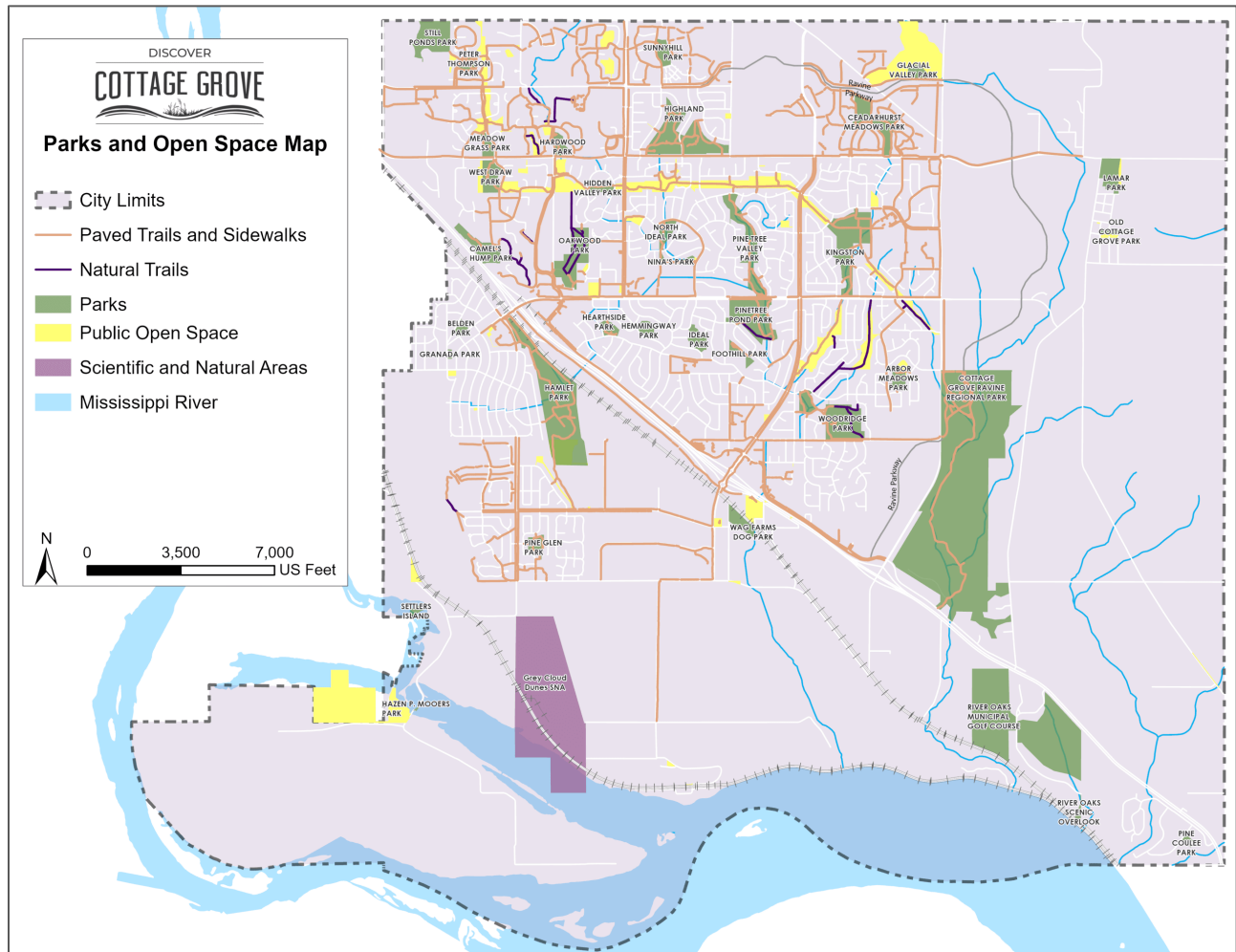


Figure 1. The parks of open spaces in the City of Cottage Grove. Still Ponds is located in the NW corner of Cottage Grove.

History

Cottage Grove, was originally inhabited by the Dakota and Ojibwe Native American tribes who were stewards of the vast prairie landscape, interspersed with oak groves. Activities such as fishing, mound building, and wild rice harvesting were an essential part of the indigenous cultures of this region. The only known indigenous settlement in Washington County was a village called Grey Cloud Island, just west of Cottage Grove, established by Chief Medicine Bottle in 1830. However, the Treaties of 1837 led to the ceding of Dakota land east of the Mississippi, resulting in their forced relocation of the settlement.

The first European settlers arrived in 1843, and the township was organized in 1858. The arrival of the railroad in the late 1800s significantly increased trade and economic growth. Cottage Grove's proximity to



Figure 2. Historical Image of Old Cottage Grove.

the Mississippi River also contributed to its economic prosperity, making it an important transportation hub. The city's population grew from about 100 residents in the 1950s to over 41,000 today. Cottage Grove continues to thrive as a suburban community with a strong sense of community and a variety of economic opportunities.

The first European settlers arrived in Cottage Grove in 1843 from New England, bringing Greek Revival architecture and establishing a government style that earned the township the nickname “New England of the West.” Most were grain farmers who prospered due to fertile soil and access to markets via the Mississippi River and wagon roads.

In 1851, a road linked Grey Cloud Island to Stillwater via Old Cottage Grove and Afton. The Military Road, authorized in 1850, passed through the area from Point Douglas to Fort Ripley by way of St. Paul. Hastings Avenue connected the township with St. Paul until it was replaced by Highway 61 in the 1940s. The St. Paul & Chicago Railroad built a line through the township in 1869, establishing the Langdon station (present-day Cottage Grove), which quickly became a thriving trade center with businesses, a school, and a Catholic church built in 1873.

The 1870s saw many German immigrants arrive, leading to increased farming and a shift toward dairy production. By 1875, Langdon had one of Minnesota’s first creameries, marking the rise of the local dairy industry.

Key routes like the Military Road and Hastings Avenue connected Cottage Grove with surrounding towns, enhancing its role as a transportation hub. In 1869, the St. Paul & Chicago Railroad expanded through the township, with Langdon (now Cottage Grove) developing rapidly as a trade and shipping center.

At the turn of the twentieth century, the township—including its two rural villages, Langdon and Old Cottage Grove—had an estimated population of 100. For over one hundred years, Cottage Grove retained its rural character. However, the development of Thompson Grove in the 1950s, a community of ranch-style homes initiated by real estate developer Orrin Thompson, marked the onset of suburban

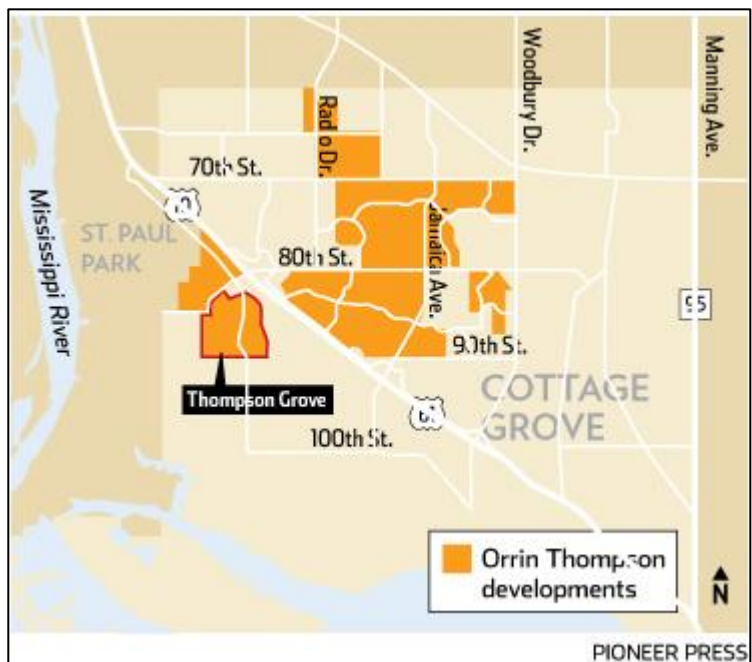


Figure 3. Orrin Thompson Developments that led to the rapid development of Cottage Grove in the 1950's

expansion in the area. Thompson subsequently constructed more than half of the homes in Cottage Grove. The population increased significantly, rising from 833 residents in 1950 to over 4,800 by 1960, and exceeding 13,400 by 1970. By the year 2000, Cottage Grove had become one of Minnesota's fastest-growing communities with approximately 30,000 residents.

Due to extensive conversion of pre-European settlement land first to agriculture and subsequently to development, only a limited number of intact vegetation communities currently remain in Cottage Grove. However, the city still maintains several key natural resources including ponds, wetlands, woodlands, prairie, savanna, and the Mississippi River outflow. Many parks within the city also have preserved natural areas alongside recreational facilities. The city also promotes ecologically responsible development and establishment of greenspace within new residential and commercial developments.

Overall Goal for Habitat Restoration and Enhancement

Due to substantial changes in land use and fragmentation of the landscape, reconstructing native plant communities based solely on pre-settlement vegetation data may not be feasible. As a result, this plan references pre-settlement conditions as one data point and incorporates current vegetation, land use, soils, topography, future climate conditions and existing limitations to recommend a plant community that is ecologically functional, supports habitat, and maintains resilience over time.

Historical data on plant communities prior to European settlement indicates that Still Ponds was characterized by oak openings and barrens, commonly known as oak savanna. Given the complexities inherent to restoration within highly disturbed metropolitan areas, the primary goals for habitat restoration emphasize the establishment of diverse, climate-resilient plant communities and the creation of natural spaces that are both equitable and accessible to the public. Restoration objectives for each management unit are tailored to reflect specific land use influences and are detailed in their respective sections below.

Still Ponds

General Location

Still Ponds is a 42.5-acre park in Cottage Grove, MN, located east of Highway 61 and north of 65th Street. The park features trails linking neighborhoods through woodlands, wetlands, stormwater basins, and pine trees. The area now known as Still Ponds was previously used for agricultural purposes before becoming a community natural area. Over the last 35 years, the land cover has undergone notable changes.

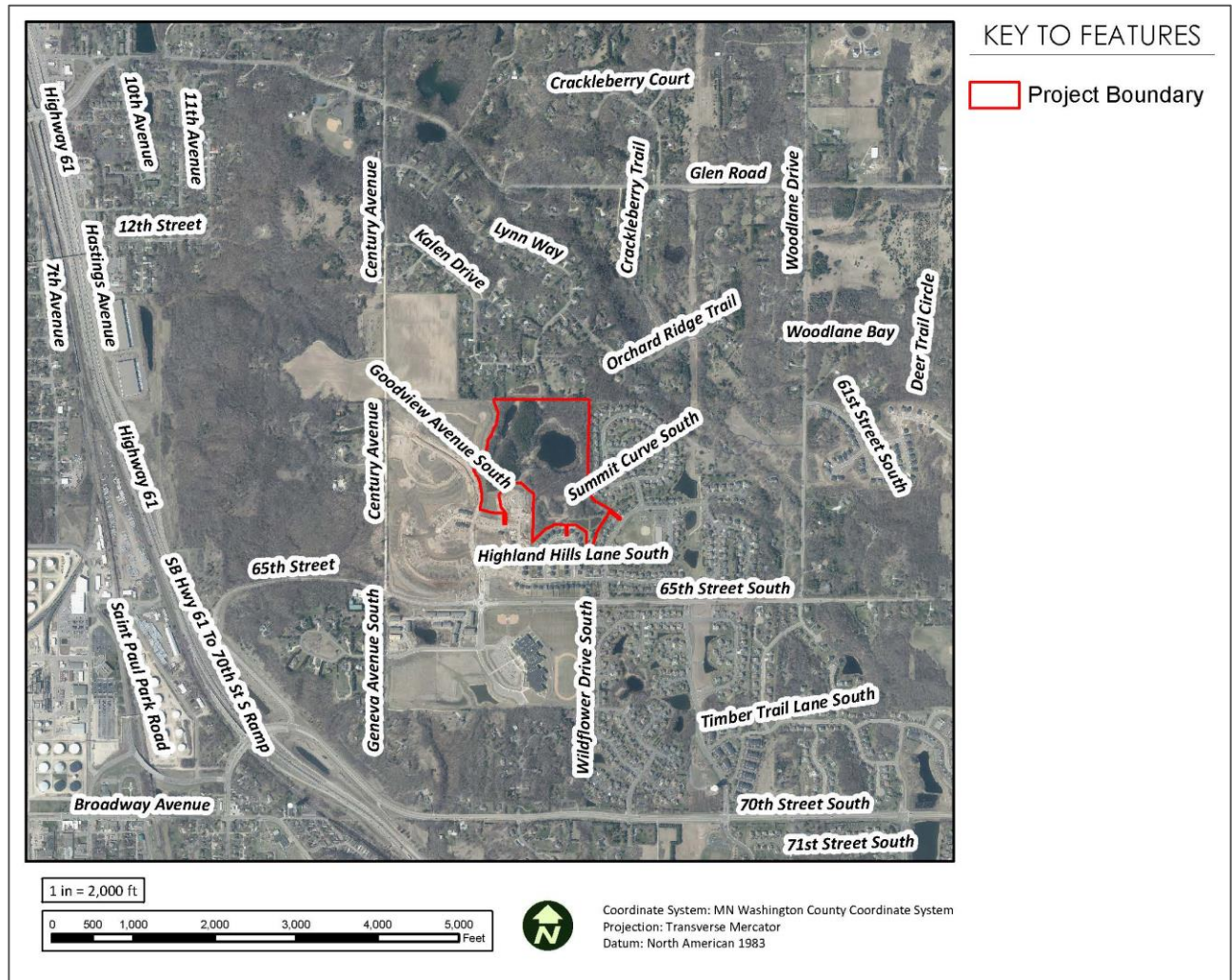


Figure 4. Regional view of Still Ponds Park in Cottage Grove.

Background and Site History

Pre-Settlement Vegetation

Surveyors with the General Land Office recorded the size, species, and distribution of trees as well as general descriptions of the physical geography of the landscape they traversed throughout 1848-1907. Francis J. Marschner interpreted these notes to create a detailed map depicting how Minnesota looked at the time of European settlement.

Still Ponds falls within the St. Paul Baldwins Plains and Moraines ecoregion. The pre-settlement vegetation surrounding Still Ponds consisted of oak openings and barrens or savanna and was likely dispersed with a complex mosaic of wet prairie and oak savanna. Oak openings and barrens consisted predominantly of scattered trees and groves of oaks in scrubby form with patches of open prairie and areas of brush and thickets. Present day communities in this category include oak savannas and woodlands.

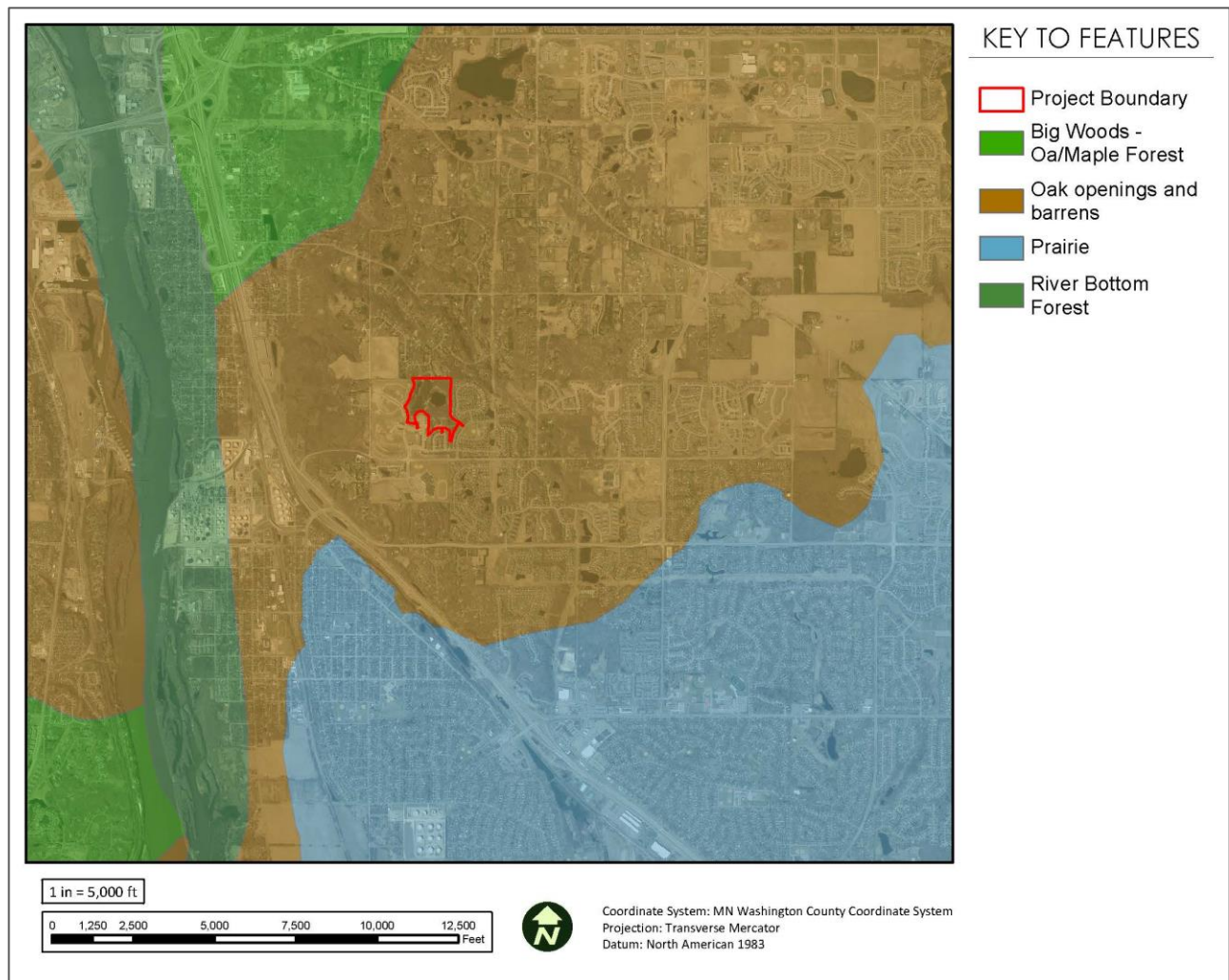


Figure 5. Pre-European settlement vegetation.

Post-settlement land use

Aerial photos from 1937 to 2024 show Still Ponds and the surrounding landscape shifting from agricultural to residential land use. Also, during this time, previous landowners planted approximately 8-acres of red pine trees in the former row-crop fields. Pine planting began sometime after 1964.



Figure 6. Aerial Image 1937



Figure 7. Aerial Image 1964

Soils

According to the USDA Web Soil Survey, eleven soil classifications occur within Still Ponds. Overall soil throughout Still Ponds tends to be a composition of silt loam and considered prime farmland. With one area of ponded soils. Major soil types include Santiago silt loam, Freeon silt loam, and Richwood silt loam, each comprising 90% of their respective map units. Minor components contribute 10% to the map units, with specific soil types like Kingsley and Freeon. The elevation for these soils' ranges from 670 to 1,950 feet, with mean annual precipitation between 28 to 36 inches. Special Line Features (SLP) are delineated on the soils map; these are narrow bands of contrasting soil areas that are too small to map but significant enough to influence land use and management due to slope or contrasting soil texture.

Soil textures range from silt loam to sandy loam, reflecting differences in drainage and nutrient retention. Dry, sandy upland soils are deep and drain quickly, while loamy upland soils offer moderate drainage and higher pH and water capacity than sandy soils. Loamy lowland soils retain moisture but do not stay saturated, and mucky swamp soils, rich in decomposed organic matter, have poor drainage and are permanently wet and acidic. A summary of soil classifications follows, with details in Appendix A.

Map Unit Legend

Map Unit Symbol	Map Unit Name	Acres in AOI	Percent of AOI
49B	Antigo silt loam, 2 to 6 percent slopes	2.1	5.0%
49C	Antigo silt loam, 6 to 15 percent slopes	3.8	9.2%
120	Brill silt loam	1.7	4.1%
153B	Santiago silt loam, 2 to 6 percent slopes	4.2	10.2%
153C	Santiago silt loam, 6 to 15 percent slopes	2.6	6.4%
264	Freeon silt loam, 2 to 6 percent slopes	5.9	14.4%
266	Freer silt loam	1.6	3.9%
298B	Richwood silt loam, 2 to 6 percent slopes	0.4	0.9%
367B	Crystal Lake silt loam, 1 to 6 percent slopes	1.8	4.3%
411B	Waukegan silt loam, 2 to 6 percent slopes	2.7	6.5%
454C	Mahtomedi loamy sand, 6 to 12 percent slopes	0.1	0.3%
468	Otter silt loam	7.8	18.9%
1055	Aquolls and Histosols, ponded	6.3	15.2%
W	Water	0.3	0.8%
Totals for Area of Interest		41.3	100.0%

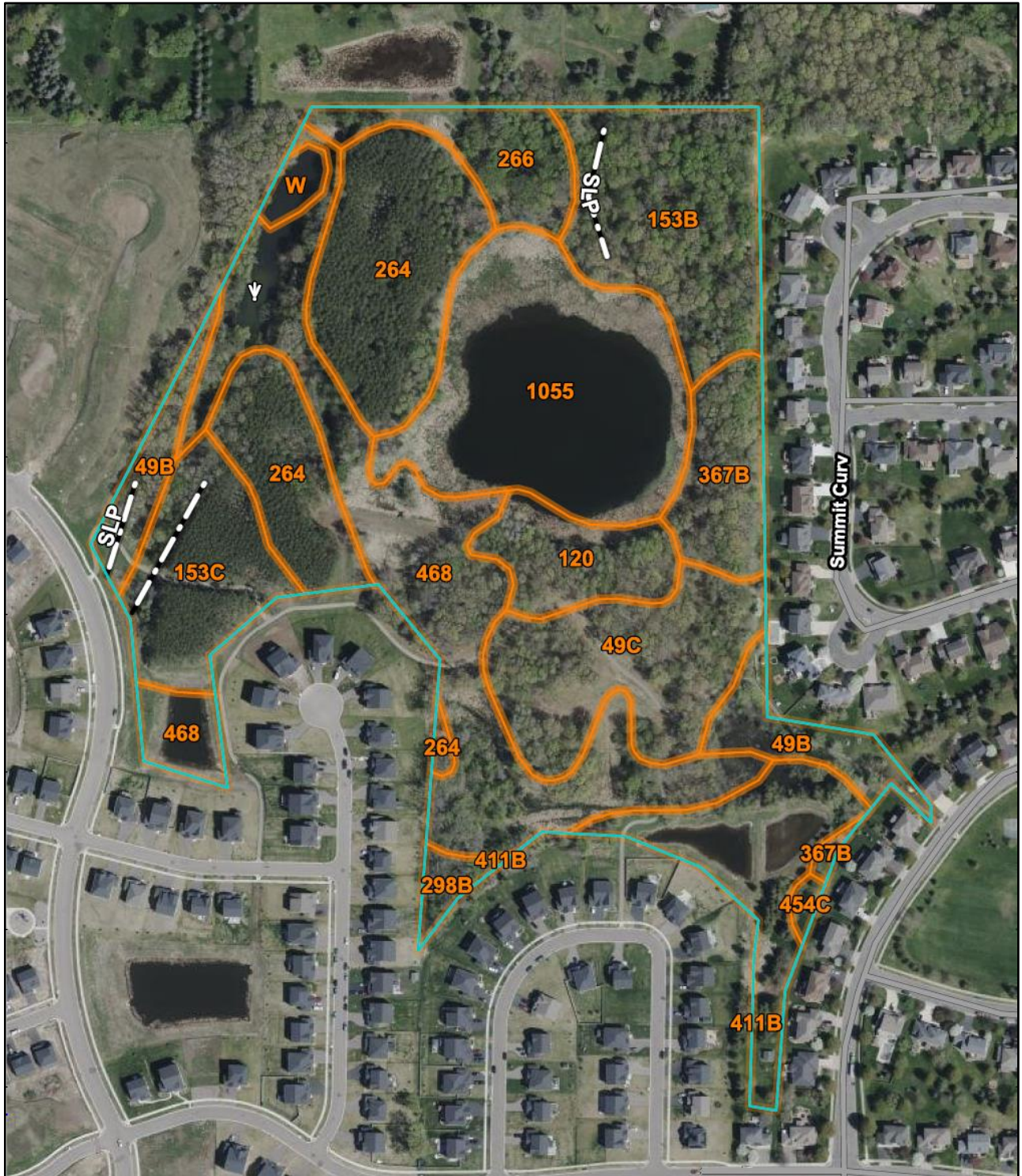


Figure 8. Table and soil map for Still Ponds

Topography

The topography of Still Ponds consists of gently rolling slopes with natural and stormwater basins in low-lying areas. Most of the terrain is flat to relatively flat with slopes ranging from 2-6% with some areas ranging from 6-15% slopes. Aspects face all cardinal directions but most of the steeper slopes have an aspect of east, southeast, or south.

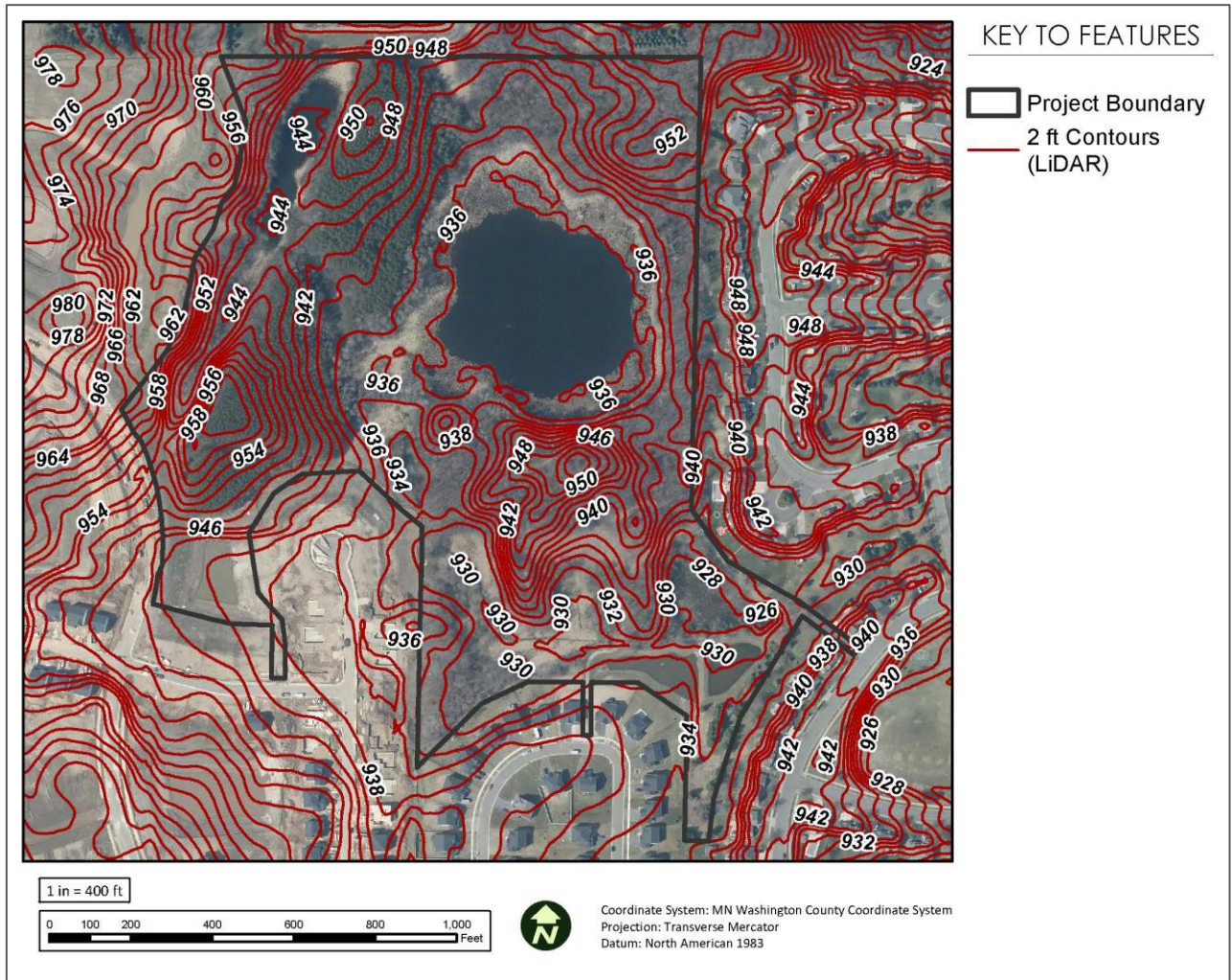


Figure 9. The topography at Still Ponds.

Geology and Hydrology

Still Ponds is located within the ecological subsection of St. Paul Baldwin Plains in the Eastern Broadleaf Forest Province. The northern boundary of this subsection is defined by a Superior Lobe end moraine complex known as the St. Croix Moraine. To the west, terraces linked to the Mississippi River mark the separation from the Anoka Sand Plain subsection. The southern boundary aligns with the southern edge of the Rosemount Outwash Plain. This subsection is small in size and extends into Wisconsin. It features a large moraine and areas of outwash plain, although it is lower in elevation compared to other regions in the state. The subsection includes part of the seven-county metropolitan area and experiences effects from urban development.

The region surrounding Still Ponds contains Paleozoic bedrock overlying a thick sequence of Mesoproterozoic rocks that formed about 1,100 million years ago and are associated with the Midcontinent Rift. The Paleozoic rocks in this area consist of relatively thin, widespread layers of sandstone, shale, and carbonate deposits formed in shallow seas approximately 500 to 450 million years ago. Throughout Washington County, bedrock units are slightly tilted (less than 1°) to the southwest, toward the central Twin Cities metropolitan area, which is part of what is identified as the Twin Cities basin. Still Ponds straddles three geological subsections: Opg and Os and Ops.

- **Opg:** Platteville and Glenwood formations (upper Ordovician) – the Platteville formation primarily consists of tan to gray, fossiliferous limestone and dolostone. This is the dominant uppermost bedrock that spans across a large extent of the southwestern part of the county. The underlying Glenwood Formation is predominantly a green-gray sandy shale. The combined thickness of these formations is approximately 30-35 ft (9-11 m).
- **OS:** St. Peter Sandstone (Middle to lower Ordovician) – The uppermost formation is primarily a white to tan, fine- to medium-grained, quartzose sandstone. Glacial sediments are thin throughout the southern half of the county, exposing patchy outcrops of this formation adjacent to Season's Park. Bedding and structures are typically absent. The lowermost section of this formation, referred to as the Pigs Eye Member, consists of white to gray feldspathic shale and siltstone interlayered with coarser sandstone. While the Pigs Eye Member is not exposed anywhere throughout Washington county, the basal contact of this formation with the underlying Shakopee Formation (Ops) has significant erosional unconformity. This buried erosional surface separates these two rock formations indicates that sediment depositional is not continuous.

- OPS:** Shakopee Formation (Lower Ordovician)—A heterolithic unit composed mainly of light brown, thin- to medium-bedded dolostone, sandy dolostone, sandstone, and shale. It contains oolites, intraclasts, fossilized microbial mounds, chert nodules, quartz sandstone, and green-gray shale partings. Thickness of the Shakopee Formation beneath the St. Peter Sandstone is quite variable within the area of the Hudson–Afton horst, ranging from almost absent to nearly 200 feet (61 meters) thick. It appears to be thickest in the most southeast part of the county, east of the Hastings fault, where it is nearly 200 feet (61 meters) thick. On the opposite side of the horst, on the west side of the Cottage Grove fault, it reaches thicknesses of 115 feet (35 meters) and appears to progressively thin towards the northwest. Based on a limited amount of drill cuttings and geophysical data within the Hudson–Afton horst, it appears that the Shakopee Formation thins to less than 50 feet (15 meters) and may even be absent beneath the St. Peter Sandstone at several locations.



Figure 10. Geological subsections surrounding Still Ponds.

Water Features

The soil structure indicates that Still Ponds contains a mosaic of soil conditions. Soil moisture is an estimation of the fluctuating water content in soils and greatly influences vegetation types, physical properties of soils, and chemical interactions and transport. Still Ponds can generally be classified as having moderate to high infiltration rate as they consist of mainly hydrologic soil group B, with some A and C soils and combinations of C/D and B/D. Hydrologic soil groups are based on estimations of runoff potential and consider the rate at which water infiltration occurs. Approximately 15.2% of Still Ponds soils are classified as ponded, having slow or very slow infiltration rate, particularly lowland areas surrounding open water. Although flooding frequency is minimal in this area, occasional to frequent ponding occurs in soil section 1055 (Aquolls and Histosols). Ponding is defined as standing water in a closed depression. The aerial photos suggest that open water in the ponds was either rare, or was not present. This increased ponding frequency is likely due to the inflow source from residential development in combination with low infiltration rate of the soil surrounding this area. Ponding occurs at a depth of 80 inches. Still Ponds has three freshwater emergent wetlands and two freshwater ponds. There are also three stormwater detention basins on the south ends of the property.

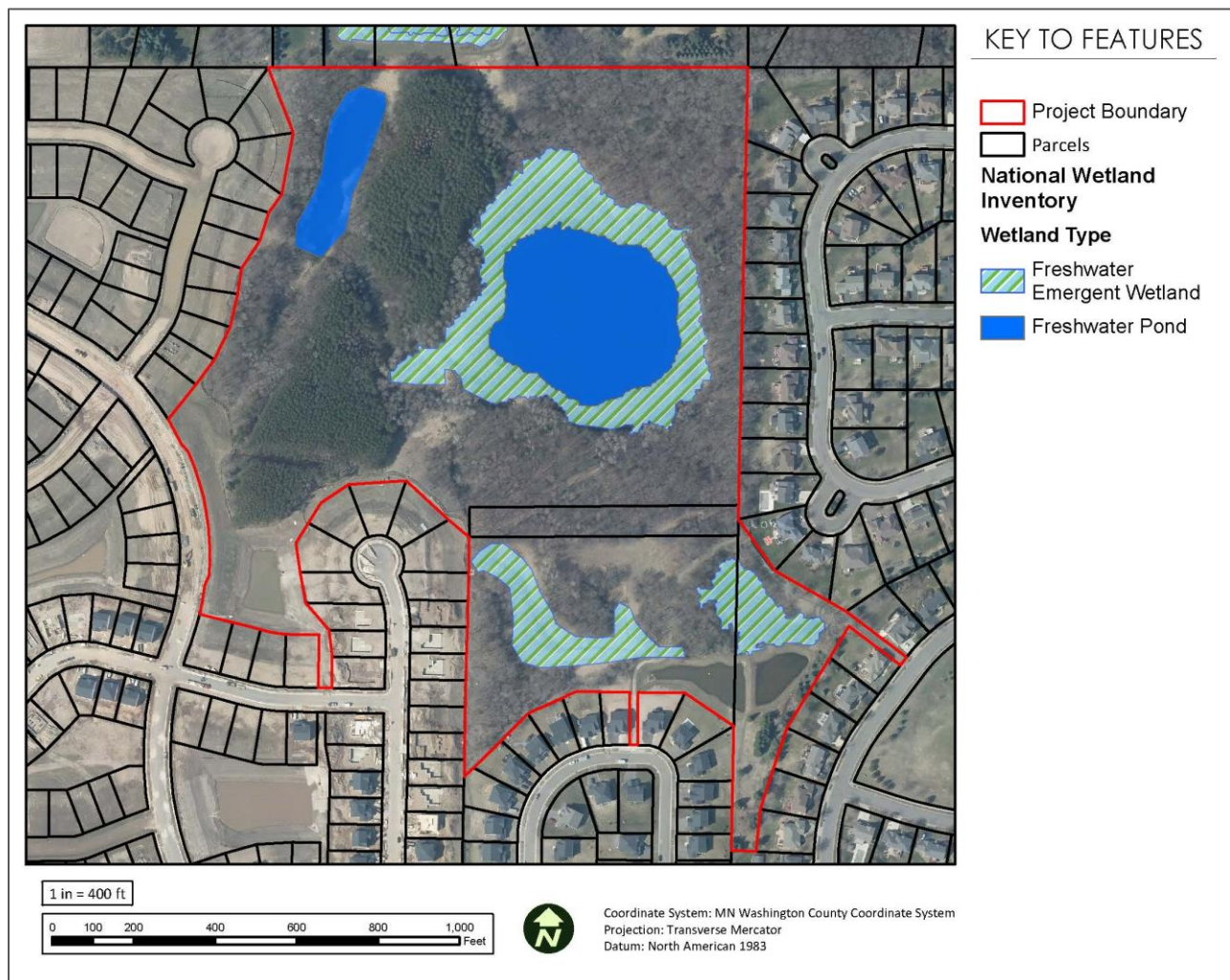


Figure 11. Water features at Still Ponds.

Project Site Vegetation and Habitat Assessment

Minnesota Land Cover Classification System (MLCCS)

The Minnesota Land Cover Classification System (MLCCS) maps land cover based on historical plant community inventories and aerial photos from the 1990s. Because MLCCS relies on older data and past technology, it may not reflect recent land use changes, leading to differences between mapped and current vegetation. More precise descriptions of current vegetation are provided in the following Management Units Vegetation section. The MLCCS survey identified six different land cover types within Still Ponds, shown below in Figure 15. Most of the site is mapped as oak forest dry subtype, cattail marsh, and cultivated coniferous trees. The former surrounding agricultural fields have been converted to residential housing.

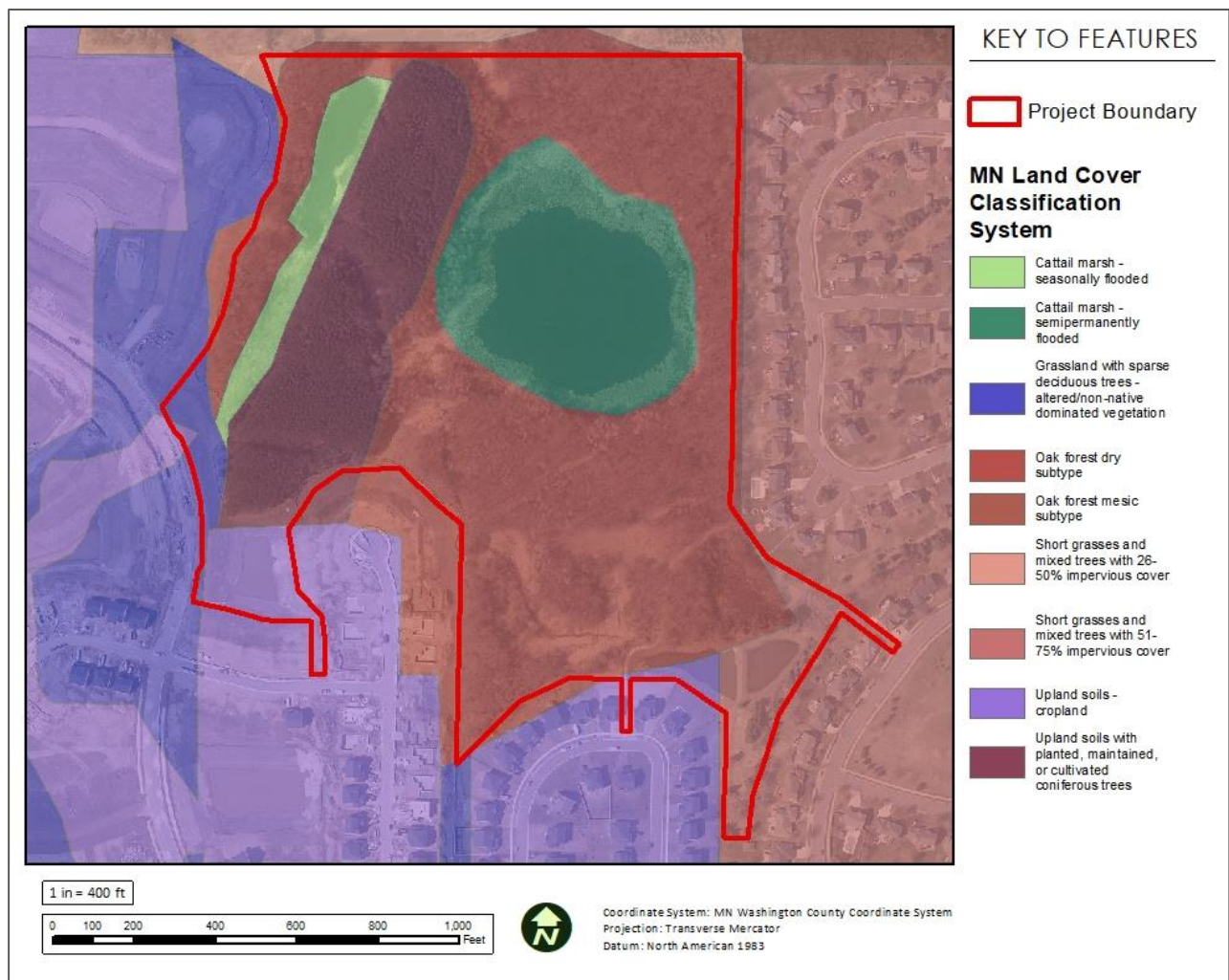


Figure 12. Land cover mapping at Still Ponds.

Minnesota Native Plant Community Classification and Goals

Similar to MLCCS mapping, the Minnesota Department of Natural Resource's Native Plant Community Classification relies on analysis of comprehensive field data collected during the 1990s, 2000s, and considers key environmental variables such as azimuth, soil composition, and hydrology. In contrast to MLCCS, this system employs a hierarchical framework, organizing vegetation according to broad, landscape-scale ecological systems and incorporating ecological processes as a guiding principle. Native plant community types are identified based on dominant canopy species, substrate variations, and detailed environmental factors such as moisture and nutrient availability. Subtypes reflect more nuanced differences in canopy structure, substrates, or additional environmental variables. Native plant community classifications are often used to describe current or desired vegetation and provide guidance for the goals and objectives of stewardship activities. More Detailed descriptions of each plant community can be found in Appendix B.

Southern Dry-Mesic Oak (Maple) Woodland (FDs37)

These dry-mesic forests are found throughout the Eastern Broadleaf Forest in the transition between the prairies which frequently burned in the southwest and the mesic hardwoods which rarely burned. Oak woodland was probably one of the most extensive community types in Minnesota, comprising much of the vegetation described as oak barrens, brushland, and thickets by the early surveyors. Often found on sand and sand-gravel soils associated with moraines, these historically occurred where there were firebreaks in fire-prone regions. The Canopy of this community is interrupted to continuous (50-100%) with dominant canopy species are either bur oak or northern pin oak, with quaking aspen often present. Hazelnuts, chokecherry, gray dogwood, and raspberries are common to abundant in the understory. Historically, disturbance in the form of fire affected these communities about every 10 years

Southern Mesic Maple-Basswood Forest (MHs39) and Southern Wet-Mesic Hardwood Forest (MHs49)

Mesic hardwood forests are present throughout the Eastern Broadleaf Forest Province in upland areas where wildfires are less common and soils have greater water retention. The canopy cover is mostly continuous from 50-100% and dominated sugar maple with basswood, northern red oak and occasionally red and American elm. Ironwood, sugar maple, basswood and Bitternut Hickory are present in the subcanopy. The shrub layer is patchy to interrupted with tree saplings, chokecherry, and gooseberry. The ground-layer varies from patchy to continuous with Virginia waterleaf, bloodroot, wild leek, blue cohosh, early meadow rue and Spring ephemerals. Wet-mesic hardwood forests MHs49 overlap with the MHs39 communities and are present in areas protected from wildfires and have high water tables. Basswood, Black ash, Sugar maple green ash, hackberry and Boxelder are common in the canopy and subcanopy. The shrub layer and ground layer are similar with waterleaf and wood nettle are often common and abundant

Northern Wet Meadow/Carr (WMn82)

Wet Meadow/Carr communities are present throughout Minnesota, and are common in wetland basins, and along streams and shorelines. Occurrences of Wet Meadows along stream courses or adjacent to lakes often have fairly constant water levels relative to Wet Meadows in depressions or basins. These communities occur on wet mineral soil, muck, or shallow peat where standing water is present in the spring and after heavy rains. However, the water table is generally beneath the surface of the soil for

most of the growing season. The Northern Wet Meadow/Carr is composed of dense, closed stands of sedges such as lake sedge, tussock sedge, beaked sedge, and grasses such as bluejoint. Forb cover is variable with species such as tufted loosestrife, marsh bellflower, and marsh skullcap. Shrub cover varies depending on the subtype; the Willow – Dogwood Shrub Swamp (WMn82a) typically has shrub cover greater than 25% with species such as willows (*Salix* spp.), red-osier dogwood, and speckled alder. This subtype tends to occur on drier wet meadow sites, or when the water-table has been lowered by drought or ditching

Northern Bulrush-Spikerush Marsh (MRn93) and Open Water

The marsh communities are common throughout the region in wetland basins or along sheltered lakeshores and streams. These are forb- and graminoid-dominated wetland communities that have standing water for most of the growing season. The water level is typically stable but can vary in marshes that are rooted into floating mats. Nutrients tend to be readily available, especially following a drawdown in the water level providing organic matter an opportunity to oxidize. The Northern Mixed Cattail Marsh (MRn83) is typically dominated by cattails with other forbs such as broad-leaved arrowhead and marsh skullcap. Graminoid cover is variable with lake sedge (*Carex lacustris*) and bristly sedge (*Carex comosa*) often present. The Northern Bulrush-Spikerush Marsh (MRn93) tends to be dominated by bulrushes (*Scirpus validis*, *S. fluviatilis*), and submergent aquatics. Floating-leaved and submergent aquatic plants are limited in cover with species like duckweeds (*Lemna* spp.), water lily (*Nymphaea* spp.), and pondweeds (*Potamogeton* spp.)



Figure 13. *Scirpus Validis* at Still Ponds.

Restoration and Enhancement of Still Ponds

To establish management unit objectives based on existing vegetation structure, vegetation surveys were conducted during the spring and summer of 2025. These surveys documented the dominant species in canopy, sub-canopy, and ground layers. Findings were compared with historical imagery and prior vegetative surveys to assess current vegetation and to identify the most appropriate native plant community goals for the site, where appropriate.

The park's location within an established metropolitan area result in varying extents of habitat modification, the presence of invasive species, alterations in hydrology, and diminished frequency of natural disturbance regimes that are essential to native ecosystems. These factors, combined with recent intensification of land use in residential development and stormwater infrastructure, have led to notable changes in vegetation that diverge from those described in Native Plant Communities (NPCs). Restoration planning should address historical, current, and potential future environmental conditions. Consequently, not all management units are assigned an NPC target, and some areas may be better suited to alternative management objectives that still provide ecological functions and recreational opportunities. Management activities to achieve desired plant community goals are detailed within each management unit and more thoroughly described in the Management Activity section.

This section provides restoration and management recommendations based on the desired Native Plant Communities and composition (referred to as Management Units), as well as recommendations for management activities that are considered priorities (Management Priorities). The following section (Management Activities) provides an overview of the implementation of specific management activities that are recommended. Management units have been identified based on the current vegetation and land cover types. The management units are labeled on maps with associated plant community goals including NPC's where applicable. A description of the current conditions of each unit is provided in addition to desired conditions. Desired conditions range from high quality native plant communities as described in the Field Guide to Native Plant Communities to reconstructed urban ecosystems. The following summary of current conditions reflects the dominant and notable species identified throughout Spring and Summer 2025 at Still Ponds and does not reflect a comprehensive survey of all species within the project site.

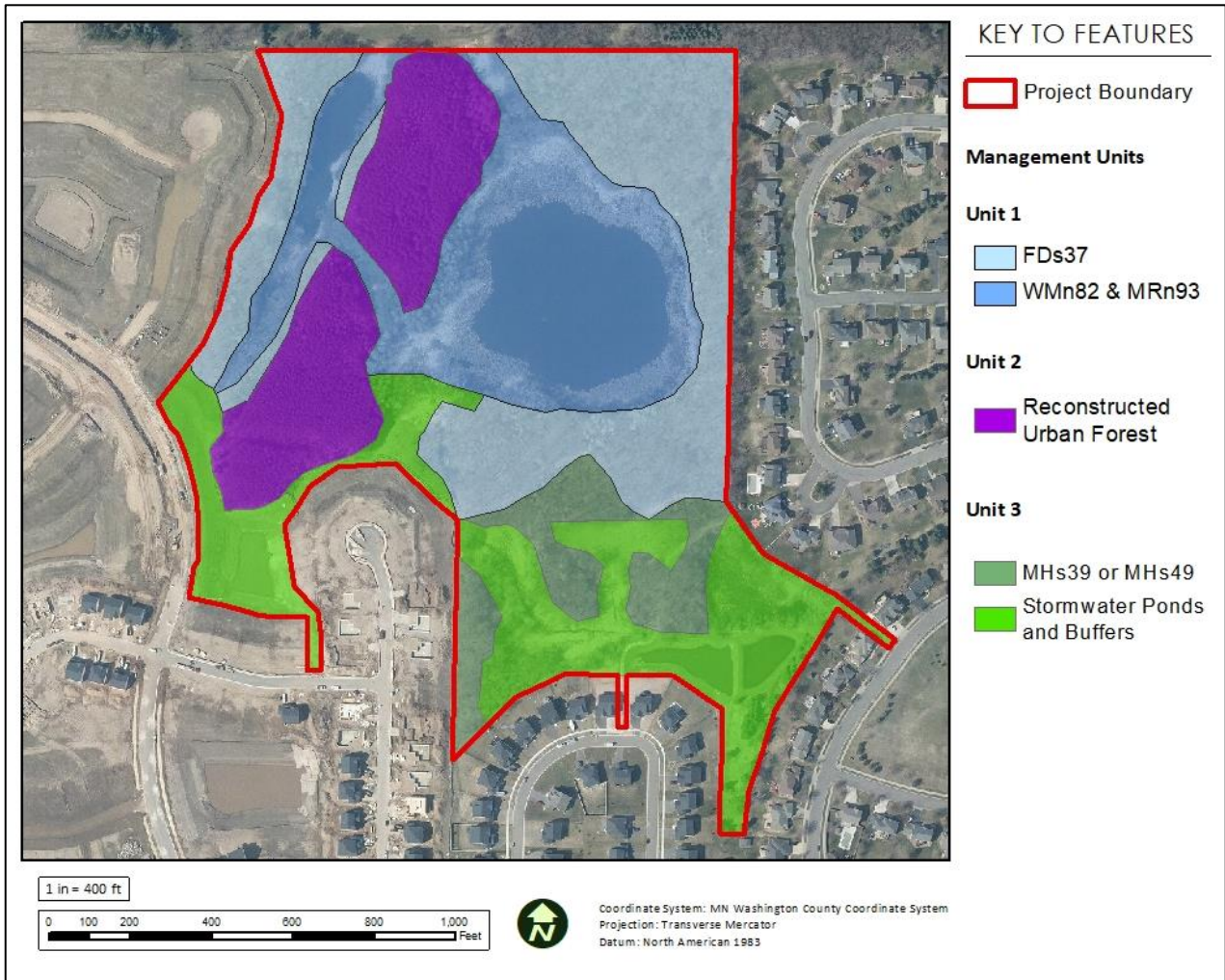


Figure 13. Management units and target plant communities at Still Ponds.



Management Unit 1

General Description and Current Conditions

Management Unit 1 consists of 11.4 acres of open water and wetlands and 8.5 acres of degraded oak woodlands. Based on the aerial imagery, the wetland basins have varied hydrologically with period of open water in present times but historic drawdowns that allowed the area to be farmed. The soils are the Otter silt loam and ponded aquasolls. Currently the open water is surrounded by wetlands that include a mosaic of wet meadow and marsh vegetation with generally high diversity and intact native species. Species such as tussock sedge, lake sedge, woolgrass, waterdock, marsh fern, touch-me-not, Joe pye weed, and sensitive fern are present. However, numerous stands of dense reed canary grass as well as scattered patches are present. Some patches of purple loosestrife and narrow leaf cattail also occur on the shoreline.

The dry-mesic oak woodland is a fire-dependent plant community that has developed on upland soils on the ridges that surround the wetland basins. Soils are silt loams (Antigo, Brill, Crystal, Freer and Santiago) with relatively shallow slopes (2-6%). The woodland has a mix of canopy species including large bur oak trees, red oak, pin oak, red maple, aspen, basswood, and black cherry. Much shrub layer in the uplands in this unit is dominated by common and glossy buckthorn, a few individuals of Tartarian honeysuckle, and native species such as prickly ash, prickly gooseberry, red raspberry, and red-berried elder. The herbaceous layer included species such as Pennsylvania sedge, graceful sedge, pointed-leaf tick trefoil, Canada mayflower, wild geranium, lady fern, Virginia creeper, wild grape, and jack-in-the-pulpit. Non-native herbaceous species also included fescue, Canada thistle, garlic mustard, dame's rocket, burdock, and bird's foot trefoil.

Desired Future Conditions

A target condition has been described for each of the management areas. The target condition is a description of a healthy plant community based on the MNDNR Native Plant Community description. Recommended restoration and management activities are designed to guide the existing community towards a plant community that resembles the target condition described. The target condition should be considered a long-term goal that will be achieved incrementally over time with sustained management effort. The desired future conditions for Unit 1 include:

- Reconstructed Southern Dry-Mesic Oak (Maple) Woodland (FDs37) Native Plant Community. Canopy cover should be interrupted to continuous (50–100%). Bur oak and northern pin oak should continue to be the most common tree species. Northern red oak, white oak, and red maple should also be maintained.
- Enhanced Northern Wet Meadow/Carr (WMn82) and Northern Bulrush-Spikerush Marsh (MRn93) Native Plant Communities.
- Restored habitat to provide provisions for humans and wildlife, such as the production of food, water, and shelter.
- Removed woody and herbaceous non-indigenous species to prevent continued habitat degradation. The shrub layer should be patchy with 25-50% cover by native shrub species typical of an FDs37 NPC. Dense non-native invasive shrub cover should be <5%.
- Increased diversity with additional ecologically appropriate trees, shrubs, grasses, and wildflowers. The herbaceous layer should be continuous up to 100% cover such that it is sufficient to carry periodic prescribed surface fires along with oak leaf litter.
- Climate resilient woodlands and wetlands that can withstand environmental changes in an urban environment.

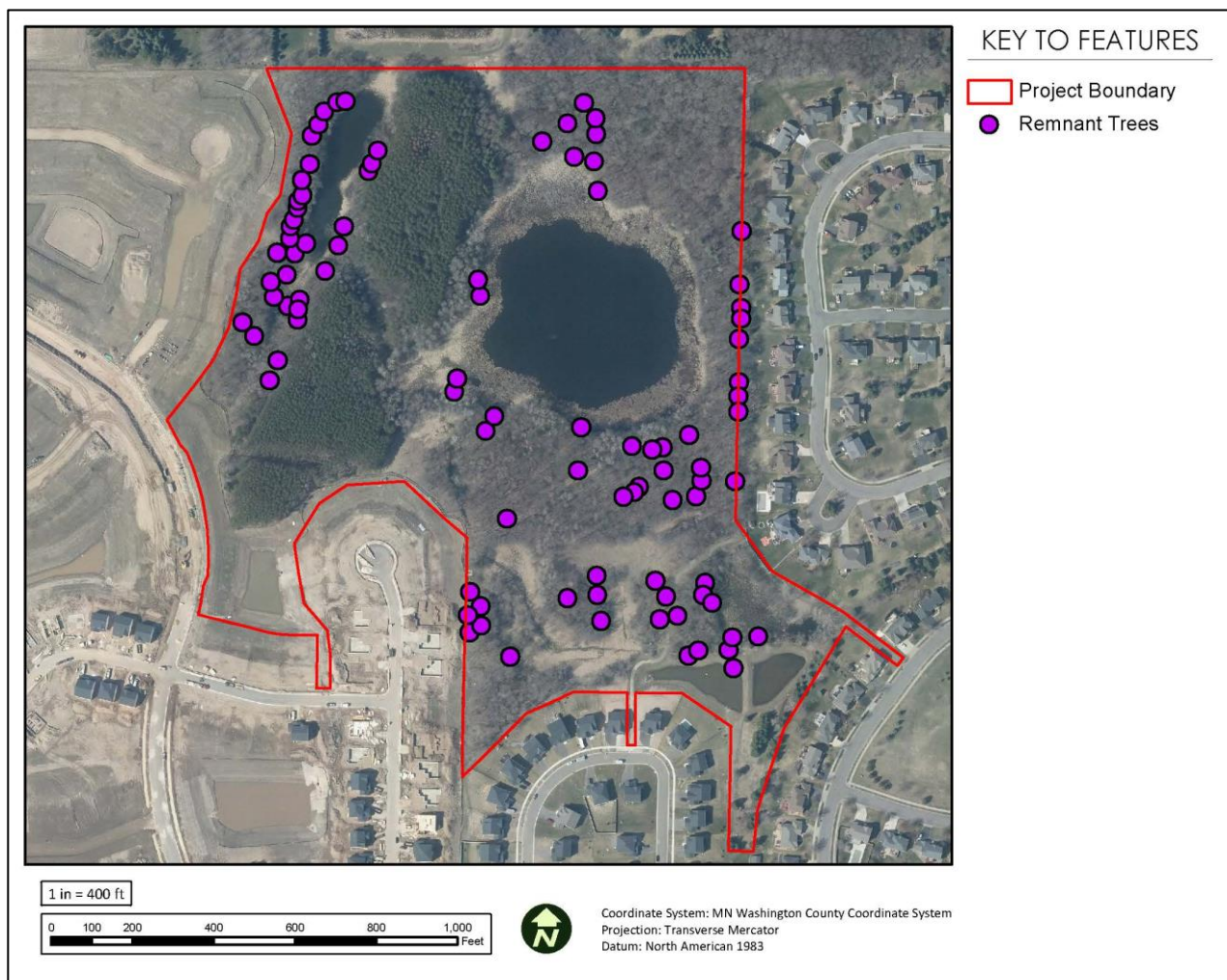


Figure 14. Locations of scattered trees identified in 1937 and 1964 aerial photography on 2022 aerial imagery.

Priority Level: High

Management Unit Goals

- Unit 1 was likely an oak openings and barrens, also referred to as oak savanna, historically. The 1937 aerial photos and map (Figure 18) show the locations of the original oaks found on site include scattered trees within the existing woodland. Currently the plant composition more closely resembles a southern dry-mesic oak (maple) woodland (FDs37) with a canopy of bur oak, pin oak, and maple and sub-canopy of cherry, chokecherry, dogwoods, and prickly ash. Long term management will need to address the ash trees that have died due to the Emerald Ash Borer; the density of buckthorn present in the subcanopy; and the die off of large canopy trees from construction disturbance. The uplands in Unit 1 need the re-establishment of a natural disturbance regime to control extensive overgrowth by non-native invasive shrubs such as buckthorn and to promote a diverse ground cover by native herbaceous species. Native tree species such as red maple, black cherry, hackberry, and basswood that would typically be susceptible to fire have been allowed to regenerate. Unfortunately, this recruitment is at the expense of oak regeneration and replacement. Periodic surface fires (every 10 years or so) and woody invasive shrub control will support better oak regeneration and native plant diversity.

Management Unit Activities

To maintain and enhance the open water and wetland plant communities in addition to the dry-mesic oak woodland, the main activities should be:

- Remove non-indigenous wetland herbaceous species such as narrow leaf cattail, reed canary grass, and purple loosestrife.
- Remove non-indigenous woody species such as buckthorn and honeysuckle and ecologically inappropriate woody species such as prickly ash.
- Remove non-indigenous herbaceous species such as garlic mustard, burdock, fescue, Canada thistle, garlic mustard, bird's foot trefoil and dame's rocket (Appendix C).
- Remove ecologically inappropriate species such as black locust and boxelder and aspen in areas. Dead ash should be removed where considered hazardous.
- Thin or remove the less desirable trees species around desirable trees, enhancing the health of the remaining trees and promoting oak regeneration. Species that are fire-intolerant in seedling and sapling stages, including box elder, birch, black cherry, hackberry, and elm should be thinned and minimized.
- Interplant with ecologically appropriate tree species from FDs37 (Appendix B).
- Maintain any native shrub species already present at the site including American hazelnut, grey dogwood, gooseberry, raspberry, and chokecherry.
- Planting a shrub layer of chokecherry, chokeberry, Juneberry, and hazelnuts would provide provisions for humans and wildlife while diversifying the structure and composition of FDs37.
- Maintain and enhance herbaceous species including the native species currently on site such as wild geranium, interrupted fern, sedge species, etc.

- Prescribed burning should be implemented after tree and shrub removal once the fuel loads will support the movement of fire through the unit. In the long-term, the implementation of burns on an approximately 8- to 10 –year cycle restores natural processes such as the cycling of nutrients and the prevention of (re)establishment of fire-intolerant woody species.



Figure 15. Wet meadow on NW side of Still Ponds.



Management Unit 2

General Description and Current Conditions

The cultivated pine stand occurs on uplands with well-drained and moderately well-drained soils including the Santiago and Freon series. These soils were developed in loess over sandy till. Topography is relatively flat in the northern section with slopes less than 6%. The southern section has slopes ranging from 6-15% with aspects facing east and south. Pre-European settlement vegetation suggests this area was oak openings and barrens or oak savanna. Prior to 1964, the area appears to have been utilized for agricultural purposes.

Currently the unit consists of an even-aged stands of 30- to 40-year-old planted red pine. The dominant canopy species was red pine, with individual white pine and a small stand of Norway spruce in the northeast corner. Some quaking aspen, eastern red cedar, black cherry and boxelder were also present in the canopy. The subcanopy and shrub layers were heavily infested with non-native, invasive common buckthorn including both common and glossy buckthorn. While buckthorn comprised at least 50-75% cover under the pines, additional shrub cover included gooseberry, prickly ash, black raspberry, and red-berried elder. The herbaceous layer was generally lacking in areas with the lack of light due to the heavy buckthorn cover. However, some areas contained a few native herbaceous plants such as lady fern, Pennsylvania sedge, Virginia creeper, and enchanter's nightshade as well as numerous ash seedlings. Garlic mustard, an invasive herbaceous species, was found in scattered patches in the understory.

Desired Future Conditions

- Reconstructed Urban Forest that is compatible and complementary to the surrounding oak woodland communities in Unit 1. The composition of a Southern Dry-Mesic Pine-Oak Woodland (FDs27) can be used as a transitional native plant community goal. The canopy cover would be patchy (25-75%) and dominated by white pine, bur oak, northern pin oak, white oak, paper birch, quaking aspen, red oak, and basswood.
- Restored habitat to provide provisions for humans and wildlife, such as the production of food, water, and habitat.

- Removed woody and herbaceous non-indigenous species to prevent continued habitat degradation. The shrub layer should be patchy with 25-50% cover by native shrub species typical of an FDs27 NPC. Dense non-native invasive shrub cover should be <5%.
- Increased the diversity with additional ecologically appropriate trees, shrubs, grasses, and wildflowers. The herbaceous layer should be continuous up to 100% cover such that it is sufficient to compete with woody and herbaceous species and contain species such as sweet cicely, northern bedstraw, wild geranium, heart-leaved aster, Canada mayflower, bracken fern, and Pennsylvania sedge. Climate resilient woodland that can withstand environmental changes in an urban environment.

Priority Level: Moderate

Management Unit Goals

Unit 2 was likely an oak openings and barrens or oak savanna historically. However, it is now mostly a monoculture of red pine. Overgrowth of invasive shrubs, mostly common and glossy buckthorn, have impacted the development of a diverse herbaceous ground layer. As is typical of pine plantations from this era, the even-age stand generally lacks any regeneration. Selective thinning has not occurred, and many mature trees are weak and susceptible to wind-throw during high winds or storms. Within this monoculture are pockets of pine experiencing die off and wind throws. In developing management goals and activities, the site was reviewed the DNR Forester Karl Mueller to assess the health and recovery of the pine stands. With two consulting DNR Foresters, they provided the recommendations to clearcut the pine stand and convert it to a native plant community, leaving some pine in the pine enhancement areas depicted on the map (Figure X). In these areas where thinning the pine is an option, the pine is slightly larger and spaced out more, intermixed with adjacent hardwoods. The younger pine stand at the southern end would not be a possibility for thinning as it would result in a stand prone to windthrow. However, the edge of this pine stand could be retained as there are spruce and hardwoods partially protecting them from the wind. The designated removal area is 10.8 acres and the thinning area is 1.3 acres.

Ideally, the cultivated pine stand would be removed or thinned where designated on the map and transition towards a southern dry-mesic pine-oak woodland (FDs27). This would connect to the surrounding woodland in Management Unit 1 and create a larger tract of contiguous habitat. Incorporating climate ready woods species (Appendix D) may also be advantageous as it is an urban reconstructed woodland ideally, timber harvest would utilize the pine logs for lumber or other marketable wood products. However, it is very unlikely that there would be interest given the lumber market. The size and quality of the pine is below what is desired, and the size of pine stand is not large enough to make it financially viable project in this part of the state. If a near clearcut of the pine is planned, The DNR recommends connecting with: [Call Before You Cut — Minnesota Forestry Association](#); a program between the MN Forestry Association and the MNDNR. The MFA foresters would have a better understanding of the local markets and could provide some guidance prior to removal.

Management Unit Activities

To maintain sections of enhanced pine stand or to transition to a native plant community with clearcutting with a long-term goal of connectivity to the existing FDs37 community, the main activities should be:

- Remove non-indigenous woody and herbaceous species such as buckthorn, and amur maple.
- Remove ecologically inappropriate species such as black locust and boxelder.
- Remove non-indigenous herbaceous species such as garlic mustard, burdock, and dame's rocket (Appendix C). Thin or remove the planted pine stands, enhancing the health of the remaining trees and promoting pine and oak regeneration.
- Consider coppicing aspen in the NE section of site or on fringe areas to provide valuable wildlife habitat.
- Seed and plant herbaceous material and shrubs as a transitional plant community to set the foundation for future savanna/woodland
- Interplant with ecologically appropriate species from FDs27 (Appendix B) or with ecologically appropriate species from the University of Minnesota Climate Ready Woods program [Managing woodlands in the Anoka Sand Plain, Big Woods, and St. Paul-Baldwin Plains and Moraines | UMN Extension](#). Incorporate southern species as an assisted migration model to further enhance the resiliency of the unit [Region 7: Anoka Sand Plain, Big Woods, St. Paul-Baldwin Plains and Moraines](#)
- Planting chokecherry, chokeberry, wild plum, and hazelnuts would provide provisions for humans and wildlife while diversifying the structure and composition of the cultivated pine stands.



Management Unit 3

General Description and Current Conditions

Management Unit 3 is a mosaic of constructed stormwater ponds surrounded by upland buffers of both grassland and woodland. In addition to the open water of the ponds, the soils include mostly silt loams (Freeon, Otter, Richwood, Waukegan, Crystal Lake, and Antigo) and a small amount of sandy loam (Mahtomedi). Slopes are largely flat and under 6% with a few west- and south-facing slopes ranging up to 15%. Similar to management unit 1, Unit 3 was likely an oak openings and barrens or oak savanna historically. The 1937 image and Figure x show the original oaks found on site, some of which remain today. Currently, the plant composition more closely resembles a southern mesic maple-basswood forest with canopy trees of bur oak, pin oak, and maple, ash, elm and boxelder and with a subcanopy of maple, ironwood, and ash saplings. The forest transitions to a wet-mesic hardwood system in lower lying areas along wetlands. The understory of the mesic hardwoods is dominated by buckthorn, a portion of which on the east side was forestry mowed in the winter of 2024-25. The buffers are mainly composed of non-native cool season grasses including brome, fescue and reed canary grass. Burdock and Canada goldenrod are the most common forbs present. Some southern mesic prairie species are present with sedge meadow species such as lake sedge and soft-stemmed bulrush along the water's edge.

Desired Future Conditions

- Enhanced mesic hardwoods that resemble MHs39 and MHs49 Native plant Communities and will be resilient moving into the future. Canopy cover should be interrupted to continuous (50-100%) and dominated by sugar maple, basswood, northern red oak.
- The restoration of habitat to provide provisions for humans and wildlife, such as the production of food, water, and habitat.
- Restored subcanopy structure in the forest with the removal of woody to prevent continued habitat degradation. The shrub layer should be rare to interrupted (5-75%) cover by native shrub species typical of MHs39 such as gooseberry and chokecherry. Dense non-native invasive shrub cover should be <5%.

- Removed herbaceous non-indigenous understory species in the open areas surrounding the stormwater basins and increased diversity with additional ecologically grasses, sedges, and wildflowers.
- Climate resilient plant communities that can withstand environmental changes in an urban environment.

Priority Level: Moderate

Management Unit Goals

This unit has experienced quite a bit of disturbance in the transition from oak savanna prior to European settlement, through logging and agriculture, and more recently in the construction trails and stormwater basins. Ash trees in the canopy of the forested areas are experiencing die off from Emerald Ash Borer; the sub canopy is strongly dominated by buckthorn. There is additional die off of large existing canopy trees and newly installed trees from construction disturbance. While native plant community goals have been assigned to this unit, the restoration of the structure and composition of the native plant communities will be challenging. Efforts in these areas should focus on minimizing the cover of non-indigenous species and increasing the overall diversity.

Management Unit Activities

- To enhance the southern mesic maple-basswood forest (MHs39) in the wooded areas and southern mesic prairie (Ups23) and northern bulrush-spikerush marsh (MRn93) along the stormwater basins, the main activities would be: Continued removal of non-indigenous woody such as buckthorn, honeysuckle, and amur maple.
- Remove canopy species that would be considered hazardous or ecologically inappropriate species such as ash, dead oak, black locust, and boxelder.
- Remove non-indigenous herbaceous species such as garlic mustard, burdock, dame's rocket, and cool season grasses (Appendix C).
- Interplant the forested areas with ecologically appropriate species from MHs39 or MHs49 (Appendix B) or with ecologically appropriate species from the University of Minnesota Climate Ready Woods program [Managing woodlands in the Anoka Sand Plain, Big Woods, and St. Paul-Baldwin Plains and Moraines | UMN Extension](#)
- Incorporate southern species in the forested areas as an assisted migration model to further enhance the resiliency of the unit [Region 7: Anoka Sand Plain, Big Woods, St. Paul-Baldwin Plains and Moraines](#)
- Planting chokecherry, gooseberry, and nannyberry in the shrub layer of the forested areas would provide provisions for humans and wildlife while diversifying the structure and composition of the hardwoods.
- Consider prairie and wetland restoration in the open areas surrounding the wetland basins. This would involve the removal of existing vegetation with site preparation methods such as spraying, burning, soils disturbance, and seeding. Establishment maintenance would include mowing, spot-treating and prescribed burning.



Figure 16. Stormwater Retention Pond at Still Ponds

Restoration Management Phasing & Cost Estimate Summary

Total management costs were based on 4-year management plans. Total 4-year costs for all vegetation management are \$693,050.00. Cost estimation is based on current 2025 market rates, contractor rates from 5 different companies, for a similar project, were averaged to get cost estimates. Management unit nuances may influence costs totals and should be considered. Continued Enhancement is recommended beyond the 4 year estimate.

Existing Land Cover	Acres	Priority	Year 1	Year 2	Year 3	Year 4
Management Unit 1		High				
Altered non-native Woodland FDs37	8.5		\$112,200	\$28,900	\$28,900	\$17,000
Open Water & Wet Meadow	11.4					
Management Unit 2		Moderate				
Pine Tree Planting removal areas FDs37	10.8		\$82,400	\$32,400	\$77,240	\$47,000
Pine Tree Planting Thinning and Enhancement FDs37	1.3		\$17,230	\$6,240	\$6,240	\$2,600
Management Unit 3		Moderate				
Stormwater Ponds and Buffers UPs24	8.9		\$33,300	\$24,400	\$23,800	\$18,900
Woodland MHs39 or MHs49	6.6		\$69,800	\$25,000	\$25,000	\$12,000

Table 1. 4-year management cost projections by Management Unit and Sub Unit

Restoration Management Activity Phasing

Total management costs were based on 4-year management plans. Total 4-year costs for all vegetation management are \$693,050.00. Cost estimation is based on current 2025 market rates, contractor rates from 5 different companies, for a similar project, were averaged to get cost estimates. Management unit nuances may influence costs totals and should be considered.

Existing Land Cover	land Cover Goals	Recommended Actions	Year 1	Year 2	Year 3	Year 4	Notes and Assumptions
Management Unit 1							
Altered non-native Woodland 8.5 Acres	FDs37	Invasive Species Management- Woody	\$44,200				\$5,200/Acre
		Canopy thinning of unhealthy and Ecologically Inappropriate Trees & around Save Trees	\$68,000				\$8,000/Acre
		Understory Enhancement seeding and planting		\$11,900	\$11,900		\$2,800/Acre
		Continued Enhancement		\$17,000	\$17,000	\$17,000	\$2,000/Acre; 2 visits per year.
Open Water & Wet Meadow 11.4 Acres	Opn92 & WMn82	Invasive Species Management- Reed Canary Grass	\$5,000	\$5,000			2 visits per year
		Invasive Species Management- Purple Loosestrife Bio control	\$1,200	\$1,200			
		Vegetation enhancement		\$4,500	\$4,500	\$4,500	
Management Unit 2							
Pine Tree Planting removal areas 10.8 Acres	FDs 39	Tree Removal-Canopy Removal	\$82,400				\$8,000/Acre
		Invasive Species Management- Herbaceous		\$21,600			2 visits per year

	Prairie Restoration- Site prep		\$10,800			
	Prairie Restoration- seeding			\$30,240		
	Establishment- Tree and Shrub Planting		\$15,000	\$15,000	20 trees/ Acre	
	Establishment- Maintenance		\$20,000	\$20,000		
	Establishment- Tree and shrub maintenance		\$12,000	\$12,000		
Pine Tree Planting Thinning and Enhancement 1.3 Acres	Invasive Species Management- Woody	\$6,730				
	Tree Removal- Canopy thinning of unhealthy and Ecologically Inappropriate Trees and save trees	\$10,500				
	Enhancement- Understory seeding and planting		\$3,640	\$3,640		
	Restoring Ecosystem processes- Continued Enhancement		\$2,600	\$2,600	\$2,600	
Management Unit 3						
Stormwater Ponds and Buffers 8.9 Acres	Invasive Species Management- Herbaceous	\$16,000	\$16,000	\$16,000	\$10,000	
	Interseeding	\$6,000	\$6,000			
	Invasive Species Management- Reed Canary Grass	\$2,400	\$2,400	\$2,400		
	Prescribed Burning	\$8,900			\$8,900	

Woodland 6.6 Acres	MHs39/49	Invasive Species Management- Woody	\$17,000		
		Tree Removal- Canopy thinning of unhealthy and or Ecologically Inappropriate Trees and around save trees	\$52,800		
		Enhancement- Understory seeding and planting	\$12,000	\$12,000	
		Restoring Ecosystem processes- Continued Enhancement	\$13,000	\$13,000	\$12,000

Table 2. Restoration Activities and cost estimate

Management Activities

The descriptions below are intended to provide the land steward with an introduction and overview of management activities that could be implemented on the land to help achieve the objectives of the Conservation Values. These activities are specific to the land at the time this HMP was developed. If interested in implementing any of these activities, contact the Land Trust for more information or to develop an Action Plan, as necessary.

Climate Resiliency

Climate resiliency refers to the capacity of a landscape to respond, recover and maintain its structure and function under changing climate conditions such as extreme weather events, increased wildfires, or additional non-indigenous species. Washington County has historically been vulnerable to the effects of climate change and trends show that Minnesota will experience increased precipitation, hotter summers, warmer and wetter winters, and more severe weather events in the next 50 years. This threatens natural resources by adding additional stressors to native plants and giving advantages to non-indigenous species.

Many non-indigenous species benefit from the increased humidity in summers and warmer winters, extending the ranges of species that used to be limited by the colder temperatures. Non-Indigenous species also have a higher tolerance for flooding and large fluctuations in water levels. They degrade native plant communities in a variety of ways including loss of species diversity, increased erosion, reduced water quality, and altered nutrient cycling and soil health.

Non-indigenous species often employ reproductive strategies that increase dispersal whereas native species have more limited abilities to expand their range. Hindered by this inability of the natural world to adapt, scientists are concerned that natural areas will degrade to non-indigenous and generalist species and lose the ecosystem functions that intact native plant communities provide. Fragmentation and habitat loss of natural areas further limit the movement of species across the landscape.

Much of the work on climate resiliency has focused on landscape scale processes. Models incorporate geophysical characteristics such as soils, bedrock geology, landforms, and elevation with measures of how connected a natural area is to other natural areas in the landscape. Microclimates differ even with small differences on the landscape. Sites that have more diverse landscape features may allow for more species to move and persist at a local scale. The same is true for natural areas that are more connected to landscapes at higher latitudes. This work highlights the importance of protecting and creating corridors to allow for climate adaptation.

Being a city park, this land will contribute to connectedness and species adaptation to climate change on the landscape scale. There are stewardship activities at the site level that can also increase climate resiliency. Many of these activities have been mentioned elsewhere in this plan but also have importance through the lens of climate resiliency.

Climate resiliency strategies for a site:

- **Adaptation.** Natural plant communities can adapt to changing conditions through natural processes such as succession and colonization. Restoration and management goals on native plant communities should focus on native plant communities that are well suited to the conditions using historic native plant communities as a reference. However, there are sites and species that may benefit by the process of assisted colonization, or the act of moving species to a habitat where it may not have previously occurred. Using the adaptive management framework (See Adaptive Management section), management activities are adjusted based on monitoring the outcomes of an activity.
- **Restoring and Maintaining Diversity.** Species diversity plays a critical role in a healthy ecosystem. Generally, the greater the biodiversity, the more ecosystem services that are provided. Species diversity also provides greater stability and adaptability to climate change; a diverse native plant community will have more resources to help it recover from flooding, drought, or insect diseases. Species diversity can be encouraged by restoring native plant communities; reintroducing natural disturbance regimes such as prescribed burning; and enhancing species diversity by planting native trees, shrubs, grasses, and wildflowers.
- **Reduce impacts to soil and nutrient cycling.** Maintaining both soil quality and nutrient cycling can improve the resiliency of ecosystems to adapt to new conditions. Land management in combination with the effects of climate change such as fire drought and flooding can impact ecosystem processes. Best management practices have been developed to protect soil and water such as retaining coarse woody debris to maintain moisture and nutrient cycling; limiting compaction in areas used for recreation and allowing heavy equipment only under frozen conditions; and maintaining and restoring due recreational access; and maintaining and restoring native herbaceous groundcover following management activities.
- **Promoting Natural Disturbance.** Disturbances play a key role in maintaining native plant communities. Conservation grazing, selective harvesting and prescribed burning are all techniques that can be used to mimic natural disturbance. Fire, for example, was once commonplace across much of the landscape. The Suppression of fire has shifted the structure and composition of native plant communities; prescribed burning has become a common management tool for restoration purposes. It can reduce non-indigenous species and understory completion. The seasonality of these prescribed burns may need to shift to align with projected changes in seasonal precipitation. Wildfire season is expected to lengthen and become more frequent in much of the Midwest. The risk of wildfire can be reduced by using prescribed burning in those areas.
- **Managing non-indigenous Species.** Climate change is expected to increase habitat for many of these non-indigenous species. Early detection and rapid response strategies are critical for control. Special attention should be paid to highly mobile non-indigenous species. Increase monitoring for known or potential non-indigenous species to ensure early detection, especially

at trailheads and along roadsides. Quickly eradicate existing populations or seed sources of non-indigenous plants and clean equipment prior to entering natural areas to prevent the spread. Once a species has become well-established, management efforts will need to be prioritized based on species, locations, time of year, etc. Integrated Pest Management can be used to manage non-indigenous species while decreasing the use of herbicides or improving their methods of use.

Invasive Species Management

Urban sites are inherently susceptible to a variety of invasive species vectors. At Sill Ponds, several pre-existing infestations present the potential for further spread throughout the area. In addition to these established populations, seeds may be introduced via pedestrian traffic (including footwear and pets), and maintenance equipment. Wildlife can also contribute to the migration of invasive materials. Accordingly, it is recommended that site management efforts prioritize comprehensive invasive species removal, with ongoing early detection and mitigation measures forming a core component of regular maintenance activities. In the long term, establishing resilient and competitive native vegetation will provide the most effective defense against invasive species colonization, thereby reducing the risk of monoculture development.

Prevention

Preventing the introduction of invasive species that are currently not found on the land should be prioritized. Since the protected land will primarily be used for recreational purposes, “Play, Clean, Go” provides a useful framework:

- Remove plants, animals, and mud from boots, gear, pets and vehicles.
- Clean your gear before entering or leaving.
- Stay on designated roads and trails.
- Use certified materials such as firewood, straw, seed.

For more information on specific activities, visit the Minnesota Department of Natural Resources website on [Invasive Species](#)

Integrated Pest Management

The goal of Integrated Pest Management, often referred to as IPM, is an approach to managing non-indigenous species that considers a suite of management options and attempts to reduce the use of pesticides. Tools include biological (such as the introduction of a biocontrol agent), mechanical (such as mowing or pulling), or chemical (such as herbicide). In order to minimize the use of chemicals and the harm to plants that are not the target, IPM strategy uses the biology of the life cycle of the invasive species to determine the best course of action. The target species at Sill Ponds include:

- Smooth brome (*Bromus inermis*)
- Canada thistle (*Cirsium arvense*)
- Garlic mustard (*Alliaria petiolata*)
- Honeysuckles (*Lonicera* sp.)

- Common buckthorn (*Rhamnus cathartica*)
- Amur maple (*Acer ginnala*)
- Dame's rocket (*Hesperis matronalis*)
- Crown vetch (*Securigera varia*)
- Spotted knapweed (*Centaurea stoebe*)
- Glossy Buckthorn (*Rhamnus frangula* L.)

Species that are not currently on the land but are in the area and occur in the current or desired native plant communities include:

- Wild parsnip (*Pastinaca sativa*)
- Japanese knotweed (*Polygonum cuspidatum*)
- Tansy (*Tanacetum vulgare*)
- Grecian foxglove (*Digitalis lanata*)
- Barberries (*Berberis* sp.)
- Roundleaf bittersweet (*Celastrus orbiculatus*)

See Appendix C for more information on the species listed above. More general information on invasive species can be found online at the Minnesota Department of Agriculture and Minnesota Department of Natural Resources webpages.

Public disturbance

As a public site bordered by development and interconnected trails, Still Ponds experiences significant pedestrian traffic. It is important to recognize that certain areas within the park have been utilized for personal purposes, such as compost dumping and the construction of a tree house. While some of these activities may have occurred prior to the park's designation and were possibly well-intentioned, they can adversely impact restoration outcomes and require attention.

Engaging local residents in restoration efforts aligned with the management objectives set by the City presents opportunities for meaningful community involvement. Examples include organized volunteer planting events and the development of City-approved soft trails using chipped materials generated during restoration activities, such as woody debris removal. Continuous communication and public engagement are essential for ensuring the sustained success of restoration initiatives.

Enhancement

Ecological restoration is an indefinite long-term commitment to a set of activities that initiate or accelerate the transition to a more integral, healthy, and sustainable landscape. The concept of restoring ecosystems has increased in importance as more natural landscapes become degraded or converted to other uses with consequences on the services they can provide, from habitat to groundwater recharge, fisheries, pollination, etc.

The activities involved in restoration are on a continuum of less intervention and disturbance to a complete overhaul of an area, such as in reclamation of a mining site. Enhancement describes an activity that focuses on improving ecological function often by increasing species diversity with planting or seeding. It is often in conjunction with a management activity, for example, interseeding a prairie after a prescribed burn.

Interseeding

Interseeding is the practice of setting back the existing vegetation to allow new seeds a chance to grow; with the goal of increasing stand diversity, reducing weed populations, and habitat enhancement.

Considerations for interseeding include the following:

- Set back existing vegetation temporarily if the existing vegetation is desirable; this can be done by mowing, grazing, or burning the vegetation. If the current vegetation is undesirable, for example a weed dominated patch in or amongst a high-quality plant community, the vegetation should be set back permanently. This can be accomplished using solarization, herbicides, or physical removal.
- Thick vegetation or duff layer may need to be removed prior to seeding, most of the seed should be touching bare soil.
- If soils are compacted aeration or soil loosening may be necessary for seed to soil contact and seed germination.
- Ideal seeding times are in the spring or in fall during the dormant season. When dormant seeding, seed does not need to be raked in unless the soil is excessively compact. The winter freeze-thaw cycle will “rake” the seed in for you. When spring seeding, the seed should be lightly raked into the soil. This will prevent the seed from washing out, drying out in the sun, and predation from birds.
- For large sites, typically greater than an acre, a no-till drill will reduce seeding time and eliminate the need for soil loosening and raking soil in.
- New seeds should be seeded at the recommended rate for each new species. If possible, consider sourcing seed from nearby native plant communities.

Prairie Restoration

The goal of restoration is often returning a landscape to its condition prior to disturbance or improving ecological function at a large-scale. For the purposes of this document, it is used to describe the process of converting the landscape to a native plant community that would be appropriate to the soils, geographic location, hydrology, current tree cover, etc. The process is a more comprehensive form of

management that often involves removing the current vegetation and reintroducing the native species through seed or plants.

In the context of prairie and wetland restoration, it involves a site preparation, seeding and maintenance. The goal of the site preparation is to kill existing vegetation and prepare the surface to ensure that the seed is in contact with the soil. However, once the existing vegetation has been removed, the soil should be disturbed as little as possible to reduce the germination of any weed seed in the soil. Often land managers resolve this conflict in one of two ways:

- 1) Preparing the soil and broadcasting- vegetation is killed off and removed (often with prescribed burning); the soil surface is prepared with tilling, disking and/or harrowing; the restoration area is left to allow the weeds to germinate and be re-killed; seed is broadcast and lightly incorporated with harrowing and any erosion control is added.
- 2) Drill seeding - vegetation is killed off and removed (often with prescribed burning); this step is often repeated until the weeds are considered under control; seed is drilled into the area with a seed drill and any erosion control needed is added.

There are variations to the above strategies and each strategy has benefits and shortcomings. The decision to disturb the soil versus drill into existing soil often depends on the land use history, the type and quantity of invasive species present, the soil type, and the time of year of the seeding. The time of year of the seeding will also influence the outcome of the prairie. Spring seedings are completed prior to June 30th (see Appendix E). These seedings tend to favor the prairie grasses and provide stable, but less diverse prairie plantings. Dormant seedings occur after November 1st and freeze up; frost seedings occur when the ground is frozen. These seedings tend to have more diversity and abundance of flower species, but less germination of the native prairie grasses.

Management of the prairie installation is critical to the success of the restoration, especially for the first two growing seasons. Depending on the timing of the seeding, the 1st growing season will be the first few months for a spring seeding or the following spring and summer for a dormant or frost seeding. The flush of vegetation that emerges after seeding is often the cover crop that has been planted for erosion control and annual weeds. To ensure that the cover crop and weeds do not prevent sunlight from reaching the germinating prairie seeds, it is recommended to mow the prairie for the first two growing seasons. When the planting reaches 12-15 inches in height, the prairie is mown to a height of 6-8 inches. Typically, this is needed about 2-3 times per growing season. Prescribed burning is recommended at the beginning of the 3rd growing season and then at 3-5 year intervals, depending on the management goals. Some amount of IPM is needed every year to ensure the long-term success of the prairie.

When a retired or current agricultural field has the goal of savanna restoration, a prairie restoration will be completed first and the trees and shrubs will be planted after establishment. Often, a degraded oak woodland is the current land cover for savanna restoration. That approach often involves tree and shrub removal, prescribed burning, and enhancing with interseeding.

Restoring Ecosystem Processes

Prescribed burning

Historically, fire played one of the key ecological roles in the development of prairies, savannas and woodlands. The frequency of fire varied from annually to every 50 years and was started by lightning or was set intentional by American Indians. Fires set back the woody growth and encouraged the prairie grasses and flowers. Since European settlement, fire on the landscape has largely been suppressed. Many of the prairies and savannas that depend on fire have now become overgrown with woody vegetation.

Prescribed burning is used to mimic these historic fires and can be one of the most efficient and effective tools to manage prairies, savannas, and woodlands. On the protected land, fires could be used for the following objectives:

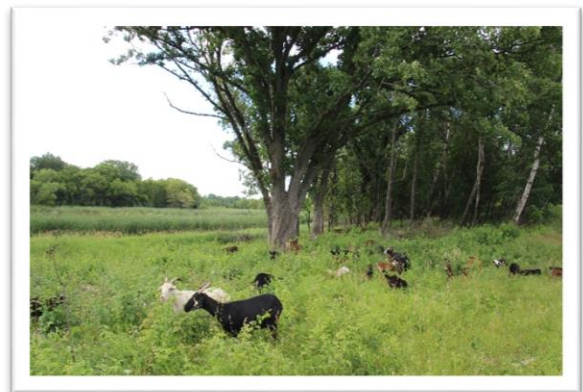
- Reduce encroachment of woody species (non-indigenous or otherwise).
- Reduce the cover of non-indigenous herbaceous species.
- Encourage growth of native grasses and flowers.
- Remove standing dead material.
- Invigorate brushlands.
- Improve wildlife habitat.



The objectives of a burn should be established to determine factors such as the location of the burn, the time of year to implement, the weather conditions and intensity of the burn. Generally, it is not recommended to burn more than a third of a given area in any one season to maintain habitat for desired species that may not be tolerant of burning. Trails are often used as firebreaks, but firebreaks can be installed and temporary if necessary.

Grazing

In addition to fire, grazing by animals such as bison or elk has long played a role in shaping the North American grassland ecosystems. Historically, grazers were responsible for creating patch disturbances on the landscape that allowed for a greater number of flowering species to flourish. Today, conservation grazing, or “managed grazing” utilizes animals such as goats, sheep, cattle, and bison to mimic historical disturbance regimes, provide weed suppression, and increase habitat diversity or “heterogeneity” on the landscape. Animals used for prescribed grazing are selected based on their grazing habits and food preference. Goats tend to target soft material from



woody species off of the ground, whereas sheep and cattle target grasses and softer herbaceous growth. Results with these different animals will have a range of results and should be selected accordingly based on desired outcomes. The feasibility or efficacy of grazing as a management tool depends on several factors, including:

- The size of the land parcel
- Number of grazable acres
- Desired type of livestock
- Allowable stocking rate based on grazable acres
- Nearby by shade and water sources
- Quarantine and exclosure areas
- Perimeter fencing requirements; etc.

One common approach to conservation grazing is to use brief intensive grazing events when a non-indigenous plant is at its peak growth or when the plant may be more susceptible to defoliation. Often one of the most challenging issues in prairie restoration is the dominance of non-indigenous cool season grasses such as brome, reed canary grass, and Kentucky blue grass. These grasses can become so dominant that they start outcompeting native vegetation, eventually leading to a decline in overall plant diversity. Because cattle graze primarily on grasses, they can help reduce the cover of these non-indigenous cool season grasses and release other plants from competition. The timing of the grazing application typically occurs in spring and/or fall when the cool season grasses are active.

Conservation grazing can also enhance the structure of the grassland community by creating a diversity of cover types—from short to tall, thick duff to open ground layer, or a combination in close proximity. This diversity or “habitat heterogeneity” in turn favors a diversity of wildlife with unique habitat preferences and requirements. It is important to consult with a qualified rangeland or natural resource manager to determine if grazing is an appropriate management tool for your land.

Haying

In addition to, or in place of grazing, haying can be used to achieve many of the same management objectives in grasslands. Mechanical harvest through haying can be used to remove non-indigenous species, remove biomass and reduce nitrogen, and manipulate growth stages of habitat. The timing of the haying event is the most critical factor. Similar to grazing and prescribed burning, haying should occur when the undesirable species are at their most vulnerable stage of growth, typically peak. The following are some general recommendations:

- If grassland birds are heavily using the area for nesting, avoid haying during the nesting season of May 15th-August 1st.
- To maximize the yield of palatable forage and its protein content, cut when the warm season grasses are sending up their flower stalks, usually late July or early August.
- To favor spring and early summer-blooming flowers, hay in mid-summer. The late summer and fall blooming species are harvested before they can flower and produce seed.

- If haying before August 1st, leave corners, odd areas, or 30 to 60 foot borders along field edges from getting hayed to provide for ground nesting wildlife.
- Typically, less than 1/3 of any given site will undergo management in a single year.
- Leave all regrowth following haying for winter and nesting cover.

Tree Removal

Managing woodlands and savanna using tree removal is an important part of restoring the structure and composition of that plant community. Selective harvesting should use the following guidelines:

- Try to mimic natural disturbance patterns such as wind throws and fire. These disturbances create forest openings to provide sunlit patches.
- Ensure the presence of snags (dead standing trees) and fallen logs to provide habitat. Over 85 North American bird species feed, nest or roost in decaying trees. Many reptiles and amphibians live under rotting logs on the forest floor and feed on the invertebrates that are supported by the decaying wood.
- Limit the construction of logging roads and skid trails and favor harvest techniques that minimize soil disturbance to reduce mortality and loss of suitable habitat.
- Postpone timber harvests within or adjacent to valuable oak forests in the high-risk zone when oaks are most susceptible to infection, from April 1 through July 15.
- Practice “Come clean, Leave clean” (See Appendix F) to prevent the spread on terrestrial invasive species.

Record-keeping

Keeping accurate records of management activities will be critical in understanding how the landscape is responding. In addition to recording activities, surveying ecological conditions is critical to set a baseline while ecological monitoring provides feedback for the ecosystem response to restoration and management activities. Below are some of the surveying and monitoring activities:

Surveying

- Distribution of buckthorn– Survey data would not only include location, but information on density of coverage and size class to determine the number of years before becoming reproductive as well as the removal approach.
- Distribution of garlic mustard - Survey data would not only include location, but information on density of coverage to prioritize removal.
- Species presence absence – Vegetative sampling of species presence absence by management unit to determine ecological health and for potential seed collection sources.

Monitoring

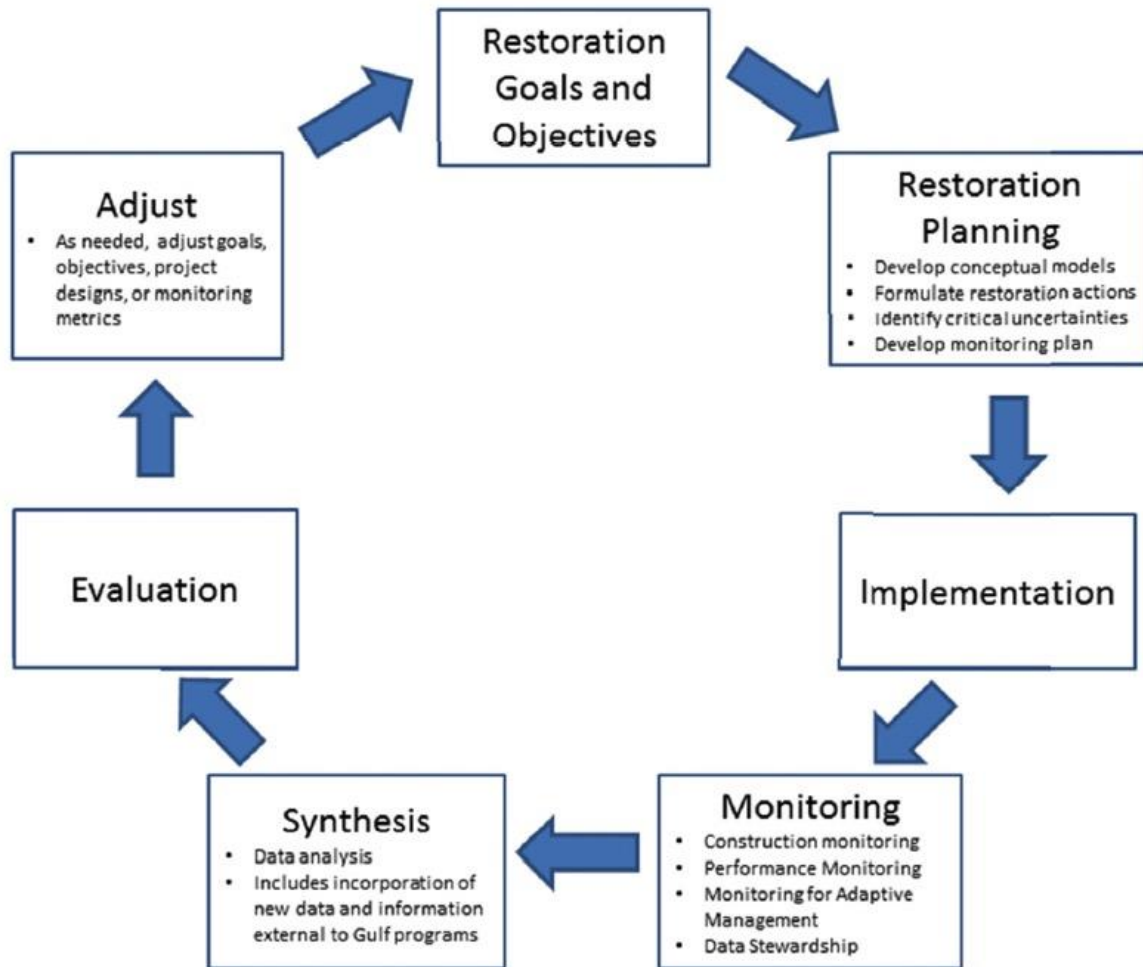
- Photo documentation – Qualitative monitoring using a photo point program uses photos at fixed reference points to document changes on the landscape. Because buckthorn is the most prominent

non-indigenous species, the recommended timing for the photos to be taken is in October when buckthorn still holding its leaves but native shrubs and trees have gone dormant.

- Vegetation plots/transects – Quantitative monitoring to determine the vegetative response to restoration and management activities. Potential monitoring data includes the percent cover of invasive species pre- and post- treatment, native species diversity pre- and post- treatment, and size and distribution of pine and oak regeneration in the understory.

Adaptive Management

While surveying and monitoring are important to document baseline conditions, evaluating response of the ecosystem using research is necessary to make management decisions considering uncertainty. Adaptive management consists of a cycle of implementation, monitoring, evaluation, and adjustment which leads to more implementation and repeats indefinitely



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Washington County Historical Society- Cottage Grove- Official website [Cottage Grove – Washington County Historical Society](#)

List of Appendices

Appendix A: Soil Classifications

Appendix B: Native Plant Communities

FDs37

WMn82

Mrn93

MHs39

MHs49

Appendix C: Invasive Species

- Smooth brome (*Bromus inermis*)
- Canada thistle (*Cirsium arvense*)
- Garlic mustard (*Alliaria petiolata*)
- Honeysuckles (*Lonicera* sp.)
- Common buckthorn (*Rhamnus cathartica*)
- Amur maple (*Acer ginnala*)
- Dame's rocket (*Hesperis matronalis*)
- Crown vetch (*Securigera varia*)
- Spotted knapweed (*Centaurea stoebe*)
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- Wild parsnip (*Pastinaca sativa*)
- Japanese knotweed (*Polygonum cuspidatum*)
- Tansy (*Tanacetum vulgare*)
- Grecian foxglove (*Digitalis lanata*)
- Barberries (*Berberis* sp.)
- Roundleaf bittersweet (*Celastrus orbiculatus*)

Appendix D: Climate Ready Woodlands

Appendix E: BWSR Recommended Restoration Seeding Dates

Appendix F: Clean Play Go; Come Clean, Leave Clean.



City Council Action Request

7.X.

Meeting Date 4/1/2026

Department Community Development

Agenda Category Action Item

Title Ravara Trails – Comprehensive Plan Amendment

Staff Recommendation Adopt Resolution 2026-055 approving an amendment to the 2040 Comprehensive Plan to re-guide 9.3 acres from High Density Residential to Medium Density Residential and authorize staff to submit the amendment to the Metropolitan Council.

Budget Implication N/A

Attachments

1.	Ravara Trails Comp Plan Amendment CC Memo
2.	Ravara Trails Comp Plan Amendment Resolution 2026-055
3.	Ravara Trails Narrative

TO: Honorable Mayor and City Council
Jennifer Levitt, City Administrator

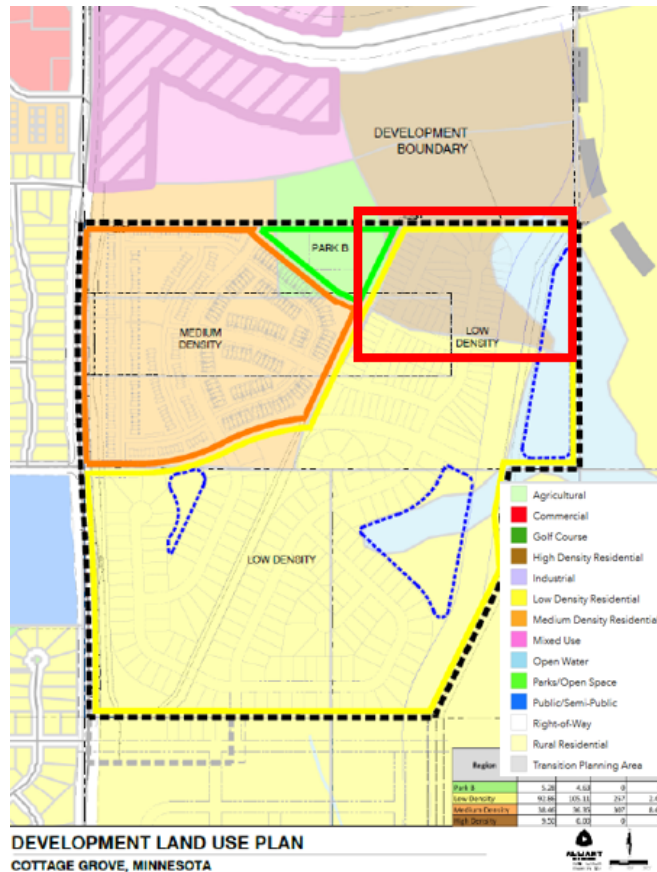
FROM: Samantha Pierret, Senior Planner

DATE: March 24, 2026

RE: Ravara Trails – Comprehensive Plan Amendment

Proposal

Twin Cities Land Development has submitted an application for a Comprehensive Plan Amendment to re-guide 9.3 acres of the proposed Ravara Trails development east of Keats Avenue, north of 77th Street, and south of 70th Street, from High Density Residential to Medium Density Residential.



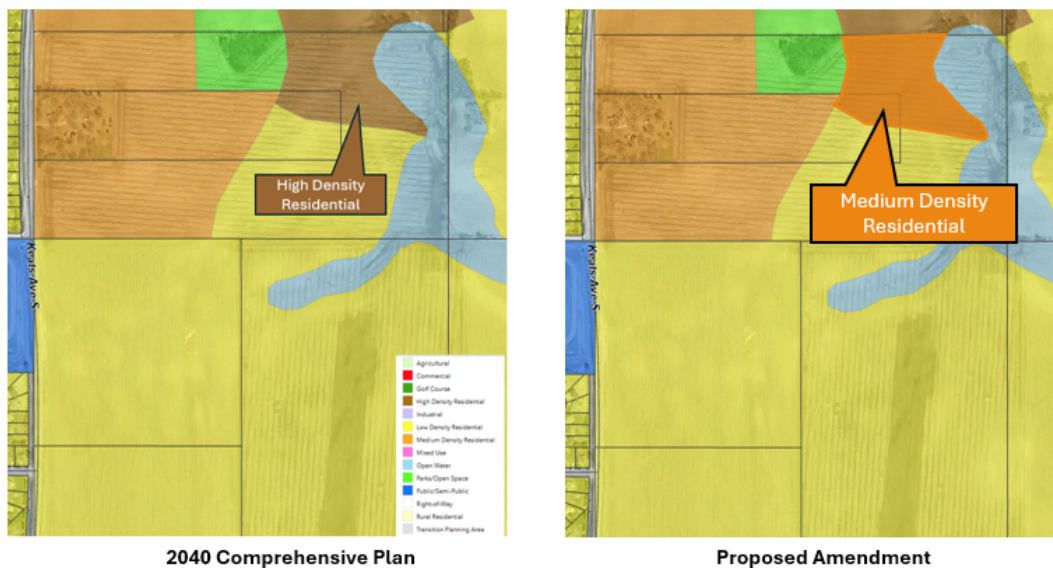
Review Schedule

Application Received: March 20, 2026
 Planning Commission Meeting: March 23, 2026
 City Council Meeting: April 1, 2026
 120-Day Review Deadline: July 17, 2026

Background

At its March 18, 2026, meeting the City Council approved the Preliminary Plat, Planned Unit Development, Minor Subdivision, and Zoning Amendment applications by Twin Cities Land Development for Ravara Trails (4-1 vote). The Ravara Trails development will consist of 306 townhome lots and 269 single family lots on 148.72 acres. The area is guided Low, Medium, and High Density Residential and Parks/Open Space in the 2040 Comprehensive Plan. As part of the construction permitting process, the developer is required to obtain a sewer connection permit from the Met Council. Upon receipt of a sewer connection permit application from the developer, Met Council notified City staff that they would not approve the sewer connection permit unless a Comprehensive Plan Amendment is approved by Met Council to re-guide the area guided as High Density Residential to correspond directly to the density proposed in Ravara Trails.

For multiple decades, density averaging across a development area has been approved by the Met Council in Cottage Grove and other metro cities. The Met Council has now stated that density averaging across a development is not allowed and a development must meet density standards within the specific areas mapped in the Comprehensive Plan Future Land Use Map. High Density Residential areas are proposed to have 14 to 30 units per acre. Medium Density Residential areas are proposed to have 5 to 13 units per acre. Low Density Residential areas are proposed to have 2 to 4 units per acre.



The Comprehensive Plan guides the actions of the community by presenting a vision for the future by identifying policies, strategies, and investments the community will undertake while providing a repository of information. The Comprehensive Plan occasionally utilizes land use mapping strategies that do not follow property lines or use ninety-degree angles. Proposed development may not practically be able to meet the exact land use boundary configurations on the future land use map that do not always follow property lines. These configurations are used by the City to guide the amount of density within an area, thereby guiding utility, park, transportation, and other needs of the area. The future land use map is not intended to design development or designate specific parcels or acreage for each land use type but rather provide a guide and a target.

Communities rely on landowners who are willing to sell their land for development. By mapping future land use classifications without strict adherence to property lines, development may occur on properties of willing land sellers at a density and scale planned for and desired by the community while also not strictly assigning specific development types and densities onto individual parcels where there may be landowners that are not ready to sell.

Proposed Re-Guidance

The Ravara Trails development area has 8.67 acres guided High Density Residential (9.3 acres minus 0.63 acres for proposed Ravine Parkway), 35.14 acres (37.92 acres minus 2.78 acres for Keats right of way) guided Medium Density Residential are proposed to contain 308 townhome lots, and 72.59 acres guided Low Density Residential (83.20 Low Density acres minus 5.95 acres of Ravine Parkway and minus 4.66 acres Keats right of way) are proposed to have 213 single family lots. The remaining acreage is guided Parks/Open Space and future ponding.

Using the midpoint of the High Density Residential range (22 units per acre), it could be expected that these 8.67 acres would have 190.74 residential units. The Medium Density areas could be anticipated to have 316.26 units when multiplying the 35.14 acres guided Medium Density by 9 (the midpoint of the range 5 to 13 units per acre). The Low Density area could be expected to see approximately 217.77 units after multiplying the midpoint of the 2 to 4 units per acre range (3) by 72.59 acres. Adding these units together the Ravara Trails development could be anticipated to have approximately 724.77 units. The developer proposed 575 total units.

2040 Current Land Use	Acres (Minus Major ROWs)	Anticipated Units (Acreage x Midpoint of Density Range)	Proposed Units	Required Units Per Acre	Proposed Density (Units Per Acre)
High Density Residential	8.67	190.74	54	14 to 30	6.23
Medium Density Residential	35.14	316.26	308	5 to 13	8.76
Low Density Residential	72.59	217.77	213	2 to 4	2.93
TOTAL	116.4	724.77	575		

The area guided High Density Residential is proposed to have 54 single family lots. Dividing 54 units by 8.67 acres equals 6.23 units per acre which aligns with Medium Density Residential guidance. Multiplying 8.67 acres by the midpoint of the Medium Density range (9) equals an anticipated unit count of 78.03 if re-guided to Medium Density Residential. Subtracting the anticipated High Density units (190.74 units) from the total anticipated units (724.77 units) equals 534.03 anticipated units. Adding the anticipated units if the High Density Residential area were re-guided to Medium Density Residential (78.03 units) to the anticipated 534.03 units without the High Density Residential area equals anticipated total units of 612.06.

2040 Proposed Land Use	Acres (Minus Major ROWs)	Anticipated Units (Acreage x Midpoint of Density Range)	Proposed Units	Required Units Per Acre	Proposed Density (Units Per Acre)
Medium Density Residential	43.81	394.29	362	5 to 13	8.26
Low Density Residential	72.59	217.77	213	2 to 4	2.93
TOTAL	116.4	612.06	575		

Met Council Consideration

If approved by the Planning Commission and City Council, City staff will then submit the amendment to the Metropolitan Council for review and approval. The Met Council is required to review and approve all Comprehensive Plan amendments. The City's Met Council Sector Representative verified that the proposal does not require adjacent community review. The Met Council will determine if the proposed amendment can be reviewed administratively after submittal. Administrative review is allowed if the proposed amendment complies with the following standards, at the discretion of Met Council staff.

1. Conformance to regional systems plans
2. Consistent with Metropolitan Council policies
3. Consistent with local controls or the jurisdiction submits evidence that the local controls will be modified to be consistent with the proposed amendment
4. Consistent with Metropolitan Urban Service Area Implementation Guidelines
5. Compatible with the plans of affected and adjacent jurisdictions
6. Proposes a changed forecast that falls within five percent of the Met Council's current forecasts
7. Proposes a land use change resulting in an increase or decrease in development capacity of less than 250 housing units, determined by using the midpoint density to calculate the difference between proposed allowable units and current allowable units (this project will decrease midpoint density by approximately 112.71 units in the area currently guided High Density)
8. Proposes a land use change affecting less than 80 acres
9. Does not have the potential for a cumulative impact

The proposed land use amendment from High Density Residential to Medium Density Residential and land use map from the City's 2040 Comprehensive Plan are consistent in the following ways:

- The proposed development helps provide the City with a diverse mix of housing types that are needed to serve varying income levels and stages in the life cycle.
- Trail and sidewalk connections are proposed and acceptable to the City.
- The proposed roadway layout is consistent with the contemplated roadway classifications in the transportation plan.
- The proposed density of 8.26 units per acre in the total area proposed to be guided Medium Density is consistent with the 2040 Comprehensive Plan Medium Density Residential classification.
- The approved preliminary plat is consistent with the medium density and low density residential land use designations for this area.

Planning Commission Meeting

At their March 23, 2026, meeting, the Planning Commission reviewed this request and held a public hearing. The Planning Commission asked questions regarding the timeline for Met Council consideration of the proposed amendment. Staff verified the administrative review timeline versus full Met Council review timeline and noted that the Met Council will have 15 business days after the amendment is submitted to determine if the review will be administrative or require formal Met Council review and approval. The Planning Commission voted unanimously (6-0) to recommend the City Council approve the requests.

Public Hearing Notices

Public hearing notices were mailed to 112 property owners who are within 500 feet of the proposed subdivision and published in the St. Paul Pioneer Press on March 11, 2026.

Recommendation

The City Council is recommended to adopt Resolution 2026-055 approving an amendment to the 2040 Comprehensive Plan to re-guide 9.3 acres from High Density Residential to Medium Density Residential and authorize staff to submit the amendment to the Metropolitan Council.

Attachments

Ravara Trails Application Narrative

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-055

**RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT
AND AUTHORIZING STAFF TO SUBMIT THE PROPOSED
AMENDMENT TO THE METROPOLITAN COUNCIL**

WHEREAS, the Minnesota Land Planning Act requires all metropolitan area communities, when amending and updating their comprehensive plans, to submit the plans to the Metropolitan Council for approval; and

WHEREAS, Twin Cities Land Development has applied for a comprehensive plan amendment to the Land Use chapter of the City of Cottage Grove's 2040 Comprehensive Plan to re-guide land within the proposed development to be called Ravara Trails from High Density Residential to Medium Density Residential; and

WHEREAS, the Planning Commission held a public hearing and reviewed the request on March 23, 2026. At that time the Planning Commission recommended approval by a 6-to-0 vote. Staff concurs and recommends that the City Council approve the comprehensive plan amendment; and

WHEREAS, on April 1, 2026, the City Council considered an application from Twin Cities Land Development for an amendment to the Cottage Grove 2040 Comprehensive Plan to change the land use designation from High Density Residential to Medium Density Residential for the legally described land above.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, approves the 2040 Comprehensive Plan Amendment and authorizes staff to submit the proposed amendment to the Metropolitan Council for review.

Passed this 1st day of April 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



RAVARA TRAILS

RESIDENTIAL DEVELOPMENT PRELIMINARY PLAT/PUD SUBMITTAL

Twin Cities Land Development (TCLD) is pleased to submit the Preliminary Plat, Planned Unit Development (PUD), Rezoning, and Minor Subdivision for the proposed Ravara Trails Development. This development is located along Keats Ave South, between 77th Street South and 80th Street South. We respectfully request Preliminary Plat, PUD, Rezoning, and Minor Subdivision approval from the Planning Commission and City Council to advance this thoughtfully designed community that aligns with the city's comprehensive plan and supports long-term growth objectives.

PROPERTY / DEVELOPMENT SITE INFORMATION

EXISTING SITE DESCRIPTION

<u>Address:</u>	Unassigned
<u>PIDs:</u>	1102721240001, 1102721320001, 1102721310001, 1102721230001, 1102721330001
<u>Total Acres:</u>	148.72 acres
<u>Existing Zoning:</u>	Agricultural
<u>Existing Guide Plan:</u>	Low Density Residential, Med Density Residential, High Density Residential

The site is located along Keats Avenue South, north of 80th Street South and south of 70th Street South within Cottage Grove. The development encompasses five existing parcels totaling approximately 148.72 acres. The land includes an existing farmstead and is predominantly active farmland, offering a diverse and adaptable landscape for residential development.

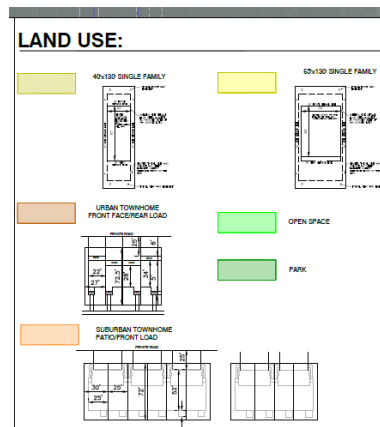
The site's topography ranges from an elevation of approximately 884 feet on the east side to 972 feet on the north side, indicating a gradual rise across the property. A regional low point is located on the eastern portion of the site, which presently serves as a natural drainage basin for much of the relatively flat surrounding terrain.

The site is currently served by a sanitary sewer stub connected to the Metropolitan Council Environmental Services (MCES) trunk line, which runs parallel to Keats Avenue South along the western boundary. Watermain stubs are also available within Keats Avenue, providing convenient access for the proposed development. Additionally, a South Washington Watershed stormwater trunkline runs along the eastern edge of the site, offering a direct connection point for the planned onsite stormwater management system.

SITE PLAN



Single Family 65' x 140 lots	164
Single Family 40' X 130' lots	105
Urban Townhomes	192
Suburban Townhomes	114
TOTAL Units:	575



GENERAL DESCRIPTION

The Ravara Trail development site plan includes a total of 575 residential units, featuring a diverse mix of townhome and single-family housing types. This composition aligns with the vision outlined in the East Ravine Master Plan Area's comprehensive plan. The unit breakdown consists of 3, 4, 5, and 6-unit urban row townhomes, 4 and 6-unit suburban row townhomes; as well as single-family homes on 40-foot and 65-foot-wide lots. The proposed location is particularly well-suited for this variety of housing due to several key factors, including:

1. Alignment with the Comprehensive Plan

The proposed housing mix directly supports the vision outlined in the East Ravine Master Plan, which calls for a balanced blend of low, medium and high-density residential options. This ensures consistency with long-term city planning goals by providing a desirable place to live.

2. Strong Market Demand

A recent housing market analysis identified a significant unmet need for higher-value, move-up housing in Cottage Grove. Ravara Trails is designed to meet this need by offering a diverse mix of homes that appeal to first-time homebuyers, growing families who want to stay in the community, and empty nesters looking to downsize while remaining in the community.

3. Preserves and Provides Access to Natural Resources

The development plan incorporates green space and natural drainage features, supporting the City's goal to protect natural resources and environmental systems. Located adjacent to the planned East Ravine Park and Trail, as well as near the existing 500-acre Cottage Grove Ravine Regional Park, the site offers residents immediate access to scenic trails, wooded ravines, and numerous recreational opportunities. This natural setting enhances quality of life and adds long-term appeal to the neighborhood. In addition, the community's trail network will ultimately connect to the surrounding trail system, creating seamless access for residents and promoting walkability.

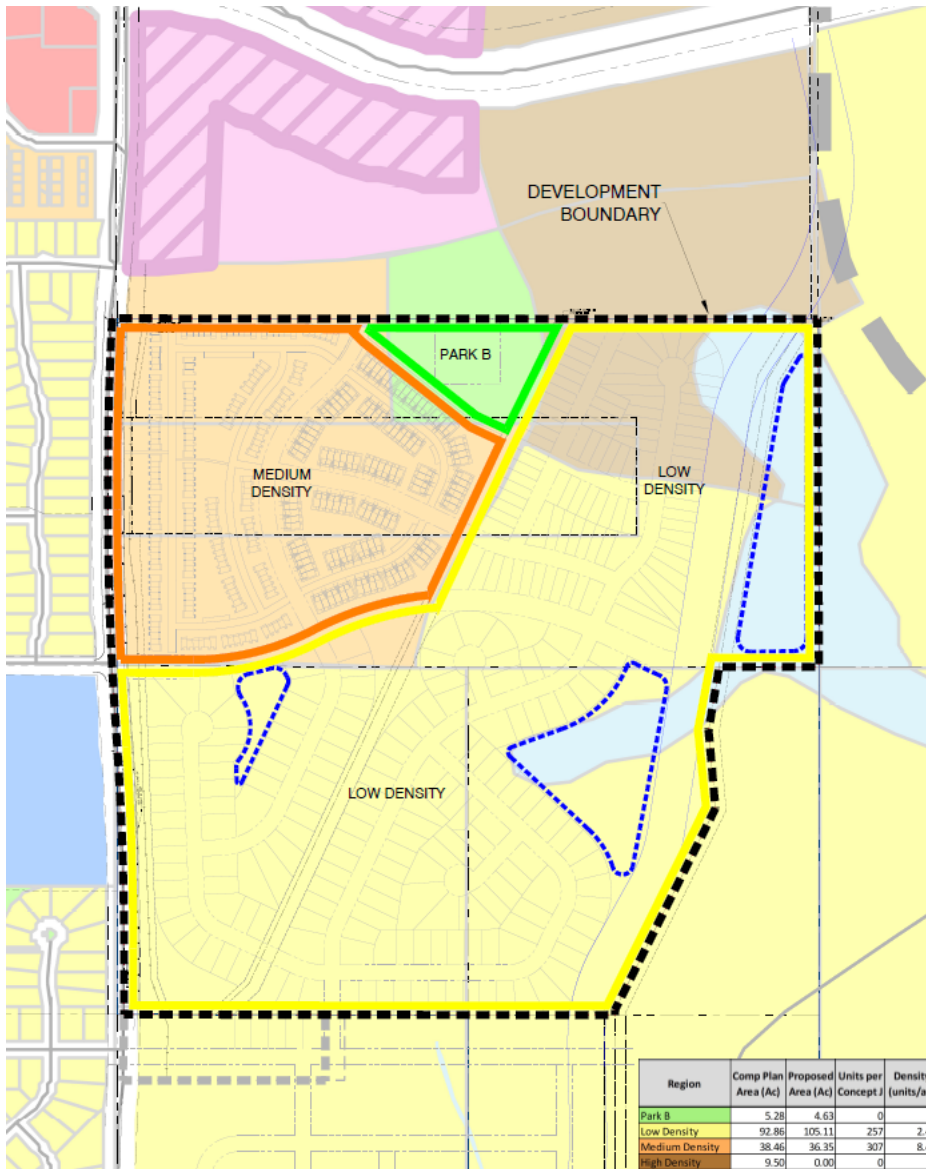
4. Infrastructure and Connectivity

This development will provide direct access to Ravine Parkway and Keats Avenue, allowing residents and the community convenient access to major transportation corridors, including Interstate 494, Highway 61 and Highway 95, as well as express transit routes to downtown Saint Paul and Minneapolis. This makes it an attractive location for commuters and enhances regional accessibility.

5. Proximity to schools

Centrally located in Cottage Grove, the proposed development offers families convenient access to the assigned schools within the South Washington School District (SoWashCo Schools). Grey Cloud Elementary and Cottage Grove Middle School, both located just west of the neighborhood, are easily reachable by foot or bike, making daily commutes simple and safe for students. Park Senior High School provides a wide range of academic and extracurricular opportunities to support student development.

LAND USE AND ZONING REGULATIONS



DEVELOPMENT LAND USE PLAN
COTTAGE GROVE, MINNESOTA



The property is guided as a mix of Low Density Residential, Med Density Residential and High Density Residential. The development of the property will rezone the parcel to Low Density Residential and Med Density Residential, generally keeping overall density.

Land uses for the properties adjacent to the site are guided with:

- To North: Commercial and High Density Residential
- To West: Low Density Residential and School
- To South: Low Density Residential
- To East: Low Density Residential and Park/Open Space

DIMENSIONAL STANDARDS

The following is a summary of the proposed development lot standards and setbacks:

Urban Townhome Dimensions

Width – 3 Unit, 4 Unit, 5 Unit, 6 Unit

Depth – 45 feet

Suburban Townhome Dimensions

Width – 4 Unit, 6 Unit

Depth – 57 feet

40' Single Family Pad Dimensions

Width – 30 feet

Depth – 70 feet

65' Single Family Pad Dimension

Width – 52.5 feet

Depth – 65 feet

Urban Townhome Setbacks

Front Door – 15 feet

Front Door along Keats Ave – 25 feet

Garage Door – 25 feet

Perimeter – 30 feet

Townhome Corner – 20 feet

Between townhome Buildings – 20 feet

Suburban Townhome Setbacks

Front – 25 feet

Perimeter – 30 feet

Townhome Corner – 20 feet

Between townhome Buildings – 15 feet

Single Family Setbacks

Front – 25 feet

Rear – 35 feet

Corner Side Yard – 20 feet

Side Yard (40' wide) – 5'/5'

Side Yard (65' wide) – 7.5'/5' (garage)

Townhome Parking:

Garage: 306 stalls

Driveway: 306 stalls

Guest: 73 stalls

Total: 685 stalls

Proposed ROW

Internal ROW – 60 feet

Indian Blvd ROW – 80 feet

Ravine Parkway – 140 feet

Proposed Development Area/Calculations:

Total Development Gross Site Area:	148.72 acres
Keats Ave ROW:	7.44 acres

Easements:

SWWD Stormsewer Easement Area:	3.16 acres
Met Council Easement:	3.43 acres
Northern Gas Easement:	4.48 acres

PLANNED UNIT DEVELOPMENT FLEXIBILITY AND BENEFITS

The project is requesting flexibility from zoning standards for Villa single family homes and Urban townhomes. The Villa single family homes are requesting flexibility for 2 of 9 R-4 dimensional standards. The townhomes are requesting flexibility for 1 of 9 R-5 dimensional standards. Dimensional flexibility being requested for each is as follows:

<u>Villa Single Family</u>	<u>Required</u>	<u>Proposed</u>
lot width	45 feet	40 feet
Sideyard setback	7.5 feet	5 feet

<u>Urban Townhomes</u>	<u>Required</u>	<u>Proposed</u>
Front Setback	25 feet	15 feet

The project is also requesting flexibility from a 50-foot landscape buffer to Keats Avenue of 25 feet for the Urban Townhomes and 35 feet for the single family lots south of Indian Boulevard. A landscape buffer reduction for these areas was not presented as part of the concept plan submittal as the plan was based on anticipated Keats Avenue right-of-way of 120 feet. Since that time, Washington county has requested a total right-of-way width of 180 feet, which requires an additional 60 feet east of Keats Avenue to total 120 feet east of the Keats Avenue centerline. It should be noted that 30 feet of the requested 120 feet of right-of-way comes as a result of additional right-of-way no longer being available west of Keats Avenue due to homes in that area. Had 30 feet of additional right-of-way been available to the west the project would not require flexibility for the 50-foot landscape buffer zoning standards. It should be noted that a Landscape Buffer of 85 feet for the Urban Townhomes and 95 feet for the single-family homes will appear to exist until Washington County reconstructs Keats Avenue and occupies the additional right-of-way being requested.

The applicant respectfully requests consideration of the following project elements in exchange for flexibility to the 4 zoning standards previously identified:

1. Ravine Parkway realignment through the entire site of which approximately half is located off site and to the east per the Comprehensive plan.
2. Keats Avenue right-of-way dedication and additional 30 feet no longer available to the west.
3. City Park & water tower dedication.
4. A variety of life cycle housing products and pricing options, which is consistent with the Cities Comprehensive Plan.
5. Public and private open spaces
6. A network of trails extending through the site and connecting to existing trails.

PARK AND OPEN SPACE

The site plan includes 4.15 acres of open space on the north end of the site, which will be dedicated to the City of Cottage Grove. Just southeast of the development lies the future East Ravine Park, a key component of the city's long-term recreational vision. A pedestrian trail along Ravine Parkway will connect the proposed neighborhood to nearby parks, enhancing walkability and outdoor access. Thoughtfully integrated throughout the plan are multiple green spaces, designed to encourage community interaction, support neighborhood gatherings, and create inclusive, accessible environments that strengthen social cohesion.

STREET DESIGN AND ACCESS

The development will have two access points from Keats Ave. One access point at Indian Blvd, which will be extended east through the site and the other access point at 77th St. S. The roadways within the development will be public roads that are 32 feet face to face within a 60-foot right-of-way and private roads that are 22 and 26 feet face to face. Ravine Parkway will not be constructed with the development.

MASS GRADING

The site is anticipated to be mass graded in one phase, in accordance with the City of Cottage Grove's specifications and guidelines. The proposed grading will maintain the current drainage patterns.

SANITARY SEWER AND WATERMAIN

Adequate sanitary sewer is available for connection into the existing MCES Gravity Sewer on the west side of the site. A stub is provided in the northeast corner of the Indian Blvd S and Keats Ave S intersection. Watermain for the site will be served by two connections on the west side of the site. One connection will be in the Keats Ave S and Indian Blvd S intersection and the other will be in the 77th St S and Keats Ave S intersection.

STORMWATER MANAGEMENT

The site will comply with all applicable requirements of the City of Cottage Grove stormwater management plan. The stormwater plan is to have four stormwater management basins on site with the ultimate discharge to SWWD storm line running through the site.

WETLANDS

A Wetland Report completed by Kjolhaug, dated January 24th, 2025, identified no Wetlands on the site.

TREE PRESERVATION AND LANDSCAPING

Trees are generally located near the existing home, in a small woodland area near the future water tower and along the north end of the east property boundary, which amounts to 3,907 caliper inches. Trees surrounding the

existing home and east boundary will be impacted as a result of site grading and total 2,805 caliper inches, which will require 1,102 caliper inches of tree replacement. The current landscape plan proposes 2,485 caliper inches of tree replacement, which complies with the City of Cottage Grove Tree Preservation code.

HOMEOWNERS ASSOCIATION AND ARCHITECTURAL GUIDELINES

To ensure a visually appealing neighborhood, Ravara Trails will establish a Master Homeowners Association (HOA) that will enforce architectural guidelines promoting diversity and visual interest among homes. These guidelines include tracking mechanisms to prevent monotony and ensure varied styles, materials, and colors.

The HOA will also ensure the long-term upkeep of common community amenities to preserve their superior quality and attractiveness. This includes overseeing the proposed entrance monument and cluster mailbox units.

The HOA will oversee a review and approval process for all designs, aiming to maintain a vibrant streetscape and uphold high aesthetic standards. We believe this approach will enhance our community and contribute positively to Cottage Grove’s architectural landscape.

BUILDER INFORMATION

Twin Cities Land Development anticipates partnering with multiple builders for this community including Creative Homes and Robert Thomas Homes. Townhome construction will likely be divided among builders based on product type. One to three builders are expected to handle the single-family homes.

CONCEPTUAL, ARCHITECTURAL ELEVATIONS

The architectural renderings we are sharing below serve as representative examples to illustrate the general dimensions and massing of the homes that could potentially be constructed on the proposed lot sizes. These renderings are intended to provide a visual reference to help stakeholders understand the possible spatial characteristics of the homes within the Ravara Trails community.

It’s important to note that specific architectural designed tailored for Ravara Trails will be developed and submitted for city review and approval as part of the final application process. Future final designs will ensure compliance with the City’s regulations and reflect the unique character envisioned for this community.

CONCEPTUAL DESIGN PRECEDENTS – 22’ URBAN TOWNHOMES – HOME ENTRANCE ON ONE SIDE, GARAGE ON OTHER SIDE



CONCEPTUAL DESIGN PRECEDENTS – SUBURBAN TOWNHOME – HOME ENTRANCE AND GARAGE ENTRANCE ON THE SAME SIDE.



CONCEPTUAL DESIGN PRECEDENTS – 40’ LOTS, SINGLE FAMILY



CONCEPTUAL DESIGN PRECEDENTS – 65’ LOTS, SINGLE FAMILY



CONCLUSION

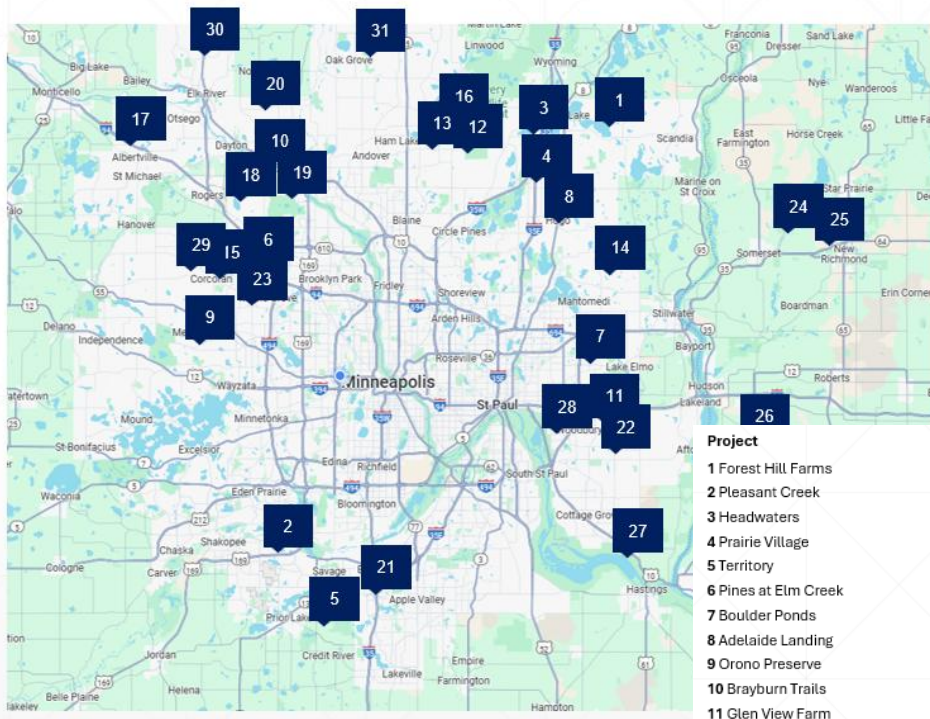
Twin Cities Land Development is pleased to submit the Preliminary Plat, Planned Unit Development (PUD), Rezoning, and Minor Subdivision application for the Ravara Trails project. We believe the proposed site plan is consistent with the goals and long-term vision of the City of Cottage Grove. We look forward to delivering a high-quality residential development and respectfully request approval of these applications to advance Ravara Trails to the mass grading stage.

ABOUT US

The TCLD team has experience in every facet of Twin Cities real estate development, investment, and management. The project team has developed thousands of single-family and multi-family lots, establishing itself as the most prominent local lot developer in the Twin Cities.

As a trusted residential developer, our track record speaks for itself. Over the years, we have successfully brought numerous projects to life, earning a reputation for integrity, reliability, and exceptional results. Our diverse portfolio showcases our ability to adapt to evolving market trends and deliver projects that stand the test of time.

LOCAL DEVELOPMENT EXPERIENCE



Project	Lots	City	Status
1 Forest Hill Farms	35	Forest Lake	Completed
2 Pleasant Creek	44	Prior Lake	Completed
3 Headwaters	54	Forest Lake	Completed
4 Prairie Village	70	Hugo	Completed
5 Territory	25	Prior Lake	Completed
6 Pines at Elm Creek	58	Plymouth	Completed
7 Boulder Ponds	99	Lake Elmo	Completed
8 Adelaide Landing	331	Hugo	Completed
9 Orono Preserve	39	Orono	Completed
10 Brayburn Trails	256	Dayton	Completed
11 Glen View Farm	141	Woodbury	Completed
12 Oakwood Ponds	210	Blaine	Active
13 Mill Pond	93	Blaine	Active
14 Gateway	16	Grant	Completed
15 Woods of Medina	16	Medina	Completed
16 Lexington Waters	272	Blaine	Active
17 Anton Village	335	St. Michael	Active
18 Evanswood	365	Maple Grove	Active
19 Brayburn Trails East	146	Dayton	Active
20 Trott Brook Crossing	275	Ramsey	Active
21 Ritter Meadows	255	Lakeville	Active
22 Aster Landing	25	Woodbury	Completed
23 Edgewater	59	Maple Grove	Completed
24 Gloverdale	600	New Richmond, WI	Active
25 Meadow Crossing	94	New Richmond, WI	Active
26 Oak Hill	110	River Falls, WI	Active
27 Heritage Ridge	40	Hastings	Active
28 Cherrywood/Meadow	144	Newport/Woodbury	Active
29 Brindle Path	35	Medina	Active
30 Meadowsweet Bend	104	Elk River	Active
31 Aspen Glenn	39	Oak Grove	Active

DEVELOPMENT TEAM

Developer/Contract Buyer: TCLD Land Holdings, LLC
4800 Olson Memorial Highway, Suite 100
Golden Valley, MN 55422

Ben Schmidt, President
Ben@TCLandDev.com
(612)-716-3047

Ashley D'Alessandro, Development Manager
Ashley@TCLandDev.com
(651) 587-7983

Tracey Rust, Vice President
Tracey@TCLandDev.com
(952) 221-2566

Civil Engineer/Surveyor: Alliant Engineering, Inc.
733 Marquette Ave, Ste 700
Minneapolis, MN 55402

Clark Wicklund, Vice President
cwicklund@alliant-inc.com
(612) 490-2431

Logan Josephson, Engineer
ljosephson@alliant-inc.com
(612) 767-9306

Dan Ekrem, Surveyor
dekrem@alliant-inc.com
(612) 767-9326

Legal: Mark Radke
mrادke@felhaber.com



City Council Action Request

7.Y.

Meeting Date	4/1/2026		
Department	Administration		
Agenda Category	Action Item		
Title	Acting Public Safety Director and CLEO Appointment		
Staff Recommendation	Effective April 2, 2026, appoint Brad Petersen as the Acting Public Safety Director and Chief Law Enforcement Officer.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Acting Public Safety Director & CLEO Appointment Memo</td></tr></table>	1.	Acting Public Safety Director & CLEO Appointment Memo
1.	Acting Public Safety Director & CLEO Appointment Memo		



To: Honorable Mayor and City Council Members
From: Joe Fischbach, Human Resources Manager
Date: March 30, 2026
Subject: Acting Public Safety Director and CLEO Appointment Memo

Background

As the City Council is aware, Pete Koerner will be retiring from active duty as the Public Safety Director on April 2nd. Staff is recommending that the City Council appoint Brad Petersen as the Acting Public Safety Director and Chief Law Enforcement Officer until such a time as the City Council appoints a Public Safety Director on a long-term basis.

Action Requested

Effective April 2nd, appoint Brad Petersen as the Acting Public Safety Director and Chief Law Enforcement Officer.



City Council Action Request

8.A.

Meeting Date 4/1/2026

Department Finance

Agenda Category Action Item

Title Approve Disbursements

Staff Recommendation Approve disbursements from 03-13-2026 through 03-26-2026 in the amount of \$2,476,473.99.

Budget Implication N/A

Attachments

1.	Expense Approval Report 4-1-2026 Council Meeting
2.	Payroll Check Register 4-1-2026 Council Meeting
3.	UB Check Register 4-1-26 Council Meeting
4.	UB Check Register 4-1-26 Council Meeting-2



City Council Action Request

10.A.

Meeting Date	4/1/2026								
Department	Engineering								
Agenda Category	Action Item								
Title	80th Street, East Point Douglas Road, and TH 61/80th Street Interchange Rehabilitation Project – Bid Award								
Staff Recommendation	Adopt Resolution 2026-059 authorizing the City Administrator to award the contract 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 to Park Construction Company for a project cost of \$13,125,468.18 upon MnDOT Office of Civil Rights approval.								
Budget Implication	\$13,125,468.18 - MnDOT, Washington County, Federal, State Aid, Utility Funds, TIF, General Levy, & Special Assessments								
Attachments	<table border="1"> <tr> <td>1.</td> <td>01 Bid Award Memo</td> </tr> <tr> <td>2.</td> <td>02 131481 Bid Results Letter</td> </tr> <tr> <td>3.</td> <td>03 2026-03-17 180-102-020 Abstract of Bids</td> </tr> <tr> <td>4.</td> <td>04 Bid Award Resolution</td> </tr> </table>	1.	01 Bid Award Memo	2.	02 131481 Bid Results Letter	3.	03 2026-03-17 180-102-020 Abstract of Bids	4.	04 Bid Award Resolution
1.	01 Bid Award Memo								
2.	02 131481 Bid Results Letter								
3.	03 2026-03-17 180-102-020 Abstract of Bids								
4.	04 Bid Award Resolution								



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

From: Paul Sponholz, PE, City Engineer

Date: March 25, 2026

Re: 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 – Bid Award

Background

Included in the Capital Improvement Plan for 2026 is the rehabilitation of 80th Street from Highway 61 to Ideal Avenue. On June 21, 2023, the City Council authorized a feasibility study for 80th Street from Ideal Avenue to Highway 61. On April 16, 2025, the City Council approved amending the scope of the feasibility study to include East Point Douglas Road from 80th Street to the T-intersection near Arby's.

The Minnesota Department of Transportation (MnDOT) was leading a project focused on reconstruction of the entrance and exit ramps at the interchange of 80th Street and Highway 61 to be completed in 2027 or 2028. Through discussions between City and MnDOT staff, it was decided to incorporate the interchange work into the 80th Street project and design, bid, and build the projects as one package.

An Open House Meeting was held for assessed property owners on November 13, 2025. A public hearing was held on the need for the project on December 3, 2025, after which the City Council approved the Feasibility Report. On January 7, 2026, the City Council approved the plans and specifications and authorized bidding.

Discussion

Bids were opened on Tuesday, March 17, and three bids were received as shown below. The project award recommendation letter and bid abstract have been included for reference.

Contractor	Bid Amount	Percentage Under/Over Estimate
Park Construction Company	\$13,125,468.18	2.3% Under
Meyer Contracting, Inc.	\$13,668,926.10	1.7% Over
McNamara Contracting, Inc.	\$14,493,630.46	7.9% Over
Engineer's Estimate	\$13,434,892.35	NA

MnDOT and Washington County are participants in the project. The City has concurrence from MnDOT and the County to award the project to the lowest bidder. The low bid was balanced and the bid amount for all three participants came under the engineer's estimate. MnDOT's portion of the low bid is \$3,780,876.45, the County's portion is \$546,768.25, and the City's portion is \$8,797,823.48.

With this being a federally funded project, MnDOT's concurrence was given with the understanding that the City could not award the project until after the MnDOT Office of Civil Rights gives approval to award the project. That approval isn't expected for several more weeks, so to expedite the process and get the project started, staff recommends that the City Administrator is given authority to award the project after receiving that approval.

Recommendation

Staff recommends that the City Council adopt Resolution 2026-059 authorizing the City Administrator to award the contract 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 to Park Construction Company for a project cost of \$13,125,468.18 upon MnDOT Office of Civil Rights approval.



Real People. Real Solutions.

3507 High Point Drive North
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: (651) 704-9970
Bolton-Menk.com

March 23, 2026

Honorable Mayor and City Council
City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016

Re: Bid Results
TH 61 / 80th Street Rehabilitation
SP 180-102-020
BMI Project No. 0N1.131481

Dear Honorable Mayor and City Council:

Bids for the TH 61 / 80th Street Rehabilitation Project were opened on Tuesday, March 17, 2026. A total of three (3) bids were received. Below is the summary of bids:

	Contractor	Total
1.	Park Construction Company	\$13,125,468.18
2.	Meyer Contracting, Inc.	\$13,668,926.10
3.	McNamara Contracting, Inc.	\$14,493,630.46

The low Bidder on the Project was Park Construction Company with a Total Bid Amount of \$13,125,468.18, which was under the Engineer's Estimate of \$13,434,892.35. If the City Council decides to award the Project to the low bidder, then Park Construction Company should be awarded the Project on the Total Base Bid Amount of \$13,125,468.18.

If you have any questions, please feel free to contact me at (651) 968-7674.

Sincerely,
Bolton & Menk, Inc.

Michael Boex, PE

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1 Park Construction Company Minneapolis, MN		2 Meyer Contracting, Inc. Maple Grove, MN		3 McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
ROADWAY										
1	2011.601	AS BUILT	1	LUMP SUM	\$9,420.00	\$9,420.00	\$10,231.12	\$10,231.12	\$10,000.00	\$10,000.00
2	2021.501	MOBILIZATION	1	LUMP SUM	\$1,053,200.00	\$1,053,200.00	\$690,367.56	\$690,367.56	\$616,000.00	\$616,000.00
3	2041.610	TRAINEES	1100	hour	\$1.00	\$1,100.00	\$1.00	\$1,100.00	\$1.00	\$1,100.00
4	2101.502	GRUBBING	15	EACH	\$185.00	\$2,775.00	\$111.82	\$1,677.30	\$125.00	\$1,875.00
5	2102.503	PAVEMENT MARKING REMOVAL	17579	lin ft	\$0.73	\$12,832.67	\$0.79	\$13,887.41	\$1.00	\$17,579.00
6	2102.518	PAVEMENT MARKING REMOVAL	240	SQ FT	\$3.65	\$876.00	\$3.97	\$952.80	\$4.00	\$960.00
7	2104.502	REMOVE CONCRETE APRON	3	EACH	\$408.00	\$1,224.00	\$495.89	\$1,487.67	\$400.00	\$1,200.00
8	2104.502	REMOVE ANCHORAGE ASSEMBLY - TYPE 31	3	EACH	\$206.00	\$618.00	\$559.08	\$1,677.24	\$300.00	\$900.00
9	2104.502	REMOVE LIGHTING UNIT	64	EACH	\$767.00	\$49,088.00	\$1,046.62	\$66,983.68	\$425.00	\$27,200.00
10	2104.502	REMOVE MANHOLE OR CATCH BASIN	16	EACH	\$592.00	\$9,472.00	\$544.25	\$8,708.00	\$700.00	\$11,200.00
11	2104.502	REMOVE DELINEATOR / MARKER	7	EACH	\$26.10	\$182.70	\$28.38	\$198.66	\$30.00	\$210.00
12	2104.502	REMOVE SIGN	116	EACH	\$26.10	\$3,027.60	\$28.38	\$3,292.08	\$30.00	\$3,480.00
13	2104.502	REMOVE HANDHOLE	5	EACH	\$325.00	\$1,625.00	\$364.69	\$1,823.45	\$332.00	\$1,660.00
14	2104.502	REMOVE CABINET	4	EACH	\$592.00	\$2,368.00	\$663.60	\$2,654.40	\$604.00	\$2,416.00
15	2104.502	REMOVE ENERGY ABSORBING TERMINAL	5	EACH	\$515.00	\$2,575.00	\$559.08	\$2,795.40	\$600.00	\$3,000.00
16	2104.502	SALVAGE SERVICE CABINET	1	EACH	\$552.00	\$552.00	\$618.59	\$618.59	\$565.00	\$565.00
17	2104.502	SALVAGE SIGN	17	EACH	\$26.10	\$443.70	\$28.38	\$482.46	\$30.00	\$510.00
18	2104.503	SAWING CONCRETE PAVEMENT (FULL DEPTH)	2506	lin ft	\$3.40	\$8,520.40	\$3.70	\$9,272.20	\$4.40	\$11,026.40
19	2104.503	SAWING BITUMINOUS PAVEMENT (FULL DEPTH)	6437	lin ft	\$1.85	\$11,908.45	\$1.99	\$12,809.63	\$4.40	\$28,322.80
20	2104.503	REMOVE SEWER PIPE (STORM)	525	lin ft	\$22.00	\$11,550.00	\$23.09	\$12,122.25	\$20.00	\$10,500.00
21	2104.503	REMOVE CURB AND GUTTER	12601	lin ft	\$5.60	\$70,565.60	\$4.13	\$52,042.13	\$10.00	\$126,010.00
22	2104.503	REMOVE GUARDRAIL-PLATE BEAM	3038	lin ft	\$8.25	\$25,063.50	\$8.94	\$27,159.72	\$10.00	\$30,380.00
23	2104.503	REMOVE UNDERGROUND WIRE	13600	lin ft	\$1.15	\$15,640.00	\$1.27	\$17,272.00	\$0.43	\$5,848.00
24	2104.503	REMOVE DIRECT BURIED LIGHTING CABLE	2500	lin ft	\$2.65	\$6,625.00	\$2.99	\$7,475.00	\$2.70	\$6,750.00
25	2104.503	SALVAGE CHAIN LINK FENCE	20	lin ft	\$114.00	\$2,280.00	\$163.02	\$3,260.40	\$42.00	\$840.00
26	2104.504	REMOVE CONCRETE MEDIAN	4006	SQ YD	\$14.60	\$58,487.60	\$11.09	\$44,426.54	\$10.00	\$40,060.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1 Park Construction Company Minneapolis, MN		2 Meyer Contracting, Inc. Maple Grove, MN		3 McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
27	2104.504	REMOVE PAVEMENT	10070	SQ YD	\$15.40	\$155,078.00	\$9.53	\$95,967.10	\$25.00	\$251,750.00
28	2104.504	REMOVE CONCRETE DRIVEWAY PAVEMENT	416	SQ YD	\$14.40	\$5,990.40	\$6.75	\$2,808.00	\$40.00	\$16,640.00
29	2104.504	REMOVE CONCRETE APPROACH PANEL	788	SQ YD	\$47.90	\$37,745.20	\$18.31	\$14,428.28	\$40.00	\$31,520.00
30	2104.504	REMOVE BITUMINOUS DRIVEWAY PAVEMENT	395	SQ YD	\$12.30	\$4,858.50	\$13.51	\$5,336.45	\$20.00	\$7,900.00
31	2104.504	REMOVE BITUMINOUS PAVEMENT	3555	SQ YD	\$9.30	\$33,061.50	\$8.46	\$30,075.30	\$20.00	\$71,100.00
32	2104.504	REMOVE BITUMINOUS SHOULDER PAVEMENT	3900	SQ YD	\$4.30	\$16,770.00	\$8.47	\$33,033.00	\$10.00	\$39,000.00
33	2104.518	REMOVE BITUMINOUS WALK	20742	SQ FT	\$1.30	\$26,964.60	\$0.49	\$10,163.58	\$2.00	\$41,484.00
34	2104.518	REMOVE CONCRETE WALK	26047	SQ FT	\$1.65	\$42,977.55	\$0.98	\$25,526.06	\$2.00	\$52,094.00
35	2104.601	REMOVE CABLES	1	LUMP SUM	\$2,220.00	\$2,220.00	\$2,492.82	\$2,492.82	\$2,300.00	\$2,300.00
36	2104.601	HAUL SALVAGED MATERIAL	1	LUMP SUM	\$3,610.00	\$3,610.00	\$4,039.29	\$4,039.29	\$3,700.00	\$3,700.00
37	2104.602	REMOVE SIGN SPECIAL	1	EACH	\$26.10	\$26.10	\$28.38	\$28.38	\$30.00	\$30.00
38	2104.602	SALVAGE SIGN SPECIAL	4	EACH	\$26.10	\$104.40	\$28.38	\$113.52	\$30.00	\$120.00
39	2104.602	ABANDON MANHOLE	1	EACH	\$1,130.00	\$1,130.00	\$1,084.97	\$1,084.97	\$2,000.00	\$2,000.00
40	2104.602	REMOVE EXPOSED REBAR	1	EACH	\$532.00	\$532.00	\$1,487.11	\$1,487.11	\$1,000.00	\$1,000.00
41	2104.602	REMOVE CONE SECTION	4	EACH	\$1,400.00	\$5,600.00	\$1,316.08	\$5,264.32	\$600.00	\$2,400.00
42	2104.602	REMOVE MANHOLE STEP	9	EACH	\$156.00	\$1,404.00	\$185.89	\$1,673.01	\$200.00	\$1,800.00
43	2104.602	REMOVE INSIDE DROP	1	EACH	\$2,280.00	\$2,280.00	\$882.90	\$882.90	\$3,000.00	\$3,000.00
44	2106.507	EXCAVATION - COMMON	19508	CU YD	\$18.80	\$366,750.40	\$29.13	\$568,268.04	\$52.00	\$1,014,416.00
45	2106.507	EXCAVATION - SUBGRADE	5239	CU YD	\$21.30	\$111,590.70	\$25.18	\$131,918.02	\$40.00	\$209,560.00
46	2106.507	SELECT GRANULAR EMBANKMENT (CV)	4554	CU YD	\$53.30	\$242,728.20	\$29.97	\$136,483.38	\$40.00	\$182,160.00
47	2106.507	COMMON EMBANKMENT (CV)	908	CU YD	\$6.35	\$5,765.80	\$6.51	\$5,911.08	\$20.00	\$18,160.00
48	2106.607	EXCAVATION SPECIAL	446	CU YD	\$69.40	\$30,952.40	\$26.88	\$11,988.48	\$50.00	\$22,300.00
49	2108.604	GEOMEMBRANE SYSTEM	288	SQ YD	\$125.00	\$36,000.00	\$133.62	\$38,482.56	\$30.00	\$8,640.00
50	2118.507	AGGREGATE SURFACING (CV) CLASS 1	234	CU YD	\$66.00	\$15,444.00	\$67.24	\$15,734.16	\$100.00	\$23,400.00
51	2123.610	STREET SWEEPER (WITH PICKUP BROOM)	100	HOURL	\$229.00	\$22,900.00	\$206.86	\$20,686.00	\$200.00	\$20,000.00
52	2211.507	AGGREGATE BASE (CV) CLASS 5	2290	CU YD	\$29.30	\$67,097.00	\$60.50	\$138,545.00	\$30.00	\$68,700.00
53	2211.604	AGGREGATE BASE SPECIAL (TRAIL)	2075	SQ YD	\$10.20	\$21,165.00	\$12.36	\$25,647.00	\$6.00	\$12,450.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1		2		3	
					Park Construction Company Minneapolis, MN		Meyer Contracting, Inc. Maple Grove, MN		McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
54	2211.607	AGGREGATE BASE SPECIAL (CV)	3210	CU YD	\$22.40	\$71,904.00	\$27.11	\$87,023.10	\$40.00	\$128,400.00
55	2215.504	FULL DEPTH RECLAMATION	50882	SQ YD	\$2.70	\$137,381.40	\$5.51	\$280,359.82	\$6.18	\$314,450.76
56	2215.504	STABILIZED FULL DEPTH RECLAMATION	32579	SQ YD	\$3.70	\$120,542.30	\$3.60	\$117,284.40	\$5.50	\$179,184.50
57	2215.509	BITUMINOUS MATERIAL FOR MIXTURE	407	TON	\$638.00	\$259,666.00	\$734.29	\$298,856.03	\$650.00	\$264,550.00
58	2215.509	CEMENT	87	TON	\$229.00	\$19,923.00	\$263.62	\$22,934.94	\$350.00	\$30,450.00
59	2215.509	AGGREGATE BASE	50	TON	\$46.70	\$2,335.00	\$41.36	\$2,068.00	\$60.00	\$3,000.00
60	2301.502	DOWEL BAR	4964	EACH	\$12.40	\$61,553.60	\$11.18	\$55,497.52	\$13.00	\$64,532.00
61	2301.504	CONCRETE PAVEMENT 8.0"	9539	SQ YD	\$92.70	\$884,265.30	\$80.00	\$763,120.00	\$95.00	\$906,205.00
62	2301.602	DRILL AND GROUT DOWEL BAR (EPOXY COATED)	180	EACH	\$22.70	\$4,086.00	\$22.37	\$4,026.60	\$25.00	\$4,500.00
63	2331.603	JOINT ADHESIVE	37131	LIN FT	\$0.60	\$22,278.60	\$0.66	\$24,506.46	\$0.25	\$9,282.75
64	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (2,C)	394	TON	\$112.00	\$44,128.00	\$110.60	\$43,576.40	\$105.00	\$41,370.00
65	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	57	TON	\$331.00	\$18,867.00	\$221.40	\$12,619.80	\$200.00	\$11,400.00
66	2360.509	TYPE SP 9.5 WEARING COURSE MIXTURE (4,F)	7866	TON	\$94.80	\$745,696.80	\$98.07	\$771,418.62	\$105.00	\$825,930.00
67	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (3,B)	507	TON	\$86.70	\$43,956.90	\$93.64	\$47,475.48	\$105.00	\$53,235.00
68	2360.509	TYPE SP 12.5 NON WEARING COURSE MIXTURE (4,B)	3131	TON	\$79.50	\$248,914.50	\$75.02	\$234,887.62	\$85.00	\$266,135.00
69	2360.509	TYPE SP 12.5 WEARING COURSE MIXTURE (4,F)	8653	TON	\$90.10	\$779,635.30	\$91.50	\$791,749.50	\$105.00	\$908,565.00
70	2406.503	EXPANSION JOINTS; DESIGN E8	410	LIN FT	\$41.20	\$16,892.00	\$48.66	\$19,950.60	\$45.00	\$18,450.00
71	2406.504	BRIDGE APPROACH PANELS	912	SQ YD	\$518.00	\$472,416.00	\$550.00	\$501,600.00	\$550.00	\$501,600.00
72	2451.507	COARSE FILTER AGGREGATE (CV)	32	CU YD	\$166.00	\$5,312.00	\$111.62	\$3,571.84	\$120.00	\$3,840.00
73	2451.507	FINE FILTER AGGREGATE (CV)	11	CU YD	\$132.00	\$1,452.00	\$102.87	\$1,131.57	\$100.00	\$1,100.00
74	2501.502	12" RC PIPE APRON	1	EACH	\$1,120.00	\$1,120.00	\$1,096.04	\$1,096.04	\$1,500.00	\$1,500.00
75	2501.602	TRASH GUARD FOR 12" PIPE APRON	1	EACH	\$356.00	\$356.00	\$359.02	\$359.02	\$500.00	\$500.00
76	2502.502	6" PRECAST CONCRETE HEADWALL	1	EACH	\$716.00	\$716.00	\$687.47	\$687.47	\$600.00	\$600.00
77	2502.503	6" TP PIPE DRAIN	150	LIN FT	\$19.50	\$2,925.00	\$24.04	\$3,606.00	\$40.00	\$6,000.00
78	2502.503	6" PERF TP PIPE DRAIN	288	LIN FT	\$23.50	\$6,768.00	\$31.41	\$9,046.08	\$25.00	\$7,200.00
79	2502.602	6" PVC PIPE DRAIN CLEANOUT	2	EACH	\$508.00	\$1,016.00	\$406.58	\$813.16	\$500.00	\$1,000.00
80	2503.503	12" RC PIPE SEWER DESIGN 3006 CLASS V	197	LIN FT	\$66.00	\$13,002.00	\$83.24	\$16,398.28	\$75.00	\$14,775.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

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					Park Construction Company Minneapolis, MN		Meyer Contracting, Inc. Maple Grove, MN		McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
81	2503.503	15" RC PIPE SEWER DESIGN 3006 CLASS V	617	LIN FT	\$70.00	\$43,190.00	\$67.67	\$41,752.39	\$80.00	\$49,360.00
82	2503.503	18" RC PIPE SEWER DESIGN 3006 CLASS V	41	LIN FT	\$73.00	\$2,993.00	\$80.41	\$3,296.81	\$85.00	\$3,485.00
83	2503.503	27" RC PIPE SEWER DESIGN 3006 CLASS III	417	LIN FT	\$104.00	\$43,368.00	\$102.21	\$42,621.57	\$100.00	\$41,700.00
84	2503.503	33" RC PIPE SEWER DESIGN 3006 CLASS III	32	LIN FT	\$133.00	\$4,256.00	\$156.69	\$5,014.08	\$130.00	\$4,160.00
85	2503.602	CONSTRUCT BULKHEAD	1	EACH	\$818.00	\$818.00	\$608.04	\$608.04	\$1,000.00	\$1,000.00
86	2503.602	CONNECT TO EXISTING STRUCTURE	1	EACH	\$2,720.00	\$2,720.00	\$1,971.57	\$1,971.57	\$2,000.00	\$2,000.00
87	2503.602	CONNECT TO EXISTING PIPE	2	EACH	\$2,310.00	\$4,620.00	\$704.96	\$1,409.92	\$2,000.00	\$4,000.00
88	2503.602	CONNECT EXISTING PIPE TO NEW STRUCTURE	15	EACH	\$2,270.00	\$34,050.00	\$2,092.74	\$31,391.10	\$2,000.00	\$30,000.00
89	2503.602	4' CIPP LINER (8" PVC)	1	EACH	\$4,310.00	\$4,310.00	\$4,584.42	\$4,584.42	\$6,000.00	\$6,000.00
90	2503.602	6' CIPP LINER (8" PVC)	1	EACH	\$4,730.00	\$4,730.00	\$5,031.69	\$5,031.69	\$6,500.00	\$6,500.00
91	2503.602	4' CIPP LINER (12" RCP)	1	EACH	\$5,490.00	\$5,490.00	\$5,842.36	\$5,842.36	\$7,000.00	\$7,000.00
92	2503.603	TELEWISE STORM SEWER	1304	LIN FT	\$4.50	\$5,868.00	\$5.83	\$7,602.32	\$4.00	\$5,216.00
93	2503.603	PLUG FILL AND ABANDON PIPE SEWER	292	LIN FT	\$79.00	\$23,068.00	\$42.57	\$12,430.44	\$55.00	\$16,060.00
94	2503.603	CIPP LINER (9" VCP)	910	LIN FT	\$67.80	\$61,698.00	\$72.12	\$65,629.20	\$65.00	\$59,150.00
95	2503.604	4" INSULATION	30	SQ YD	\$37.00	\$1,110.00	\$60.44	\$1,813.20	\$45.00	\$1,350.00
96	2504.602	ADJUST VALVE BOX	13	EACH	\$496.00	\$6,448.00	\$147.14	\$1,912.82	\$1,000.00	\$13,000.00
97	2504.602	HYDRANT RECONDITIONING AND PAINTING	10	EACH	\$322.00	\$3,220.00	\$1,772.28	\$17,722.80	\$2,000.00	\$20,000.00
98	2504.602	REHABILITATE PRESSURE REDUCING VALVE STATION	1	EACH	\$84,300.00	\$84,300.00	\$81,636.65	\$81,636.65	\$100,000.00	\$100,000.00
99	2504.602	VALVE NUT EXTENSION	3	EACH	\$329.00	\$987.00	\$1,046.51	\$3,139.53	\$500.00	\$1,500.00
100	2504.602	REMOVE AND REPLACE VALVE BOX	3	EACH	\$1,000.00	\$3,000.00	\$2,189.30	\$6,567.90	\$3,000.00	\$9,000.00
101	2504.602	REMOVE AND REPLACE VALVE BOX TOP SECTION AND MIDDLE SECTION	1	EACH	\$816.00	\$816.00	\$1,132.47	\$1,132.47	\$1,200.00	\$1,200.00
102	2504.602	REMOVE AND REPLACE VALVE BOX TOP SECTION	1	EACH	\$418.00	\$418.00	\$1,317.46	\$1,317.46	\$1,000.00	\$1,000.00
103	2506.502	CASTING ASSEMBLY	31	EACH	\$1,280.00	\$39,680.00	\$1,022.05	\$31,683.55	\$1,200.00	\$37,200.00
104	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SD-48	3.2	LIN FT	\$1,120.00	\$3,584.00	\$1,017.09	\$3,254.69	\$1,200.00	\$3,840.00
105	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 1	37.3	LIN FT	\$509.00	\$18,985.70	\$695.51	\$25,942.52	\$600.00	\$22,380.00
106	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 2	3.4	LIN FT	\$1,030.00	\$3,502.00	\$1,014.02	\$3,447.67	\$1,000.00	\$3,400.00
107	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 3	61.1	LIN FT	\$613.00	\$37,454.30	\$668.52	\$40,846.57	\$700.00	\$42,770.00

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TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

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					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
108	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 4	27.3	LIN FT	\$776.00	\$21,184.80	\$959.84	\$26,203.63	\$800.00	\$21,840.00
109	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 5	21.7	LIN FT	\$532.00	\$11,544.40	\$543.67	\$11,797.64	\$650.00	\$14,105.00
110	2506.503	CONSTRUCT DRAINAGE STRUCTURE DESIGN SPECIAL 6	7.4	LIN FT	\$741.00	\$5,483.40	\$933.08	\$6,904.79	\$900.00	\$6,660.00
111	2506.602	ADJUST CATCH BASIN CASTING, INCL NEW R-3067-V CSTG ADJ RINGS	4	EACH	\$1,070.00	\$4,280.00	\$1,014.70	\$4,058.80	\$1,200.00	\$4,800.00
112	2506.602	ADJUST CATCH BASIN CASTING, INCL NEW R-3067-VB CSTG AND ADJ RINGS	3	EACH	\$1,070.00	\$3,210.00	\$965.68	\$2,897.04	\$1,200.00	\$3,600.00
113	2506.602	ADJUST CATCH BASIN CASTING, INCL NEW ADJ RINGS	15	EACH	\$306.00	\$4,590.00	\$592.91	\$8,893.65	\$500.00	\$7,500.00
114	2506.602	ADJUST MANHOLE CASTING, INCL NEW R-1642 CSTG AND ADJ RINGS	43	EACH	\$1,510.00	\$64,930.00	\$1,498.03	\$64,415.29	\$1,750.00	\$75,250.00
115	2506.602	12" BARREL SECTION (4' DIA)	11	EACH	\$1,690.00	\$18,590.00	\$1,724.13	\$18,965.43	\$1,500.00	\$16,500.00
116	2506.602	18" BARREL SECTION (4' DIA)	2	EACH	\$1,690.00	\$3,380.00	\$1,724.14	\$3,448.28	\$1,600.00	\$3,200.00
117	2506.602	24" BARREL SECTION (4' DIA)	1	EACH	\$2,020.00	\$2,020.00	\$1,555.95	\$1,555.95	\$1,600.00	\$1,600.00
118	2506.602	CONE SECTION (4' DIA)	4	EACH	\$2,020.00	\$8,080.00	\$1,555.95	\$6,223.80	\$1,600.00	\$6,400.00
119	2506.602	ROTATE CONE SECTION	1	EACH	\$1,360.00	\$1,360.00	\$1,316.09	\$1,316.09	\$1,200.00	\$1,200.00
120	2506.602	REMOVE AND REPLACE TOPSLAB (4' DIA)	1	EACH	\$1,730.00	\$1,730.00	\$1,695.63	\$1,695.63	\$1,200.00	\$1,200.00
121	2506.602	SPRAY LINE RINGS	13	EACH	\$1,110.00	\$14,430.00	\$1,188.82	\$15,454.66	\$900.00	\$11,700.00
122	2506.602	PATCH DOGHOUSE	16	EACH	\$319.00	\$5,104.00	\$985.92	\$15,774.72	\$400.00	\$6,400.00
123	2506.602	REMOVE AND REPLACE DOGHOUSE	5	EACH	\$675.00	\$3,375.00	\$2,473.03	\$12,365.15	\$600.00	\$3,000.00
124	2506.602	PATCH INVERT	10	EACH	\$319.00	\$3,190.00	\$985.92	\$9,859.20	\$400.00	\$4,000.00
125	2506.602	REMOVE AND REPLACE INVERT	4	EACH	\$1,490.00	\$5,960.00	\$1,729.47	\$6,917.88	\$2,500.00	\$10,000.00
126	2506.602	PATCH BULKHEAD	1	EACH	\$319.00	\$319.00	\$743.57	\$743.57	\$1,500.00	\$1,500.00
127	2506.602	CONSTRUCT INVERT	1	EACH	\$479.00	\$479.00	\$463.87	\$463.87	\$2,500.00	\$2,500.00
128	2506.602	CATCH BASIN ADAPTOR PLATE	4	EACH	\$1,300.00	\$5,200.00	\$1,718.40	\$6,873.60	\$500.00	\$2,000.00
129	2506.602	MANHOLE STEP	14	EACH	\$125.00	\$1,750.00	\$231.97	\$3,247.58	\$250.00	\$3,500.00
130	2506.602	CLEAN BENCH/INVERT	10	EACH	\$299.00	\$2,990.00	\$278.84	\$2,788.40	\$600.00	\$6,000.00
131	2506.603	HYDRANT RISER	0.5	LIN FT	\$4,220.00	\$2,110.00	\$3,760.28	\$1,880.14	\$5,000.00	\$2,500.00
132	2506.603	SPRAY LINE STRUCTURE (4' DIA)	21	LIN FT	\$521.00	\$10,941.00	\$682.07	\$14,323.47	\$2,000.00	\$42,000.00
133	2521.518	4" CONCRETE WALK	26614	SQ FT	\$6.20	\$165,006.80	\$8.94	\$237,929.16	\$6.00	\$159,684.00
134	2521.518	4" CONCRETE WALK-EXPOSED AGGREGATE	8721	SQ FT	\$8.05	\$70,204.05	\$10.63	\$92,704.23	\$8.00	\$69,768.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. ON1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1 Park Construction Company Minneapolis, MN		2 Meyer Contracting, Inc. Maple Grove, MN		3 McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
135	2521.518	4" CONCRETE WALK SPECIAL	2815	SQ FT	\$12.40	\$34,906.00	\$15.09	\$42,478.35	\$13.00	\$36,595.00
136	2521.518	6" CONCRETE WALK	12680	SQ FT	\$11.00	\$139,480.00	\$8.39	\$106,385.20	\$12.00	\$152,160.00
137	2521.518	6" CONCRETE WALK SPECIAL	3090	SQ FT	\$18.20	\$56,238.00	\$17.33	\$53,549.70	\$18.00	\$55,620.00
138	2521.602	DRILL AND GROUT REINF BAR (EPOXY COATED)	70	EACH	\$10.30	\$721.00	\$22.37	\$1,565.90	\$10.00	\$700.00
139	2521.618	SPECIAL SURFACE TREATMENT	25683	SQ FT	\$1.30	\$33,387.90	\$1.68	\$43,147.44	\$2.00	\$51,366.00
140	2521.618	CONCRETE CURB RAMP WALK	8460	SQ FT	\$15.40	\$130,284.00	\$16.22	\$137,221.20	\$15.00	\$126,900.00
141	2531.503	CONCRETE CURB AND GUTTER DESIGN B612 (MOD)	5186	LIN FT	\$16.70	\$86,606.20	\$27.39	\$142,044.54	\$17.00	\$88,162.00
142	2531.503	CONCRETE CURB AND GUTTER DESIGN B618 (MOD)	5078	LIN FT	\$28.50	\$144,723.00	\$36.34	\$184,534.52	\$27.00	\$137,106.00
143	2531.503	CONCRETE CURB AND GUTTER DESIGN B624 (MOD)	2294	LIN FT	\$36.70	\$84,189.80	\$43.05	\$98,756.70	\$36.00	\$82,584.00
144	2531.504	7" CONCRETE DRIVEWAY PAVEMENT	857	SQ YD	\$104.00	\$89,128.00	\$106.23	\$91,039.11	\$110.00	\$94,270.00
145	2531.618	TRUNCATED DOMES	882	SQ FT	\$51.50	\$45,423.00	\$67.09	\$59,173.38	\$55.00	\$48,510.00
146	2533.503	PORTABLE PRECAST CONC BARRIER DES 8337	1070	LIN FT	\$15.20	\$16,264.00	\$16.46	\$17,612.20	\$16.00	\$17,120.00
147	2540.603	LANDSCAPE EDGER	773	LIN FT	\$11.50	\$8,889.50	\$17.47	\$13,504.31	\$15.00	\$11,595.00
148	2540.618	BRICK PAVERS	6265	SQ FT	\$10.80	\$67,662.00	\$17.03	\$106,692.95	\$12.00	\$75,180.00
149	2545.502	LIGHTING UNIT TYPE SPECIAL 1	65	EACH	\$17,500.00	\$1,137,500.00	\$19,563.99	\$1,271,659.35	\$17,800.00	\$1,157,000.00
150	2545.502	LIGHTING UNIT TYPE SPECIAL 2	9	EACH	\$4,440.00	\$39,960.00	\$4,972.93	\$44,756.37	\$4,500.00	\$40,500.00
151	2545.502	EQUIPMENT PAD	3	EACH	\$1,910.00	\$5,730.00	\$2,135.05	\$6,405.15	\$1,950.00	\$5,850.00
152	2545.502	EQUIPMENT PAD B	1	EACH	\$2,150.00	\$2,150.00	\$2,414.33	\$2,414.33	\$2,200.00	\$2,200.00
153	2545.503	1.5" NON-METALLIC CONDUIT	2000	LIN FT	\$4.95	\$9,900.00	\$5.55	\$11,100.00	\$5.05	\$10,100.00
154	2545.503	3" NON-METALLIC CONDUIT	160	LIN FT	\$11.30	\$1,808.00	\$12.62	\$2,019.20	\$11.50	\$1,840.00
155	2545.503	UNDERGROUND WIRE 1/C 6 AWG	28610	LIN FT	\$2.35	\$67,233.50	\$2.65	\$75,816.50	\$2.40	\$68,664.00
156	2545.503	DIRECT BURIED LIGHTING CABLE 4/C 4 AWG	2500	LIN FT	\$16.10	\$40,250.00	\$18.02	\$45,050.00	\$16.40	\$41,000.00
157	2545.602	ADJUST HANDHOLE	12	EACH	\$261.00	\$3,132.00	\$291.98	\$3,503.76	\$270.00	\$3,240.00
158	2545.602	INSTALL SERVICE CABINET	1	EACH	\$774.00	\$774.00	\$866.73	\$866.73	\$570.00	\$570.00
159	2545.602	SERVICE CABINET TYPE SPECIAL 1	3	EACH	\$10,400.00	\$31,200.00	\$11,638.92	\$34,916.76	\$10,600.00	\$31,800.00
160	2545.602	SERVICE CABINET TYPE SPECIAL 2	1	EACH	\$8,770.00	\$8,770.00	\$9,828.17	\$9,828.17	\$8,900.00	\$8,900.00
161	2545.602	LIGHT FOUNDATION DESIGN SPECIAL 1	65	EACH	\$1,420.00	\$92,300.00	\$1,586.86	\$103,145.90	\$1,440.00	\$93,600.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1		2		3	
					Park Construction Company Minneapolis, MN		Meyer Contracting, Inc. Maple Grove, MN		McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
162	2545.602	LIGHT FOUNDATION DESIGN SPECIAL 2	9	EACH	\$1,330.00	\$11,970.00	\$1,494.54	\$13,450.86	\$1,360.00	\$12,240.00
163	2545.602	HANDHOLE (TYPE A)	24	EACH	\$1,220.00	\$29,280.00	\$1,371.05	\$32,905.20	\$1,250.00	\$30,000.00
164	2545.602	HANDHOLE (TYPE B)	31	EACH	\$1,080.00	\$33,480.00	\$1,204.86	\$37,350.66	\$1,100.00	\$34,100.00
165	2550.502	BURIED CABLE SIGN	5	EACH	\$170.00	\$850.00	\$190.42	\$952.10	\$170.00	\$850.00
166	2550.503	1.5" NON-METALLIC CONDUIT	355	LIN FT	\$8.10	\$2,875.50	\$9.06	\$3,216.30	\$8.25	\$2,928.75
167	2550.503	2" NON-METALLIC CONDUIT	180	LIN FT	\$10.70	\$1,926.00	\$12.01	\$2,161.80	\$11.00	\$1,980.00
168	2550.503	LEAD-IN CABLE 2 CONDUCTOR NO 14	1010	LIN FT	\$2.00	\$2,020.00	\$2.25	\$2,272.50	\$2.05	\$2,070.50
169	2550.601	TEMPORARY COMMUNICATION SYSTEM	1	LUMP SUM	\$12,200.00	\$12,200.00	\$13,693.18	\$13,693.18	\$12,500.00	\$12,500.00
170	2550.601	FIBER OPTIC CABLE TESTING	1	LUMP SUM	\$14,300.00	\$14,300.00	\$21,740.59	\$21,740.59	\$14,500.00	\$14,500.00
171	2550.602	FIBER OPTIC PIGTAIL TERMINATION	6	EACH	\$1,810.00	\$10,860.00	\$2,031.18	\$12,187.08	\$1,900.00	\$11,400.00
172	2550.602	FIBER OPTIC CABLE SPLICING	1	EACH	\$2,740.00	\$2,740.00	\$3,075.63	\$3,075.63	\$2,800.00	\$2,800.00
173	2550.602	PULL VAULT	5	EACH	\$2,540.00	\$12,700.00	\$2,848.28	\$14,241.40	\$2,600.00	\$13,000.00
174	2550.602	LOOP DETECTOR DESIGN PREFORMED	4	EACH	\$1,690.00	\$6,760.00	\$1,889.24	\$7,556.96	\$1,700.00	\$6,800.00
175	2550.603	ARMORED FIBER OPTIC PIGTAIL 6SM	1000	LIN FT	\$2.00	\$2,000.00	\$2.24	\$2,240.00	\$2.10	\$2,100.00
176	2550.603	REROUTE FIBER OPTIC CABLE	515	LIN FT	\$5.25	\$2,703.75	\$5.90	\$3,038.50	\$1.90	\$978.50
177	2550.603	1.5" BORED CONDUIT	380	LIN FT	\$21.30	\$8,094.00	\$23.81	\$9,047.80	\$21.70	\$8,246.00
178	2550.603	2" BORED CONDUIT	150	LIN FT	\$29.00	\$4,350.00	\$32.51	\$4,876.50	\$29.60	\$4,440.00
179	2554.502	ANCHORAGE ASSEMBLY - TYPE 31	3	EACH	\$2,990.00	\$8,970.00	\$3,242.65	\$9,727.95	\$3,050.00	\$9,150.00
180	2554.502	END TREATMENT-TANGENT TERMINAL	4	EACH	\$3,810.00	\$15,240.00	\$4,137.17	\$16,548.68	\$3,900.00	\$15,600.00
181	2554.503	TRAFFIC BARRIER DESIGN TYPE 31	2187.5	LIN FT	\$34.00	\$74,375.00	\$36.90	\$80,718.75	\$35.00	\$76,562.50
182	2554.503	TRAFFIC BARRIER DESIGN TRANSITION TYPE 31	150	LIN FT	\$142.00	\$21,300.00	\$154.30	\$23,145.00	\$150.00	\$22,500.00
183	2554.602	GUIDE POST TYPE SPECIAL	3	EACH	\$209.00	\$627.00	\$227.03	\$681.09	\$225.00	\$675.00
184	2554.615	IMPACT ATTENUATOR	1	ASSEMBLY	\$39,100.00	\$39,100.00	\$42,489.86	\$42,489.86	\$50,000.00	\$50,000.00
185	2557.603	INSTALL CHAIN LINK FENCE	20	LIN FT	\$128.00	\$2,560.00	\$183.83	\$3,676.60	\$300.00	\$6,000.00
186	2563.601	TRAFFIC CONTROL	1	LUMP SUM	\$90,500.00	\$90,500.00	\$98,249.98	\$98,249.98	\$124,000.00	\$124,000.00
187	2563.602	RAISED PAVEMENT MARKER TEMPORARY	180	EACH	\$2.10	\$378.00	\$2.27	\$408.60	\$3.00	\$540.00
188	2563.602	PORTABLE BARRIER DELINEATOR	45	EACH	\$8.35	\$375.75	\$9.08	\$408.60	\$10.00	\$450.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

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					Park Construction Company Minneapolis, MN		Meyer Contracting, Inc. Maple Grove, MN		McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
189	2563.602	TUBULAR MARKER	264	EACH	\$31.40	\$8,289.60	\$34.06	\$8,991.84	\$35.00	\$9,240.00
190	2563.602	REPLACE TUBULAR MARKER	45	EACH	\$31.40	\$1,413.00	\$34.06	\$1,532.70	\$35.00	\$1,575.00
191	2563.602	TEMPORARY PEDESTRIAN RAMP	11	EACH	\$732.00	\$8,052.00	\$93.29	\$1,026.19	\$750.00	\$8,250.00
192	2563.603	PEDESTRIAN CHANNELIZER	1050	LIN FT	\$5.25	\$5,512.50	\$5.68	\$5,964.00	\$6.00	\$6,300.00
193	2563.613	PORTABLE CHANGEABLE MESSAGE SIGN	56	UNIT DAY	\$78.40	\$4,390.40	\$85.14	\$4,767.84	\$85.00	\$4,760.00
194	2563.615	TEMPORARY IMPACT ATTENUATOR	1	ASSEMBLY	\$3,140.00	\$3,140.00	\$3,405.55	\$3,405.55	\$3,500.00	\$3,500.00
195	2563.618	TEMPORARY WALKWAY SURFACE	1100	SQ FT	\$3.15	\$3,465.00	\$5.59	\$6,149.00	\$6.00	\$6,600.00
196	2564.502	INSTALL SIGN	17	EACH	\$392.00	\$6,664.00	\$425.69	\$7,236.73	\$400.00	\$6,800.00
197	2564.502	DELINEATOR/MARKER	7	EACH	\$225.00	\$1,575.00	\$244.06	\$1,708.42	\$250.00	\$1,750.00
198	2564.518	SIGN	1090	SQ FT	\$50.70	\$55,263.00	\$55.06	\$60,015.40	\$55.00	\$59,950.00
199	2564.602	INSTALL SIGN SPECIAL	4	EACH	\$784.00	\$3,136.00	\$851.39	\$3,405.56	\$800.00	\$3,200.00
200	2564.618	SIGN SPECIAL	12	SQ FT	\$110.00	\$1,320.00	\$119.20	\$1,430.40	\$125.00	\$1,500.00
201	2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM A	1	LUMP SUM	\$6,700.00	\$6,700.00	\$7,501.52	\$7,501.52	\$6,850.00	\$6,850.00
202	2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM B	1	LUMP SUM	\$8,860.00	\$8,860.00	\$9,925.10	\$9,925.10	\$9,000.00	\$9,000.00
203	2565.501	EMERGENCY VEHICLE PREEMPTION SYSTEM E	1	LUMP SUM	\$7,730.00	\$7,730.00	\$8,655.61	\$8,655.61	\$7,900.00	\$7,900.00
204	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM A	1	SYSTEM	\$317,500.00	\$317,500.00	\$353,310.49	\$353,310.49	\$330,000.00	\$330,000.00
205	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM B	1	SYSTEM	\$374,100.00	\$374,100.00	\$419,157.76	\$419,157.76	\$395,000.00	\$395,000.00
206	2565.516	TRAFFIC CONTROL SIGNAL SYSTEM E	1	SYSTEM	\$259,000.00	\$259,000.00	\$290,208.76	\$290,208.76	\$270,000.00	\$270,000.00
207	2565.601	TRAFFIC CONTROL SIGNALS	1	LUMP SUM	\$48,600.00	\$48,600.00	\$54,509.57	\$54,509.57	\$50,000.00	\$50,000.00
208	2565.602	PAINT SIGNAL SYSTEM	2	EACH	\$10,900.00	\$21,800.00	\$12,179.02	\$24,358.04	\$11,100.00	\$22,200.00
209	2565.616	REVISE SIGNAL SYSTEM C	1	SYSTEM	\$180,200.00	\$180,200.00	\$201,877.69	\$201,877.69	\$185,000.00	\$185,000.00
210	2565.616	REVISE SIGNAL SYSTEM D	1	SYSTEM	\$64,100.00	\$64,100.00	\$71,801.19	\$71,801.19	\$65,000.00	\$65,000.00
211	2565.616	REVISE SIGNAL SYSTEM F	1	SYSTEM	\$30,500.00	\$30,500.00	\$34,173.51	\$34,173.51	\$31,000.00	\$31,000.00
212	2565.616	TEMPORARY SIGNAL SYSTEM A	1	SYSTEM	\$81,400.00	\$81,400.00	\$91,247.45	\$91,247.45	\$83,000.00	\$83,000.00
213	2565.616	TEMPORARY SIGNAL SYSTEM B	1	SYSTEM	\$94,000.00	\$94,000.00	\$105,268.39	\$105,268.39	\$95,000.00	\$95,000.00
214	2565.616	TEMPORARY SIGNAL SYSTEM C	1	SYSTEM	\$103,800.00	\$103,800.00	\$112,666.79	\$112,666.79	\$104,000.00	\$104,000.00
215	2565.616	TEMPORARY SIGNAL SYSTEM D	1	SYSTEM	\$82,700.00	\$82,700.00	\$89,821.27	\$89,821.27	\$83,000.00	\$83,000.00

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					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
216	2565.616	TEMPORARY SIGNAL SYSTEM F	1	SYSTEM	\$136,300.00	\$136,300.00	\$147,953.92	\$147,953.92	\$137,000.00	\$137,000.00
217	2565.616	VIDEO DETECTOR SYSTEM C	1	SYSTEM	\$58,700.00	\$58,700.00	\$65,782.63	\$65,782.63	\$54,000.00	\$54,000.00
218	2565.616	VIDEO DETECTOR SYSTEM E	1	SYSTEM	\$73,100.00	\$73,100.00	\$81,939.79	\$81,939.79	\$76,000.00	\$76,000.00
219	2571.502	PERENNIAL NO 1 CONT	1608	EACH	\$22.00	\$35,376.00	\$37.64	\$60,525.12	\$25.00	\$40,200.00
220	2571.604	GEOTEXTILE WEED BARRIER FABRIC	1643	SQ YD	\$3.15	\$5,175.45	\$4.88	\$8,017.84	\$3.00	\$4,929.00
221	2573.501	STABILIZED CONSTRUCTION EXIT	1	LUMP SUM	\$33,600.00	\$33,600.00	\$8,000.00	\$8,000.00	\$5,000.00	\$5,000.00
222	2573.501	EROSION CONTROL SUPERVISOR	1	LUMP SUM	\$14,500.00	\$14,500.00	\$10,000.00	\$10,000.00	\$5,000.00	\$5,000.00
223	2573.502	STORM DRAIN INLET PROTECTION	70	EACH	\$214.00	\$14,980.00	\$164.45	\$11,511.50	\$150.00	\$10,500.00
224	2573.503	SILT FENCE, TYPE MS	8885	LIN FT	\$3.20	\$28,432.00	\$2.24	\$19,902.40	\$4.00	\$35,540.00
225	2573.503	SEDIMENT CONTROL LOG TYPE WOOD FIBER	1553	LIN FT	\$3.40	\$5,280.20	\$4.76	\$7,392.28	\$4.00	\$6,212.00
226	2574.505	SUBSOILING	3.6	ACRE	\$526.00	\$1,893.60	\$335.45	\$1,207.62	\$500.00	\$1,800.00
227	2574.505	SOIL BED PREPARATION	5.7	ACRE	\$210.00	\$1,197.00	\$223.63	\$1,274.69	\$500.00	\$2,850.00
228	2574.507	FILTER TOPSOIL BORROW	43	CU YD	\$67.40	\$2,898.20	\$70.22	\$3,019.46	\$70.00	\$3,010.00
229	2574.507	LOAM TOPSOIL BORROW	4096	CU YD	\$54.40	\$222,822.40	\$40.52	\$165,969.92	\$55.00	\$225,280.00
230	2574.508	FERTILIZER TYPE 3	548	POUND	\$2.00	\$1,096.00	\$1.68	\$920.64	\$2.00	\$1,096.00
231	2574.508	FERTILIZER TYPE 4	46	POUND	\$2.00	\$92.00	\$1.96	\$90.16	\$2.00	\$92.00
232	2575.504	ROLLED EROSION PREVENTION CATEGORY 10	1302	SQ YD	\$2.35	\$3,059.70	\$1.62	\$2,109.24	\$5.00	\$6,510.00
233	2575.504	ROLLED EROSION PREVENTION CATEGORY 20	4297	SQ YD	\$2.00	\$8,594.00	\$1.68	\$7,218.96	\$5.00	\$21,485.00
234	2575.505	DISK ANCHORING	1.3	ACRE	\$210.00	\$273.00	\$83.87	\$109.03	\$700.00	\$910.00
235	2575.505	MOWING	6.9	ACRE	\$300.00	\$2,070.00	\$111.82	\$771.56	\$500.00	\$3,450.00
236	2575.505	WEED SPRAYING	2	ACRE	\$263.00	\$526.00	\$503.17	\$1,006.34	\$1,000.00	\$2,000.00
237	2575.505	SEEDING	3.6	ACRE	\$263.00	\$946.80	\$559.08	\$2,012.69	\$500.00	\$1,800.00
238	2575.506	WEED SPRAY MIXTURE	1	GALLON	\$105.00	\$105.00	\$670.89	\$670.89	\$500.00	\$500.00
239	2575.507	MULCH MATERIAL TYPE 6	147	CU YD	\$105.00	\$15,435.00	\$72.93	\$10,720.71	\$150.00	\$22,050.00
240	2575.508	HYDRAULIC MULCH MATRIX	2397	POUND	\$1.65	\$3,955.05	\$1.35	\$3,235.95	\$7.00	\$16,779.00
241	2575.509	MULCH MATERIAL TYPE 3	2.3	TON	\$342.00	\$786.60	\$335.45	\$771.54	\$500.00	\$1,150.00
242	2575.523	WATER	3.6	M GALLON	\$84.10	\$302.76	\$55.90	\$201.24	\$500.00	\$1,800.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. ON1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1 Park Construction Company Minneapolis, MN		2 Meyer Contracting, Inc. Maple Grove, MN		3 McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
243	2575.607	LANDSCAPE ROCK TYPE SPECIAL 1	58	CU YD	\$210.00	\$12,180.00	\$135.28	\$7,846.24	\$200.00	\$11,600.00
244	2575.607	LANDSCAPE ROCK TYPE SPECIAL 2	56	CU YD	\$256.00	\$14,336.00	\$288.20	\$16,139.20	\$200.00	\$11,200.00
245	2575.608	SEED SOUTHERN BOULEVARD	19	POUND	\$5.90	\$112.10	\$7.27	\$138.13	\$20.00	\$380.00
246	2575.608	SEED TURFGRASS	255	POUND	\$3.15	\$803.25	\$6.71	\$1,711.05	\$10.00	\$2,550.00
247	2575.608	SEED MESIC INSLOPE	64	POUND	\$9.50	\$608.00	\$9.95	\$636.80	\$15.00	\$960.00
248	2575.608	SEED WET DITCH	7	POUND	\$82.10	\$574.70	\$80.51	\$563.57	\$100.00	\$700.00
249	2575.608	SEED SOUTHERN TALLGRASS ROADSIDE	14	POUND	\$35.30	\$494.20	\$42.49	\$594.86	\$50.00	\$700.00
250	2580.503	INTERIM PAVEMENT MARKING	21700	LIN FT	\$0.36	\$7,812.00	\$0.39	\$8,463.00	\$1.00	\$21,700.00
251	2581.503	4" REMOVABLE PREFORMED PAVEMENT MARKING TAPE	26253	LIN FT	\$1.40	\$36,754.20	\$1.53	\$40,167.09	\$1.50	\$39,379.50
252	2581.503	6" REMOVABLE PREFORMED PAVEMENT MARKING TAPE	2583	LIN FT	\$2.10	\$5,424.30	\$2.27	\$5,863.41	\$3.00	\$7,749.00
253	2581.518	REMOVABLE PREFORMED PAVEMENT MESSAGE TAPE	96	SQ FT	\$5.25	\$504.00	\$5.68	\$545.28	\$10.00	\$960.00
254	2582.503	12" SOLID LINE PAINT GROUND IN	1441	LIN FT	\$10.50	\$15,130.50	\$11.35	\$16,355.35	\$11.00	\$15,851.00
255	2582.503	24" SOLID LINE PAINT GROUND IN	518	LIN FT	\$13.60	\$7,044.80	\$14.75	\$7,640.50	\$14.00	\$7,252.00
256	2582.503	4" SOLID LINE MULTI-COMPONENT	1226	LIN FT	\$1.55	\$1,900.30	\$1.70	\$2,084.20	\$2.00	\$2,452.00
257	2582.503	4" BROKEN LINE MULTI-COMPONENT	140	LIN FT	\$1.55	\$217.00	\$1.70	\$238.00	\$2.00	\$280.00
258	2582.503	4" SOLID LINE MULTI-COMPONENT (WR)	8245	LIN FT	\$1.55	\$12,779.75	\$1.70	\$14,016.50	\$2.00	\$16,490.00
259	2582.503	4" BROKEN LINE MULTI-COMPONENT (WR)	80	LIN FT	\$1.55	\$124.00	\$1.70	\$136.00	\$2.00	\$160.00
260	2582.503	4" DOTTED LINE MULTI-COMPONENT (WR)	48	LIN FT	\$1.55	\$74.40	\$1.70	\$81.60	\$2.00	\$96.00
261	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN	6967	LIN FT	\$1.90	\$13,237.30	\$2.04	\$14,212.68	\$2.00	\$13,934.00
262	2582.503	4" BROKEN LINE MULTI-COMPONENT GROUND IN	3303	LIN FT	\$1.90	\$6,275.70	\$2.04	\$6,738.12	\$2.00	\$6,606.00
263	2582.503	6" DOTTED LINE MULTI-COMPONENT GROUND IN	169	LIN FT	\$2.40	\$405.60	\$2.62	\$442.78	\$3.00	\$507.00
264	2582.503	4" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	617	LIN FT	\$1.90	\$1,172.30	\$2.04	\$1,258.68	\$2.00	\$1,234.00
265	2582.503	6" SOLID LINE MULTI-COMPONENT GROUND IN (WR)	8245	LIN FT	\$2.40	\$19,788.00	\$2.62	\$21,601.90	\$2.50	\$20,612.50
266	2582.503	4" BROKEN LINE MULTI-COMPONENT GROUND IN (WR)	40	LIN FT	\$1.90	\$76.00	\$2.04	\$81.60	\$2.00	\$80.00
267	2582.503	24" SOLID LINE PREFORM THERMO GROUND IN ESR	51	LIN FT	\$34.50	\$1,759.50	\$37.46	\$1,910.46	\$35.00	\$1,785.00
268	2582.503	24" SOLID LINE PREFORM THERMO GROUND IN CONT ESR	85	LIN FT	\$37.60	\$3,196.00	\$40.87	\$3,473.95	\$40.00	\$3,400.00
269	2582.518	PAVEMENT MESSAGE PAINT	62	SQ FT	\$7.85	\$486.70	\$8.51	\$527.62	\$10.00	\$620.00

ABSTRACT OF BIDS

TH 61 / 80TH STREET REHABILITATION

S.P. 180-102-020, S.P. 8205-159, S.P. 180-112-014, S.A.P. 082-639-008, S.A.P. 180-020-015

MINN. PROJ. NO. CDS-NHPP 0061(355)

BMI PROJECT NO. 0N1.131481

BID DATE: 3/17/2026
TIME: 10:00 AM

ITEM NO.	MNDOT SPEC NO.	ITEM	APPROX. QUANT.	UNIT	1 Park Construction Company Minneapolis, MN		2 Meyer Contracting, Inc. Maple Grove, MN		3 McNamara Contracting, Inc. Rosemount, MN	
					UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
270	2582.518	PAVEMENT MESSAGE PAINT GROUND IN	962	SQ FT	\$18.80	\$18,085.60	\$20.43	\$19,653.66	\$20.00	\$19,240.00
271	2582.518	PAVEMENT MESSAGE PREFORM THERMOPLASTIC CONTRAST	59	SQ FT	\$35.60	\$2,100.40	\$38.59	\$2,276.81	\$40.00	\$2,360.00
272	2582.518	PAVEMENT MESSAGE PREFORM THERMOPLASTIC GROUND IN CONTRAST	262	SQ FT	\$41.80	\$10,951.60	\$45.41	\$11,897.42	\$45.00	\$11,790.00
273	2582.518	CROSSWALK PREFORM THERMOPLASTIC GROUND IN ENHANCED SKID RESIST.	528	SQ FT	\$17.30	\$9,134.40	\$18.73	\$9,889.44	\$20.00	\$10,560.00
TOTAL ROADWAY						\$12,945,394.88		\$13,456,703.92		\$14,295,698.46
BRIDGE NOS. 82019 & 82020										
274	2401.518	RAISED MEDIAN CONCRETE (3552)	1,150	SQ FT	\$21.60	\$24,840.00	\$25.54	\$29,371.00	\$25.00	\$28,750.00
275	2401.602	CONCRETE END POST	8	EACH	\$10,100.00	\$80,800.00	\$11,921.07	\$95,368.56	\$11,000.00	\$88,000.00
276	2401.618	SPECIAL SURFACE FINISH (INPLACE)	15,168	SQ FT	\$1.30	\$19,718.40	\$1.52	\$23,055.36	\$1.50	\$22,752.00
277	2404.618	CONCRETE WEARING COURSE (3U17A) 2.0"	7,282	SQ FT	\$2.85	\$20,753.70	\$3.34	\$24,321.88	\$3.00	\$21,846.00
278	2433.502	REMOVE CONCRETE END POST	8	EACH	\$721.00	\$5,768.00	\$851.50	\$6,812.00	\$800.00	\$6,400.00
279	2433.502	ANCH TYPE REINF BARS (TYPE NT)	416	EACH	\$23.70	\$9,859.20	\$27.98	\$11,639.68	\$25.00	\$10,400.00
280	2433.518	REMOVE CONCRETE WEARING COURSE	482	SQ FT	\$20.60	\$9,929.20	\$24.33	\$11,727.06	\$22.00	\$10,604.00
281	2433.603	REPAIR PAVING BRACKET	204	LIN FT	\$41.20	\$8,404.80	\$48.66	\$9,926.64	\$45.00	\$9,180.00
TOTAL BRIDGE NOS. 82019 & 82020						\$180,073.30		\$212,222.18		\$197,932.00
TOTAL ROADWAY + BRIDGE NOS. 82019 & 82020						\$13,125,468.18		\$13,668,926.10		\$14,493,630.46

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2026-059

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO AWARD THE BID
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
TO PARK CONSTRUCTION COMPANY**

WHEREAS, 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 were completed according to City standards; and

WHEREAS, bids were requested to provide the necessary work; and

WHEREAS, three firms submitted bids; and

WHEREAS, it appears that Park Construction Company provided the lowest responsible bid; and

WHEREAS, the City Engineer recommends that the bid be awarded to Park Construction Company in the total amount of \$13,125,468.18.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, the City Administrator is authorized to award the contract 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 to Park Construction Company in the total amount of \$13,125,468.18 upon Minnesota Department of Transportation Office of Civil Rights approval.

Passed this 1st day of April, 2026.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

14.A.

Meeting Date	4/1/2026
Department	Administration
Agenda Category	Action Item
Title	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.
Budget Implication	
Attachments	None