



COTTAGE GROVE PARKS, RECREATION AND
NATURAL RESOURCES COMMISSION
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MN 55016
CITY HALL - 6:30 PM

June 8, 2026

- 1 Call to Order
- 2 Roll Call
- 3 Approval of the Agenda
- 4 Approval of Minutes
 - A 2026-05-11 Minutes
- 5 Open Forum
- 6 Action Items
- 7 Presentation Of Information
 - A Commission Bylaws
 - B Bus Tour
- 8 Action Updates
- 9 Donations
- 10 Staff Reports and Materials
- 11 Commission Comments
- 12 Council Comments
 - A Council Agendas
- 13 Workshop
- 14 Adjournment

**PARKS AND RECREATION COMMISSION
12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE MN, 55016
COUNCIL CHAMBER - 7:00 P.M**

Date: May 11, 2026

1. CALL TO ORDER
Meeting called to order at 7:00pm at City Hall

2. ROLL CALL

Members Present: Adam Larson, Dave Olson, Kelly Glasford, Debra Gustafson, Shane Waterman, Jordan Dibich, Sam Larson, Susannah Brown

Members Absent:

Others Present: Zac Dockter, Parks Director, Molly Pietruszewski, Recreation Supervisor, Council Member, Dave Thiede

3. APPROVAL OF THE AGENDA

A motion to approve agenda was made by Commissioner Brown & seconded by Commissioner Gustafson. Agenda Approved.

4. APPROVAL OF THE MINUTES

A motion to approve minutes from March 9, 2026, was made by Commissioner Glasford & seconded by Commissioner Olson. Minutes Approved.

5. OPEN FORUM
None

6. ACTION ITEMS

A. Bylaw Review

Zac submitted the revised bylaws based on feedback from the Commission. All dates will be updated and corrected in the document. Commissioner A. Larson started the discussion regarding section D-2-B. Last time Commissioner A. Larson and Council Member Thiede interviewed youth candidates they were between the ages of 10 & 13 years old. The candidates were very excited to be a part of the Commission but in the end, it was decided that they were too young to provide

actual feedback to Council. In the past we have discussed that youth commissioners be in high school between 9th & 12th grade. Commissioner Brown asked if there have been members in the past who were in middle school and did they participate in a meaningful way? Zac stated that the youngest commissioner he can recall was 13 or 14 years old and she stayed on the Commission through her entire high school experience. Commissioner Olson asked if youth commissioners are considered full voting members. Zac stated that is correct. Council Member Thiede shared the interaction with the candidates and agreed that if they were older, they would be more ready to participate and be part of the Commission. Commissioner Gustafson asked when the position was posted if there was an age requirement that was listed. Zac stated he doesn't believe it specifically listed an age, but we normally target high school aged kids, but it was good to get the applicants in and agreed with Council Member Thiede that it is true that age is just a number, but it depends on the applicant. Commissioner Glasford suggested opening it up to 8th graders. Commissioner Olson stated he would like to keep the age requirement as is between 9th & 12th grade as that is a time in a student's life where they are really thinking about the future. He also suggested that younger students that are interested are welcome to come and sit in at a meeting. Zac agreed to the point as younger students can still participate by coming to Commission meetings. Commissioner S. Larson stated that he joined the Commission because he had to attend a city meeting for a school project and he enjoyed it and now using this opportunity to build his resumé. Commissioner Olson made a motion to approve the bylaws as is, there was not a second. Commissioner Dibich asked how the application process is completed. Commissioner A. Larson explained the process is the same as for all members. Commissioner Glasford would like to open this up to younger ages since we have never had both seats filled. Commissioner Brown suggested that instead of a grade we keep the requirement to an age such as 14 to 18 vs 9th to 12th grade. Molly stated that for reference the youth volunteer program is open to those ages 12 and older. A motion was made by Commissioner Dibich for 13 years old through graduating seniors that are enrolled in school to be considered for the youth position. Seconded by S. Larson. Motioned passed. Commissioner Olson motioned to approve the bylaws with the amendment just voted on prior to the motion. Seconded by Commissioner Brown. Motion passed.

B. River Oaks Business Plan

Every five years we go through a business plan with the management team that sets a path for the next five years. It talks a little bit about the history of operations, what has been working well the last two years and try to forecast what is going to happen in the future. City Council has already reviewed this at a workshop. Looking for approval from the Commission. Commissioner Olson had a question about page three under financial performance. He would like to know what the capital golf shop and capital maintenance are. Zac stated that capital improvements are purchases of \$15,000 or more. For maintenance it typically is going to be equipment for the most

part, the golf shop typically does not have a lot of capital expenditure. Commissioner Olson asked for clarification on expenses financing. Zac explained in this particular case this is for irrigation system that was installed. Zac explained in depth how the bonding process worked for this specific project. Commissioner Olson made a motion to accept the plan as is. Commissioner Dibich seconded. Motion passed.

C. Ice Arena Business Plan

Zac presented the current plan that is still in the draft stage to the Commission. Commissioner A. Larson asked if we are still moving forward with naming rights. Zac stated we are still working through phase 2 of that process. Commissioner Olson asked for an explanation regarding the construction bond payment and other financial obligations at the ice arena. Zac explained in depth operational vs net and how revenue and funding works. A motion was made by Commissioner Glasford to accept the draft as is. Commissioner S. Larson seconded. Motion passed.

D. June Meeting

The Commission discussed that they would like a bus tour. A motion was made by Commissioner Olson to do the bus tour for the June meeting, and that Zac & staff proceed to prioritize locations. Commissioner Brown seconded the motion. Motion passed.

E. Vice Chair Position

Commissioner Brown nominated herself. Commissioner Olson made a motion to approve Commissioner Brown as Vice Chair for this term. Commissioner Dibich seconded the motion. Motioned passed.

7. PRESENTATIONS
None

8. ACTION UPDATES

Denzer Park

The park is being bid out as we speak.

CG Trailway Corridor Restoration & Kingston

We finally got all the tree debris removed. Now we are doing inner seeding of prairie, woodland, and wetland mixes. We just got another grant to do some additional restoration in Kingston Park.

Oltman Park

Playground has gone in and the shelter will be put up next week.

Mississippi Dunes Park

Zac stated we are still waiting for grant funding responses. The fishing pier should hopefully be installed this year. The DNR gave us permission that if funding does not come through in time, they will allow a temporary path, though not fully accessible, until funding is available. Zac also wanted to mention that for the first time we will have a paddle with a ranger program for the Mississippi River recreation area.

Peterson Park

Commission approved the master plan for Peterson Park. We have two grants and we should know by the end of June what funding we have received. The first priority is the trail and then build the park after that.

Still Ponds Park

Next step will be a neighborhood meeting

9. DONATIONS
None

10. STAFF REPORTS & MATERIALS
Zac submitted division updates for the Commission to review

11. COMMISSION COMMENTS
Zac stated we had the most successful Arbor Day planting ever.

12. COUNCIL COMMENTS
None

13. WORKSHOP
None

14. ADJOURNMENT

Motion to adjourn made by Commissioner Gustafson. Second by Commissioner Waterman. Meeting adjourned at 8:00pm



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: June 8, 2026
Subject: Bus Tour

Introduction/Background

Bus Tour will begin at City Hall:

1. East Ravine Future Park Sites
2. Cedarhurst Mansion
3. Peterson Park/Military Trailhead
4. Cottage Grove Trailway Corridor Habitat Restoration
5. Oltman Park
6. Mississippi Dunes Park
7. Denzer Park
8. Woodridge Park Pickleball Courts

Staff Recommendation

Receive information.



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

June 3, 2026

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Introduction of K-9 Team Officer Whelan and K-9 Kye
Staff Recommendation: Receive the introduction and welcome of Officer Sydney Whelan and K-9 Kye.
 - B 2025 Annual Comprehensive Financial Report
Staff Recommendation: Motion to accept the Annual Comprehensive Financial Report for the year ended December 31, 2025.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2026-05-06)
Staff Recommendation: Approve the May 6, 2026, City Council Special Meeting Minutes.
 - B Public Services Commission Meeting Minutes (2026-03-16)
Staff Recommendation: Approve the March 16, 2026, Public Services Commission Meeting Minutes.
 - C Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - D LSP Co-Gen/Panamint Capital, LLC - Host Community Fee
Staff Recommendation: 1) Authorize the City Administrator to accept the negotiated agreement with Panamint Capital LLC. 2) Authorize the City Administrator to accept the negotiated agreement with Panamint Capital LLC for the battery storage facility.
 - E Cannabis Lower-Potency Hemp Edible Business Registration – Grove Liquor
Staff Recommendation: Approve the Cannabis Lower-Potency Hemp Edible Business Registration for Grove Liquor, LLC, located at 7155 Jorgensen Lane S, Suite 150, Cottage Grove, Minnesota.
 - F Security Enhancements Utility Well House Buildings
Staff Recommendation: Approve the proposal from Pro-Tec Design Solutions, as outlined in the attached quote, with all work to begin and conclude in 2026, at a project cost of \$129,507.54.
 - G MN Solar Agreement for the Engineering and Utility Building
Staff Recommendation: Appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.

- H Curb Runners and Cutting Edges Purchase
Staff Recommendation: Approve the purchase with H and L Mesabi for cutting edges and curb runners for a total amount of \$45,240.
- I 2026 Traffic Counting Program – Professional Services Agreement
Staff Recommendation: Approve the Professional Services Agreement with Quality Counts LLC for the 2026 Traffic Counting Program, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.
- J Denzer Park Site Electrical – Quote Award
Staff Recommendation: Adopt Resolution 2026-087 awarding the Denzer Park Site Electrical to the lowest accepted quote supplied by Killmer Electric Co., Inc. in the amount of \$17,680.00, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.
- K Hamlet Park Sports Lighting
Staff Recommendation: Authorize a service agreement with Electro Mechanical Contracting in the amount of \$145,133.00 to install the Hamlet Park sports lighting system.
- 8 Approve Disbursements
 - A Approve Disbursements
Staff Recommendation: Approve disbursements from 05-15-2026 through 05-28-2026 in the amount of \$6,501,199.07.
- 9 Public Hearings
- 10 Bid Awards
 - A 2026 Joint Crack Sealing Project – Bid Award
Staff Recommendation: Adopt Resolution 2026-086 awarding the 2026 Joint Crack Sealing Project to StonePros, LLC dba Sealpros including the base bid and the two alternates for a total of \$163,900.00.
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
 - A Workshop - 2025 Fire Department Annual Report
Staff Recommendation: Receive the 2025 Cottage Grove Fire Department Annual Report presentation and discuss the department's goals.
- 14 Workshops - Closed to Public
- 15 Adjournment



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

May 20, 2026

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A 2026 Historic Preservationist of the Year
Staff Recommendation: Present the 2026 Historic Preservationist of the Year Award to Jake Jones for his work preserving history by performing restoration work on historic sites and landmarks in Cottage Grove.
 - B Historic Preservation Month Proclamation
Staff Recommendation: Proclaim May 2026 as Historic Preservation Month.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2026-04-15)
Staff Recommendation: Approve the April 15, 2026, City Council Special Meeting Minutes.
 - B Parks, Recreation and Natural Resources Commission Meeting Minutes (2026-03-09)
Staff Recommendation: Approve the March 9, 2026, Parks, Recreation and Natural Resources Meeting Minutes.
 - C Economic Development Authority Commission Minutes (2026-04-14)
Staff Recommendation: Approve the April 14, 2026, Economic Development Authority Regular Meeting Minutes.
 - D Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - E Designating New Polling Locations for Precincts 1 and 7
Staff Recommendation: Approve Resolution 2026-079 designating these new polling locations for Precinct 1 (District Program Center – 8400 East Point Douglas Road South) and Precinct 7 (Hillside Elementary – 8177 Hillside Trail South).
 - F Safety Consultant Service Agreement
Staff Recommendation: Approve the service agreement with SafeAssure in the amount of \$10,720.75 effective the first day of June 2026 through May 31, 2027.
 - G Cooperative Agreements - County State Aid Highway 19 (Keats Avenue South) and 80th Street South
Staff Recommendation: 1) Approve the Cooperative Agreement between the City of Cottage Grove and

Washington County for the construction cost of the Intersection of County State Aid Highway 19 (Keats Avenue South) and 80th Street South. 2) Approve the Cooperative Agreement between the City of Cottage Grove and Washington County for Maintenance of the Intersection of County State Aid Highway 19 (Keats Avenue South) and 80th Street South.

H Cost Participation Agreement - Nina's Park Trail Improvements

Staff Recommendation: Approve the Cost Participation Agreement with Independent School District No. 833 for Trail Improvements, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.

I 113th Street Cul-De-Sac Permanent Roadway, Drainage and Utility Easement Agreement

Staff Recommendation: Approve the 113th Street Cul-De-Sac Permanent Roadway, Drainage and Utility Easement Agreement, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.

J 2027 Pavement Management Project - Approve Benefit Appraisal Quote and Professional Services Agreement

Staff Recommendation: Approve an Agreement for Professional Services with BRKW Appraisals, Inc. for the 2027 Pavement Management Project benefit appraisals in the amount of \$34,300.00; the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.

K TIF Agreement Amendment for Roers Housing Project

Staff Recommendation: Adopt Council Resolution 2026-077 amending the current TIF agreement for the apartment project, Roers, located at 6850 East Point Douglas Road South.

L Real Estate Equities Hadley Project LAHA and LCDA Subordination Agreements

Staff Recommendation: Adopt Resolution 2026-078 approving the LAHA and LCDA Subordination Agreements for the Hadley Ridge Apartments project.

8 Approve Disbursements

A Approve Disbursements

Staff Recommendation: Approve disbursements from 05-01-2026 through 05-14-2026 in the amount of \$1,984,816.54.

9 Public Hearings

A Public Hearing for Conduit Debt Host Approvals

Staff Recommendation: 1) Open the public hearing for public comment on the issuance of revenue bonds by the City of St. Paul Park for a project located within the City of Cottage Grove. 2) Adopt Resolution #2026-076 approving the issuance of the Series 2026 Bonds by the City of St. Paul Park.

10 Bid Awards

A 2026 Denzer Park Project – Bid Award

Staff Recommendation: Adopt Resolution 2026-084 awarding the 2026 Denzer Park Project to Benson Excavating, LLC in the amount of \$283,882.15.

11 Regular Agenda

A Kwik Trip Highway 61 - Preliminary Plat, Final Plat, Conditional Use Permit, Site Plan Review

Staff Recommendation: 1) Adopt Resolution 2026-080 approving the Preliminary and Final Plats for Kwik Trip 1789; 2) Adopt Resolution 2026-081 to approve the Conditional Use Permit for a Kwik Trip convenience store to be located on Manning Avenue; 3) Adopt Resolution 2026-082 to approve the Site Plan Review for a Kwik Trip convenience store and fuel canopies to be located on Manning Avenue.

12 Council Comments and Requests

13 Workshops - Open to Public

14 Workshops - Closed to Public

A Closed Meeting — Property Acquisition

Staff Recommendation: Closed session pursuant to Minn. Stat. 13D.05 subd. 3(c) to develop offers for the purchase of property at PID # 2902721220004.

15 Adjournment