



COTTAGE GROVE CITY COUNCIL

August 7, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
- 7 Consent Agenda
 - A City Council Regular Meeting Minutes (2024-07-17)
Staff Recommendation: Approve the July 17, 2024, City Council Regular Meeting Minutes.
 - B Public Services Regular Meeting Minutes (2024-05-20)
Staff Recommendation: Approve the May 20, 2024, Public Services Commission Regular Meeting Minutes.
 - C Planning Commission Regular Meeting Minutes (2024-05-20)
Staff Recommendation: Accept and place on file the minutes from the May 20, 2024, Planning Commission meeting.
 - D Temporary Intoxicating Liquor License - Cottage Grove Lions Club
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Scott Steven Ahlers, on behalf of the Cottage Grove Lions Club, for the Cottage Grove Food Festival on September 14, 2024.
 - E Temporary Intoxicating Liquor License - St. Paul Park/Newport Lions Club
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Zac Dockter, on behalf of the St. Paul Park/Newport Lions Club, for a Pickleball Tournament being held at Glacial Valley Park (9900 Ravine Parkway) on September 21, 2024.
 - F Temporary Intoxicating Liquor License - Church of St. Rita's
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to the Church of St. Rita's (8694 80th Street South) for the Fall Festival held on September 20-24, 2024.
 - G Gambling License - Church of St. Rita's
Staff Recommendation: Authorize issuance of a single-occassion gambling permit to the Church of St. Rita's (8694 80th Street South) to conduct bingo in conjunction with their Fall Festival on September 20 & 21, 2024.
 - H Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
 - I Donations 2nd Quarter 2024
Staff Recommendation: Adopt Resolution 2024-114, accepting donations for 2nd Quarter 2024

- J Washington County Block Grant
Staff Recommendation: Approve the Washington County Community Development Block Grant Cooperation Agreement.
- K 2024 Mid-Year Strategic Plan
Staff Recommendation: Receive the Strategic Plan Mid-Year Update.
- L Temporary Compensation Adjustment - Non-union Employees
Staff Recommendation: Adopt Resolution 2024-109 temporarily increasing the pay of employees listed in the Non-represented Pay Plan, Part-Time Firefighters, CSOs and Range Safety Officers/Instructors by 3% through December 29, 2024.
- M Tyco & BASF AFFF Class Action Settlements
Staff Recommendation: Adopt resolution 2024-113 authorizing submission of claim forms for the Tyco and BASF AFFF Class Action Settlements and authorizing the City Administrator or her designee to sign all documents necessary to complete the claim form process.
- N 3M Draft NPDES Permit – Public Comments
Staff Recommendation: Approve the 3M Draft NPDES Permit Comments.
- O 100th Street Source Water Protection – Zywiec Well Sealing 826033 – Quote Award
Staff Recommendation: Adopt Resolution 2024-111 awarding the 100th Street Well Sealing project to the lowest accepted quote supplied by Keys Well Drilling Company in the amount of \$21,850.00, and authorize the appropriate officials to sign all necessary documents to effectuate these actions.
- P Hamlet Monument Wall Repair Quote Award
Staff Recommendation: Adopt Resolution 2024-110 awarding the Hamlet Monument Wall Repair Project to Pyramid Brick-N-Stone, LLC in the amount of \$16,617.77 and authorize execution of the Agreement for Contractor Services.
- Q Wag Dog Park – Second Amendment to the Dog Park Lease
Staff Recommendation: Approve the Second Amendment to the Dog Park lease.
- 8 Approve Disbursements
 - A Approve Disbursements
- 9 Public Hearings
 - A Mississippi Landing Easement Vacation & Plat Correction
Staff Recommendation: 1) Hold the public hearing and adopt Resolution 2024-112 vacating, rescinding, terminating and releasing certain easements. 2) Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Corrections for Mississippi Landing First Addition.
- 10 Bid Awards
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
 - A 2025-2029 Capital Improvement Plan
Staff Recommendation: Receive the 2025-2029 Capital Improvement Plan.
- 14 Workshops - Closed to Public
 - A Closed Workshop - Labor Negotiation Discussion
Staff Recommendation: Closed meeting pursuant to Minn. Stat. 13D.03 to consider strategy for labor negotiations.
- 15 Adjournment



City Council Action Request

7.A.

Meeting Date	8/7/2024		
Department	Administration		
Agenda Category	Action Item		
Title	City Council Regular Meeting Minutes (2024-07-17)		
Staff Recommendation	Approve the July 17, 2024, City Coucil Regular Meeting Minutes.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>2024-07-17 City Council Meeting</td></tr></table>	1.	2024-07-17 City Council Meeting
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COTTAGE GROVE CITY COUNCIL

July 17, 2024

12800 RAVINE PARKWAY SOUTH

COTTAGE GROVE, MN 55016

COUNCIL CHAMBER - 7:00 P.M

1. CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on July 17, 2024, at Cottage Grove City Hall, 12800 Ravine Parkway. Mayor Bailey called the meeting to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

The audience, staff, and City Council Members stood and recited the Pledge of Allegiance.

3. ROLL CALL

City Clerk Tammy Anderson called the roll: Mayor Bailey-Here; Council Member Garza- Here; Council Member Khambata-Here; Council Member Olsen-Here; Council Member Thiede-Here.

Also present: Jennifer Levitt, City Administrator; Tammy Anderson, City Clerk; Ryan Burfeind, Public Works Director; Zac Dockter, Parks and Recreation Director; Koerner, Public Safety Director; Amanda Johnson, City Attorney-LeVander, Gillen & Miller, PA; Brenda Malinowski, Finance Director; Emily Schmitz, Community Development Director; Brad Peterson, Public Safety Captain.

4. OPEN FORUM

Mayor Bailey opened the Open Forum. As no one wished to address the Council, Mayor Bailey closed the Open Forum.

5. ADOPTION OF AGENDA

Motion by Council Member Olsen to approve the agenda; second by Council Member Thiede.
Motion carried: 5-0.

6. PRESENTATIONS

A. DARTS 50th Anniversary Proclamation

Staff Recommendation: Proclaim Wednesday, July 17, 2024 as DARTS Appreciation Day.

Mayor Bailey stated Craig Egerman, the DARTS Manager of Home Services, will be speaking, but he first asked Council Member Garza to read aloud the proclamation and then Council will make a motion to approve it.

Council Member Garza read aloud the proclamation for DARTS 50th Anniversary.

Motion by Council Member Garza to proclaim Wednesday, July 17, 2024 as DARTS Appreciation Day; second by Council Member Olsen. Motion carried: 5-0.

Mayor Bailey stated now that it's official, he invited Craig to step to the podium to speak.

Craig Egerman stated I'm the program manager of Home Services at DARTS. He thanked Mayor Bailey, the Council, and City staff for having them here tonight. We're in our 50th year, and Cottage Grove is the latest city that we have started to serve. We started the loop five years ago, and now we are expanding into Southeast Washington County. We are honored to provide outdoor chores, home repairs, the loop, and volunteer opportunities for seniors in Cottage Grove. So, thank you very much for the honor, we are happy to be here and hope to be around for another 50 years.

Mayor Bailey stated thank you, our relationship and partnership with DARTS has been amazing, especially with the loop, as you're calling it, in Cottage Grove. It was funny I was talking to Tammy a little bit earlier, and she was commenting when she worked down at Public Works the number of people who would call Public Works looking for somebody to help. She commented, "Boy, back then I wish I would have known that we had this great service," which we do now, so, we'll make sure that that message does get out. I also know in speaking with our Washington County Commissioner, between the City and the County, we're kind of looking at possibly expanding the services within Cottage Grove with DARTS due to the extra transportation dollars that are out there that we can maybe serve more of our community. Predominantly it's more of the elderly going to those facilities, but we also go up to the library and the neighborhoods up in that area, too.

Craig said yes, and we're honored to serve this area, and we're excited for the partnership with the City of Cottage Grove.

Mayor Bailey stated the Council would like to take a photo of presenting Craig with the plaque to honor their 50th Anniversary bash. He asked Council to meet him and Craig in front of the dais where Craig will be presented the plaque and photos taken. Photos were taken and all of the Council Members congratulated Craig.

Mayor Bailey stated displayed on the screen is a poster for Thursday, August 1, from 5:00 to 9:00 p.m., at The Wexford at Emerald Greens, in Hastings, there is actually a DARTS 50th Birthday Bash. He asked if the public is welcome, and Craig replied it is a ticketed event. Mayor Bailey stated so, if you want to attend, it looks like you can register at DARTS50thbashgivesmart.com. It looks like there will be a silent auction, music, drink tastings, games and prizes. Obviously, all of this benefits an amazing cause, DARTS.

Mayor Bailey thanked Craig again for servicing the City of Cottage Grove and our residents.

B. Night to Unite Proclamation

Staff Recommendation: Proclaim Tuesday, August 6, 2024, Night to Unite in Cottage Grove.

Mayor Bailey stated he's asked Council Member Khambata to read aloud the proclamation, we'll vote on it, and then we'll have the presentation.

Council Member Khambata read aloud the Night to Unite proclamation.

Council Member Khambata made a motion to adopt the proclamation proclaiming Tuesday, August 6, 2024, as Night to Unite in Cottage Grove; second by Council Member Thiede. Motion carried: 5-0.

Mayor Bailey introduced Pete Koerner, our Public Safety Director.

Director Koerner thanked Mayor Bailey and the City Council for having him speak tonight. He stated I have awesome staff that does this. We started as National Night Out back in the late 1980s with Officer Greg Reibel, and we had a big City celebration at Woodridge Park. Officer Gail Griffith took it to a new level with Night to Unite; I was always content when we had about 30 or 40 neighborhood parties, but of course that's never good enough for the Mayor and City Council and you challenged the community. So, last year, we had 58 parties, and I spoke with Charlene Raymond, who coordinates all of this, and she said now we're going to have upwards of 70 parties this year. That's a lot of parties for us to be out mingling with the public, it's been a phenomenal opportunity for us to engage.

From the proclamation read by Council Member Khambata, originally it was all about crime prevention, saying goodbye to crime, and we've taken it to a whole new level with it's not just the police officers; we

all know police show up, kids like the squad car, fire trucks, and we get pushed out of the way. It's the same way with the City Council, everyone wants to know what developments are coming and what restaurants. I go with the Mayor, and I feel like Council Member Thiede should be up here with his Strawberry Fest enthusiasm and get people all riled up for this. Council Member Garza, you're in for a treat this year because we like all the Council Members to go with us and represent the City. It's become a lot more, it's really community engagement; it's not just the Police Department. When we do the noon-outs for the seniors, Public Works brings their truck down, and Parks staff comes, so it's really an all-encompassing event with all of us. We really want to invite our residents to sign up, it's really easy, and there are some parties that have 8 people and other parties are a whole development with 200 people. It's just an awesome opportunity, and it's not just police anymore, it's all of us with the City. Our Public Safety Board is a huge contributor to this as well.

We started the noon-outs years ago where we go to senior housing developments. I just love that picture of Firefighter Bill King, as he was escorting all the ladies to the table. The other picture obviously shows us at The Legends with our ambassadors, Council, and all of our staff.

We're maintaining a couple of the same campaigns: Obviously, there's the Fill the Bag Campaign, where we ask for toiletries for the Friends in Need Food Shelf. We used to do food, and now they need paper products, toilet paper, paper towels, napkins, diapers, etc. That picture shows Sergeant Schoen last year. It was phenomenal, we filled up the whole truck. The Public Safety Board took it upon themselves to purchase backpacks for any neighborhood that wants one; when we say Fill the Backpack Campaign, it's crazy, people do more than fill a backpack. All of that goes to the Friends in Need Food Shelf and kids are able to come down and pick out needed school supplies, notebooks and pencils, so they have a similar shopping experience, too. It's just an incredible opportunity.

We partner with the Parks and Rec Department to do the Coloring Contest; Director Zac Dockter has awesome staff, too. Molly's been so involved with us, and they offer a prize package with rental of an outdoor park, sidewalk chalk, sports balls, S'mores supplies, and more.

How do you sign up? It's all on the City webpage. We've done quite a few social media posts already. Our Communications Team will continue to put things out, and I think it's also been in the last *Cottage Grove Reports* so go online, fill out the registration form. The one thing we do ask is that people register by August 1, just so we have a total. We have a whole Command Center where they have the maps up, and Charlene is assigning who wants the K9. The Mayor and I are always the bottom of the list; everyone wants the fire truck and the K9. We look forward to any kind of involvement, and it grows every year.

Director Koerner stated I have to give a shout out to Community Engagement Officer Ryan Pierre, who is leading this, as well as our support staff as Charlene Raymond, who really runs with it. Everyone else steps up that day, and I get to reap the benefits, have fun, eat good food, and socialize. Thank you very much.

Mayor Bailey stated thank you. I know like you said, Council Member Garza, this will be your first year doing it this way. You get tired by the end of the night, but the people and the visits are absolutely amazing. Everybody's excited, no matter who is there.

Director Koerner said many of us bring our spouses with to keep us on time, and my wife is not afraid to tell me and the Mayor that we need to move on. Mayor Bailey stated she does; otherwise, we could talk forever. Director Koerner stated we'll talk for hours. Mayor Bailey stated I will just say one last thing about that, they all know where the good food is, too, so word gets out over the radio who has something special or unique, so that's kind of fun, too. Director Koerner stated it does kind of go by seniority, so.

Council Member Garza stated I'm open for all these things, so my family is hosting Night to Unite as well, so I'll get back just in time for the movie, so it'll work.

Mayor Bailey thanked Director Koerner for the presentation.

7. CONSENT AGENDA

- A. Approve the June 5, 2024, Regular Meeting Minutes.
- B. Approve the June 26, 2024, Regular Meeting Minutes.
- C. Approve the June 26, 2024, Special (Closed) Meeting Minutes.
- D. Approve the July 8, 2024, Special Meeting Minutes.

- E. Approve the April 9, 2024, Economic Development Regular Meeting Minutes.
- F. Approve the issuance of rental licenses to the properties in the attached table.
- G. Approve the Tobacco License application for Sherif Elbarawi, First Smoke Shop, LLC, located at 6990 80th Street South, Suite #100, Cottage Grove, Minnesota.
- H. Authorize Public Works to advertise and sell surplus property on Cranky Ape.
- I. Approve the June 2024 Change Order Requests for the Utility & Engineering Building Project.
- J. 1) Authorize Change Order for credit on the Kraus Anderson contract for the Glacial Valley Park Building Project in the amount of \$212,313.27. 2) Authorize Resolution 2024-108 approving final payment to Kraus Anderson in the amount of \$44,654.72 for the Glacial Valley Park Building Project.
- K. Approve the Easement and Encroachment Agreements with Gerber Collision.
- L. Approve the hiring of Daniel Fanning as Communications Manager.

None of the Council Members wished to pull any Items on the Consent Agenda for further discussion and/or approval.

Motion by Council Member Thiede to approve the Consent Agenda; second by Council Member Khambata.

Motion carried: 5-0.

8. APPROVE DISBURSEMENTS

- A. Approve disbursements for the period of 6-20-2024 through 7-11-2024 in the amount of \$6,319,901.48.

Motion by Council Member Olsen to approve disbursements; second by Council Member Garza.

Motion carried: 5-0.

9. PUBLIC HEARINGS

- A. Oltman Middle School - Easement Vacation, Drainage and Utility Easement
Staff Recommendation: 1) Hold the Public Hearing and Adopt Resolution 2024-106 partially rescinding, terminating, and releasing a permanent easement and temporary easement for watermain for Lot 1, Block 1, New Oltman Middle School. 2) Approve the Temporary Drainage and Utility Easement over a portion of Lot 1, Block 1, New Oltman Middle School. 3) Approve the Permanent Drainage and Utility Easement over a portion of Lot 1, Block 1, New Oltman Middle School.

Emily Schmitz, Community Development Director, stated as the District starts to work through some of their improvements at some of their facilities throughout town, one of them is at Oltman Middle School. They're planning for a classroom addition, kind of on the south side of Oltman Middle School. In preparation for that, they're getting awfully close to a watermain. So, as part of the approvals and reconstruction, that watermain looping extends around the entirety of this building; as a part of this addition, a small portion of that watermain actually needs to be relocated. This slide helps to have a visual: That super light blue line is the current watermain location. Because of that addition, that watermain needs to be relocated to more of that dark blue line. As a part of that, we do need to vacate that segment of the easement that exists today and relocate that easement over that relocated watermain. Again, in preparation for that work that they're planning in 2025, we're being proactive and adjusting that easement at this point. There are several recommendations before you this evening. If you have some technical questions, I and the School District's Engineer are available.

Mayor Bailey asked if there were any questions from Council, and none were asked.

Mayor Bailey opened the Public Hearing. No one spoke, so Mayor Bailey closed the Public Hearing.

Motion by Council Member Thiede to Adopt Resolution 2024-106 partially rescinding, terminating, and releasing a permanent easement and temporary easement for watermain for Lot 1, Block 1, New Oltman Middle School; second by Council Member Khambata. Motion carried: 5-0.

Motion by Council Member Khambata to Approve the Temporary Drainage and Utility Easement over a portion of Lot 1, Block 1, New Oltman Middle School; second by Council Member Garza. Motion carried: 5-0.

Motion by Council Member Olsen to Approve the Permanent Drainage and Utility Easement over a portion of Lot 1, Block 1, New Oltman Middle School; second by Council Member Thiede. Motion carried: 5-0.

B. Summer Valley - Easement Vacation, Final Plat, Development Agreement, and Development Plans

Staff Recommendation: 1) Hold a Public Hearing to vacate public drainage and utility easements within the proposed development parcel (PID: 0302721210003). 2) Adopt Resolution 2024-103 vacating the public drainage and utility easements within the proposed development parcel (PID: 0302721210003). 3) Adopt Resolution 2024-104 approving the Final Plat for Summer Valley. 4) Approve the Summer Valley Development Agreement with Summergate Development, LLC, with minor modifications as approved by the City Attorney. 5) Adopt Resolution 2024-105 approving the Summer Valley Development Plans dated May 21, 2024, prepared by Westwood Professional Services, Inc., subject to final approval by the City Engineer in writing.

Director Schmitz stated typically you don't see these Final Plats, but we're going to encompass it in because this particular project does require some easement vacations. Summer Valley is kind of that final puzzle piece in this area, north of Military, kind of at our Woodbury border; it's fun to see this area finally come full circle and complete.

There are a couple of easement vacations needed before we can move forward with the Final Plat of Summer Valley. A handful of easements as the properties surrounding it have developed for some turnaround purposes, as well as some utilities, have extended onto this final piece of the puzzle. So, we kind of need to wipe the slate clean before we get that Final Plat recorded over top.

The Final Plat is 71 lots, 65' wide, very similar to those developments that you see surrounding, Parkview Pointe, Rolling Meadows. Summergate Development is the developer; they are working with DR Horton as the builder, and they're out there moving dirt if you've been in the area, but having some lots available this fall.

Finally, with this one, I get really excited about this final trail connection extending into the Watershed District and their plans; they've made this beautiful connection with our wonderful Glacial Valley Park building that's finally completed. This project is going to create that connection into their future trail connections up to Woodbury, down to Glacial Valley Park. So, I really wanted to highlight that as a part of this wonderful project.

With that, there's another very wordy recommendation before you, but I am available, as is the developer, for any technical questions if there are any.

Mayor Bailey asked Council if there were any questions on this item for staff or the developer, but none were asked.

Mayor Bailey opened the Public Hearing. As no one wished to speak on this item, Mayor Bailey closed the Public hearing.

Motion by Council Member Khambata to Adopt Resolution 2024-103 vacating the public drainage and utility easements within the proposed development parcel (PID: 03022721210003); second by Council Member Thiede. Motion carried: 5-0.

Motion by Council Member Garza to Adopt Resolution 2024-104 approving the Final Plat for Summer Valley; second by Council Member Khambata. Motion carried: 5-0.

Motion by Council Member Thiede to Approve the Summer Valley Development Agreement with Summergate Development, LLC, with minor modifications as approved by the City Attorney; second by Council Member Khambata. Motion carried: 5-0.

Motion by Council Member Olsen to Adopt Resolution 2024-105 approving the Summer Valley Development Plans dated May 21, 2024, prepared by Westwood Professional Services, Inc., subject to final approval by the City Engineer in writing; second by Council Member Thiede. Motion carried: 5-0.

10. BID AWARDS

A. Summers Landing 5th Addition - Bid Award

Staff Recommendation: Award the Summers Valley 5th Addition Final Street Improvement Project to OMG Midwest, Inc., DBA Minnesota Paving & Materials, in the amount of \$233,967.00.

Ryan Burfeind, Public Works Director, stated this is the Summers Landing 5th Addition Final Street Improvement Project. This is the last addition of Summers Landing; I remember being here in 2016 when we awarded the bid for the first base improvements. I think at the time it was supposed to be 10 or 12 years to wrap up this development, so it's gone very well and it's kind of exciting to award this last and final project.

We took bids last Tuesday, July 19. Four bids were received and we got good bidding for this project. These Final Street projects are pretty straightforward, pretty fast projects that contractors can move through. So, the bid was below our Engineer's Estimate of \$262,230. You can see the low bid there from OMG Midwest, DBA Minnesota Paving & Materials.

With that, the recommendation is on the screen before you, and I will say that this contractor has a long history of working in Cottage Grove; prior to this, they were known as Hardrives, so we have many projects going back with them, so we're very familiar with this contractor and comfortable with the award.

Mayor Bailey asked if Council had any questions for Director Burfeind on this item, but none were asked.

Motion by Council Member Olsen to Adopt Resolution 2024-107 awarding the bid for the Summers Landing 5th Addition Final Street Improvement Project to OMG Midwest, Inc., DBA Minnesota Paving & Materials, in the amount of \$233,967.00; second by Council Member Thiede. Motion carried: 5-0.

11. REGULAR AGENDA - None.

12. COUNCIL COMMENTS AND REQUESTS

Council Member Khambata stated I just want to wish everyone a safe weekend. I know that we've had some unfortunate accidents with regard to swimming and using our public waterways. We're coming off of a lot of flooding and I just want everyone to be safe out there.

Council Member Olsen stated first and foremost, I want to thank the public for coming out to our unfortunately rain delayed Fourth of July celebration this year at Kingston Park. We had an amazing crowd when we moved the event from the Fourth, which was a Thursday, to Sunday. I appreciate the Public Safety team kind of watching our backs, they saw the potential for severe weather on the Fourth

was pretty high in partnership with the National Weather Service, and so, they encouraged us to make an adjustment, which we did. We had a record crowd, it was unbelievable.

We had our Cottage Grove Lions Meeting for July last night, and all I will tell you is the generosity of the public at that event was unheard of in the several years that we've been participating in this. So, we are taking a very strong look at potentially making this a Sunday after the Fourth of July event on a permanent basis; it seemed like it worked out very well for many members of the public.

I also wanted to thank the sponsors, who allowed us to have the fireworks this year. I know Mayor Bailey has mentioned them several times, but I don't think we can really thank them enough. We had five \$5K sponsors: Tennis Sanitation was very generous, as well as 3M, Hy-Vee, NorthPoint, and Renewal by Andersen. So, we're very grateful for their participation. Like anything else, the price of fireworks has gone up as well, but we're going to make a really concerted effort next year to try to put on a \$30K show; so, mayor, I'll be asking you to twist some additional arms at some point. But it was a really nice event.

Last, but certainly not least, I want to thank all the members of the Public Safety team and the Parks Department who helped make the event a safe event for families to come and participate in and also to keep the park in very good shape, checking garbage containers, etc. We had Mike Dandl, Richard Greene, and Sam Anderson from the Fire Department who were there with the big ladder truck, and I think they probably had 300-or-400 kids climb on that truck throughout the course of the event. They did it with a smile for the first child and the last child. We also had our Community Engagement Officer, Ryan Pierre, as well as Sergeant Mike McCormick on hand, in addition to numerous other members of the Public Safety team, including Sergeant Nick Bailey. Again, they made sure that the event was safe for everybody involved, and the kids loved getting the tours of the police cars, as well as the fire truck. In fact, Sergeant McCormick brought the UTV out, which is something a lot of people don't get to see all the time, so they thought that was pretty neat.

Council Member Olsen stated I also wanted to take a moment to congratulate one of our own, who is in the room tonight, Zac Dockter, our Director of Parks and Recreation, as the new president of the St. Paul Park-Newport Lions Club. If you're not aware, Zac has been a very involved member of the Lions Club for numerous years, and I know he's served in various leadership positions, including treasurer, but this year he became the president of that club. That's a one-year term, but if they love you enough, it will become a two-year term. I just wanted to take a minute to congratulate Zac, as it's a real honor to be placed in that position.

Council Member Olsen stated the other thing I wanted to mention, mayor, is during Night to Unite, one of my favorite things is we now have staff members who travel with us. I know over the last several years we've had our City Administrator, who's gone to numerous parties. It's a great opportunity to gather feedback from the members of the public. Our staff members aren't just there to smile and say hello, but they actually take copious notes on the things that people bring to us, as you might imagine, when somebody has our ear, they certainly want to share their thoughts and ideas for how to improve the community. Oftentimes, they want to compliment the way in which City projects are getting done and being run, so it's a real advantage to have City staff out there with us, taking notes, and then they can respond, in kind, to those folks. We've had a lot of really good outcomes that have come out of those ideas; for example, I mentioned Zac earlier, it was either last year or two years ago, the Sunnyhill Park group came out and they were asking us about getting some soccer nets and kind of put some additional equipment out there for the members of the community. Zac and his team did a great job with that, but that was borne out of those conversations.

Council Member Olsen stated one of the things that people love to talk about is, of course, roads. Good or bad, they like to talk about road construction, road construction projects, etc. There are an awful lot of questions that are asked out there, last year we heard a lot about the Jamaica Avenue and East Point Douglas project, which is now in year two. So, I just thought maybe our Public Works Director, Ryan Burfeind, could take a minute and give us a quick update on how that project's coming along. I drove by there earlier today and it really seems like it's tracking well. So, if you could just give us a moment or two of your time on where we're at and what's left to be done, I'm sure the public would appreciate it.

Director Burfeind stated certainly; so, as you mentioned, we are in year two. It's kind of a different challenge this year; year one was the constant traffic control changes at Jamaica and East Point Douglas, and this year was kind of moving through those different phases. We did the roundabout first, we got an early start this spring, of course, with the lack of a winter; their goal was to have that roundabout open by July 4, and they were able to beat that date, so that was good. Then we moved behind Target, and that was a challenging area because the road is too narrow to do the full reconstruction that was needed but then keep two lanes of traffic open; it just physically wasn't possible. So, we had to kind of strategically do this one-way traffic pattern, both to try to best serve the area but also keep access to that 92nd Street cul-de-sac that has all the townhomes. So, that first phase of Phase 4, we call it Phase 4-A, that will be wrapping up in the next week. And then we're looking at about the week with July 27, so the following week after that, that we'd switch to the other side. So, we'll be complete with the first part of that total reconstruction, and we'll flip to the other side of the road with that continued one-way traffic pattern. So, folks will have to bear with that for a little while longer. While they're doing that, the final piece of the project is the Mill and Overlay from kind of Wells Fargo down to Menards, that last stretch of the old section of road. That section's not as old, the curb is in a lot better shape, so that was really good for a Mill and Overlay. You're probably seeing that the old streetlights have been taken down, the ones that had turned purple at one point and were fixed because they were a problem for us. We have the new streetlights going up, so that's very exciting to see as well. So, we're probably wrapping up sometime in September; it seems like Mother Nature is going to cooperate a little better moving forward with not quite as much rain. I hate to ask for no rain after two years of drought, but we could use a little break to get these projects wrapped up.

Council Member Olsen stated thank you very much for the update. I know that people have been eager to see that finished product when it's all done. As you predicted, when we first authorized this project, it was going to take two construction seasons, and it certainly is going to take all of that. The good news is if we get cooperative weather, sometime in September the whole thing will be open and people will be able to enjoy much better traffic flow and a much-safer experience as well. Thank you to you and your team for doing that. With that, mayor, I'll turn it back to you.

Council Member Thiede stated one of the things that I kind of wanted to mention is that over this past month, we had both the Police and the Fire Departments present their Five-Year Strategic Plans. They were very well done, in similar formats with the two, so they're easy to kind of follow along with and understand. Some great metrics that are being shown that are going to be done and everything; so, I would highly recommend to people that if they're interested at all with that to contact the City, I don't know if it's available on the website. It's a good read and a good way to kind of understand the mindsets and the direction that our Public Safety Department is headed down. So, it was an excellent job, and I got to see both presentations twice, being the liaison to the Public Services Commission.

Council Member Garza stated I don't really have much, I'm just looking forward to Night to Unite, getting out there and continuing to meet our community and our neighbors. It's going to be a fun evening, so I'm just looking forward to that. That's pretty much all I have, but everybody be safe this week, pay attention to all the things that are going on out there, we don't want any more accidents.

Mayor Bailey stated I just have two items for the public: This last Friday night we had the makeup event for Movies in the Park, and the good news is this coming Friday, which is July 19, at 7 o'clock, we have another Movies in the Park event happening. By the way, the movie this week is *Migration*, which, believe it or not, my wife and I just watched less than a week ago, and it's absolutely amazing, it's fun. Again, it's at Highlands Park near the Splash Pad. They have a lot of extra events that are happening there, a lot of things that are free, but also things available to purchase, including items from food trucks. When I was able to drive by there this last week, there were a lot of people there, so you can tell that our community and maybe some of the surrounding communities, too, are very excited about having Movies in the Park. So, I encourage everyone to come out, and it's supposed to be a nice weather day. Hopefully, we'll see a large crowd there, and come enjoy this movie *Migration*; it's fun for both kids and adults, I will tell you that.

Council Member Garza stated one other thing is now we are going to offer the movie in closed captioning for any of our community members that would love to come out. I figured it out and we will have closed captioning for everyone.

Mayor Bailey stated I apologize I didn't bring that up because we learn things as people reach out and ask hey, can you do this or can you do that. One of the things that was asked of us for people who obviously are deaf or hearing impaired was if we're able to do closed captioning. You found out how to do that, so that's pretty amazing, and we're glad that we're able to see that happen.

Mayor Bailey stated lastly, I just want to mention the City of Cottage Grove is just starting to give information out to the public regarding the Local Option Sales Tax referendum that's going to be before the voters this coming November. The staff is working to put information out to the public, and it's truly just that, to give good information to the public. When you decide what you want to do, as a citizen of Cottage Grove, whether you want for it or against it, it's totally up to you. The idea is to give you as much information as possible so you will be informed. The reason I'm bringing that up is I happened to see one of our City postings, where we had put out a map that kind of shows sales tax effects in other communities around the metro. I know there was kind of a feeling on that thread that basically made it seem like, well, just because everybody else does it, so we have to do it? I don't believe that that was the intent; my belief is the intent is a lot of us are shopping in these other communities and don't realize that we're supporting a sales tax that is providing parks, infrastructure, or whatever in these other communities. I do appreciate the fact that staff worked together to put that information out; again, it is just that, it's information. When you're going to another community and you're buying things in those communities, many cities are already doing this tax and have been doing it; other cities, like the City of Cottage Grove, are looking to do it very specifically for our projects.

The next thing I want to be very clear about is these Sales Tax Referendum questions have an end date; these are not something where the City of Cottage Grove can say okay, we're going to keep going. That's not legal, that's not possible, and so I just want to mention that. Lastly, on that topic, if you want information, there's a very good website, which has all the information. If you have a question, it has an opportunity for you to submit a question and you'll receive an answer; that website is preserveplayprosper.org. There is a video on there, you can find information on there, you can see a fact sheet, the cost, the whole nine yards. So, we definitely want to make sure that the public is very informed as they vote later this fall or as early as September, as that's when early voting starts in Minnesota. That is also why you're starting to see more and more information come out because we know there are a lot of people who want to vote early; so, no matter if you decide to vote in September or if you decide to vote in November, we want everybody to be informed. I'll just add, for those of us up here, if there are any questions whatsoever, feel free to reach out to us; if we can't answer it, we've got great staff out there that can help us get you the answer and be upfront, truthful, and honest about the whole process.

13. WORKSHOPS - OPEN TO PUBLIC - None.

14. WORKSHOPS - CLOSED TO PUBLIC - None.

15. ADJOURNMENT

Motion by Council Member Khambata, second by Council Member Thiede, to adjourn the meeting at 7:42 p.m. Motion carried: 5-0.

Minutes prepared by Judy Graf and reviewed by Tamara Anderson, City Clerk.



City Council Action Request

7.B.

Meeting Date	8/7/2024		
Department	Public Works		
Agenda Category	Action Item		
Title	Public Services Regular Meeting Minutes (2024-05-20)		
Staff Recommendation	Approve the May 20, 2024, Public Services Commission Regular Meeting Minutes.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>5-20-2024 Public Services Commission Meeting</td></tr></table>	1.	5-20-2024 Public Services Commission Meeting
1.	5-20-2024 Public Services Commission Meeting		



MINUTES

COTTAGE GROVE PUBLIC SERVICES COMMISSION – HERO CENTER

10125 85th ST S
Cottage Grove, MN 55016

May 20, 2024

TRAINING ROOM - 7:00 p.m.

1. CALL TO ORDER

Chair Lisa Kons 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

Chair Kons was advised that Roll Call had been taken. Commissioner Kelsey Moyer was absent.

4. APPROVAL OF THE AGENDA

Vice Chair Ron Kath made a motion to approve the agenda; Commissioner Rediske seconded. Motion carried: 6-0.

5. APPROVAL OF MINUTES

A. APPROVE MINUTES FROM THE MARCH 18, 2024, MEETING.

Motion by Commissioner Olson to approve the March 18, 2024, meeting minutes; second by Commissioner Lotts. Motion carried: 6-0.

6. PRESENTATIONS - None.

7. BUSINESS ITEMS

A. HILLSIDE SIDEWALK

Genevieve Tester, Graduate Engineer presented information regarding installation of sidewalk along Hillside Trail South. This project was brought to our attention through public input, and with the City's continual efforts to link trail and sidewalk routes in the community, we've ultimately identified this segment as an area for proactive ped. safety improvements. Proactive in that there have not been significant pedestrian incidents that would trigger safety improvements, we'd like to address this safety concern before there are incidents.

The Average Annual Daily Traffic (AADT) is 3,762 on Hillside Trail South. For comparison, Indian Boulevard, east of Jamaica Avenue, has an AADT of 1,791, and 90th Street, east of Jamaica Avenue, has an AADT of 4,047, putting Hillside Trail South on the higher end of traffic volumes for similar urban-type roadways.

Four options were considered, however two were eliminated quickly due to a storm sewer interference and steeper side slope and the other for switching from north side to south side. Leaving just two options remaining.

Option 1, Placing the sidewalk just off the right-of-way incurs additional restoration costs.
Option 3, Placing the sidewalk adjacent to the back of curb results in additional concrete and pedestrian ramp materials.

Commissioners responded with the following.

Commissioner Rediske asked what the AADT stands for and the numbers. Ms. Tester answered with the Average Annual Daily Traffic (AADT) is 3,762 on Hillside Trail South. For comparison, Indian Boulevard, east of Jamaica Avenue, has an AADT of 1,791, and 90th Street, east of Jamaica Avenue, has an AADT of 4,047, putting Hillside Trail South on the higher end of traffic volumes for similar urban-type roadways.

Commissioner Olson wanted to know if homeowners would have assessments. Public Works Director, Burfeind stated no assessments for this work.

Commissioner Lotts supports it and was wondering that the plowing challenges are with placing it back of curb. Director Burfeind stated that while it can require an additional pass by the sidewalk plow crew, after the road is plowed, we have several cases like this around town.

Commissioner Jenson, supports it, but wants to hear from residents.

Commissioner Kons appreciates the cities proactive approach, supports the project, wants to hear from residents.

Commissioner Kath drives bus on that route and it is a very busy road with cars.

Cottage Grove residents', Rob and Kim Koosmann (8869 Hillside) along with Brianna Mothes (8683 Janero) were in attendance and provided feedback on the proposed sidewalk. Their concerns include:

1. The placement of the sidewalk along the front side of their properties. Most sidewalks in the city are alongside yards or backyards.
2. The surrounding neighborhood does not have right-of-way sidewalks in residential housing.
3. Lack of green space decreases property value.
4. There have been no significant safety issues that triggered this proposal.
5. A suggestion to add a pedestrian section of the road by way of a solid line. This would be an excellent alternative.
6. Why only 645' stretch of sidewalk?

Overall, the commission would like to city to research the project more in following areas:

1. Pedestrian count
2. Compare safety of sidewalk vs marked shoulder
3. Get traffic counts on all sides of intersection

Motion made by Commissioner Kath to table discussion and come back at a future meeting after more research and data can be provided; Chair Kons seconded. Motion carried 6-0.

B. FIRE DEPARTMENT FIVE-YEAR STRATEGIC PLAN

Chief Pritchard presented the Fire Departments Strategic Plan. Highlights and focus areas include:

- Services/Missions fall into 4 main areas including, Fire, EMS, Community Risk Reduction and Specialized Response.

Fire Area includes: Structural Fire Suppression, Wildland Firefighting, Fire Training, Hazardous Materials Response, Vehicle Extrication, Motor Vehicle Accident Response, Fire Fleet/Equipment Management, Firefighter Wellness and Fitness, Emergency Management, NFPA Standards, OSHA Compliance, ISO Rating, Credentialing

EMS Area includes: Emergency Medical Services-Transport, Critical Care, EMS Quality Improvement/Assurance, EMS Training and Education, Emergency Management, Community Paramedic Programs, EMS Training Program (EMR/EMT) Tactical Medical Response, Credentialing, Event Staffing/Stand-by, EMS Fleet/Equipment Management, Firefighter Wellness and Fitness

Community Risk Reduction: Code Enforcement (inspections), Plan Review, New Construction Inspections, Life Safety Inspections, Fire Investigations, Public Education, Home Safety Program, Youth Fire Prevention and Intervention, CPR and First Aid Training, Public Outreach, Car Seat Safety, School Visits, Community Events (e.g., Open House)

Specialized Responses- Water/Ice Rescue, Rope Rescue (high/low angle), Confined Space, Technical Rescue, Mobile Field Force

- Core Values fall into the following categories:
 - Individual -competence, integrity, ownership, professionals, service
 - Team – collaborative, communication, outcomes-focused, supportive
 - Community- accountability empathy, partnership, transparency, trust
 - Organization -adaptive, excellence, inclusive, progressive. safety, strategic

Strategic goals fall into five categories.

1. Emergency Service Excellence - Fire Suppression, Emergency Medical Services, Specialized Response.

2. Community Risk Reduction and Outreach - Fire Inspection and Code Enforcement, Fire Investigation, Public Education and Fire Prevention, Community Paramedicine, Branding and Communication.
3. People – Culture, Recruiting, Retention and Diversity, Training and Career Development, Health and Wellness, Safety, Recognition.
4. Technology & Innovation- Technology, Equipment, Practice and Policy.
5. Growth-Growth Trends, Workload and Services, Adaptability and Innovation, Strategic Planning and Budgeting.

Strategic Objectives and Key Outcomes were presented on each category and subcategory.

9. COMMISSION COMMENTS - None.

10. STAFF REPORTS AND MATERIALS

Ryan Burfeind, Public Works Director, gave a few brief updates.

- EPD/Jamaica project is making good progress. Hoping to have one direction open by July 4th in the area behind Target. In September a full Mill and Overlay will be done from Target to Menards.
- Pavement management is underway in the Prestige Estates between 80th & 90th Streets.
- Two more temporary treatment plants should be online soon. Cottage Grove is just one of two cities in East Metro that are under the state guidelines for water requirements.
- They two permanent water treatment plants are on schedule as well.
- National Public Works Appreciation Week is May 19-25. Staff will receive a lunch of completing “Dirt Day” on Wednesday, May 22.

Gary Orloff, Streets Superintendent shared the following updates.

- Pothole patching complete.
- 100 Blvd. trees were removed and stump grinding as well.
- Pavement Management Projects and Mill and Overlay projects set to begin.
- Trails at Golf Course are being worked on.
- Starting to see some of our seasonal staff starting and helping with mowing and trimming.
- Excited to welcome new Forester, Nate Heilman.

Jon Pritchard, Fire Chief mentioned the following two items.

- Onboarding will happen for 6 new people starting mid-June.
- Cottage Grove’s Ladder Truck and staff helped put out the car fire in Newport a few weeks ago.

Brad Petersen, Police Captain updates included the following.

- Early Phase of Budget Planning, working within the Financial Plan.

- Doing lots of Community Engagements for multiple events, and school visits.
- Started a PD Wellness Committee and applied for a grant through government. Encouraged committee to contact Representative Craig for support.
- Thanked PSC for their input and reviewing the PD Five Year Strategic Plan. Plan was approved by City Council recently.
- Excited to share PD Q1 Report with Commission.

11. COUNCIL COMMENTS

Council Member Thiede stated I don't have anything specific; but we are heading into budget planning time. All union contracts will also be new in 2025.

12. ADJOURNMENT

Commissioner Kath made a motion to adjourn the meeting; Commissioner Olson seconded. Motion carried: 6-0. The meeting was adjourned at 8:55 p.m.

Minutes transcribed by Kari Reubish.



City Council Action Request

7.C.

Meeting Date	8/7/2024		
Department	Community Development		
Agenda Category	Action Item		
Title	Planning Commission Regular Meeting Minutes (2024-05-20)		
Staff Recommendation	Accept and place on file the minutes from the May 20, 2024, Planning Commission meeting.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>PC Minutes 2024-05-20</td></tr></table>	1.	PC Minutes 2024-05-20
1.	PC Minutes 2024-05-20		



COTTAGE GROVE PLANNING COMMISSION

12800 Ravine Parkway South
Cottage Grove, MN 55016

May 20, 2024

COUNCIL CHAMBER - 7:00 P.M.

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

Pradeep Bhat-Here; Ken Brittain-Here; Jessica Fisher-Here; Evan Frazier-Absent; Eric Knable-Here; Derek Rasmussen-Here; Emily Stephens-Absent

Members Absent: Evan Frazier, Emily Stephens

Staff Present: Emily Schmitz, Community Development Director; Conner Jakes, Associate Planner; Crystal Raleigh, Assistant City Engineer; Tony Khambata, City Council Liaison.

3. APPROVAL OF AGENDA

Knable made a motion to approve the agenda. Rasmussen seconded. The motion was approved unanimously (5-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 microphone and state their full name and address for the public record.

6. PUBLIC HEARINGS AND APPLICATIONS

6.1 SOLAR GARDEN (ENTERPRISE ENERGY) - CASE IUP2024-007

Enterprise Energy, LLC for EESolar28, LLC, on behalf of property owners Ryan and Karen Finnegan, has applied for an interim conditional use permit to allow a 5 MW Community

Solar Garden to be located on property west of Lehigh Road and south of 100th Street (PIN 25.027.21.22.0001).

Jakes summarized the staff report, Raleigh summarized stormwater management on the site, and both recommended approval subject to the conditions stipulated in the staff report.

Brittain asked if the commissioners had any questions; none were asked.

Brittain asked the applicant if he wished to speak. Evan Carlson stated he owns Enterprise Energy, 2925 Dean Parkway, Minneapolis, Minnesota, and started the company about two years ago. We've got about six people working for us now. We're all local people, we're all from here, and we're not going anywhere when the project is done. We're all solar industry veterans; I've been in the business for about eight years. We also do deals out of state, but this is our home state. I'm a Minnesota attorney. I came up in the solar industry in this state. I've done hundreds of community solar gardens in Minnesota for my former employer; two years ago, I left and I started this company and I started working on my own projects using my own money. This is one of the best deals that I've got. Not long after starting my own company, Minnesota law changed and increased the system size of Community Solar Gardens from 1 MW to 5 MW, which is what made this deal possible. I've been wanting to do a deal here for almost ten years; I've been in contact with this landowner for a very long time about wanting to do a deal here, but it never made sense because of the setbacks, the 300-foot setback to put a 1 MW deal in the middle of a field. But when you start talking big numbers, 5 MW, you get better economies of scale; not only does it make sense to use a full 40 for that use, but you can afford longer lines to interconnect. It takes a longer line to get to that road, meaning you can hide it better, you can get it out into a more rural area. So, that's why we like the site. It also just had good characteristics for lack of visibility, there's a nice hill on one side of it, really big setbacks in any direction. Continued agricultural use to the east is common ownership. To the north, we were able to get about a 800-foot setback; it's 300 feet under normal circumstances, but there's another 400 or so feet on top of that. The last is agricultural, there are neighbors in the area, and we're aware of that; that's why we proposed screening on the south end. I suppose it's been a while since you've had one of these; should I just describe Community Solar generally, would that be helpful? Just kind of the economics of it.

He explained that you see three types of solar being installed: 1) Rooftop deals, which are pretty self explanatory. 2) Utility scale deals, and they are big projects that are in much more rural areas that sell power directly to Xcel; they interconnect into the transmission level of the electric grid, so the high lines. They get out far away, they go really big, they go into the high lines, and they sell power at the rate that the utility buys power. 3) Community Solar really has a direct benefit to actual people; it is a program for people who don't have a good spot for solar panels, and we aggregate those people and we put them all on a single site. So, when we put power into the grid, we generate a bill credit, which is a right to remove that amount of power from the grid somewhere else in the grid. We sell that bill credit to the subscriber, who then offsets their power bill using that bill credit, but the economics of doing that are better because we're selling bill credits at or near the price that a consumer would pay for electricity. So, it's a little more profitable than the big one, but they can be smaller. This is a highly-regulated program, it's not just like selling power, you have to be within the Community Solar program, which has certain rules by how it operates. One of those is that you need to be in Xcel Energy's territory, you need to be on a line that has the capability of handling the electric load. Under this new 5 MW program, after you receive your interconnection agreement, you apply to the Department of Commerce for approval, and it's on a first come, first served basis. The reason that's really important is some communities have a lot of 1 MG projects that are cur-

rently in study with Xcel. Xcel studies them sequentially, one at a time. But here it never made sense to do a 1 MG deal and it hasn't made sense for a very long time to do a 1 MG deal. So, there's nothing in queue on this line except for our deal. So, we are in study with the utility, we're likely to come out of study very soon, and it makes it far more likely to actually get built. So, it's a really awesome deal from that standpoint. It's one of our best deals; I hope this gets approved, and I'll be very proud of it.

Carlson said it's not an accident why it's a good-looking parcel for solar arrays because the City did it; there was a Comprehensive Ordinance Amendment, it had to be in this very narrow area, Resolution 985 identifies those areas that don't have utilities and infrastructure. It's got to be a big parcel that can meet that 300-foot setback, and it can't be in AG Preserve; most of those are enrolled in AG Preserve. So, finding that is a real needle in a haystack, and this one came out of AG Preserve more recently so it opened up the ability to do it.

Staff talked about the Vegetative Management Program (VMP) and Decommissioning Plan. For the VMP, they contracted with Natural Resource Services to prepare a VMP; that's a new thing under the new ordinance. It's got a lot of traction in the solar industry and it's common. What is a little bit unique about our VMP and our proposal is that we actually cite Minnesota Statute that says what you need to do to hold yourself out to be a pollinator-friendly seed mix. You can put together a plan, a plan is just a plan, but here, we're actually saying there are guidelines to follow to say what are you actually planting and does it meet the State standard. There are actually guidelines for how do you maintain it, and how do you know that it's actually working and not turning it into weeds; we have stipulated all of that right off the bat. So, you can inspect it, it takes a while to get it established and do it really well. The contractor we have is really good at this, they're very experienced, and we've just come right out and said we intend to satisfy the statute; so, there's something there that actually has some teeth.

For the Decommissioning Plan, the whole thing is planned for removal, which is a nice planning tool for cities because it's a temporary use. So, there are concrete equipment pads at the points of interconnection. That's about it for concrete, though, it's driven I-beams, so that all can be yanked out of the ground.

He explained that they use a tracker system, you've seen that before on one of your deals, but that's newer as they used to be fixed more often. We've seen the tracker actually performs really well here; there was a little concern early on that maybe they wouldn't be up to the winter, but they've shown to be pretty durable so that's why we're doing that.

Regarding Utility Poles, we talked about a couple different options at the Neighborhood Meeting. The poles are where we interconnect with Xcel's equipment; that's where it stops being our stuff and starts being their stuff. There are two ways we can do this: There's a set of poles here, four poles per MW, and some of those are Xcel's poles and some of those are our poles. That's where it connects and we're handing off our power to them. If we take all our stuff and we move it all to the road, then we control what happens between us and the road, and we can bury that line. We know we can do that, and we're okay with that. If we have Xcel's poles come to us, we're getting the poles away from the road, but now there may be poles along the road coming to us because those are no longer our poles, they're Xcel's poles. We can ask them to bury it, they probably will, but we can't order them to do it. So, that's why that condition came out the way it did, they have to be buried unless Xcel tells me I've got to give you something in writing that says they won't do it, which is fine; we're perfectly okay with that. So, I own the company, and if there is anything I can

do to improve the project, if there's more feedback you have, I can make promises on the fly and I don't have to ask permission. So, I'm happy to improve in any way that we can. Thank you.

Brittain asked if there were any questions for the applicant.

Rasmussen asked can you tell me a little bit more about the tracker panels? How do they work, are they electric motor driven? Carlson replied yes, there's a motor on each, they call it a string; on each row, there's one motor at the end. So, the fixed panels are organized into rows to go from east to west, and they face the south, and they don't move because the sun is generally a southern exposure. The trackers, on the other hand, are in rows that go from north to south, and they pivot on a single access, following the sun from east to west. So, we need a flat surface to do that because you need a straight tracker. The trackers come in certain fixed lengths, so there are some orientations that you can't work; it's hard to work on kind of irregular fields with a tracker because you can't do short ones because they each need a motor, and that gets to be expensive. This is a pretty flat site, so, it actually works really well. They're a little smaller, a little lower profile generally. Normally, the fixed ones are two panels, end on end, and these are more like one, it kind of depends on how it gets done, but they're usually smaller. Because they flatten out throughout the day, they're a little lower profile, they aren't as visible. They do need maintenance, things happen; sometimes they need a motor replaced or something like that, but it can be done. Rasmussen said they're pretty reliable in general, though? We're not going to have solar panels facing every which direction after a few years. Carlson stated right, and they do have warranties, they have factory warranties. We have a strong interest in keeping that equipment working because those poles, that's us measuring our power and Xcel measuring our power, and we're always making sure it matches up. So, if one of those isn't working right and we can get more power of it, there's a strong incentive to fix it and get it working again, and there's a warranty in place.

Bhat stated you mentioned screening on the south side of the installation; why only on that side? Carlson replied we thought it had the most potential for visibility from the road to the south, you could see it in that way. To the east, there is no way of seeing it over that hill. The homes, there's a neighborhood in the southeast direction; frankly, all of the homes have very good setbacks, they're all very well set back from it in all directions. To be honest with you, in most circumstances with those setbacks, it wouldn't get proposed at all, even with that hill there. But there is a neighborhood to the southeast, and we wanted to do something for them, so that's why we did it. Bhat stated my follow-up question to that is since you have sun mostly on the south side, would that screening affect your sunlight on the panels? Carlson replied no, we design that into; so, the setback is big enough so that they will not cast a shadow on the project. Bhat stated you mentioned in the fire prevention section that you will be monitoring the power emission continuously. Is that remote or on site? Carlson replied yes, a satellite monitoring system 24 hours a day. Bhat stated one other thing I wanted to know is you mentioned community solar going from 1 MW to 5 MW and then the fact that this is 5 MW installation, that's economically more reliable. So, how does that scale? Does that mean that 1 MW installations are smaller in size, or? Carlson replied yes, it does, because it's five times bigger. In fact, this one is five 1 MG projects that are located adjacent to one another, in one area. So, back in 2016 and before, there was a 5 MW cap on co-located 1 MW community solar gardens. So, you saw projects that looked like this, you saw five 1 MW projects right next to each other, one fence around them, one kind of general area where they all interconnect, and this will look like those; however, we submitted this a while ago as 1 MW deals because that's the only way we could, that was the only way we were allowed to do it. But now you're going to start seeing 5 MW deals, which are actually one larger 5 MW deal without 1 MW deals. Practically speaking, it's just semantics; the electricity's the same, the footprint's the same, the equipment's

the same. But the economics of it are way better; mobilizing is better, you get better pricing on equipment, it's like you only have to build it once. When you build these things, it kind of happens in stages, so you get your field work, your environmental work, we've done all that. You get your permitting, and then when we break ground on it, first thing they go out and they do the pole driving, and there is like one contractor that does that. Then, there are deliveries, they do the racking system, that takes a while once the poles are like halfway through, they start putting on the racks; then, once that's about halfway through, they put on the panels, and then they wire it all up. But the point is those are separate crews, and the contractor mobilizing somebody out to do those deliveries and do it once, the economies of scale on it are pretty huge, they're pretty significant to do a 5 MW as opposed to a 1 MW. So, it's quite a bit more profitable. And this is a nice site; it's got a flat area so we're able to get a tractor, there's no shading on it, it's just a real beauty.

Knable said I was just curious about how your two or your five electrical panels are connected. Do they all run to one system, and then that goes into the line to get out? Or how are they all connected? Carlson replied well, under this current site plan, Xcel brings their line out to us, whether it be above ground or buried; and then they each have a separate point of interconnection on that line, which Xcel brought to us. Knable said so, there's five different lines coming out of? Carlson stated but only in a very short area, it's just like they all come out of the same part of the fence, and then they all interconnect into Xcel's line right there.

Fisher stated I appreciate all of the information that you're giving. I think solar is just kind of fascinating to me, but so I want to know about the chain-link fencing and kind of the security of the site itself. Do you have people at other, I mean, have people bugged these big solar gardens? Do people mess with the property? I mean, how do you keep track of trespassers and unsavory people? Carlson replied I've heard of things in other states, like I've heard of things outside of St. Louis and Illinois, sometimes they have things like that, but I've never heard of there being an issue with it in Minnesota. And this one is so well hidden that you'd have to be looking for it to be getting there. I have heard of deer; I mean, you wouldn't think a deer could jump a six-foot fence, but it can happen. So, sometimes you've got to go in there and let deer out, I've heard of that happening. The fence is selected by electrical code, that's why it's a chain-link fence; so, it is, in essence, the fence that we propose. Sometimes you see barbed wire on the top of it, but we didn't do that, as it's not necessary. Fisher stated I was just more curious. Carlson replied it hasn't come up. Sometimes they'll bring sheep in there to graze; there's a lot of talk about what else could be done in there, the area of farming in there, they call that agri-able tax; and there's a lot of exciting stuff being done about what kind of crops you can get out of there and how to really make it profitable. And there's kind of this debate; like, okay, is this a vanity project that is still keeping it in AG production, or is it actually productive? Or, you know, does it even matter? But what if we just get hay off of it, and the farmer's using the hay? You know, they've got to get it from somewhere, so it's a really interesting area of the industry, but also because it's at odds with the free pollinator mix, which is a really good thing for the environment, you know? The pollinators need a place to go, that's what CRP mix is, and the government pays for that, and here we're giving it away for free. So, I'm not sure why, that's some interesting context for you there.

Bhat stated so this is just out of curiosity, so, do you know if you're going to have the required number of subscribers for this community solar? Carlson replied well, we don't have the subscribers for this one already selected. There are companies that only do subscriber acquisition for this type of project. This area is unusually desirable for solar under the older programs because the subscriber needs to be located in the county where the garden is located or in an adjacent county, and, so, you've got so many options for subscribers here. Under the new program, though, that's not a

requirement. However, there are other potential incentives to being located here; you can maybe gain some tax credits by demonstrating that you have low-or-moderate income subscribers. Maybe having some sort of direct community benefit, like actually having local subscribers, there may be tax credit incentives under that, under the Inflation Reduction Act, but that's to be determined. But in this area, we're not going to have any problem. Well, really, under the new program, there shouldn't be any problems with anybody getting new subscribers; demand is through the roof in the Twin Cities, and getting rid of that contiguous county rule really frees up a lot of people to do this.

Brittain opened the public hearing.

Gene Smallidge, 10992 Point Douglas Drive, Cottage Grove, stated I own 205 acres of farmland immediately adjacent, on the south side of this project. I have a few concerns: The last solar project I believe was the John Meyer solar garden, which is on the east side of my property. At that time, in order to hook up to the three-phase power of Xcel, they had to cross a half mile of my property. John Burbank, who was the head Planner for the City at that time, informed me any new lines in Cottage Grove will be buried; there will be no new poles, end of discussion. So, I have a quarter mile of buried lines on my farm, and I think if it was good enough for me then, it's good enough for this project also. And at our Neighborhood Meeting, we discussed that with Evan; he got on the phone, and at the end of his phone conversation, I thought he assured us it was going to be buried. Now, tonight, what I hear him saying it might be buried or it might be on poles. I guess poles on my property line are just another place for weeds to grow because you never get clean mowing adjacent to poles or fences. That property is part of a drainageway that extends from Old Cottage Grove through that property, through my property, through Gertens. It passes under massive culverts under Highway 61, goes through Pine Coulee to the Mississippi River. There's 2,000 acres of drainageway that goes through that property. The current use of farming that operators there for the last 50 years that I've been there have done a clean job, so when the water comes through, I don't get somebody else's weed seed. But my concern has been for the vegetation on these solar farms. All of the ones I've seen in the past, whether they be in Cottage Grove, in Washington County, or in Dakota County, the vegetation is a joke. There appears to be no management of the vegetation, most of the time it's weeds; and when they tell me it's going to be a pollinator-friendly mix, some people at the State of Minnesota consider dandelions pollinator friendly, I don't. I don't want weed seed that might be growing in this solar garden flowing onto my property and contaminating my fields. So, I want some assurance that there's going to be reasonable plantings and they're going to be reasonably maintained on a regular basis. As far as this access road that goes out to Lehigh, my understanding is there needs to be a 10-foot setback, is that correct, Conner? Conner replied it's 25. Mr. Smallidge confirmed that's from the property line. That of course is too narrow to be farmed, so somebody needs to maintain it and mow it periodically, not once a year. Otherwise, that's a weed haven also. I'd like to tell you a little story about that water run that goes through there. The last year here, we didn't have much snow, there was no water at all; but when we have a normal snowfall, the water that comes from Old Cottage Grove, through that property and through mine, represents a small river in the spring for maybe three days to a week. And one time, within the 50 years that I've been on that property, we had a two-inch rain during the summer in probably 15 minutes; that's a flood. The water was so intense it took out all of my fences with crop residue flowing and the water flowed over top of Highway 61. Most of you haven't probably been in the community long enough to have seen that, but that happened on one occasion with the water coming through this property. So, I have a concern on the road setback, which has just been clarified, and a concern for the setback for the buried line that will be adjacent to my property also. And

the biggest concern, of course, will be the plantings and the maintenance of it to eliminate weeds. Thank you.

Mike Mingo, 10940 Manning Avenue South, stated you've heard all of this story here today, and I've heard it before, okay? I happen to live 75 feet from the solar garden that Gene was talking about, okay? So, it's right there. He's talking about weeds, yes, it's an issue. At the time we talked before this project went in, and we talked with you people and the City Council, we were going to have weed control, we were going to have all the pollinator plants and everything in there, and it never happened, okay? So, for you people today, what I'm looking at is the people and the property owner, okay, they've got a vested interest in getting this solar panel put in, okay? And that's great, that's the way our country runs; we have people that invest in stuff and make money at it, all right? My question is that's great for them, what does Cottage Grove get out of this solar field? Okay, we know where that is. Now, besides that, the other question is do we need another solar field? Do we need it? They're talking about the subscribers to the solar field; okay, if they subscribe to it, are they going to wind up cutting off their power lines from Xcel? Are we going to wind up shutting down a power plant someplace because of this? That's not going to happen, okay? Prairie Island is going to be there long after we're gone, okay? You've got a cogen plant out here at Chemolite; that's going to be there. So, the question is do we need another solar field in the City? And like I say, these people have a vested interest in this thing already. Now everybody's saying that solar is going to happen; the thing is that I've been living with this solar field for over five years now. I can tell you that there have been weeks where they're covered with snow, okay? The other thing is that when this solar field was going in next to my property, I wound up talking to some of the people that are in the solar business. These people are all in the southwest United States, okay? They're sitting in a desert. You talk to them and then they look at you and they ask you, where are you going to put this? And you tell them it's in Minnesota, and they just kind of shake their head and go, good luck. So, that's my thing is that alternative energy, we're going to have it, and we've got the wind turbines, they're going to be here. I mean, even though they're out in the ocean killing whales, it doesn't make any difference, they're going to be here. And we're going to have solar fields, all right? No matter what. Charlie Koch, he put in a solar field. I don't know if you people know about his solar field out there, but he's got a huge solar field out there. All I can think of is if Charlie's putting in this solar field out there, he's not doing it because he thinks it's a good idea; he's doing it because he's got a cash interest in it, and that's where we have an issue. If you take all the government money out of these solar fields, what do we have? We don't have people interested in putting solar fields in. That's just solar fields, and like I say, these gentlemen have worked on it and they've got a plan, and it's a good plan. Like I say, I've heard plans before, but it's up to you people. The question before you is do we need another solar field in Cottage Grove? Thank you.

Ryan Finnegan stated I'm the property owner, I live at 24410 Emery Avenue, Hampton, Minnesota. He had mentioned that we have a vested interest; we do. I come from a farm background, I fed cattle this morning. Just so you know, we own all the contiguous acres around there, so we don't have a vested interest to have a bunch of weeds going into our crops that would hit it five feet from the facility. I don't believe weeds are going to be a problem. If they are, I'm going to be the first one to know about it, being that our tenant, the Pineys, they've farmed for generations closer to where we live, the Hastings area. They're very well known, and they would be the first call that I would get. They're also very good weed mitigators as well, they do a nice job farming it. If you farm next to them, I'm sure you can see they do a top-notch job. Living by it, I actually signed on a 100 acres we have south of our property; I signed up to put one by my house. If there's a devil's advocate, hey, not in your back yard, I can show you a contract where I do have one in my back yard. So, I don't think these are the end of the world, I think they're a good mixture, they're the highest and

best use of the land; you know, some areas have different soil qualities. This one is suspect. The last time I was here was actually when you did your Comprehensive Plan; we were talking about could this ever be developable? Not really, because all I heard was water contamination with the soil through 3M. Would that help? I don't know. But I do think pollen mix vs. that vs. what could already be there, we don't know. So, that's why without City sewer and water, I know you guys weren't looking to put wells there, as far as existing. I have wanted to do something from the get go, I took it out of AG Preserve right away; I mean, that takes eight years to get out. So, this isn't like, you know, I just thought of this yesterday. So, it's pretty committed. I just wanted to let you know where we're coming from as well. I appreciate you considering this.

No one else spoke. Brittain closed the public hearing.

Brittain asked if there were questions or comments from the commission.

Fisher stated I appreciated everybody speaking and giving us kind of a full perspective from all sides, so thank you for that. I'm just wondering, it sounds like maybe with the current solar garden there's some noncompliance going on with some of the weed issues and things. What is the City's process for dealing with noncompliant applications? Because, really, if they're going to be moving in for 25 years, and if they start causing issues, there really should be a way that citizens can come to the City, and there should be some checks and balances. So, can you go through how that works here? Jakes stated those were great questions and good points from the residents as well. Just to touch on a newer program we're rolling out is annual review of Interim Conditional Use Permits (ICUPs), and ensuring compliance with those permits. We are starting with community solar gardens; hearing the residents' complaints at the Neighborhood Meeting was the first complaints we've received from the Planning Department, City perspective. So, we're working to address those. Again, I noted in the ordinance when those were approved, there wasn't a VMP that was provided with those. So, it's somewhat difficult to work through that and go back and require that the seed mix is followed, things like that. However, we do have our eight-inch tall Nuisance Weed ordinance that we will be enforcing for this site; generally, if a resident complaint comes in, then we would go out, verify it, and then address it through letters with the property owner. However, with this, there's another layer, and that would be doing annual reviews of our ICUPs to ensure compliance with all the City Code ordinances, but then specifically the approvals for that as well. This is a site that's adjacent to the residents, it's something that's on our radar, and something that we will be addressing very timely here in the summer.

Fisher stated they talked about the buried lines, too, versus the poles. I guess I'm confused. So, the poles were originally supposed to go south, but now they're going on the north side of the property. So, it sounds like some of that concern has been at least considered, and from what he was saying, it's hard to get Xcel to give us a 100 percent answer of what that looks like. It sounds like in the past it was assured; what was the difference then? I mean, maybe you can't speak to that because none of us were here then, but you know, that seems interesting to know what the difference was, now versus then. Jakes stated those are great questions. Just to talk through the poles from the Neighborhood Meeting and just to provide this background to that discussion: Originally, the poles were proposed on the south side of that access road, and then there's a pole farm proposed right here; so, that's where all those interconnections happen with Xcel, the applicant's poles, and then run to Lehigh Road South. At the Neighborhood Meeting, the applicant discussed with his engineer moving some of these poles from the pole farm directly adjacent to Lehigh Road. From a City perspective, our desire is to have that pole farm interior to the site to preserve the view from Lehigh Road, and to really negate any visual impacts of the poles. So, from a City perspective,

if there was going to be poles, that those be interior to the site, which is why the condition requires that those lines be buried, unless there's evidence from Xcel Energy. Just to provide the background on above ground, underground: When the previous solar gardens were installed, all of them were required to be underground. At that time, Xcel Energy's requirements weren't finalized at the time, so then undergrounding was allowed. However, over the years, I believe it was 2016, 2017, those regulations and requirements were finalized by Xcel Energy. A lot of the modern day standard practice is to have above ground for ease of access, Xcel can get directly to their poles, their wires, they can see the AC disconnect, and various other factors of the solar farm. So, that's why more recently we're seeing more above-ground applications throughout the State. That's where that condition comes into play is to require them to be buried underground. However, if Xcel requires them to be above ground, we would entertain that, but try to keep those poles interior to the site, too, to kind of retain that view from Lehigh Road.

Brittain asked did you have any more feedback on the questions from the citizens? Jakes replied yes, I'll just touch on the other ones. There was talk about the road setback and then the maintenance around the pole; so, that was mitigated by moving those poles, if they are required to be in place, to the north side of the access road. The required setback of that access road to the southern property line is 25 feet; the applicant is proposing, I believe it's 27.5 feet at the closest point to that property line. So, room to mow within there and maintain that without going onto the property owner's property to the south. Touching on planting and weeds, so, with our previously-approved solar projects, the ordinance didn't require a VMP, which is in essence the reasons that we see a lot of complaints and concerns with the weeds that are on those properties, in those projects. However, Code now requires this VMP, and we further put a condition that maintenance crews are visiting the site once per month to maintain that. They would be required to maintain the area between the access road and the southern property line to ensure that's mowed and maintained and any weed removal in there, as well as the site. I just wanted to note the current property owner talked about it, but they are still proposing to farm around the solar area, so it again provides that the visual stays the same, but then also it controls the weeds to the solar array area and not washing out onto adjacent properties.

Bhat stated this is for my understanding; when you said poles being above the ground at the point of connection, it's only like a stand-alone structure without any cables hanging out of it, and then it interconnects at that location? Or are there going to be power lines connected to those? Jakes replied to answer your question, there would be lines running on those poles, so I believe the poles are estimated to be about 40 feet in height, 3 wires on the poles, very similar to what we see along 90th Street and various streets within the City. So, in this area, the green box here would have about 15-to-20 poles standing with wires connecting them at those connection points. Those wires and poles would run, if they are required to be above ground, the length of that access road, out to Lehigh Road. On Lehigh Road, there's existing above-ground poles that run along that road to the south, eventually down to Manning Avenue. So, the applicant would have their interconnection from the solar site to Xcel's, right interior to the site, where that green box is. Then that line would run all the way to Lehigh Road, and then eventually down to Manning Avenue. So, new poles would be constructed interior to the site, up to Lehigh Road. Bhat asked so if the connections were already underground, then you don't need a pole there or you still need a pole there just for the interconnect, and then the power lines would go underground? Is that what it is? Jakes replied yes, so if those lines are undergrounded, generally it's a cabinet that sits on the equipment pad, and then Xcel or whoever needs to access that would go with a cabinet, and then there would be no poles at all. So, that would get rid of the poles all the way from Lehigh Road to the applicant's site and then be a cabinet-style box, more or less.

Rasmussen said from a planning perspective, it seems like it checks most of the boxes; it's in the right area, correct setbacks, screening, fencing. I do understand the citizens' concerns about some of the weeds, especially not within the area, but around that access road and some of the other connection points; I see that on some of our other projects. It sounds like the City's going to help maintain and enforce that, and do regular inspections, and there's additional things in place with plantings and whatnot that should help out there. I think I'd generally be in favor of it.

Brittain said I would also agree. Back when we started all of this and they started putting solar farms in, nobody knew what it was going to look like. So, I see growth within the rules that we have, so that we can do things better. We're not going to always get it right, but we can grow from it. So, I agree, and I think we're headed in the right direction, and at least we have some teeth in our ordinances now that can, not that the applicant wouldn't want to do it, not all applicants are the same, but it gives us the ability to maintain and monitor what's going on.

Rasmussen made a motion to approve the interim use permit for the proposed solar garden subject to the conditions stipulated in the staff report. Fisher seconded. Motion passed unanimously (5-to-0 vote).

Brittain stated this will be on the agenda for the June 5, 2024, City Council meeting.

7. APPROVAL OF PLANNING COMMISSION MINUTES OF APRIL 22, 2024

Rasmussen made a motion to approve the minutes of the April 22, 2024, Planning Commission meeting. Bhat seconded. Motion passed unanimously (5-to-0 vote).

8. REPORTS

8.1 RECAP OF MAY CITY COUNCIL MEETINGS

Schmitz provided a summary of actions taken at the May 1 and May 15, 2024, City Council meetings, stated there were a couple items that will sound familiar to you from our April meeting.

Schmitz stated Council Member Khambata is here and if he has anything to add, he certainly will. Khambata stated Mayor Bailey and Council Member Olsen may just be coming back from Las Vegas; they were at the ICSC, the international commercial real estate symposium. They were there marketing our City to potential businesses. We always have constituents who are asking when are we going to get different dining options or different amenities here in town. So, they are trying to help raise the level of awareness about Cottage Grove. So, who knows, there may be new and exciting applications coming before you in the next few months as a result of that.

Khambata stated I'm here for any questions from you, but none were asked.

8.2 RESPONSE TO PLANNING COMMISSION INQUIRIES

Brittain asked if there were any responses to inquiries.

Schmitz replied Mr. Chair and Commissioners, you found in your packet a written response to the Public Hearing from our April meeting. We verbally responded at the meeting, but I just wanted you

to be aware that we also responded in writing to those questions and comments as a part of that Public Hearing.

8.3 PLANNING COMMISSION REQUESTS

Brittain asked so, this weed ordinance on the old solar farms, I know that it was mentioned that we've changed the ordinance so that we have some control over that. What can we do with the older farms to bring them into compliance? And if we can't explicitly do something, what can we ask them to do? Because there's a chance that they might just do it, because I can't believe that it would be that hard to plant the right things in there if we don't have the right things planted. Schmitz replied we'll have to look back at each of those approvals for each of the gardens at the time. If they did propose a native or pollinator mix, we can certainly use our resources to find someone who's proficient to evaluate. What should those established areas truly contain at this point. To your point, we'll reach out to each of those solar garden owners or even property owner, ultimately, and have those conversations and see what we can do to perhaps implement or follow a maintenance plan now and moving forward.

Rasmussen stated on the same subject, I guess I'd just comment that I believe Mr. Smallidge hit it right on the head. The solar field right next to my house, within the fence and boundaries they do a great job maintaining it. It's the access road and the 20 feet on each side, it's literally terrible. And then we have a couple of screens, berms with trees to screen it, and there's maybe about an acre in between, and that just completely gets neglected, buckthorn is neck high. It was a problem, thankfully, I've got some pretty good neighbors who have all kind of chipped in and helped, but I do understand his concerns there. So, I'd appreciate it if we could keep our options open and keep looking into that.

Rasmussen said my other question is I know these solar farms are all private businesses and that, but do we have visibility on any of the performance reports? We know what it's supposed to generate under great conditions, but do we have any reports; like, I think we've got three or four solar fields here in town now, like what they actually are generating year after year. I think it would just be kind of curious to see how they're performing. If they're performing well, it could be a good sales tool and something to brag about or something to learn from. Schmitz replied we can look into that and see what kind of information we can gather.

Brittain said this is just more of a comment. I know that the citizen mentioned that they're not going to shut down a power plant because we're doing this; however, this doesn't generate any active pollution, and I think the intent, and I may be wrong here, but my impression is the intent is that we don't want to build more power plants. So, even though we're not shutting power plants down in order to implement these solar fields, they're not going to implement them unless they're making some money, which is fine. They have to be able to sustain it, but also, they're not throwing another nuclear power plant up if we can generate this energy another way. So, I do see benefits in that.

Bhat stated so the request that I have is one of the issues raised during the discussion today was not knowing whether Xcel would go for undergrounded cabling or overground cabling, right? Does the City have any jurisdiction on that? Could we ask Xcel to do one or the other? Schmitz replied Xcel has their standards that ultimately we can't override, per se, but the condition of approval did include Xcel would have to verify that that is a part of their standard as it relates to the connectivity for solar gardens. Bhat asked are they guided by the State? Or, I mean, is there a target for Xcel, asking them to enforce some requirements. So, my question is, if the City can't enforce it, is it the

State that could tell Xcel, okay, you cannot have overground cabling here, in this City, or in that area? Schmitz replied I don't have an answer for that. I would have to investigate that further.

9. ADJOURNMENT

Rasmussen made a motion to adjourn the meeting. Bhat seconded. Motion passed unanimously (5-to-0 vote). The meeting was adjourned at 8:12 p.m.



City Council Action Request

7.D.

Meeting Date	8/7/2024		
Department	Administration		
Agenda Category	Action Item		
Title	Temporary Intoxicating Liquor License - Cottage Grove Lions Club		
Staff Recommendation	Authorize issuance of a temporary intoxicating liquor license to Scott Steven Ahlers, on behalf of the Cottage Grove Lions Club, for the Cottage Grove Food Festival on September 14, 2024.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Memo - Public Safety</td></tr></table>	1.	Memo - Public Safety
1.	Memo - Public Safety		

To: City Administrator Jennifer Levitt
From: Director of Public Safety Peter J. Koerner
Date: July 29, 2024
Subject: LIQUOR LICENSE APPLICATION – TEMPORARY – CG Lions Club

INTRODUCTION

All locations within the City of Cottage Grove that sell alcoholic beverages are required by State Law and City Ordinance to be licensed.

BACKGROUND

Pursuant to City Ordinance, Scott Steven Ahlers, on behalf of the Cottage Grove Lions Club, PO Box 002, Cottage Grove, MN 55016, has submitted an application for an On-Sale Temporary 3.2% Malt Liquor License for the Cottage Grove Food Trucks Festival to be held at Kingston Park on September 14, 2024, from 11:00am – 7:00pm. The Department of Public Safety is required to conduct a police investigation of the applicant/manager in charge.

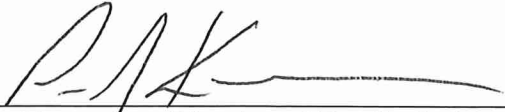
DISCUSSION

The application of the Cottage Grove Lions Club, 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 an On Sale Temporary Liquor License, under the provisions of the City Liquor Ordinance or Minnesota Statutes relating to alcoholic beverages.

RECOMMENDATION

Recommend that the City Council approve the Liquor License application for the Cottage Grove Lions Club.



Peter Koerner – Director of Public Safety

07/29/2024



City Council Action Request

7.E.

Meeting Date	8/7/2024		
Department	Administration		
Agenda Category	Action Item		
Title	Temporary Intoxicating Liquor License - St. Paul Park/Newport Lions Club		
Staff Recommendation	Authorize issuance of a temporary intoxicating liquor license to Zac Dockter, on behalf of the St. Paul Park/Newport Lions Club, for a Pickleball Tournament being held at Glacial Valley Park (9900 Ravine Parkway) on September 21, 2024.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Memo - Public Safety</td></tr></table>	1.	Memo - Public Safety
1.	Memo - Public Safety		

To: City Administrator Jennifer Levitt
From: Director of Public Safety Peter J. Koerner
Date: July 17, 2024
Subject: **LIQUOR LICENSE APPLICATION - TEMPORARY**

INTRODUCTION

All locations within the City of Cottage Grove that sell alcoholic beverages are required by State Law and City Ordinance to be licensed.

BACKGROUND

Pursuant to City Ordinance, Zachary Glenn Dockter, on behalf of the St. Paul Park/Newport Lions Club, 321 Broadway Avenue, #10, St. Paul Park, MN 55077, has submitted an application for a Temporary "On Sale" Intoxicating (strong beer) Liquor License to be held at Glacial Valley Park, September 21, 2024, from 9:00am to 10:00pm for a pickleball tournament. The Department of Public Safety is required to conduct a police investigation of the applicant/manager in charge.

DISCUSSION

The application of the St. Paul Park/Newport Lions Club, 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 an "On Sale" intoxicating (strong beer) liquor license, under the provisions of the City Liquor Ordinance or Minnesota Statutes relating to alcoholic beverages.

RECOMMENDATION

Recommend that the City Council approve the Liquor License application for the St. Paul Park/Newport Lions Club.



Peter J. Koerner - Director of Public Safety

7/17/2024



City Council Action Request

7.F.

Meeting Date	8/7/2024		
Department	Administration		
Agenda Category	Action Item		
Title	Temporary Intoxicating Liquor License - Church of St. Rita's		
Staff Recommendation	Authorize issuance of a temporary intoxicating liquor license to the Church of St. Rita's (8694 80th Street South) for the Fall Festival held on September 20-24, 2024.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Memo - Public Safety</td></tr></table>	1.	Memo - Public Safety
1.	Memo - Public Safety		

To: City Administrator Jennifer Levitt
From: Director of Public Safety Peter J. Koerner
Date: July 17, 2024
Subject: LIQUOR LICENSE APPLICATION - TEMPORARY

INTRODUCTION

All locations within the City of Cottage Grove that sell alcoholic beverages are required by State Law and City Ordinance to be licensed.

BACKGROUND

Pursuant to City Ordinance, the Church of St. Rita's, 8694 80th Street South, Cottage Grove, MN 55016, (651) 459-4596, has submitted an application for a temporary liquor license to be held at the Church of St. Rita's, September 20-22, 2024 for their Fall Festival. The Department of Public Safety is required to conduct a police investigation of the applicant/manager in charge.

DISCUSSION

The application for the Church of St. Rita's, 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 temporary liquor license, under the provisions of the City Liquor Ordinance or Minnesota Statutes relating to alcoholic beverages.

RECOMMENDATION

Recommend that the City Council approve the temporary Liquor License application for the Church of St. Rita's.



Peter J. Koerner – Director of Public Safety

7/17/2024



City Council Action Request

7.G.

Meeting Date	8/7/2024		
Department	Administration		
Agenda Category	Action Item		
Title	Gambling License - Church of St. Rita's		
Staff Recommendation	Authorize issuance of a single-occassion gambling permit to the Church of St. Rita's (8694 80th Street South) to conduct bingo in conjunction with their Fall Festival on September 20 & 21, 2024.		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Memo - Public Safety</td></tr></table>	1.	Memo - Public Safety
1.	Memo - Public Safety		

To: City Administrator Jennifer Levitt

From: Director of Public Safety Peter J. Koerner

Date: July 17, 2024

Subject: **GAMBLING LICENSE APPLICATION - TEMPORARY**

INTRODUCTION

Under State Statutes, four types of nonprofit organizations are eligible to conduct lawful gambling in Minnesota (fraternal, religious, veteran, and other nonprofit) and most events, with the exception of certain raffles, require obtaining either an exempt or an excluded permit from the Minnesota Gambling Control Board. Permits issued by the Minnesota Gambling Control Board require approval of the local government authority where the event will be held.

The Public Safety Department investigates single-occasion gambling permit applications and provides the City Council with a recommendation on whether a permit should be issued. If the City Council authorizes issuance of a permit, the City Clerk signs off on the application and forwards it to the Minnesota Gambling Control Board or issues the permit itself if none is required by the Gambling Control Board.

BACKGROUND

Pursuant to City Ordinance, the Church of St. Rita's has submitted an application for a Temporary Single Occasion gambling permit, for the conduct of a raffle and bingo, to be held at the Church of St. Rita's, 8694 80th Street South, Cottage Grove, Minnesota 55016, September 20 - 22, 2024 for their Fall Festival. The Department of Public Safety is required to conduct a police investigation of the applicants.

DISCUSSION

The application as submitted is complete, in compliance with our ordinance and is exempt from the licensing requirements of the Minnesota Charitable Gambling Control Board.

We have investigated the applicants and have not found any facts which would constitute a basis for denial of this application, under the provisions of the City's Gambling Ordinance.

RECOMMENDATION

Recommend that the City Council approve the single occasion Gambling Permit application for the Church of St. Rita's.



Peter J. Koerner – Director of Public Safety

7/17/2024



City Council Action Request

7.H.

Meeting Date 8/7/2024

Department Community Development

Agenda Category Action Item

Title Rental License Approvals

Staff Recommendation Approve the issuance of rental licenses to the properties 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: August 1, 2024

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 \$180, 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 in the attached table.

2024 RENTAL LICENSES
CITY COUNCIL APPROVAL - AUGUST 7, 2024

RENTAL LICENSE NUMBER	PROPERTY STREET #	PROPERTY STREET NAME	PROPERTY OWNER
RENT-002394	7337	Iden Avenue South	Yang, Julie Li
RENT-002403	6150	Idora Ct S	Mattison, Alexander



City Council Action Request

7.I.

Meeting Date	8/7/2024		
Department	Finance		
Agenda Category	Action Item		
Title	Donations 2nd Quarter 2024		
Staff Recommendation	Adopt Resolution 2024-114, accepting donations for 2nd Quarter 2024		
Budget Implication	N/A		
Attachments	<table border="1"><tr><td>1.</td><td>Resolution 2024-114 2nd Quarter 2024 Donations</td></tr></table>	1.	Resolution 2024-114 2nd Quarter 2024 Donations
1.	Resolution 2024-114 2nd Quarter 2024 Donations		

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-114
RESOLUTION ACCEPTING DONATIONS RECEIVED IN THE 2nd QUARTER
2024

WHEREAS, the businesses and individuals listed below have made donations to the City of Cottage Grove between April 1, 2024 and April 30, 2024;

Received From	Purpose	Amount
Peg Summers, Ted Olson, and Dave Olson	Signage for Olson Memorial Trail-memory of Katherine Olson	\$1,500
Justin Olsen	Bench-memory of Penny Rhode	\$2,000
		\$3,500

And WHEREAS, the City of Cottage Grove gratefully accepts these donations and recommends that they be used for the proposes intended by the donors.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the donations received in the second quarter of the 2024 fiscal year, listed in this resolution, and totaling \$3,500 be accepted on behalf of the city operations that they were designated to support, with the sincere thanks of the City Council.

Passed this 7th day of August 2024.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.J.

Meeting Date 8/7/2024

Department Administration

Agenda Category Action Item

Title Washington County Block Grant

Staff Recommendation Approve the Washington County Community Development Block Grant Cooperation Agreement.

Budget Implication N/A

Attachments	1.	Memo - Block Grant
	2.	Agreement - Block Grant

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

FROM: Gretchen Larson, Economic Development Director
Tamara Anderson, City Clerk

DATE: July 31, 2024

RE: Washington County Community Development Block Grant (CDBG)
Cooperation Agreement

Background

Title I of the federal Housing and Community Development Act of 1974 provides for a program of community block grants to urban counties. Washington County meets the criteria of an urban county and is eligible to receive CDBG funds. The City has partnered with Washington County ("County") for the County to administer the federal Community Development Block Grant ("CDBG") program and HOME Investment Partnerships ("HOME") program within the City since 2001.

Discussion

The CDBG partnership with the County has helped the City achieve community goals related to affordable housing and community development. The current agreement with the County is set to expire at the end of the year and to continue cooperative efforts through 2027 a new Agreement is needed. If approved, the Agreement would automatically be extended for another three-year period unless cancelled by either party.

As part of the 2040 Comprehensive Plan, there are a number of community development and housing goals the City aims to achieve. Partnering with the County under the Community Development Block Grant and HOME Investment Partnership helps us to achieve our goals.

There is no fiscal impact to the City. If approved, the Cooperative Agreement will enable the County to continue efforts in and with the City of Cottage Grove to offset costs associated with community development and housing programs.

Recommendation

Approve the Washington County Community Development Block Grant (CDBG) Cooperation Agreement.

**WASHINGTON COUNTY COMMUNITY DEVELOPMENT
BLOCK GRANT (CDBG) COOPERATION AGREEMENT**

THIS AGREEMENT is made and entered into under the auspices of MINN. STAT. §471.59 and in furtherance of the requirements of the federal Community Development Block Grant (CDBG) program and HOME Investment Partnerships Program by and between the County of Washington, State of Minnesota (County) and the City of Cottage Grove, hereinafter referred to as "Cooperating Community", both parties being governmental units of the State of Minnesota.

WITNESSETH:

WHEREAS, Title I of the federal Housing and Community Development Act of 1974 as amended provides for a program of community block grants to urban counties as that term is defined in the Act; and

WHEREAS, Washington County, Minnesota meets the criteria of urban county and is eligible to receive CDBG funds; and

WHEREAS, 24 C.F.R. §570.105 establishes the program qualification of an urban county as a county having a certain threshold population which is the combination of the population of unincorporated areas, plus the population of participating incorporated areas; and

WHEREAS, in order to be considered a participating incorporated area under the above definition, the County must enter into cooperative agreements to undertake or to assist in the undertaking of essential activities pursuant to the CDBG Program and the HOME Investment Partnerships Program; and

WHEREAS, it is in the interest of the Cooperating Community to have its population counted together with other municipalities of Washington County in order to be able to participate in these federal programs; and

WHEREAS, the Mayor of the Cooperating Community is authorized to execute this Agreement on the Cooperating Community's behalf; and

WHEREAS, the Chair of the Washington County Board of Commissioners and County Administrator are authorized to execute this Agreement on the County's behalf.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties mutually agree to the following terms and conditions:

I. DEFINITIONS

For purposes of this Agreement, the terms defined in this section have the following meaning:

- A. "The Act" means the Housing and Community Development Act of 1974, Title I, of Public Law 93-383, as amended (42 U.S.C. 5301, *et seq.*).
- B. "Regulation" means the rules and regulations promulgated pursuant to the Acts, including but not limited to 24 C.F.R. Part 570.
- C. "HUD" means the United States Department of Housing and Urban Development.
- D. "Cooperating Community" means any city or township in Washington County which has entered into this Agreement or one which is identical.
- E. "CDBG Program" means federal program instituted under 42 U.S.C. §5301, *et seq.* as amended.
- F. "HOME Investment Partnership Program" means the federal program instituted under Title II of the Cranston-Gonzales National Affordable Housing Act, 42 U.S.C. §12701 *et seq.* as amended.

The definitions herein contained in 42 U.S.C. §5302 and 24 C.F.R. 5703, as amended are incorporated herein by reference and made a part hereof.

II. PURPOSE

The Cooperating Community and the County have determined that it is desirable and in the interests of the citizens that the County qualify as an urban county within the provisions of the Act. This Agreement contemplates that identical agreements will be executed between the County and other cities and township within the County, thus enabling the County to qualify under the Act.

The purpose of this Agreement is to authorize the County to participate with the Cooperating Community in undertaking or to assist in undertaking essential community development and housing assistance activities pursuant to the CDBG Entitlement Program and the HOME Investment Partnership Program.

III. TERM OF AGREEMENT

This Agreement shall remain in effect for the three-year program period of Federal Fiscal Years 2025 through 2027 (October 1, 2024 – September 30, 2027) and until funds granted and program income received during the three-year program period are expended and the funded activities completed. Neither the County nor the Cooperating Community may terminate, withdraw, or be removed from the program during the three-year program period.

This Agreement will renew automatically for participation in successive three-year Urban County qualification periods, unless the Cooperating Community or the County provide written notice to the other party that it elects not to participate in a new qualification period. The terminating party shall send a copy of the notice of termination to the HUD field office by the date specified in HUD's Urban County Qualification Notice. The County will notify the Cooperating Community in writing of the Cooperating Community's right to make this election. A copy of the County's notification must be sent to the HUD field office by the date specified in the Urban County Qualification Notice.

The Parties agree to adopt amendment(s) to this Agreement as may be required by HUD to meet any new Urban County Qualification requirement(s) for subsequent qualification cycles, when applicable. Failure by either Party to adopt any such amendment, and to submit such amendment to HUD, will void the automatic renewal of such qualification period.

IV. MODIFICATIONS

Any material alteration, modification, variations, or additional tasks to this Agreement shall be reduced to writing as an amendment and signed by the parties.

V. METHOD

The Cooperating Community expressly agrees that it will undertake or assist in undertaking community renewal and lower income housing assistance activities, specifically urban renewal and publicly assisted housing. The County shall prepare and submit to HUD and appropriate reviewing agencies, all necessary applications for a basic grant amount under the CDBG and HOME requirements. In making the application, the County shall address the goals and needs of County as developed in meetings between the Community, its citizens, and the County, and also addressing the Act and other relevant Minnesota and/or federal statutes and regulations. The parties agree to cooperate fully in establishing priorities and in preparation of the application for a basic grant amount. The Cooperating Community and the County agree that the County shall establish a reasonable time schedule for the development of the grant application.

It is anticipated by the parties that the party ultimately implementing a project funded by monies received from the grant may be either the Cooperating Community, or the County. The determination of which party will implement the project will be made by the parties after consideration of the nature and scope of the project, and the ability of each party to undertake the project, though it is understood by the Cooperating Community that the County shall have final responsibility for selecting projects and filing annual grant requests. The County is hereby authorized to distribute to the Cooperating Community such funds as are determined appropriate for the Community to use in implementing a project and the County is hereby authorized to undertake projects within the Cooperating Community as are determined appropriate for the County to undertake. Contracts awarded and purchased made pursuant to a project under this Agreement shall conform to Minnesota statute and to the requirements of the entity undertaking the project.

VI. SPECIAL PROVISIONS

- A. Nothing in this Agreement is intended to prevent or otherwise modify or abrogate the right of the Cooperating Community or the County to submit individual applications for discretionary funds in the event County does not receive designation as an urban county entity under the Act.
- B. In the event that there is a revision of the Act and/or Regulation which would make this Agreement out of compliance with the Act or Regulation, both parties will review this Agreement and renegotiate those items necessary to bring the Agreement into compliance.
- C. Both parties understand and agree that the refusal to renegotiate this Agreement in order to bring it into compliance will void any renewal of the Agreement for subsequent qualification periods.
- D. All funds received by the county under the Act shall be deposited in the County treasury.
- E. The Cooperating Community and the County shall maintain financial and other records and accounts in accordance with requirements of the Act and Regulation. Such records and accounts will be in such form as to permit reports required of the County to be prepared therefrom and to permit the tracing of grant funds and program income to final expenditure.
- F. The Cooperating Community and the County agree to make available all records and accounts with respect to matter covered by this Agreement at all reasonable times to their respective personnel and duly authorized federal officials. Such records shall be retained as provided by law, but in no event for a period of less than three years from the date of completion of any activity funded under the Act or less than three years from the last receipt of program income resulting from activity implementation. The County shall perform all audits of the basic grant amounts and resulting program income as required under the Act and Regulation. The participating municipalities and the County shall maintain and share between themselves all the necessary and sufficient records for review and audit that pertain to the implementation of the activities described herein, and as required by HUD.
- G. Pursuant to 24 CFR 570.501(b), the parties mutually agree that the Cooperating Community is subject to the same requirements applicable to the subrecipients, including the requirement of a written agreement described in 24 CFR 570.503 and 2 CFR part 200
- H. Both the County and Cooperating Community must take all actions necessary to assure compliance with the County's certification under Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964, and the implementing regulations at 24 CFR Part 1, and the Fair Housing Act, and the implementing regulations at 24 CFR Part 100, and will comply with the obligation to affirmatively further fair housing. The Parties shall comply with Section 109 of Title I of the Housing and Community Development Act of 1974, and the implementing regulations at 24 CFR Part 6, which incorporates Section 504 of the Rehabilitation Act of 1973, and the implementing regulations at 24 CFR Part 8, Title II of the Americans with Disabilities Act of 1974, and the implementing regulations at 28 CFR Part 35, the Age Discrimination Act of 1975, and the implementing regulations at 24 CFR Part 146, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable laws and regulations. The Parties agree that Urban County funding in no event will be used for activities in, or in support of, any cooperating unit of general local government that impedes the County's actions to comply with the County's fair housing certification and duty to affirmatively further fair housing. This provision is required because noncompliance by a Cooperating Community may constitute noncompliance by County that can, in turn, provide cause for funding sanctions or other remedial actions by the Department.

- I. The County and the Cooperating Community have adopted and are enforcing:
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.
 2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location that is the subject of non-violent civil rights demonstrations within its jurisdiction.
- J. 42 U.S.C. §12701. The Cooperating Community acknowledges that by executing this Agreement it may not apply for grants from appropriations under the Small Cities or State Community Development Block Grant Programs for FFY 2025-2027 of the current qualifying period, and any successive qualifying period covered by this Agreement. The Cooperating Community further acknowledges that for FFY 2025-2027 of the current qualifying period and any successive qualifying period covered by this Agreement, it may receive a formula allocation under the HOME Program (42 U.S.C. §12701 *et seq.* and regulations promulgated thereto) only through the County and is precluded from forming a HOME Consortium for participation in the HOME Program, except through the County.
- K. Parties to this Agreement understand and agree that they may not sell, trade, or otherwise transfer all or any portion of CDBG funds to a Metropolitan City, Urban County, unit of general local government, or insular area that directly or indirectly receives CDBG funds in exchange for any funds, credits, or non Federal considerations, but must use such funds for activities eligible under Title I of the Housing and Community Development Act of 1974, as amended.
- L. The Cooperating Community shall comply with all applicable Federal law, State statutes, Federal and State regulations, and local ordinances now in effect or adopted during the performance of the services herein until completion of said services.
- M. All data collected, created, received, maintained, or disseminated for any purpose by the activities of the Cooperating Community, because of this Agreement shall be governed by the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13 (Act), as amended and the Rules implementing the Act now in force or as amended. The Cooperating Community is subject to the requirements of the Act and Rules and must comply with those requirements as if it is a governmental entity. The remedies contained in section 13.08 of the Act shall apply to the Cooperating Community.
- N. Audits: Pursuant to Minn. Stat. section 16C.05 subd. 5, the Cooperating Community will:
- Maintain all books, records, documents, and accounting procedures and practices that are related to and/or relevant to this Agreement or transaction.
 - Agree that the County, the State Auditor, or legislative authority, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, records, documents, and accounting procedures and practices that are related to and/or relevant to this Agreement or transaction. The Cooperating Community agrees to maintain these records for a period of six (6) years from the date of the termination of this Agreement.
- O. The Cooperating Community agrees it will defend, indemnify, and hold harmless the County, its officers and employees against any and all liability, loss, costs, damages, and expenses which the County, its officers, or employees may hereafter sustain, incur, or be required to pay arising out of the negligent or willful acts or omissions of the Cooperating Community in the performance of this Agreement.

- P. The Cooperating Community agrees that in order to protect itself, as well as the County, under the indemnity provisions set forth above, it will at all times during the term of this Agreement, keep in force the following insurance protection in the limits specified:
- Commercial General Liability with Contractual liability coverage in the amount of \$1,500,000 per occurrence with a \$3,000,000 aggregate. An excess or umbrella liability policy may be used in conjunction with primary coverage limits to meet the minimum limit requirements.
 - Professional Liability coverage in the amount of \$2,000,000 per wrongful act or occurrence with a \$4,000,000 annual aggregate.
 - Cyber Liability coverage in the amount of \$2,000,000 per wrongful act or occurrence with a \$4,000,000 annual aggregate.
 - Automobile coverage in the amount of \$1,500,000 on a combined single limit basis and include hired and non-owned.
 - Worker's Compensation in statutory amount (if applicable) of bodily injury by accident in the amount of \$500,000 each accident, bodily injury by disease in the amount of \$500,000 each employee, and bodily injury by disease in the amount of \$500,000 policy limit.

Washington County shall be listed as additional insured as it relates to Commercial General Liability and Automobile Liability.

Prior to the effective date of this Agreement, the Cooperating Community will furnish the County with a current and valid proof of insurance certificate indicating insurance coverage in the amounts required by this Agreement. This certificate of insurance shall be on file with the County throughout the term of the Agreement. As a condition subsequent to this Agreement, Cooperating Community shall ensure that the certificate of insurance provided to the County will at all times be current. The parties agree that failure by the Cooperating Community to maintain a current certificate of insurance with the County shall be a substantial breach of the Agreement and payments on the Agreement shall be withheld by the County until a certificate of insurance showing current insurance coverage in amounts required by the Agreement is provided to the County.

Any policy obtained and maintained under this clause shall provide that it shall not be cancelled, materially changed, or not renewed without thirty days' notice thereof to the County.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed.

THE REMAINDER OF THIS PAGE INTENTIONALLY LEFT BLANK.

WASHINGTON COUNTY, MINNESOTA

By: _____
Stan Karwoski, Chair
Board of Washington County Commissioners
Date: _____

By: _____
Kevin Corbid
Washington County Administrator
Date: _____

Approved as to form:

By: _____
Susan Tice
Assistant County Attorney
Date: _____

City of Cottage Grove

By: _____
Its: _____
Date: _____

And: _____
Its: _____
Date: _____



City Council Action Request

7.K.

Meeting Date 8/7/2024

Department Administration

Agenda Category Action Item

Title 2024 Mid-Year Strategic Plan

Staff Recommendation Receive the Strategic Plan Mid-Year Update.

Budget Implication N/A

Attachments

1.	Memo - Mid-Year Strategic Plan Review
2.	2024 Strategic Plan Report

To: Honorable Mayor and City Council

From: Jennifer Levitt, City Administrator

Date: August 2, 2024

Subject: Strategic Plan Mid-Year Update

Discussion

A presentation of the Strategic Plan Mid-Year Report is scheduled for the August 7, 2024 Council meeting. This report provides an update on progress made towards achieving the goals and objectives outlined in the 2024 Strategic Plan.

The mid-year report will include a summary of the three pillars: Enhancing Quality of Life for Residents, Thriving Business and Tourism Environment and Remain an Employer of Choice which are the areas of greatest importance to the City of Cottage Grove over the next year. Associated with each pillar are four high-level performance targets outlining expected results and how the results will be measures.

The report will include key accomplishments since the plan's inception and an assessment of progress towards each strategic direction.

The purpose of this presentation is to inform the council of the plan's implementation progress and to seek your feedback on the strategic direction.

Recommendation

Receive the Strategic Plan Mid-Year Update.



Strategic Plan Report

July 17, 2024

City of Cottage Grove

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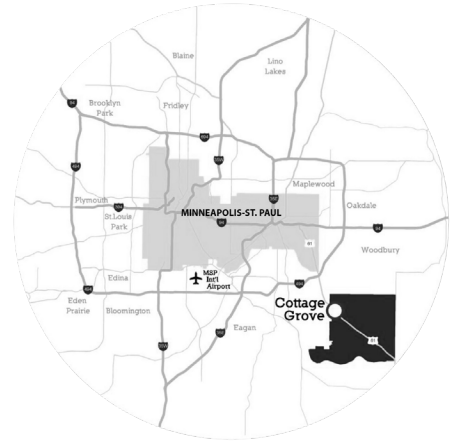
Executive Summary	Pg. 3
Strategic Plan Summary FY 2022-2025	Pg. 4
Vision and Mission	Pg. 5
Pillar 1: Enhancing Quality of Life for Residents	Pg. 6-7
Pillar 2: Thriving Business and Tourism Environment	Pg. 8
Pillar 3: Remain an Employer of Choice	Pg. 9
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Strategic Planning Participants	Pg. 19



Executive Summary

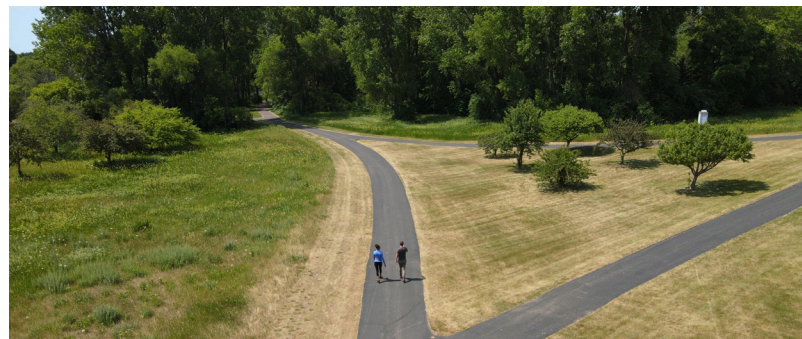
On January 6, 2024 the City of Cottage Grove engaged in a strategic planning meeting. The process yielded a strategic plan covering 2024.

.....



The plan consists of three pillars: Enhancing Quality of Life for Residents, Thriving Business and Tourism Environment and Remain an Employer of Choice. These are the areas of greatest importance to the City of Cottage Grove over the next year. Associated with each pillar are four high-level performance targets describing expected results and how the results will be measured.

The plan also includes four strategic directions: Engaging Residents Where They Are, Continuing Sustainable Growth, Making Cottage Grove a Recreation Destination and Remaining Employer of Choice. These four strategic directions are accompanied by success factors that are used to measure performance toward that directive.



The planning effort began with a large group discussion on January 6, 2024. The city's leadership team along with council held a full day strategic planning session. They developed a set of priorities, key outcomes, performance targets, and approved the final mission statement.

Based upon those priorities, the city's management team identified a set of strategic initiatives and develop detailed action plans. The mission statement, three pillars, strategic directives and success factors are summarized on the following page.

Strategic Plan Summary 2024

MISSION STATEMENT

To promote community pride and create a high quality of life by providing excellence in the delivery of public service to residents and businesses.

THREE PILLARS

Enhancing Quality of Life for Residents	Thriving Business and Tourism Environment	Remain an Employer of Choice
SUCCESS FACTORS		
Cottage Grove strives to provide life cycle housing for all residents through diverse housing options.	Cottage Grove aims to create a dynamic business environment which generates jobs and increases tax base.	Cottage Grove strives for a diverse workplace that is reflective of the community.
Provide positive, responsive, and professional interaction with all services offered by the city while maintaining a safe and thriving community.	Cottage Grove partners with the local Chamber of Commerce to support local businesses and creates an environment to succeed.	Cottage Grove seeks to recruit and retain top talent, offering ongoing training and career opportunities.
Cottage Grove has a wide variety of premier community events, recreational amenities and natural open spaces for everyone to enjoy.	Cottage Grove Public Safety provides proactive community-oriented services to assist businesses.	Cottage Grove has achieved an organizational culture dedicated to efficient operations and excellent delivery of services.
Assure sustainable environmental standards and health practices including providing treated drinking water to meet all state and federal standards for PFAS.	Cottage Grove Convention and Visitors Bureau supports the hotel and event community locally to promote tourism in Cottage Grove.	Cottage Grove is a good financial steward which leads to a stable work environment.

STRATEGIC DIRECTIONS

Engaging Residents Where They Are	Continuing Sustainable Growth	Making Cottage Grove a Recreation Destination	Remaining Employer of Choice
SUCCESS FACTORS			
Continue to develop video communications.	Collaborate with Washington County on the redevelopment and planning for the Park Grove Library.	Develop park and building plans for Mississippi Reserve Park.	Continue to develop and implement DEI strategies.
	Initiate a Housing Plan.		
Continue to update and refresh of the city's website.	Develop and implement the next phase of Business Retention and Expansion Program.	Develop education materials for local option sales tax referendum.	Develop training programs for employees at all levels such as the Management and Leadership Development Academy and the Learning to Lead Academy, Book Studies and Guest Speakers.
Enhance resident knowledge of commissions and volunteer opportunities through video communication.	Continue to aggressively pursue state and federal funding for the County 19A and 100th Street Realignment Project.		
	Implement 3M settlement projects while maintaining an interim treatment plan that meets all PFAS standards.	Develop plans for the Kingston Park Building.	Continue to grow and enhance employee engagement programs. (GOLD, Police and Fire awards programs, Health and Wellness)
Develop crisis communication action plan.	Work collaboratively with developer at Shoppes at Cottage View.		
	Issue an RFP for the services of a consultant to assist in creating an Economic Development Strategic Plan and Small Area Study.	Create unique recreational places and spaces that are signature landmarks to Cottage Grove.	Start retention interviews, continue new hire interviews, and Lunch and Learn enhancement.
Dowdle puzzle development and marketing plan.	Develop a strategic plan for the Convention and Visitors Bureau.		
	Develop Cottage Grove police and fire services 5-year strategic plan and mission to maintain a safe community.	Leverage key recreational facilities and park buildings to be points of pride for the community.	Settle all union contracts in 2024.
Develop community survey in 2025.	Remain a Step 5 GreenStep City by continuing to improve sustainability across a variety of metrics.		

Our Mission



To promote community pride and create a high quality of life by providing excellence in the delivery of public service to residents and businesses.



Pillar 1:

Enhancing Quality of Life for Residents



GOAL

Cottage Grove strives to provide life cycle housing for all residents through diverse housing options.

GOAL

Provide positive, responsive, and professional interaction with all services offered by the city while maintaining a safe and thriving community.

Mid-Year Update

Initiation of the housing market study contracted with Maxfield Research will provide a base outlining housing opportunities supported in the current market in the community. In the first half of 2024, the city has supported several development opportunities including a workforce housing multi-family projects including Roers Development and Real Estate Equities as well as several single-family developments including Summer Valley, Mississippi Landing, and Preserve at Prairie Dunes with varied lot sizes (45'-65').

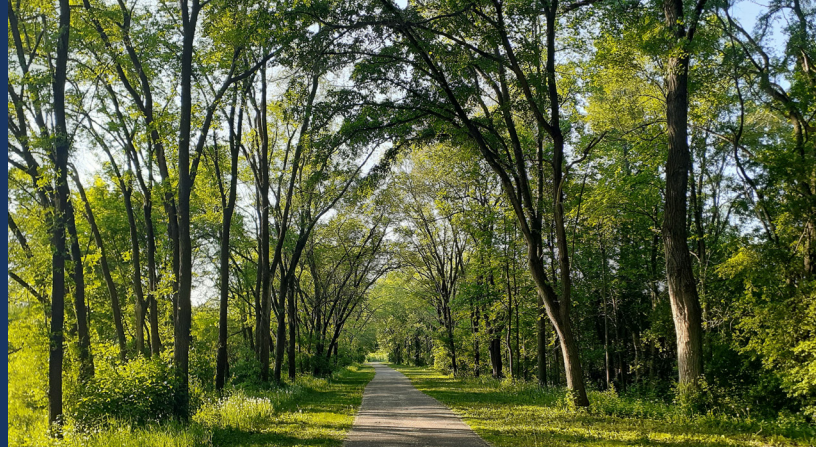
Mid-Year Update

In 2024 the public safety team initiated routine surveys to receive feedback on services provided to our residents, these include:

- Police Surveys.
- Mail surveys to random citizens from calls for service.
- Expanded to a QR code on a business card.
- EMS Surveys.
- Send an EMS survey to CG residents that had a medical (every fourth ambulance run).

Pillar 1:

Enhancing Quality of Life for Residents



GOAL

Cottage Grove has a wide variety of premier community events, recreational amenities and natural open spaces for everyone to enjoy.



Mid-Year Update

Discover Cottage Grove is hosting the 2nd annual Cottage Grove Food Truck Festival on September 14 along with helping promote several community events that bring visitors to our community including Strawberry Fest, St. Paul Saints Game, One Family and the upcoming Dowdle Unveiling on September 14.



GOAL

Assure sustainable environmental standards and health practices including providing treated drinking water to meet all state and federal standards for PFAS.



Mid-Year Update

Cottage Grove remains committed to supplying drinking water that meets all MDH Health Based Values and EPA Maximum Contaminant Levels, including those for PFAS.

Cottage Grove continued to operate five GAC interim water treatment plants over the past year to meet PFAS standards.

Two additional interim water treatment plants, utilizing Ion Exchange technology, were brought into operation in June of 2024. These two additional plants ensure the city will continue to meet all PFAS standards while also being able to meet higher summer water demands.

Pillar 2:

Thriving Business and Tourism Environment



GOAL

Cottage Grove aims to create a dynamic business environment which generates jobs and increases tax base.

Mid-Year Update

The city continues to plan our infrastructure strategically so that growth and development can occur. The city has begun a Small Area Study at the southwest intersection of Innovation and Highway 61 extending north to the current Public Works Facility encompassing the Langdon Village area as well as the area between West Point Douglas south to 100th Street.

GOAL

Cottage Grove partners with the local Chamber of Commerce to support local businesses and creates an environment to succeed.

Mid-Year Update

The partnership with the Chamber continues to grow and evolve as we participate in the Spring Showcase, Swing for Scholarship, and Coffee's On while also working to offer services and information that will assist our businesses with their needs ranging from developing a business plan to accounting, marketing, legal services and how to attract and retain talent.

GOAL

Cottage Grove Public Safety provides proactive community-oriented services to assist businesses.

Mid-Year Update

The Cottage Grove Police Department (CGPD) created a Community Impact Team in an effort to connect with residents where they are and provide the communication they are asking for. The Cottage Grove Fire Department (CGFD) provides services to help workplaces safety. CGFD also offers CPR and first aid classes and has started to offer fire extinguisher training for workplaces.

GOAL

Cottage Grove Convention and Visitors Bureau supports the hotel and event community locally to promote tourism in Cottage Grove.

Mid-Year Update

In 2024 the Convention and Visitors Bureau (CVB) hired Chandler Thinks to complete a Tourism Strategic Plan. Currently, CVB promotes tourism to the city through the Cottage Grove visitor guide, the website along with the CVB social media channels and e-newsletter.

Pillar 3:

Remain an Employer Of Choice



GOAL

Cottage Grove strives for a diverse workplace that is reflective of the community.

Mid-Year Update

DEI has been tracked for all full-time positions. Tracking applications, interviews to final hire to ensure the city is reaching a diverse audience through selected channels. Public Safety has made an effort for all events to be accessible to every community member. Public Safety has also made an effort to complete annual implicit, procedural justice and cultural awareness trainings. The CGFD started a “Stay Curious” campaign to allow for more information and education on under represented and traditionally under served communities. The CGFD also started a second language program.

GOAL

Cottage Grove seeks to recruit and retain top talent, offering ongoing training and career opportunities.

Mid-Year Update

The CGPD has created a Positive Impact Team focusing on wellness, health, recruitment and retention. The CGFD provides extensive ride-along opportunities for prospective firefighters and multiple EMT and paramedic programs. The CGFD is working on Paramedic training opportunities for team members to allow for transition to full-time firefighter roles. Extensive training opportunities for fire, specialty positions and specialty training (haz-mat, rope rescue, officer training, instructor training, inspector, etc.) The city also continues forward GOLD (Growth, Opportunity, Leadership, Development) awards to show appreciation to employees.

Pillar 3:

Remain an Employer Of Choice



GOAL

Cottage Grove has achieved an organizational culture dedicated to efficient operations and excellent delivery of services.

Mid-Year Update

In the summer of 2024 the building inspections team adopted new hour structure to ensure efficient delivery of services. Hiring within the Finance Department in 2024 included two employees who have strong experience in finance including one with extensive municipal government experience. FMP is providing an executable plan to deliver organizational culture dedicated to efficient operations and excellent delivery of services. It is continuing to be utilized in the 2025 budget cycle.

GOAL

Cottage Grove is a good financial steward which leads to a stable work environment.

Mid-Year Update

The 2023 year-end audit was completed two weeks earlier than the prior year allowing the Finance team to focus on the budget preparation sooner. Since the FMP has been prepared it is easier to understand the projects that need to be bonded each year. This led to the opportunity to issue bonds early in 2024 in order to capture lower interest rates. Investment management firm has recognized opportunities to maximize investment earnings while still maintaining liquidity and safety. Maintained AAA Stable bond rating with S&P Global for 2024 bond issuance.

Strategic Direction 1: Engaging Residents Where They Are



GOAL

Continue to develop video communications.



GOAL

Continue to update and refresh the city's website.



GOAL

Enhance resident knowledge of commissions and volunteer opportunities through video communications.



Mid-Year Update

Have developed a video creation plan in coordination with SWCTC for videos created throughout the year which allows for some flexibility to add additional video productions as needs arise. Communications team meets with SWCTC team bi-weekly and in 2024 developed SWCTC's most viewed video with 50,000 views on Facebook.



Mid-Year Update

Continually monitoring the website to make sure information is timely and relevant along with updating the website on an as requested basis. Public Safety has streamlined their Code Red and Alert Center notifications for use in an emergency.



Mid-Year Update

Short intro videos have been created for each of the commissions with a plan to develop a more in-depth look at each commission through interviews with individual commissioners which will be released over the last six months of the year.

Strategic Direction 1: Engaging Residents Where They Are



GOAL

Develop crisis communication action plan.

Mid-Year Update

Due to the vacancy in the communications manager role, completion of this initiative is on hold. The development of a crisis communication plan will be a top priority for the new communications manager.

GOAL

Dowdle puzzle development and marketing plan.

Mid-Year Update

The Dowdle marketing plan along with editorial calendar was developed at the beginning of the year. Communications will continue to follow this plan through the unveiling on Sept. 14 and adjust accordingly to demand.

GOAL

Develop community survey in 2025.

Mid-Year Update

This has been built into the proposed budget for 2025 after receiving a quote from several survey developers.

Strategic Direction 2: Continuing Sustainable Growth



GOAL

Collaborate with Washington County on the redevelopment and planning for the Park Grove Library.

Mid-Year Update

City continues to support the county in design considerations, ideas and future services.

GOAL

Initiate a Housing Plan.

Mid-Year Update

Maxfield Research and Consulting has begun coordinating with stakeholders including city staff to gather data to be able to complete an effective and thorough analysis of the housing market in Cottage Grove. The market study will examine demographic and economic factors, current housing market conditions and determine market potential for developing additional housing products within Cottage Grove. The study evaluates existing/available housing options. The final report will provide a detailed recommendation of type of housing and number of units identified to be supported within the market in the short- and long-term. The study is planned to be completed by November of this year to aid in the preparation of the 2025 strategic plan initiatives.

Strategic Direction 2: Continuing Sustainable Growth



GOAL

Develop and implement the next phase of the Business Retention and Expansion Program.

GOAL

Continue to aggressively pursue state and federal funding for the County 19A and 100th Street Realignment Project.

Mid-Year Update

The BRE Program next steps include finalizing and mailing the invitation to participate to all businesses in the city. Timeframe for this online survey notice is late summer or early fall and businesses will have 30 days to complete the survey once notice is given. Individual follow up meetings will be scheduled if requested.

Mid-Year Update

In 2024, Cottage Grove has applied for two federal grants, the RAISE Grant and Rural Surface Transportation Grant, to close the funding gap on this project. The total requested grant funds were \$25,000,000 for the RAISE grant and \$18,587,060 for the Rural Surface Transportation Grant. Grant award announcements are expected in late 2024 or early 2025.

Cottage Grove worked collaboratively with Washington County in April 2024 on a \$4,000,000 Community Project Funding request from our federal congressional delegation through the FY 2025 federal budget.

In 2024, we have received notice that two grant requests completed in 2023 were awarded for the project. This includes \$5,000,000 from the 2023 Minnesota Highway Freight Program and \$1,667,000 from the FY 2024 Federal Community Project Funding grant program.

Strategic Direction 2: Continuing Sustainable Growth



GOAL

Implement 3M settlement projects while maintaining an interim treatment plan that meets all PFAS standards.

GOAL

Work collaboratively with developer at Shoppes at Cottage View.

Mid-Year Update

Work has continued on the Low Zone Water Treatment Plant, which is a 5.5 MGD PFAS treatment facility that will be operational in May 2025.

The City received final design funding from the MPCA for the Intermediate Zone Water Treatment Plant, which is a 14.5 MGD PFAS treatment facility that will be bid in the winter of 2024/2025 and begin construction in the spring of 2025.

Phase 2 of the Goodview Avenue Water Services Connection project will be completed in 2024, which will connect additional homes in the neighborhood to treated City water.

Two new interim water treatment plants at Wells 9 & 11 utilizing Ion Exchange technology were brought into operation in June 2024, to ensure we continue to meet all PFAS standards for drinking water.

Mid-Year Update

Coordination with the developer continues and possible partners and potential tenants are continually sent their way. To date the developer representative reports that no deals have been made.

Strategic Direction 2: Continuing Sustainable Growth



GOAL

Issue an RFP for the services of consultant to assist in creating an Economic Development Strategic Plan and Small Area Study.

GOAL

Develop a strategic plan for the Convention and Visitors Bureau.

Mid-Year Update

Stantec has been selected as the consultant to work through completing a market study and creation of a small area plan for the area at 100th Street and Innovation Road. The focus of the project will be understanding areas of the market this area of the community could support and applying that to an area plan. The project will navigate 4 phases, engagement with staff to understand the boundaries and barriers to the study area, analysis of the existing conditions (utilities, road infrastructure, plans, existing buildings etc.), development of vision and goals for the study area and creation of concept plans, and finally providing an actionable plan and recommendations for implementation. Focus of the study will be on short- and long-term reasonable goals and development options given the inevitability of a changing market the plan should focus on the opportunity to be flexible but provide clear guidelines to the vision of the Council for development and redevelopment of the area. A final plan will be completed by December of 2024 for discussion as part of the 2025 Strategic Planning process.

Mid-Year Update

The City Council approved the selection of Chandler Thinks to develop the strategic plan. Initial planning is starting with the intent to have the project overseen by the new Communications Manager. Chandler Thinks is currently planning to come to the city in late September.

Strategic Direction 2: Continuing Sustainable Growth



GOAL

Develop Cottage Grove police and fire services 5-year strategic plan and mission to maintain a safe community.

Mid-Year Update

Developed a police 5-year strategic plan (adopted by Council in May).

Developed a fire/EMS 5-year strategic plan (July Council workshop).

Developed a staffing plan for police and fire to address growth (identified benchmarks and service levels).

GOAL

Remain a Step 5 GreenStep City by continuing to improve sustainability across a variety of metrics.

Mid-Year Update

The City received notice in April of 2024 that we achieved both GreenStep 4 and 5 statuses for another year. These two levels are awarded on an annual basis and require continued efforts in tracking and reporting our improvements in certain required metrics.

Strategic Direction 3: Making Cottage Grove A Recreation Destination



GOAL

Develop park and building plans for Mississippi Reserve Park.

Mid-Year Update

Concept designs 70% complete.

GOAL

Develop education materials for local option sales tax referendum.

Mid-Year Update

Been working on public education program planning since February with ICS/Rapp Strategies team. Communications are rolling out to the public educational materials through the election day on November 5.

GOAL

Develop plans for the Kingston Park Building.

Mid-Year Update

Concept plans completed. Building and site design plans and specifications are 60% complete with an August completion target.

GOAL

Create unique recreational places and spaces that are signature landmarks to Cottage Grove.

Mid-Year Update

In progress – investments into Local Option Sales Tax (LOST) projects along with future park build outs will achieve this goal.

GOAL

Leverage key recreational facilities and park buildings to be points of pride for the community.

Mid-Year Update

Investments into LOST projects, Kingston building and Glacial Valley Park along with future park build outs will achieve this goal. In 2024 the city also partnered with Teddy's Heart to place AEDs in city parks and fire provides hands only CPR and AED training.

Strategic Direction 4: Remaining Employer Of Choice



GOAL

Continue to develop and implement DEI strategies.

GOAL

Develop training programs for employees at all levels such as the Management and Leadership Development Academy and the Learning to Lead Academy, Book Studies and Guest Speakers.

GOAL

Continue to grow and enhance employee engagement programs. (GOLD, Police and Fire awards programs, Health and Wellness)

GOAL

Start retention interviews, continue new hire interviews, and Lunch and Learn enhancement.

GOAL

Settle all union contracts in 2024.

Mid-Year Update

The city worked with the Center for Economic Inclusion at the beginning of the year to complete the racial equity dividends index. The city will continue to build on the findings.

Mid-Year Update

Employee Training Plans – all employees met with immediate supervisor to develop a individual training plan with goals. The city will continue a yearly Managers Summit in February along with a Fall Book Series on Up-Stream.

Mid-Year Update

Awards and Recognition Banquets at River Oaks:

- Fire dinner and awards recognition.
- Police department meeting followed by dinner and awards.
- Anniversary lunch and awards.
- Wellness Committee continues to plan monthly activities for staff.

Mid-Year Update

First round of retention interviews were completed in February. 10% of employees from each department were selected at random for the first round. Human Resources continues with new hire interviews for every new employee. Each department participated in holding one Lunch and Learn.

Mid-Year Update

May workshop held with council for input on negotiations of union contracts. Negotiations are underway.

Strategic Planning Participants

The strategic plan was developed with the hard work and dedication of many individuals. The city council led the way, taking time out of their schedules to commit to long-term thinking. They defined a direction and a set of outcomes that are important to the community stakeholders with whom they partner and serve.

The city's senior staff supported the city council and offered an operations perspective as well as challenges to conventional thinking.

City Council

Myron Bailey, Mayor

Justin Olsen, Councilmember

Dave Thiede, Councilmember

Tony Khambata, Councilmember

Monquie Garza, Councilmember

Department Heads and Staff

Jennifer Levitt, City Administrator

Brenda Malinowski, Finance Director

Pete Koerner, Public Safety Director

Emily Schmitz, Community Development Director

Zac Dockter, Parks and Recreation Director

Ryan Burfeind, Public Works Director

Amanda Meyer, City Engineer

Gretchen Larson, Economic Development Director



City Council Action Request

7.L.

Meeting Date 8/7/2024

Department Administration

Agenda Category Action Item

Title Temporary Compensation Adjustment - Non-union Employees

Staff Recommendation Adopt Resolution 2024-109 temporarily increasing the pay of employees listed in the Non-represented Pay Plan, Part-Time Firefighters, CSOs and Range Safety Officers/Instructors by 3% through December 29, 2024.

Budget Implication

Attachments

1.	Memo - Temp Pay Increase
2.	Resolution 2024-109 - Temporary Compensation Adjustment (Non-Represented Employees) 7-25-24



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

From: Joe Fischbach, HR Manager

Date: July 30, 2024

Subject: 2024 Temporary Pay Increase Memo

Background

As part of the strategic planning process for several years, the City has tried to position itself as an employer of choice. One aspect of this is to pay competitive wages amongst comparable cities and the broader labor market. Typically, non-represented employees receive the same cost-of-living adjustments (COLA) that the bargaining units receive. The 2024 COLAs for the bargaining units were negotiated in 2021. The contracts spanned three years: 2022, 2023, and 2024. The cost-of-living adjustment (COLA) for 2024 is 3%. A tightening labor market and inflation have put upward pressure on wages for 2024.

The City Council has directed staff to prepare a resolution proposing a temporary wage increase of 3% for non-represented employees from September through December 2024. Due to payroll cycles, the increase will actually take effect from August 26, 2024, to December 29, 2024.

Action Requested

Adopt Resolution 2024-109 temporarily increasing the pay of employees listed in the Non-represented Pay Plan, Part-Time Firefighters, CSOs and Range Safety Officers/Instructors by 3% through December 29, 2024.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-109

**RESOLUTION APPROVING A TEMPORARY COMPENSATION ADJUSTMENT FOR
EMPLOYEES NOT COVERED BY LABOR CONTRACT FOR THE CITY OF
COTTAGE GROVE**

WHEREAS, on February 21, 2024, the City Council adopted Resolution 2024-035 A Resolution Adopting 2024 Pay Plan and Benefits for Employees Not Covered by a Labor Contract for the City of Cottage Grove; and

WHEREAS, each fiscal year, the City Council reviews the Pay Plan and Benefits, and adopts salary ranges for each job classification for that fiscal year, which the City Council may modify at any time; and

WHEREAS, the City Council has prioritized efforts which make the City an employer of choice by ensuring that all non-represented regular, full and part-time employees not subject to collective bargaining are paid a competitive wage; and

WHEREAS, the City recognizes that certain circumstances and market conditions may dictate the need for the City to provide all non-represented regular, full and part-time employees not subject to collective bargaining with additional compensation for a limited period of time in order to meet its employee compensation objectives; and

WHEREAS, in accordance with the City's employee compensation objectives, the City Council shall hereby authorize a temporary compensation adjustment for all non-represented regular, full and part-time employees not subject to a collective bargaining agreement for 2024.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove hereby approves a temporary employee compensation adjustment as follows:

1. Beginning on August 26, 2024, the hourly rate of compensation paid to all employment positions listed in the City's Non-Represented Pay Plan, and part-time Firefighters, Community Service Officers, and Range Safety Officers and Instructors, shall temporarily increase by an additional three percent (3%) for each subsequent pay period through December 31, 2024.
2. The three percent (3%) increase in hourly compensation is not an adjustment of the approved salaries adopted by the City Council in Resolution 2024-035, but a temporary compensation adjustment in recognition of the employee's hard work, commitment and longevity with the City.

3. The temporary compensation adjustment authorized herein shall terminate on December 31, 2024, and shall not carry over or effect any future employee compensation adjustment or the salaries adopted for those employees mentioned above.

Adopted this 7th day of August 2024.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.M.

Meeting Date 8/7/2024

Department Public Works

Agenda Category Action Item

Title Tyco & BASF AFFF Class Action Settlements

Staff Recommendation Adopt resolution 2024-113 authorizing submission of claim forms for the Tyco and BASF AFFF Class Action Settlements and authorizing the City Administrator or her designee to sign all documents necessary to complete the claim form process.

Budget Implication

Attachments

1.	Memo - AFFF PFAS Settlement Claim Authorization 2024-7-31
2.	Resolution - Tyco and BASF Settlement claim form authorization 2024-7-31



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

From: Ryan Burfeind, PE, Public Works Director

Date: July 31, 2024

Re: Tyco & BASF AFFF Class Action Settlements

Background

In 2023, nationwide class action settlements were finalized with 3M and DuPont related to PFAS in Aqueous Film-Form Foam (AFFF). Due to the PFAS contamination in the City water, Cottage Grove was included as an eligible Public Water System (PWS) to submit a claim in the DuPont AFFF settlement. City staff submitted the Cottage Grove claim through the online portal on July 17, 2024. Recently, there were similar AFFF class action settlements finalized with Tyco and BASF. The total settlement amounts are \$750,000,000 and \$312,500,000 for Tyco and BASF respectively. For comparison, the DuPont settlement was \$1,185,000,000.

Discussion

Similar to the DuPont settlement, Cottage Grove is included as an eligible PWS to submit claims for Tyco and BASF. Any eligible PWS will be automatically included in the settlement class unless they submit a request for exclusion. The deadline to submit these requests are 9/23/24 and 10/15/24, respectively. By remaining part of the settlement, a PWS will be eligible to submit a claim to receive funds, however they release Tyco and BASF from any future liability. For the DuPont class action settlement, the City Council made the determination to not submit a request for exclusion.

The window to submit claims under the Tyco and BASF settlements will likely open in the first quarter of 2025. It appears the claim forms will closely match DuPont, so it should be a straightforward process for City staff to work with the City Attorney on the submittal. Similar to the DuPont settlement, staff is recommending a resolution be approved authorizing submission of claim forms for the Tyco and BASF settlements and authorize the City Administrator or her designee to sign all documents.

Recommendation

It is recommended that the City Council adopt resolution 2024-113 authorizing submission of claim forms for the Tyco and BASF AFFF Class Action Settlements and authorizing the City Administrator or her designee to sign all documents necessary to complete the claim form process.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-113

**RESOLUTION AUTHORIZING SUBMISSION OF CLAIM FORMS FOR THE
AQUEOUS FILM-FORMING FOAMS PRODUCTS LIABILITY LITIGATION
(MDL 2873) (TYCO AND BASF) PUBLIC WATER SYSTEMS SETTLEMENT**

WHEREAS, the City of Cottage Grove's ("City") public water supply wells contain PFAS contamination; and,

WHEREAS, a class action lawsuit, "Aqueous Film-Forming Foams Products Liability Lawsuit (MDL 2873)" ("Class Action") has resulted in settlement agreements with several producers of PFAS chemicals, including Tyco and BASF; and,

WHEREAS, the City qualifies to participate in the Tyco and BASF Class Actions and receive compensation; and,

WHEREAS, the City must submit claim forms in order to participate in the Tyco and BASF Class Actions.

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

1. The City Council approves the submission of a claim form to participate in the Aqueous Film-Forming Foams Products Liability Litigation (MDL 2873) (Tyco and BASF) Public Water Systems Settlements.
2. The City Administrator or her designee, is authorized to sign all documents necessary to complete the claim form process.

Passed this 7th day of August 2024.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk



City Council Action Request

7.N.

Meeting Date 8/7/2024

Department Public Works

Agenda Category Action Item

Title 3M Draft NPDES Permit – Public Comments

Staff Recommendation Approve the 3M Draft NPDES Permit Comments.

Budget Implication N/A

Attachments

1.	3M NPDES Permit Comments CC Memo
2.	3M MPDES Permit Summary Memo with Attachments
3.	3M MPDES Permit Comment Cover Letter



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

From: Crystal Raleigh, PE, Assistant City Engineer

Date: August 1, 2024

Re: 3M Draft NPDES Permit – Public Comments

Background/Discussion

The MPCA is currently requesting feedback for the re-issuance of the National Pollutant Discharge Elimination System (NPDES) permit for the 3M facility in Cottage Grove. The draft permit was issued for public comment on July 1, 2024. The deadline for public comment is August 30, 2024. The draft permit has been reviewed by City and consulting staff, and the attached memo outlines the permit and provides a list of proposed public comments that would be submitted directly to the MPCA.

Staff attended the virtual public meeting on July 29 and the in-person public meeting on July 31. Concerns raised by the public in these meetings included level of confidence in 3M's treatment technology, whether the permit can be amended as testing and removal technology continues to evolve, what happens to the PFAS that is removed at this facility, how often will MPCA review the discharge data, and volume of discharge allowed under the permit. MPCA staff answered questions and provided responses addressing each of these concerns. They encouraged the public to reach out with further questions and were open about how to provide official comments on the draft permit.

Recommendation

It is recommended the City Council approve the 3M Draft NPDES Permit Comments.

Attachments:

- 3M Cottage Grove Permit Review Memo by Bolton & Menk dated July 23, 2024
- Letter to MPCA with Draft NPDES Permit Comments



Real People. Real Solutions.

12224 Nicollet Avenue
Burnsville, MN 55337-1649

Ph: (952) 890-0509
Fax: (952) 890-8065
Bolton-Menk.com

MEMORANDUM

Date: July 23, 2024

To: Ryan Burfeind P.E., Public Works Director
Crystal Raleigh P.E., Assistant City Engineer

From: Seth A. Peterson, P.E.
Mike Boex, P.E.

Subject: 3M Cottage Grove Permit Review
Cottage Grove, MN
Project No.: N15.103963

The Minnesota Pollution Control Agency (MPCA) is currently requesting feedback for the re-issuance of the national pollutant discharge elimination system (NPDES) permit for the 3M facility in Cottage Grove. This permit covers wastewater, process water, industrial stormwater, and non-contact cooling water treatment and discharge from the 3M facility to an unnamed creek ultimately flowing to the Mississippi River.

As part of the draft permit, new or more stringent limits have been imposed on seven metals, 55 semi-volatile or volatile organic chemical species, 6 different PFAS chemicals, ammonia, and phosphorus. The full list of limited parameters, along with how they have changed relative to the existing permit, are summarized below in **Attachment 1**. In addition to the effluent limits set for the 6 different PFAS chemicals, the draft permit requires monitoring of more than 100 different PFAS chemicals on a monthly basis.

All issued NPDES permits last for a period of five years, however, the permit remains effective even after expiration in regulating the quantity and quality of discharges at the facility until a new permit is issued. The previous NPDES permit for the 3M Cottage Grove facility was issued in 2003 and is just now being updated. There are six different schedules for compliance as part of the new draft permit. Each of these schedules along with their associated timeline are summarized below.

A. Advanced Wastewater Treatment System

The advanced wastewater treatment system consists of three new treatment processes that will be added to the end of existing treatment train. The new system includes reverse osmosis (RO), granular activated carbon (GAC) filtration, and ion-exchange. The 3M Cottage Grove facility is required to have the entirety of the new treatment system operational by March 31, 2025, however, there are also interim deadlines that need to be met.

B. Per and Polyfluorinated Alkyl Substances (PFAS)

As part of the draft permit, the 3M Cottage Grove facility will be required to meet new discharge limits on 6 PFAS chemicals; PFOS, PFOA, PFHxS, PFHxA, PFBS, and PFBA. The draft

permit requires effluent limits on these PFAS compounds to be met prior to December 31, 2026. Prior to this date, if the Cottage Grove 3M facility deems the limits included in the permit to be unobtainable, the city may request a modification to the compliance schedule or other provisions of the permit pending the approval of the MPCA.

C. Non-PFAS

Prior to five years after permit issuance, the facility is required to meet new effluent limits for antimony, cadmium, mercury, selenium, and Bis(ethylhexyl)phthalate. Prior to this date, the facility is required to meet interim limits outlined in the draft permit.

D. Subsurface Treatment Systems

There are currently seven different individual subsurface treatment systems (ISTS) on the 3M Cottage Grove campus. These systems have been used for decades, however, the draft permit is the first time they have formally been listed as a permitted discharge. By October 31, 2027 the water from these systems will be required to flow through the main wastewater treatment system. This can be achieved through pumping the water to the head of the treatment works or by working with a certified subsurface treatment system (SSTS) maintainer to pump and haul the water to the head of the treatment works.

E. Upstream Flow Monitoring

The draft permit requires the facility to install, monitor, and report flow in the unnamed creek upstream of the current treated wastewater and stormwater discharge location. Installation of a flow monitoring device is required to be completed prior to 1 year after permit issuance.

F. Incinerator Closure Water

Per the draft permit, prior to July 1, 2025, wastewater and stormwater resulting from incinerator closure is required to receive the same level of treatment as other wastewater generated at the facility. Additionally, the facility will be required to submit a progress report detailing any future plans for treating any water coming from the incinerator basin at the end of each calendar year.

After a thorough review of the draft permit, fact sheet, and public notice, a list of concerns and questions for the MPCA have been assembled and are included below. The basis of reasoning of each item has been included below the relevant concern. The slides presented by the MPCA during the draft wastewater permit presentation is also included below in **Attachment 2**.

Relevant Permit Section	Item/Question to be Addressed
Permitted Facility Description	Has any historical PFAS testing been performed on sludge produced by the Phase 1 and 2 treatment trains prior to disposal in the non-hazardous waste landfill? Phase 1 and 2 includes treatment of organic and inorganic process waste that may have been exposed to PFAS. We are wondering if the sludge has been historically or routinely tested for PFAS prior to being disposed of in a non-hazardous waste landfill.
5.64.2	Item 1: Why is emergency bypass allowed rather than contaminated groundwater being directed to the headworks of the existing and future treatment system? This emergency bypass is stated to occur due to pressure constraints in Woodbury groundwater piping during plant shutdowns. Plant shutdowns should be a planned event and would not constitute an emergency. Contaminated groundwater should not be direct discharged to the unnamed creek, and should instead be routed to the head of the treatment works.
5.64.2	Item 2: Is water bypassed from the normal SD 002 discharge location still receiving the same level of treatment in the described configuration? This emergency bypass is for high rainfall events exceeding the 10 year, 24 hour storm event. The language describing the reasoning for this bypass is unclear. We wish to clarify if the water still receives the same level of treatment if the discharge is being routed to another point.
5.68.55	Is the permittee on schedule to meet these deadlines? The permit contains compliance deadlines as early as July 31st, 2024. Not meeting this date, or any other interim compliance dates, would represent a major violation of the permit requirements.
5.68.62	It is requested that local stakeholders be notified if this process occurs. There is language in the permit stating 3M can request their PFAS limits to be raised if they find they are unable to meet permit limits after completion of the new wastewater and stormwater treatment systems.
5.69.76	If testing technology improves before the permit cycle ends, will the MPCA require the use of the more stringent testing method? The permit includes language stating the testing method to use for PFAS sampling is required to have a 4 ng/L reporting limit. The PFAS compounds that are currently regulated in the permit have interim limits that are effective until testing methodology improves. This statement seeks to ensure 3M is required to use the best testing method currently available throughout the permit period.

5.69.76	Regarding the statement "Note - Due to the variable stormwater characteristics, stormwater SD and WS stations may use all results from all stormwater stations when assessing compliance with the 4 ng/L reporting limit." What does this statement mean, and how will it be calculated? It is requested that an average based on flow measured on at least one storm event. Additionally, it is requested results from all stormwater SD and WS stations be separated from the main SD 002 discharge when determining compliance.
	If a flow based average method is used, it is important that the large flow of the treated SD 002 discharge does not nullify potential PFAS contamination seen at the other untreated discharge locations. Additionally, a flow-based average will exacerbate issues in high-flow areas, with the drawback of hiding issues in low-flow areas.
5.69.76	Regarding the statement "Note - Non-targeted PFAS analysis shall be conducted at a minimum frequency of once every five years of the water required to be monitored at all locations in this permit...". It is recommended that a Non-targeted PFAS analysis be required within one year of permit issuance.
	There is language in the permit stating that any PFAS chemicals found with this non-targeted analysis will be subject to effluent limits. With NPDES permits lasting for 5 years, if 3M is only required to perform this testing 1x/5 years, they may be able to discharge certain PFAS compounds present in their wastewater for the period between permit issuance and the conducting of this testing ~4 years later.
5.69.80	If a method other than flow based average is used when determining compliance of the WS stations: It is requested that if some values are less than the reporting limit, substitute 1/2 of the reporting limit rather than 0 to report the averaged concentration.
	The interim limits included in the permit are very close to reporting limits of current testing methods. Any zero values substituted for values less than the reporting limit may significantly affect any averages calculated. This will result in values indicating compliance even if the discharge is out of compliance a majority of the time.
SD 001 - PFNA Monitoring	Why is PFNA not regulated in the same way as other PFAS chemicals noted in the permit? PFNA is also included in drinking water limits.
	All other PFAS chemicals regulated are associated with a Primary Drinking Water Standard maximum contaminant limit (MCL). PFNA has a MCL yet is not limited in 3M discharge.
SD 001 - PFNA Monitoring	If limits are not provided for PFNA in the issued permit, it is requested the monitoring frequency be raised from 1x/month to 1x/week.
	The testing method used for the other common PFAS compounds would include results for PFNA. It will be no extra work to test for PFNA in addition to the other PFAS, other than the effort to report this value to the MPCA.

Name: 3M Cottage Grove Permit Review

Date: July 23, 2024

Page: 5

SD 002 - PFNA Monitoring	Why is PFNA not regulated in the same way as other PFAS chemicals noted in the permit? PFNA is also included in drinking water limits.
	All other PFAS chemicals regulated are associated with a Primary Drinking Water Standard MCL. PFNA has a MCL, yet is not limited in 3M discharge.
SD 002 - PFNA Monitoring	If limits are not provided for PFNA in the issued permit, it is requested the monitoring frequency be raised from 1x/month to 1x/week.
	The testing method used for the other common PFAS compounds would include results for PFNA. It will be no extra work to test for PFNA in addition to the other PFAS, other than the effort to report this value to the MPCA.

Attachment #1 - Effluent Limits Summary

Compound Type	Compound Name	Limit Change
PFAS	PFOA	New
	PFOS	New
	PFHxS	New
	PFHxA	New
	PFBA	New
	PFBS	New
Metals	Antimony	New
	Cadmium	New
	Copper	New
	Mercury	Lower
	Nickel	New
	Selenium	New
	Zinc	New
General Wastewater	Effluent Toxicity	Lower
	pH	Unchanged
	Total Suspended Solids	Lower
	Fecal Coliform	Unchanged
	Residual Chlorine	Lower
	Biochemical Oxygen Demand	Unchanged
	Carbonaceous Biochemical Oxygen Demand	Unchanged
	Oil and Grease	Unchanged
Nutrients	Ammonia	New
	Phosphorus	New
Semi-Volatile and Volatile Organics	1,1,1-Trichloroethane	New
	1,1,2-Trichloroethane	New
	1,1-Dichloroethane	New
	1,1-Dichloroethylene (Vinylidene chloride)	New
	1,2,4-Trichlorobenzene	New
	1,2-Dichlorobenzene (orth-)	New
	1,2-Dichloroethane	New
	1,2-Dichloroethylene (trans-)	New
	1,2-Dichloropropane	New
	1,3-Dichlorobenzene	New
	1,3-Dichloropropene	New
	1,4-Dichlorobenzene (para-)	New
	2,4-Dichlorophenol	New
	2,4-Dimethylphenol	New
	2,4-Dinitrophenol	New
	2,4-Dinitrotoluene	New
	2,6-Dinitrotoluene	New
	2-Chlorophenol	New
	2-Nitrophenol	New

Semi-Volatile and Volatile Organics

4,6-Dinitro-o-cresol (2-Methyl-4,6-dinitrophenol)	New
4-Nitrophenol	New
Acenaphthene	New
Acenaphthylene	New
Acrylonitrile	New
Anthracene	New
Benzene	New
Benzo(a)anthracene	New
Benzo(b)fluoranthene (3, 4-Benzofluoranthene)	New
Benzo(k)fluoranthene	New
Benzo[a]pyrene	New
Carbon tetrachloride	New
Chlorobenzene (Monochlorobenzene)	New
Chloroethane	New
Chloromethane (Methyl Chloride)	New
Chrysene	New
Cyanide, Total (as CN)	New
Dibutyl phthalate (Di-n-butyl phthalate)	New
Dichloromethane (Methylene chloride)	New
Diethyl phthalate	New
Dimethyl phthalate	New
Ethylbenzene	New
Fluoranthene	New
Fluorene	New
Hexachlorobenzene	New
Hexachlorobutadiene	New
Hexachloroethane	New
Naphthalene	New
Nitrobenzene	New
Phenanthrene	New
Phenol	New
Pyrene	New
Tetrachloroethylene (Perchloroethylene)	New
Toluene	New
Trichloroethylene (TCE)	New
Vinyl chloride (chloroethene)	New
Phenols, Total	Unchanged

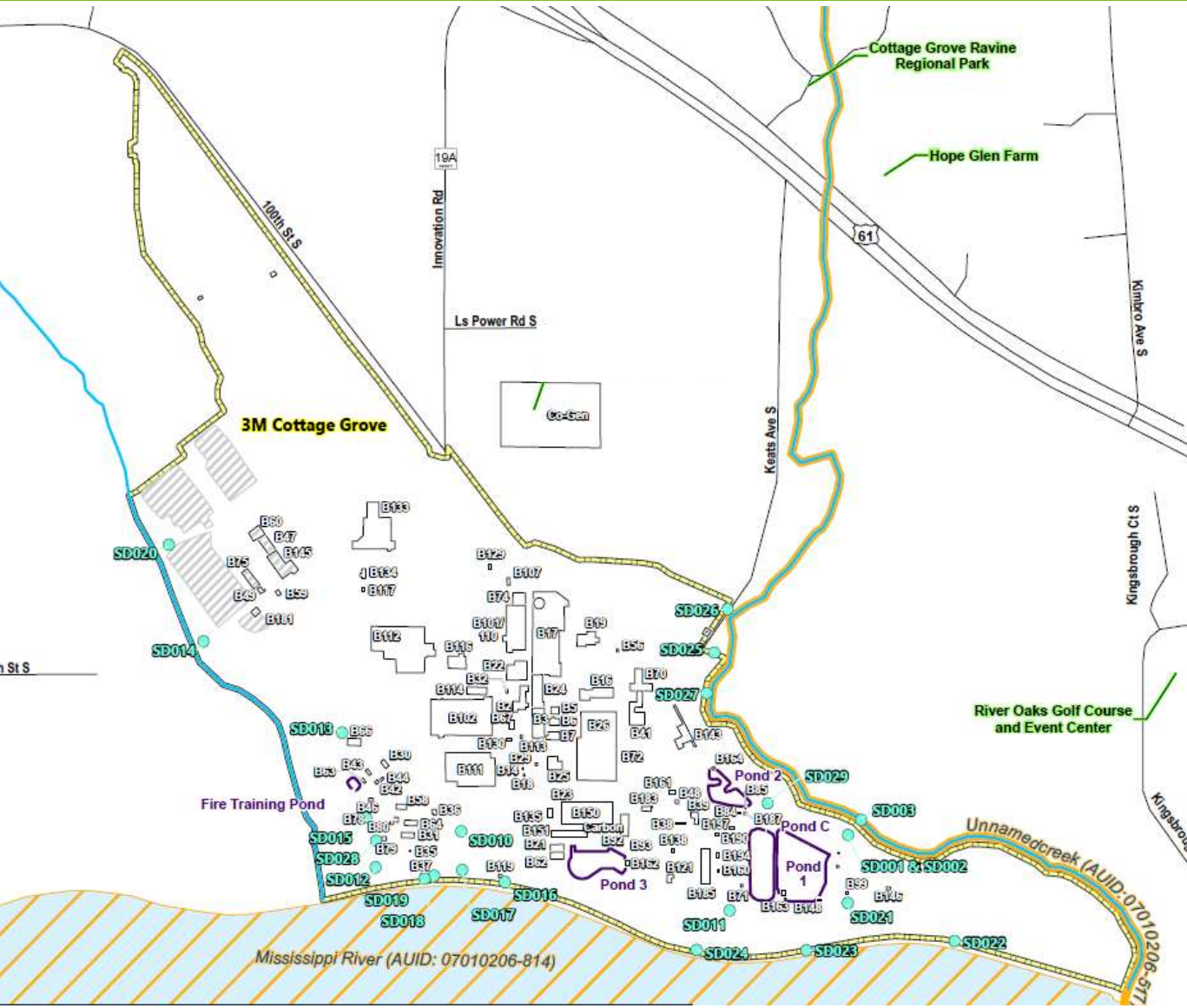


Draft wastewater permit for 3M Cottage Grove

July 2024

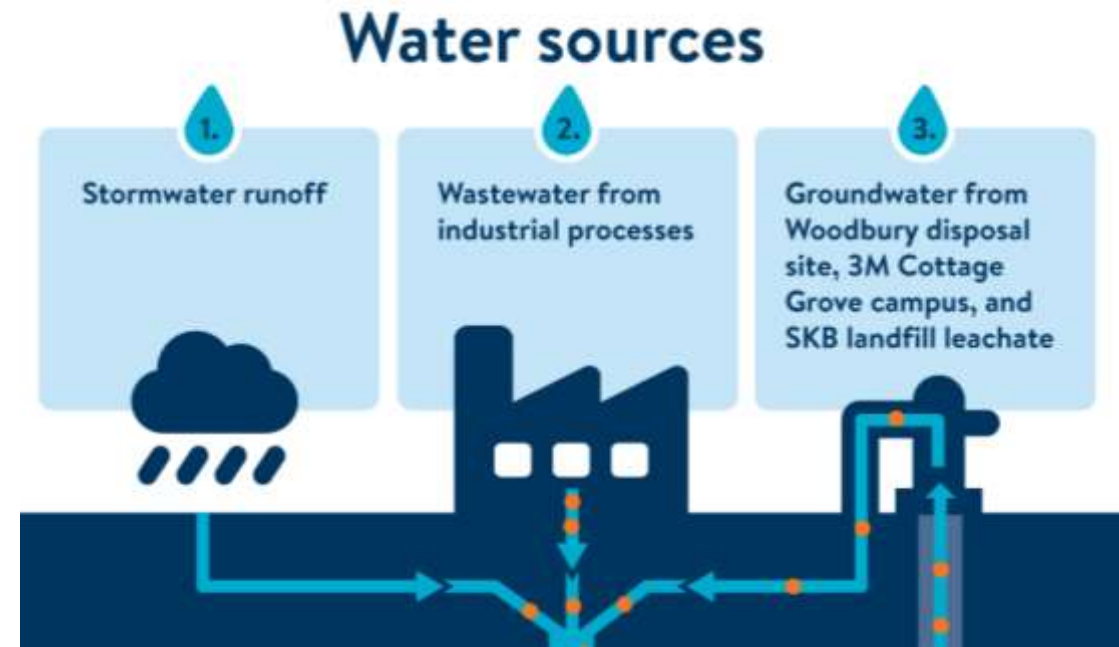
Agenda

1. Background
2. Pollution limits
3. Monitoring
4. Treatment technology
5. Compliance schedule
6. Transparency and accountability
7. Public comment period
8. Questions



Background: Facility and permit overview

- The 3M Cottage Grove facility manufactures a diverse group of products, including PFAS
- History of PFAS pollution and enforcement actions
- Wastewater treated at this facility is from a variety of sources
- Draft permit includes over 70 new or lower discharge limits, new treatment technology, and comprehensive monitoring



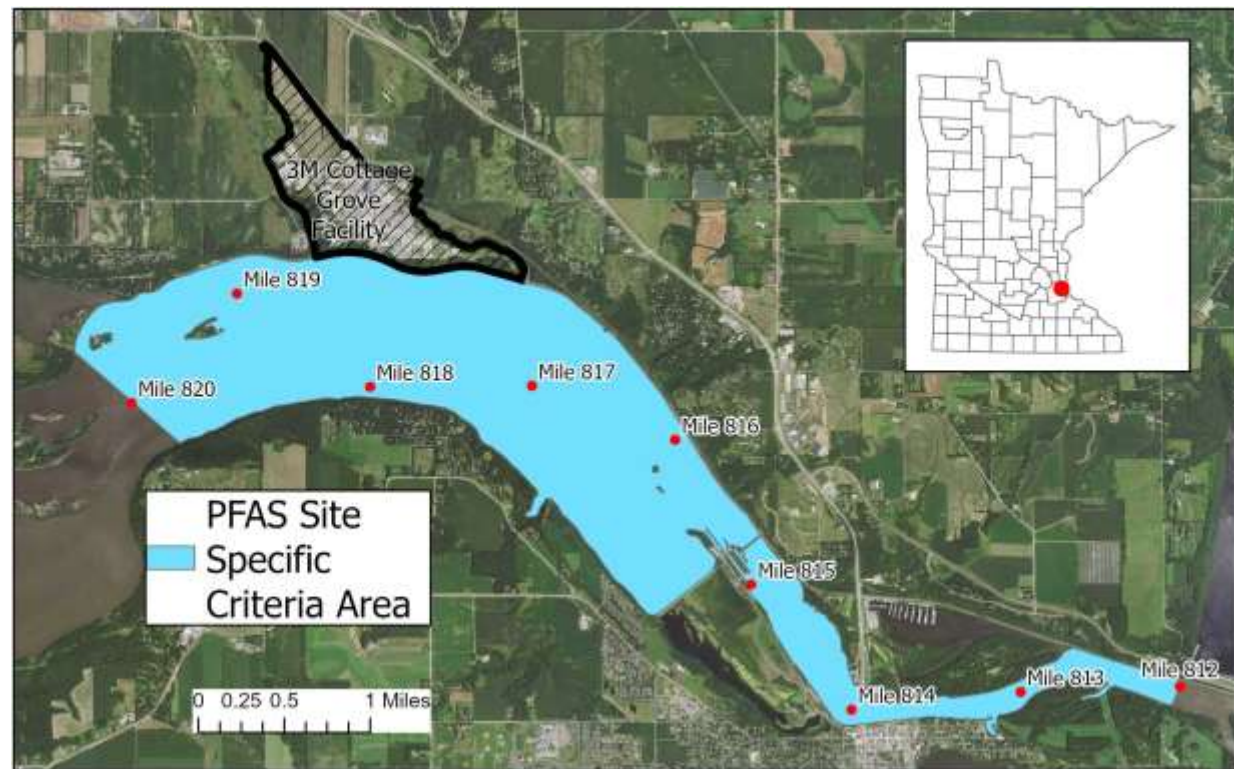
Background: MPCA actions on PFAS in wastewater

- 2003 permit with PFAS monitoring requirements
- 2007 Consent Order requires cooperation
- MPCA adds additional PFAS monitoring requirements in 2007 and 2020
- 2011 permit is paused due to the state's lawsuit, but onsite granular activated carbon treatment of incoming groundwater from both Woodbury and on-site wells is implemented in 2013
- 2018 Settlement does not directly address wastewater but leads to extensive groundwater testing
- Enforcement orders as part of an ongoing non-public investigation initiated in 2020, referenced in the draft permit fact sheet
- New (2024) site-specific water quality criteria for the Mississippi used in draft permit

New limits in addition to PFAS

- Seven metals
- 55 semi-volatile or volatile organics
- Ammonia
- Phosphorus

Pollution limits: Role of PFAS site-specific criteria



- Site-specific criteria for Mississippi miles 820 – 812 were calculated in 2024 based on the 2023 assessment and factors like the latest toxicity research used by EPA
- This portion of the Mississippi is a Class 2 water
- Data was robust enough to establish criteria for six PFAS
- Criteria are used with other factors to set permit limits

Pollution limits: Factors contributing to PFAS limits

- 2024 site-specific water quality criteria
- Class 2 water designation
- “Unnamed creek” discharge point is recognized as a protected water



Pollution limits: PFAS

PFAS	Site-specific water quality criteria		Draft permit limits
	Surface water	Fish Tissue	Calendar month average
PFOS	0.027 ng/L	0.021 ng/g	0.038 ng/L (Detection limit: 2.2 ng/L)
PFOA	0.0092 ng/L	0.00036 ng/g	0.013 ng/L (Detection limit: 2.1 ng/L)
PFHxS	0.0023 ng/L	0.000043 ng/g	0.0032 ng/L (Detection limit: 2.1 ng/L)
PFHxA	4,400 ng/L	Not applicable	6,172 ng/L
PFBS	3,000 ng/L	Not applicable	4,208 ng/L
PFBA	25,000 ng/L	Not applicable	35,068 ng/L

Monitoring: More locations

Monitoring required in all treated wastewater and stormwater streams

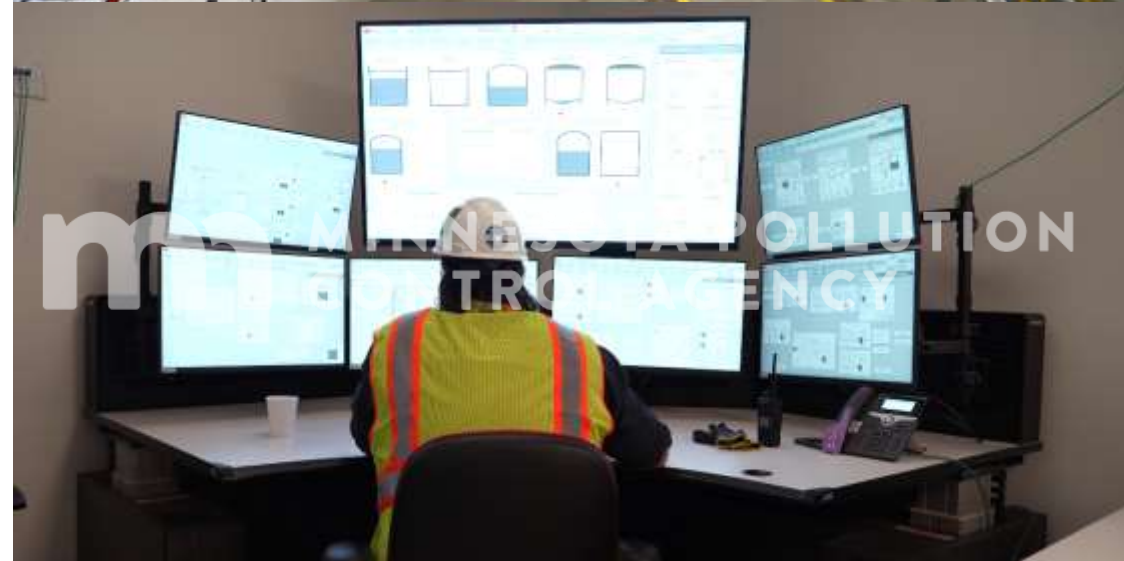
- 19 industrial stormwater locations
- Seven internal waste streams, prior to treatment and between treatment locations
- Four locations on Mississippi river upstream and downstream of discharge
- Fish tissue up and downstream of discharge – required as part of instream study

Monitoring: Greater detail and frequency

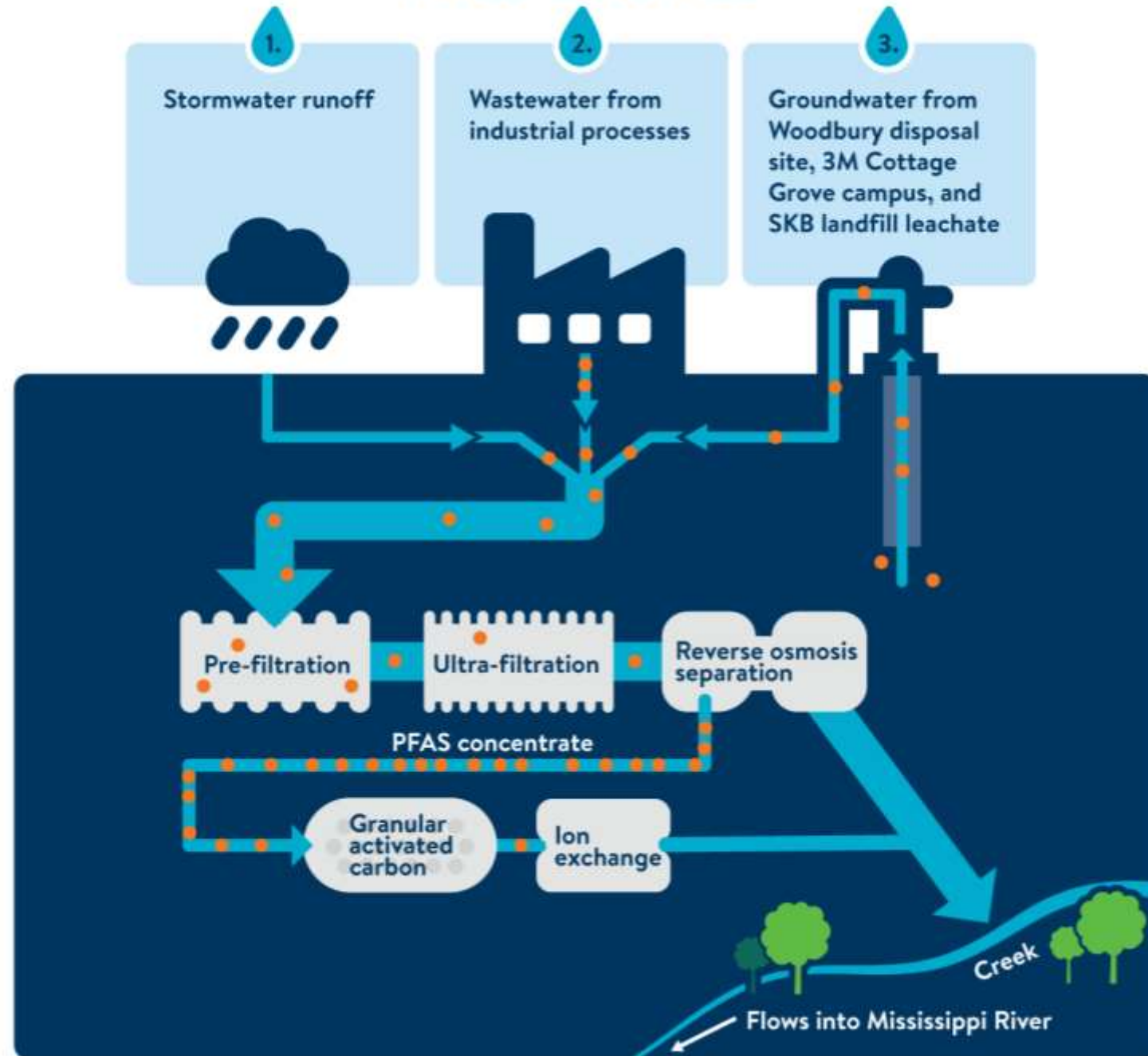
- Over 100 PFAS plus non-targeted analysis
- Semi-volatile and volatile organics, metals, nitrogen series, and salts
- Whole effluent testing changed from acute to chronic
- Added technology-based limits to SD 001 based on updates to 40 CFR 414 (Organic Chemicals, Plastics and Synthetic Fibers (OCPSF) Effluent Guidelines)
- Priority pollutant testing increased from twice to four times per year

Treatment technology

- 3M began construction of an Advanced PFAS Wastewater Treatment System in 2022
- Built in response to changing regulatory climate and in anticipation of this permit
- Two large buildings plus distillation towers
- Modelled on smaller facilities in Cordova, IL and Decatur, AL



Water sources





MINNESOTA POLLUTION
CONTROL AGENCY



MINNESOTA POLLUTION
CONTROL AGENCY



MINNESOTA POLLUTION CONTROL AGENCY



MINNESOTA POLLUTION
CONTROL AGENCY

ARTISAN
INDUSTRIES INC.

Compliance schedule

PFAS/Advanced Wastewater Treatment System

- Initiation of operation by March 31, 2025
- Attain compliance with new limits by December 31, 2026
- Interim limits are in effect from permit issuance until then

Non-PFAS parameters

- By 5 years after permit issuance
- Interim limits in effect until final limits are met



Compliance schedule

- Individual subsurface/sewage treatment systems must be evaluated and upgraded by October 31, 2027
- Flow monitoring in creek upstream of discharging must begin by one year after permit issuance
- Incinerator closure water must receive comparable PFAS treatment by July 1, 2025



Transparency and accountability

- 3M must hold a community meeting once per year
- Monitoring data reported electronically and available online
- Annual disposal report

https://public.tableau.com/app/profile/mpca.data.services/viz/WastewaterDataBrowser

Import bookmarks... Getting Started

salesforce

tableau:public

Build a powerful data analytics portfolio with these 5 essential chart types. Get started →

Wastewater Data Browser by MPCA Data Services

Front Page | Glossary and Instructions | Reported values over time | DMR Bulk Export | DMR Design Flow | Station by Watershed | Facility

MINNESOTA POLLUTION CONTROL AGENCY

This application contains monthly monitoring data from wastewater facilities. Filters apply to all sheets in this workbook. The DMR Bulk Export "data" option is the most detailed download option. Data last updated July 3, 2024.

Selections over 50k records will impact application performance. Records currently selected: **30,694**

Watershed: (All) ▾

Month of Monitoring End Date: December 2023 May 2024

Facility / permit: (All) ▾

Parameter: Flow ▾ **Units:** (All) ▾

Station Type: (Multiple values) ▾ **Permitted flow type:** (All) ▾

Waste type: (All) ☐ Domestic ☐ Industrial ☐ Monitoring or limit: ☐ Has Limit ☐ Monitoring Only

Waste Type: Domestic Industrial **Monitoring or limit:** Has Limit Monitoring Only



Mapbox © OpenStreetMap

Data requests over 50k records can also be requested by email. Monitoring data are available in text files by year on the MPCA ftp site.

https://files.pca.state.mn.us/pub/file_requests/datasets/Wastewater/DMR/

Please contact the MPCA Data Desk for questions about this application and data.

DataDesk.MPCA@state.mn.us

Each sheet is a data set based on filter selections above. Click the tabs at the top of this application to view the rest of the data.

Front Page	Dashboard view with filters applying to all sheets. Select items from this dashboard and switch tabs to the sheet you want to export
Glossary and Instructions	List of field names used in this workbook.
Reported Values Over Time	A graphical representation of reported parameter values for the selected time period.
DMR Bulk Export	Detailed record for many facilities/watersheds/years.
DMR Design Flow	A list of stations and design flow details associated with a facility.
Station by Watershed	Detailed information about waste water stations.
Facility Monitoring Parameter	List of facilities submitting completed DMRs for a specific analyte.
Facility Coordinates Flow	Table of wastewater facility locations.

Public comment period: key dates

- July 1, 2024: Extended 45-day public notice begins with special outreach
- July 29, 2024: [Virtual public information session](#)
- July 31, 2024: [In-person community meeting in Cottage Grove](#)
- August 15, 2024: Deadline for public comments – public notice closes
- Post-August 2024: Review of public comments and finalization of the permit
- March 31, 2025: Under the draft permit, 3M Cottage Grove's advanced wastewater treatment system must be in operation.
- December 31, 2026: Under the draft permit, 3M must comply with new limits. Interim limits are in effect until this date.

Thank you!



August 7, 2024

Emily Schnick
Environmental Consultant
Minnesota Pollution Control Agency
520 Lafayette Rd N
Saint Paul, MN 55155

Dear Ms. Schnick,

I am writing to provide a response on behalf of the City of Cottage Grove to the request for public comment on the draft wastewater permit for the 3M Chemical Operations Facility in Cottage Grove.

Our understanding is the existing NPDES permit expired in January 2008 and is just now being renewed. The extended period between permit expiration and renewal is unacceptable. This gap in permitting makes city staff and residents weary of language regarding current technological limitations included in the draft permit. Any response to this concern involving the addressment of technological improvements as part of future permit(s) is unacceptable to the City of Cottage Grove. Additionally, the MPCA needs to be held accountable for timely reviewing and reissuing both current and future NPDES permits.

Due to the sensitive nature of the effluent limitations included in this permit, the City of Cottage Grove requires additional transparency of effluent limitations, reporting requirements, and enforcement actions required by, and taken against, the permittee. All reporting requirements and testing results included in the final permit need to be publicly available for the duration of the permit period.

In addition to the items mentioned above, Cottage Grove city staff have assembled a list of comments included below in Attachment 1.

If you have any questions or comments, please contact me regarding this issue.

Sincerely,

City of Cottage Grove
Myron Bailey - Mayor

Attachment #1

Relevant Permit Section	Item/Question to be Addressed
Permitted Facility Description	Has any historical PFAS testing been performed on sludge produced by the Phase 1 and 2 treatment trains prior to disposal in the non-hazardous waste landfill?
5.64.2	Item 1: Why is emergency bypass allowed rather than contaminated groundwater being directed to the headworks of the existing and future treatment system?
5.64.2	Item 2: Is water bypassed from the normal SD 002 discharge location still receiving the same level of treatment in the described configuration?
5.68.55	Is the permittee on schedule to meet these deadlines?
5.68.62	It is requested that local stakeholders be notified if this process occurs.
5.69.76	If testing technology improves before the permit cycle ends, will the MPCA require the use of the more stringent testing method?
5.69.76	Regarding the statement "Note - Due to the variable stormwater characteristics, stormwater SD and WS stations may use all results from all stormwater stations when assessing compliance with the 4 ng/L reporting limit." What does this statement mean, and how will it be calculated? It is requested that an average based on flow measured on at least one storm event. Additionally, it is requested results from all other stormwater SD and WS stations be separated from the main SD 002 discharge when determining compliance.
5.69.76	Regarding the statement "Note - Non-targeted PFAS analysis shall be conducted at a minimum frequency of once every five years of the water required to be monitored at all locations in this permit...". It is recommended that a Non-targeted PFAS analysis be required within one year of permit issuance.
5.69.80	If a method other than flow based average is used when determining compliance of the SD and WS stormwater stations: It is requested that if some values are less than the reporting limit, substitute 1/2 of the reporting limit rather than 0 to report the averaged concentration.
SD 001 - PFNA Monitoring	Why is PFNA not regulated in the same way as other PFAS chemicals noted in the permit? PFNA is also included in drinking water limits.
SD 001 - PFNA Monitoring	If limits are not provided for PFNA in the issued permit, it is requested the monitoring frequency be raised from 1x/month to 1x/week.
SD 002 - PFNA Monitoring	Why is PFNA not regulated in the same way as other PFAS chemicals noted in the permit? PFNA is also included in drinking water limits.
SD 002 - PFNA Monitoring	If limits are not provided for PFNA in the issued permit, it is requested the monitoring frequency be raised from 1x/month to 1x/week.



City Council Action Request

7.0.

Meeting Date 8/7/2024

Department Public Works

Agenda Category Action Item

Title 100th Street Source Water Protection – Zywiec Well Sealing
826033 – Quote Award

Staff Recommendation Adopt Resolution 2024-111 awarding the 100th Street Well Sealing project to the lowest accepted quote supplied by Keys Well Drilling Company in the amount of \$21,850.00, and authorize the appropriate officials to sign all necessary documents to effectuate these actions.

Budget Implication \$10,000 – MDH Source Water Protection Grant
\$11,850 – Water Utility Fund

Attachments

1.	Well Sealing Quote Award CC Memo
2.	Well Sealing Quote Award Resolution
3.	Well Sealing Agreement for Contractor Services



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

From: Genevieve Tester, EIT, Graduate Engineer
Amanda Meyer, PE, City Engineer

Date: July 22, 2024

Re: 100th Street Source Water Protection – Zywiec Well Sealing 826033 – Quote Award

Background

As work was being completed on the South District Street and Utilities project, an unused irrigation well was identified within the Cottage Grove Drinking Water Supply Management Area (DWSMA). The well is located south of 100th Street, east of Hadley Avenue and has the unique identifier 826033.

It is important to seal unused wells to prevent the potential for contamination coming from the surface down to the various aquifers—a network that includes neighboring wells and City wells, which would be threatened by potential contamination. Additionally, there is a physical safety risk associated with an unsealed well for people, animals, and equipment.

In line with the Wellhead Protection Plan, a \$10,000 source water protection plan implementation grant was applied for, and received, to help fund this sealing project.

Discussion

After soliciting for quotes, the City of Cottage Grove received two well sealing quotes. The results of which follow:

<u>Contractor</u>	<u>Quoted Amount</u>
Keys Well Drilling Company	\$21,850.00
E.H. Renner & Sons	\$26,205.00

The low quote for the project was provided by Keys Well Drilling Company in the amount of \$21,850.00.

Recommendation

It is recommended the City Council adopt Resolution 2024-111 awarding the 100th Street Well Sealing project to the lowest accepted quote supplied by Keys Well Drilling Company in the amount of \$21,850.00, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-111

**RESOLUTION AWARDING THE 100TH STREET SOURCE WATER
PROTECTION – ZYWIEC WELL SEALING 826033 PROJECT
TO KEYS WELL DRILLING COMPANY IN THE AMOUNT OF \$21,850.00**

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

WHEREAS, two firms submitted a quote; and

WHEREAS, it appears that Keys Well Drilling Company provided the lowest accepted quote; and

WHEREAS, it is the recommendation of the Director of Public Works that the quote be awarded to Keys Well Drilling Company in the amount of \$21,850.00.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 100th Street Well Sealing Project be awarded to Keys Well Drilling Company in the amount of \$21,850.00.

Passed this 7th day of August 2024.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

AGREEMENT FOR SERVICES
100th Street Source Water Protection – Zywiec Well Sealing 826033

THIS AGREEMENT (“Agreement”) is made and executed this ____ day of _____, 20____, by and between the City of Cottage Grove, 12800 Ravine Parkway, Cottage Grove, Minnesota 55016, (“City”) and Keys Well Drilling Company, 1156 Homer Street, St. Paul, Minnesota 55116 (“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 quote received from Keys Well Drilling Company dated 3/25/2024, incorporated herein as Exhibit A;

(Hereinafter “Exhibits.”) Where 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 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. The 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. The 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 the Contractor Twenty-One Thousand and Eight Hundred Fifty Dollars and Zero Cents. (\$21,850.00), and the 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 period as they deem appropriate, and upon the same terms and conditions as herein stated.
4. BONDS. If the Services provided by Contractor as set forth in the Exhibits and this Agreement exceeds \$100,000, Contractor shall furnish performance and payments 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 for Convenience. This Agreement may be terminated by either party upon 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 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 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. The 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 **Genevieve Tester** 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 **Doug Keys** 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.

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 \$1,500,000 for any number of claims arising out of a single occurrence, pursuant to Minnesota Statutes, Section 466.04, or as may be amended;
- b. Workers' Compensation Insurance in accordance with statutory requirements.
- c. Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.

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 Completion Date. 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
Cottage Grove, MN 55016
Attention: Genevieve Tester

Or e-mailed: gtester@cottagegrovemn.gov

If to Contractor: Keys Well Drilling Company
1156 Homer Street
St. Paul, MN 55115
Attention: Doug Keys

Or emailed: dougkeys@keyswell.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

CONTRACTOR

Signature: Douglas L Keys

Date: 7/22/24

Name: Douglas L Keys

Its: Vice President



City Council Action Request

7.P.

Meeting Date 8/7/2024

Department Public Works

Agenda Category Action Item

Title Hamlet Monument Wall Repair Quote Award

Staff Recommendation Adopt Resolution 2024-110 awarding the Hamlet Monument Wall Repair Project to Pyramid Brick-N-Stone, LLC in the amount of \$16,617.77 and authorize execution of the Agreement for Contractor Services.

Budget Implication Restitution - \$5,518.11
Self-Insurance Fund - \$11,099.66

Attachments

1.	Council Memo-Hamlet Park Signage Repair
2.	Hamlet Park Signage Repair Resolution
3.	Hamlet Park Signage Service Agreement

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

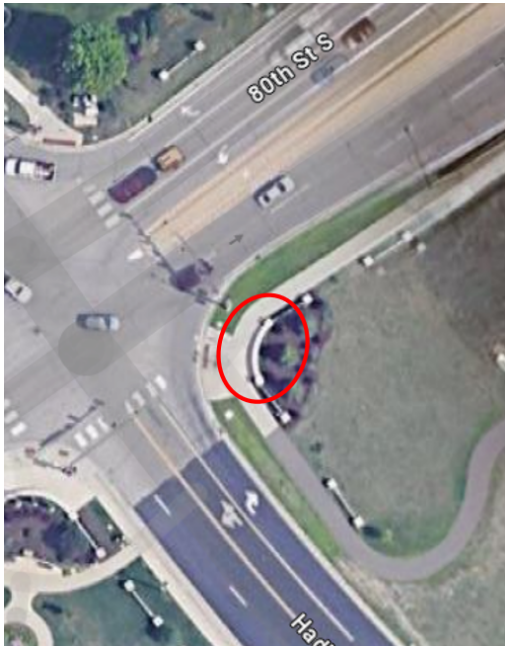
From: Gavin Hochstetler, Management Analyst

Date: August 7, 2024

Subject: Hamlet Monument Wall Repair

Introduction/Background

The monument wall on the southeast corner of 80th St and Hadley Ave S was damaged by a vehicle on January 26, 2023. A restitution payment of \$5,518.11 has been received from the defendant, so the city is moving forward with repair of the wall.



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

1. Pyramid Brick-N-Stone, LLC - \$16,617.77
2. Simon brick and stone Co. - \$21,190.00

The city's self-insurance fund will be used to cover the \$11,099.66 that is above the restitution amount.

Staff Recommendation

Adopt Resolution 2024-110 awarding the Hamlet Monument Wall Repair Project to Pyramid Brick-N-Stone, LLC in the amount of \$16,617.77 and authorize execution of the Agreement for Contractor Services.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-110

**RESOLUTION AWARDING HAMLET MONUMENT WALL REPAIR PORJECT TO
PYRAMID BRICK-N-STONE, LLC IN THE AMOUNT OF \$16,617.77**

WHEREAS, quotes were requested to provide the necessary work for the Hamlet Monument Wall Repair 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 Pyramid Brick-N-Stone, LLC provided the lowest responsible quote; and

WHEREAS, it is the recommendation of the Public Works Director that the quote be awarded to Pyramid Brick-N-Stone, LLC.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the Hamlet Monument Wall Repair Project be award to Pyramid Brick-N-Stone, LLC for \$16,617.77

Passed this 7th day of August 2024.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

AGREEMENT FOR SERVICES

Hamlet Park Signage Repair

THIS AGREEMENT ("Agreement") is made and executed this 7th day of August 2024, by and between the City of Cottage Grove, 12800 Ravine Parkway, Cottage Grove, Minnesota 55016, ("City") and Pyramid Brick-N-Stone, LLC, PO Box 245, Montrose, MN 55363 ("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 July 5, 2024, incorporated herein as Exhibit A;

(Hereinafter "Exhibits.") Where 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 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. The 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. The 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 the Contractor \$16,617.77 and the 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 period as they deem appropriate, and upon the same terms and conditions as herein stated.
- 4. BONDS. If the Services provided by Contractor as set forth in the Exhibits and this Agreement exceeds \$100,000, Contractor shall furnish performance and payments 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 for Convenience. This Agreement may be terminated by either party upon 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 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 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. The 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 Zak Segner 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 \$1,500,000 for any number of claims arising out of a single occurrence, pursuant to Minnesota Statutes, Section 466.04, or as may be amended;
- b. Workers' Compensation Insurance in accordance with statutory requirements.
- c. Automobile Liability Insurance, with a combined single limit of \$1,000,000 for each person and \$1,000,000 for each accident.

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 Completion Date. 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. Additional valid warranties provided by the contractor within Exhibit A.

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

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

Or e-mailed: ghochstetler@cottagegrovemn.gov

If to Contractor: Pyramid Brick-N-Stone, LLC
PO Box 245
Montrose, MN 55363

Or emailed: zak@pbsconcretemasonry.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

CONTRACTOR

Signature: Zach Segner

Date: 7/2/24

Name: Zachary Segner

Its: Owner

Pyramid Brick and Stone, LLC

PO Box 245

Montrose, MN 55363

zak@pbsconcretemasonry.com

www.pbsconcretemasonry.com

**Estimate****ADDRESS****Gavin Hochstetler****City of Cottage Grove****8635 W Point Douglas Road****Cottage Grove, MN 55016****ESTIMATE****1338****DATE****07/05/2024****DESCRIPTION****AMOUNT**

Repair radius signage wall for 1190 Hamlet Park in Cottage Grove.

15,767.77

Demo and remove damaged precast concrete wall caps as needed up to 3.

Remove damaged stone veneer and haul away. Lay up approximately 25 square feet new 4 inch stone veneer, install wall ties and fill solid behind wall.

Veneer stone match is available, however natural variations do occur and thus a perfect match may not be possible. Approval needed before placing order.

Set back new concrete caps over top of wall. Color match not guaranteed, approval needed prior to placing order.

Does not include re-installing any lighting to underside of cap overhang.

Replace one damaged metal "CG" logo sign. Exact match not guaranteed, recommend replacing both signs for best match.

Option to replace 1 more metal "CG" logo sign add \$850

850.00

Payment due upon completion.

Thank you for your consideration

TOTAL**\$16,617.77**

Accepted By

Accepted Date



City Council Action Request

7.Q.

Meeting Date	8/7/2024				
Department	Community Development				
Agenda Category	Action Item				
Title	Wag Dog Park – Second Amendment to the Dog Park Lease				
Staff Recommendation	Approve the Second Amendment to the Dog Park lease.				
Budget Implication	N/A				
Attachments	<table><tr><td>1.</td><td>Memo - Dog Park_Updated Agreement</td></tr><tr><td>2.</td><td>Second Amendment to Dog Park Lease - 7-12-24</td></tr></table>	1.	Memo - Dog Park_Updated Agreement	2.	Second Amendment to Dog Park Lease - 7-12-24
1.	Memo - Dog Park_Updated Agreement				
2.	Second Amendment to Dog Park Lease - 7-12-24				

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

FROM: Emily Schmitz, Community Development Director

DATE: July 31, 2024

RE: Wag Dog Park – Second Amendment to the Dog Park Lease

Background

Historically, land owned by the WAG Farms Trust within the City's Business Park has been sold to the EDA (Economic Development Authority) and then sold to the end user. The City has coordinated multiple sales over the years and created several shovel ready sites for development. Given the continued interest in the City's business park, the City of Cottage Grove approved a plat called Lake Flora Second Addition in August of 2023 creating developable parcels, stormwater ponding areas deeded to the city for future regional ponding, and a new single parcel for the Dog Park (Outlot E, Lake Flora Second Addition).

The lease agreement between the property owner (WAG Farms, Inc.) and the City of Cottage Grove was not updated at that time to reflect the new property identification number for the lot. A second amendment to the lease agreement has been signed by the property owner for Outlot E, Lake Flora Second Addition (PID 21.027.21.42.0012).

Recommendation

Approve the Second Amendment to the Dog Park lease.

Attachments

Second Amendment to the Dog Park Lease

SECOND AMENDMENT TO LEASE AGREEMENT FOR DOG PARK

THIS SECOND AMENDMENT TO LEASE AGREEMENT FOR DOG PARK (this “Second Amendment”) is entered into as of _____, 2024 (the “Effective Date”), by and between WAG Farms, Inc., a Minnesota corporation, Glendenning Farms, L.P., a Minnesota limited partnership, and Joan Glendenning Kennedy Family Limited Partnership, a Minnesota limited partnership (collectively, the “Glennennings” or the “Lessor”), and the City of Cottage Grove, a Minnesota municipal corporation (the “City” or the “Lessee”).

RECITALS

Recital No. 1. Glennennings and City entered into a Lease Agreement for Dog Park dated April 19, 2017 and recorded on April 26, 2017 as Document No. 4109771 (“Original Lease Agreement”), as amended by the First Amendment to Lease Agreement for Dog Park dated and recorded on July 10, 2023 as Document No. 4410294 (“Frist Amendment”) (together the Original Lease Agreement and the First Amendment shall be referred to as the “Lease Agreement”).

Recital No. 2. Prior to 2020, the Premises was located in a portion of tax parcel 21.027.21.42.001; in 2020, the parcel was replatted and the tax parcel property identification number changed to 21.027.21.42.0009; and in 2023, the parcel was replatted again, creating a separate and single tax parcel for the Premises only, with a new tax parcel property identification number of 21.027.21.42.0012.

Recital No. 3. The previous tax parcels contained more property than that which was occupied by the Dog Park and therefore, the property taxes were allocated appropriately between the Glennennings and the City.

Recital No. 4. Glennennings and City mutually desire to amend the Lease Agreement to reflect the current tax parcel identification number for the Premises and the appropriate allocation of taxes related thereto.

NOW, THEREFORE, in consideration of the mutual promises and covenants of each to the other contained in this Second Amendment and other good and valuable consideration, receipt of which is hereby acknowledged, the parties hereto do covenant and agree as follows:

1. The entire Lease Agreement is hereby incorporated into this Second Amendment, except as modified below.
2. Exhibit A to the Lease Agreement is hereby removed and replaced in its entirety as follows:

EXHIBIT A
DESCRIPTION OF LEASED PREMISES

Real property located in City of Cottage Grove, Washington County, Minnesota, legally described as follows:

Outlot E, Lake Flora Second Addition (the "Premises").

PID 21.027.21.42.0012.

Abstract Property

3. Section 7 of the Lease Agreement shall be removed and replaced in its entirety as follows:
 7. **Real Estate Taxes.** The City agrees to reimburse Glendennings for 100% of the real estate taxes for the tax parcel that contains the Premises within 14 days after the Glendennings provide written notification to the City Finance Director, which may be done electronically, that taxes have been paid.
4. Section 1 (a) of the Original Lease Agreement shall be removed in its entirety.
5. Except as provided above, the terms and provisions of the Lease Agreement shall remain in full force and effect.
6. This Second Amendment and all disputes or controversies arising out of or relating to this Second Amendment or the transactions contemplated hereby shall be governed by, and construed in accordance with, the internal laws of the State of Minnesota, without regard to the laws of any other jurisdiction that might be applied because of the conflicts of laws principles of the State of Minnesota.
7. Nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise, or of the maximum liability limits provided by Minnesota Statutes, Chapter 466.
8. This Second Amendment may be executed in two or more counterparts, all of which shall be considered one and the same instrument and shall become effective when one or more counterparts have been signed by the parties and delivered to the other parties.
9. This Second Amendment shall not be amended, modified or supplemented, except by a written instrument signed by an authorized representative of each party.

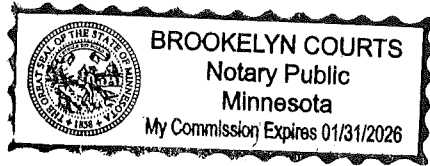
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WAG FARMS, INC.

By: William G. Glendenning
William G. Glendenning
Its: President

STATE OF MINNESOTA)
COUNTY OF Ramsey) SS

The foregoing instrument was acknowledged before me this 16th day of July, 2024, by William G. Glendenning, the President of WAG Farms, Inc., a Minnesota corporation, on behalf of the corporation.



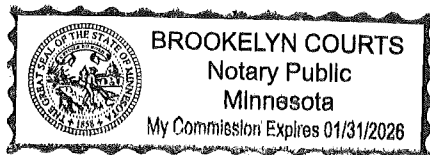
Brooklyn Courts
Notary Public

GLEDENNING FARMS, L.P.

By: William G. Glendenning
William G. Glendenning
Its: General Partner

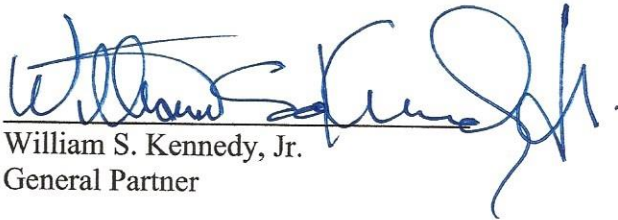
STATE OF MINNESOTA)
COUNTY OF Ramsey) SS

The foregoing instrument was acknowledged before me this 16th day of July, 2024, by William G. Glendenning, the General Partner of Glendenning Farms, L.P., a Minnesota limited partnership, on behalf of the limited partnership.



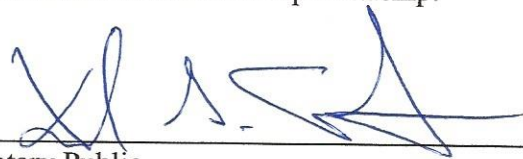
Brooklyn Courts
Notary Public

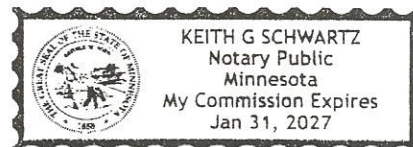
**JOAN GLENDENNING KENNEDY FAMILY
LIMITED PARTNERSHIP**

By: 
William S. Kennedy, Jr.
Its: General Partner

STATE OF MINNESOTA)
) SS
COUNTY OF HENNEPIN)

The foregoing instrument was acknowledged before me this 31 day of June, 2024, by William S. Kennedy, Jr., the General Partner of Joan Glendenning Kennedy Family Limited Partnership, a Minnesota limited partnership, on behalf of the limited partnership.


Notary Public



CITY OF COTTAGE GROVE

By: _____
Myron Bailey
Its Mayor

By: _____
Tamara Anderson
Its City Clerk

STATE OF MINNESOTA)
)
COUNTY OF WASHINGTON) ss.

On this _____ day of _____, 2024, before me a Notary Public within and for said County, personally appeared Myron Bailey and Tamara Anderson to me personally known, who being each by me duly sworn, each did say that they are respectively the Mayor and City Clerk of the City of Cottage Grove, the municipality named in the foregoing instrument, and that the said instrument was signed in behalf of said municipality by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipality.

Notary Public

**THIS INSTRUMENT DRAFTED BY AND
AFTER RECORDING, PLEASE RETURN TO:**

Korine Land, #262432
LeVander, Gillen, & Miller, P.A.
1305 Corporate Center Drive, Suite 300
Eagan, MN 55121
(651) 451-1831



City Council Action Request

8.A.

Meeting Date 8/7/2024

Department Finance

Agenda Category Action Item

Title Approve Disbursements

Staff Recommendation Approve disbursements from 07-12-2024 through 07-31-2024 in the amount of \$5,848,358.05

Budget Implication N/A

Attachments

1.	Expense Approval Report 08-07-2024 Council Meeting
2.	Payroll Check Register 08-07-2024 Council Meeting



City Council Action Request

9.A.

Meeting Date 8/7/2024

Department Community Development

Agenda Category Action Item

Title Mississippi Landing Easement Vacation & Plat Correction

Staff Recommendation 1) Hold the public hearing and adopt Resolution 2024-112 vacating, rescinding, terminating and releasing certain easements. 2) Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Corrections for Mississippi Landing First Addition.

Budget Implication N/A

Attachments

1.	Mississippi Landing Plat Correction & Easement Vacation CC Memo
2.	Mississippi Landing Plat Correction Survey
3.	Mississippi Landing Resolution - Easement Vacation
4.	Mississippi Landing Surveyor's Certificate of Plat Correction

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

FROM: Emily Schmitz, Community Development Director

DATE: August 1, 2024

RE: Mississippi Landing Easement Vacation & Plat Correction

Given the standard 10-foot rear yard easement exists on the original plat, vacation of the easement is required to allow for the plat correction. The plat correction provides the new platted location of the 10-foot rear yard easement on Lots 12-16, Block 8.

The Land Surveyor's Certificate of Plat Corrections is required to be signed by the same signatures that signed the original plat, which includes the Mayor and City Clerk, and provided back to the County.

Recommendation

1. Hold the public hearing to adopt Resolution 2024-112 vacating, rescinding, terminating and releasing certain easements.
2. Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Corrections for Mississippi Landing First Addition.

OUTLOT M

OUTLOT P

MISSISSIPPI DUNES TRAIL SOUTH

SECTION 8

SECTION 12

SECTION 13

SECTION 14

SECTION 15

SECTION 16

CORRECTED PLAT BOUNDARY

1/2 INCH OPEN

1/2 INCH PINCH

1/2 INCH PINCH IS - 2.5 FEET SOUTH OF PLAT BOUNDARY

PLAT BOUNDARY PER PLAT OF MISSISSIPPI LANDING 1ST ADDITION

WEST LINE OF THE NW 1/4 OF THE SE 1/4 OF SEC. 30

0 20 40 80

SCALE IN FEET

N

00°36'41"W 260.29

S88°07'43"E 5.32

S89°23'19"E 180.72

S89°23'19"E 165.29

S89°23'19"E 158.79

S89°23'19"E 158.17

N00°10'11"E 262.44

N72°16'19"W 44.64

N72°16'19"W 52.32

60

10

38.10

52.50

52.50

52.50

66.84

10

Design File: 2230166	Checked By: DE	MISSISSIPPI LAND 1ST ADDITION EXHIBIT FOR CERTIFICATE OF PLAT CORRECTION CITY OF COTTAGE GROVE, WASHINGTON COUNTY, MINNESOTA	 Alliant Engineering, Inc. 733 Marquette Ave, Ste 700 Minneapolis, MN 55402 612.758.3080 MAIN 612.758.3099 FAX www.alliant-inc.com
Dwg Name: plat correction	Drawn By: DE		
Date: 7/25/24	Scale: 1" = 40'		

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2024-112

**A RESOLUTION VACATING RESCINDING, TERMINATING AND RELEASING
CERTAIN EASEMENTS PERTAINING TO REAL PROPERTY IN THE CITY OF
COTTAGE GROVE, MINNESOTA**

WHEREAS, the City has drainage and utility easements as shown on the Plat of Mississippi Landing 1st Addition around the perimeter of residential lot lines; and

WHEREAS, the City is administratively adjusting the lot lines of five lots, thereby requiring the adjustment of the perimeter drainage and utility easements; and

WHEREAS, the easements to be vacated are legally described on Exhibit A and depicted on Exhibit B, attached hereto and incorporated herein; and

WHEREAS, the City desires to vacate, rescind, terminate and release the drainage and utility easements identified herein.

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove that the drainage and utility easements described on Exhibit A and depicted on Exhibit B are hereby vacated, rescinded, terminated and released and are no longer in force or effect.

Passed this 7th day of August 2024.

Myron Bailey, Mayor

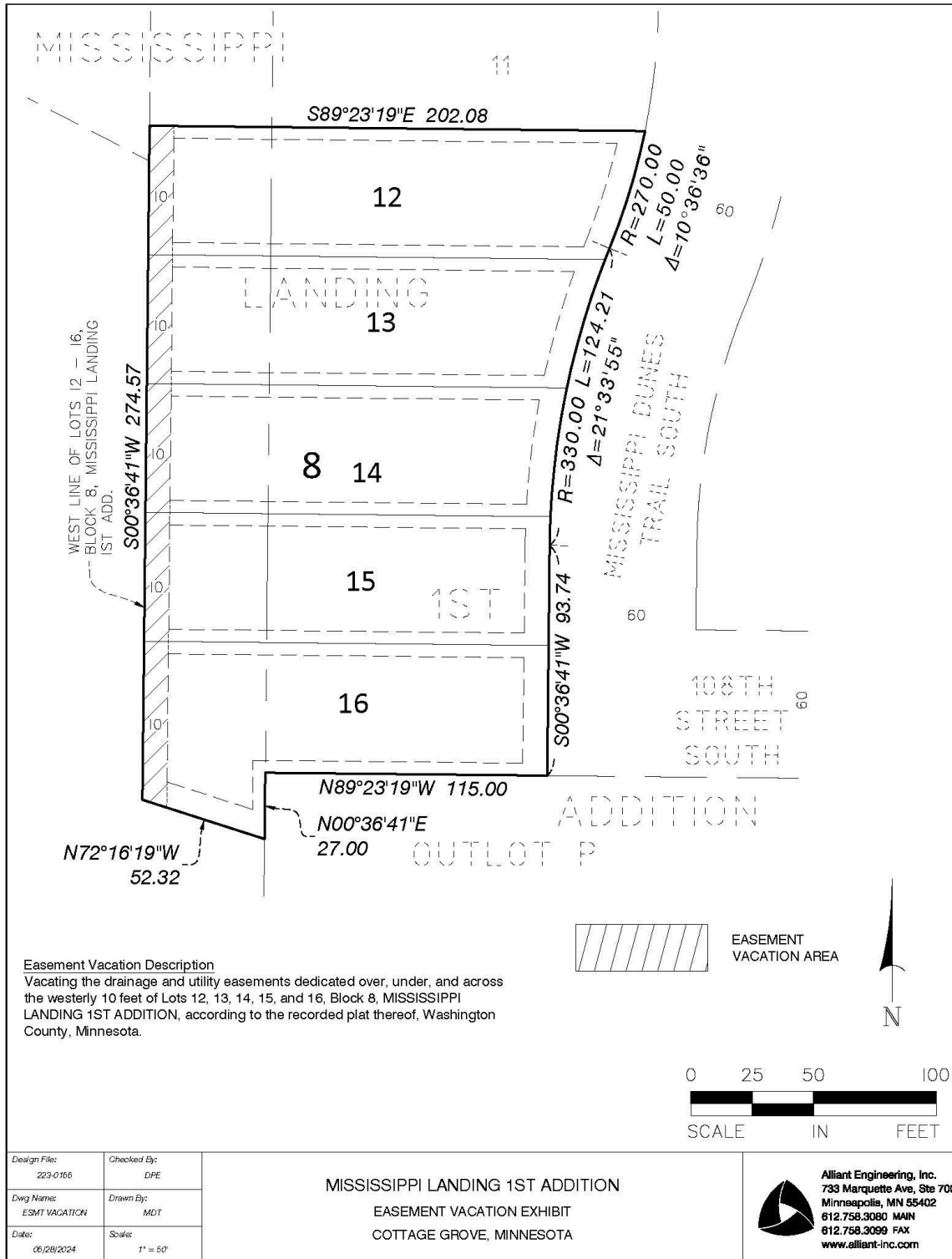
Attest:

Tamara Anderson, City Clerk

EXHIBIT A
LEGAL DESCRIPTION OF VACATED EASEMENTS

The drainage and utility easements dedicated over, under, and across the westerly 10 feet of Lots 12, 13, 14, 15, and 16, Block 8, MISSISSIPPI LANDING 1ST ADDITION, according to the recorded plat thereof, Washington County, Minnesota.

EXHIBIT B **DEPICTION OF VACATED EASEMENTS**



LAND SURVEYOR'S CERTIFICATE OF PLAT CORRECTION

Pursuant to the provisions of Minnesota Statutes, Section 505.174, I, Daniel Ekrem, a duly Licensed Land Surveyor in and for the State of Minnesota declare as follows:

1. That I prepared the plat of MISSISSIPPI LANDING 1ST ADDITION, dated May 1, 2024 and filed on May 2, 2024 in the Office of the County Recorder, Washington County, Minnesota, as Document No. 4435855.
2. That said plat contains errors, omissions, or defects described in particular as follows:
 - Plat boundary adjoining Block 8 incorrectly represented.
 - The rear line of Lot 15, Block 5 has an incorrect distance shown of 48.56 feet, also shown in Detail E of said plat.
3. That said plat is hereby corrected in particular as follows:
 - Plat boundary, Lot dimensions, drainage and utility easements, and monumentation corrected per attached Exhibit.
 - The correct distance of the rear line of Lot 15, Block 5 is 49.37 feet.

I hereby certify that this Surveyor's Certificate of Plat Correction was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Dated this ____ day of _____, 20____.

Daniel Ekrem, Licensed Land Surveyor
Minnesota License No. 57366

This Surveyor's Certificate of Plat Correction to the plat of MISSISSIPPI LANDING 1ST ADDITION was approved by the City of Cottage Grove, Minnesota, at a regular meeting held this ____ day of _____, 20____.

City of Cottage Grove, Minnesota

_____, Mayor

_____, City Manager

County Surveyor, Washington County, Minnesota

This Surveyor's Certificate of Plat Correction has been reviewed and is approved this ____ day of _____, 20____.

_____, Washington County Surveyor

Samuel Gibson

OUTLOT M

OUTLOT P

MISSISSIPPI DUNES TRAIL SOUTH

SECTION 8

SECTION 12

SECTION 13

SECTION 14

SECTION 15

SECTION 16

CORRECTED PLAT BOUNDARY

1/2 INCH OPEN

1/2 INCH PINCH

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PLAT BOUNDARY PER PLAT OF MISSISSIPPI LANDING 1ST ADDITION

WEST LINE OF THE NW 1/4 OF THE SE 1/4 OF SEC. 30

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60

10

38.10

52.50

52.50

52.50

66.84

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Design File: 2230166	Checked By: DE
Dwg Name: plat correction	Drawn By: DE
Date: 7/25/24	Scale: 1" = 40'

MISSISSIPPI LAND 1ST ADDITION
EXHIBIT FOR CERTIFICATE OF PLAT CORRECTION
CITY OF COTTAGE GROVE, WASHINGTON COUNTY, MINNESOTA



Alliant Engineering, Inc.
733 Marquette Ave, Ste 700
Minneapolis, MN 55402
612.758.3080 MAIN
612.758.3099 FAX
www.alliant-inc.com



City Council Action Request

13.A.

Meeting Date 8/7/2024

Department Engineering

Agenda Category Presentation

Title 2025-2029 Capital Improvement Plan

Staff Recommendation Receive the 2025-2029 Capital Improvement Plan.

Budget Implication N/A

Attachments

1.	Memo CIP workshop
2.	2024-08-02 PM Memo
3.	Future Pavement Management By Year
4.	Future Mill and Overlay By Year
5.	Listing of Projects by Program Category
6.	Facilities and Park Projects Summary and Detail Pages
7.	Street, Road Improvements & Public Works Project Summary and Detail Pages
8.	Fund Summaries for Funds included in 2025-2029 CIP
9.	Bond Issuance listing by year for 2025-2029



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

From: Amanda Meyer, City Engineer
Ryan Burfeind, Public Works Director
Zac Dockter, Parks & Recreation Director
Brenda Malinowski, Finance Director

Date: August 7, 2024

Subject: Workshop: 2025-2029 Capital Improvement Plan

Introduction

A draft of the 2025-2029 Capital Improvements Plan (CIP) is attached for consideration at the workshop. The 2025-2029 CIP includes Pavement Management projects, Park Improvement and Park development projects, City Facility projects, as well as various road projects.

Recommendation

Receive Information and offer feedback to staff.



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

From: Amanda Meyer PE, City Engineer

Date: July 31, 2024

Re: 10-Year Pavement Management and Mill and Overlay Plans

Background

There are various methods used to extend the life cycle of a roadway and the type of maintenance necessary is based on multiple factors. These could include distresses, age of roadway, thickness of the pavement and gravel sections, and previous pavement rehabilitation methods, among others. Identification of pavement distresses can include visual inspections, like PASER ratings, PCI ratings, Ground Penetrating Radar (GPR), Falling Weight Reflectometer (FWD), and pavement cores. These methods are typically utilized during the Feasibility Report stage of a project to help identify the current roadway condition and recommended maintenance.

After seal coating of roadways was removed from the city's standard pavement rehabilitation methods, staff worked to develop a new pavement maintenance plan. This plan includes crack sealing approximately every seven years, mill and overlays at approximately year 18-20 of the pavement life, thin overlays at approximately years 28-30, and pavement management projects around year 40.

Pavement management projects will include full pavement replacement and either spot curb or full curb replacement. Spot curb is when the existing concrete curb and valley gutters are less than 40 percent deteriorated, and minor sections of concrete are removed and replaced based on the structural condition. With a full curb replacement project, all segments of curb and gutter are removed and replaced. ADA improvements are also included in these projects.

Mill and overlay projects include removing and replacing the top two inches of pavement with very minimal curb replacement. Any curb replacement completed as part of this type of project would be due to major settlements or to bring a pedestrian facility into compliance with ADA requirements.

The last time the city completed a look-ahead of pavement management projects was nearly 10 years ago, and with the mill and overlay projects being new to the city's rehab program, it was time for staff to review and develop new 10-year plans for both rehab methods.

Discussion

Public Works and Engineering staff began developing the 10-year plans by reviewing the city as a whole and reviewing historical data on the roadways to help determine what method of rehabilitation should be recommended and where. After further record review to confirm age of

roadways and previous pavement rehabilitations completed, city staff completed site visits to a majority of the proposed project areas to visually inspect distresses in the roadway and curb. Some areas were identified as needing a more thorough site investigation.

Additional curb and gutter review were completed in some areas to better understand whether spot or full curb rehabilitation would be needed. While the city transitions into to the new pavement life cycle with mill and overlay projects, pavement management projects with spot curb replacement will still be an important road rehab method. These projects need to be completed before the curb deterioration is too great, and a full curb replacement project is required. Pavement cores were also pulled from areas where the condition of the base course in addition to the wear course were needed, to make a more informed decision on whether the pavement would need to be fully removed or if a mill and overlay was still possible.

Once a better understanding of the recommended rehab methods was obtained, street mileage was measured to help separate, and combine, roadways into manageable project areas in line with budgets. Specifically for mill and overlay projects, as part of implementing the Franchise Fees in 2023, staff detailed a plan in which approximately four miles of mill and overlay could be completed each year and be funded without assessments.

One last item for consideration when determining a year in which a specific project should be completed is the age of the public utilities in a given neighborhood. Deterioration of utility structures, outdated styles of catch basins, and malfunctioning gate valves are examples of utility problems that should be addressed when performing road maintenance projects. These are important to acknowledge at the planning stage because they can drastically impact the cost of the project.

Considering all of these factors and information, staff has prepared draft 10-year pavement management and mill and overlays plans. Figures detailing the proposed project areas are included with this memo for review.

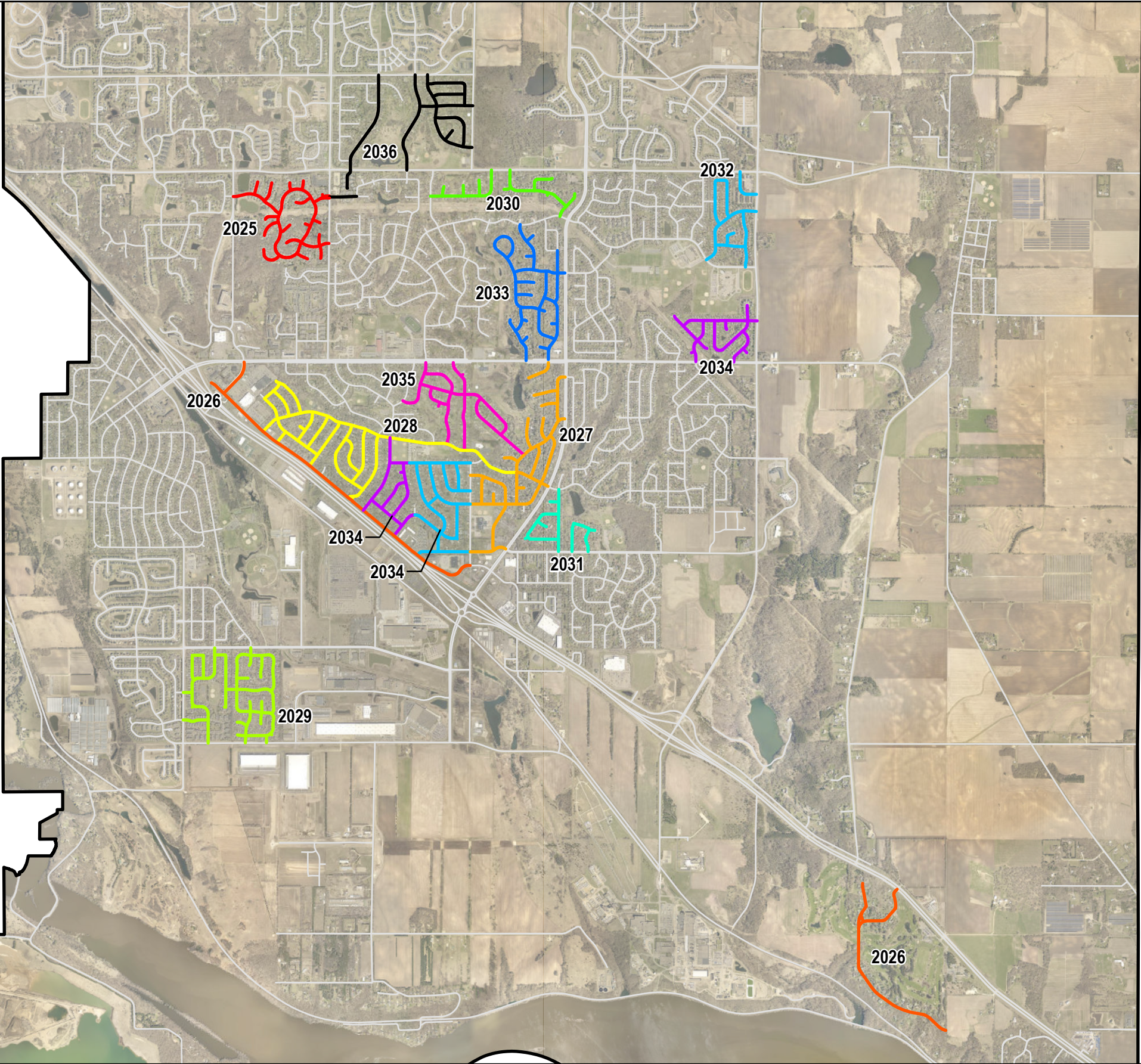
Recommendation

Provide feedback on proposed 10-year Pavement Management and Mill and Overlay plans.

Legend

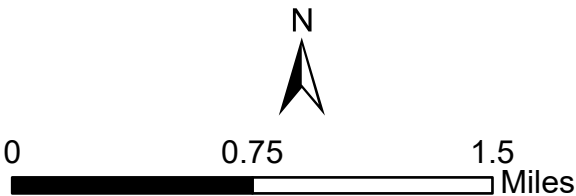
Future Pavement Management
Year

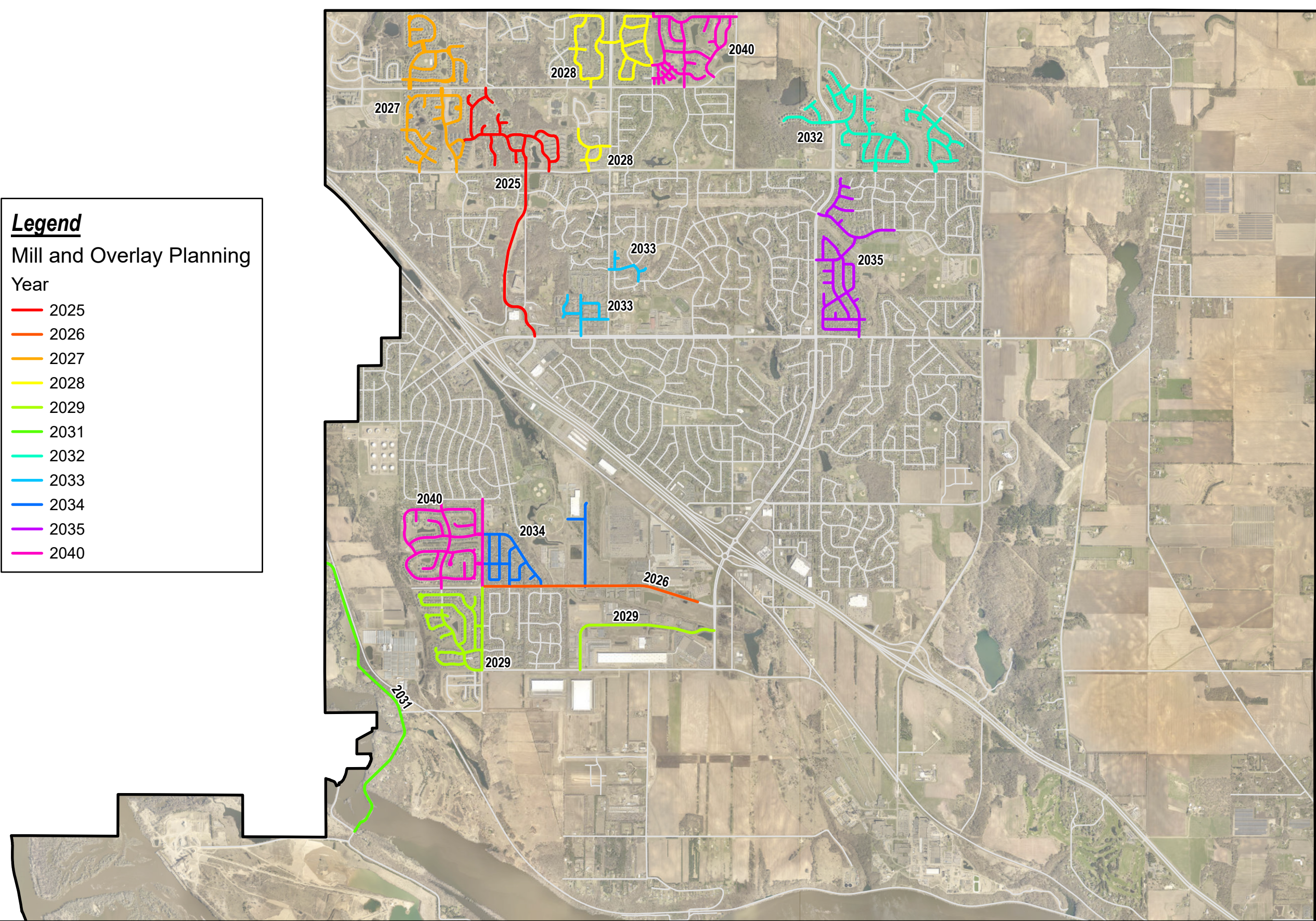
- 2025
- 2026
- 2027
- 2028
- 2029
- 2030
- 2031
- 2032
- 2033
- 2034
- 2035
- 2036



Pavement Management Planning
Cottage Grove, MN

Date: 7/11/2024

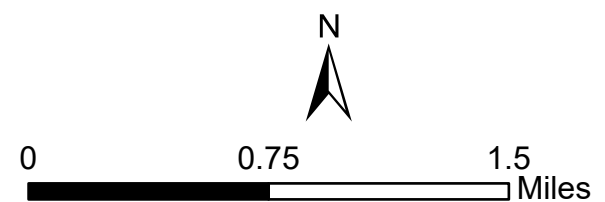




Mill And Overlay Planning

Cottage Grove, MN

Date: 7/10/2024



City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

PROJECTS BY PROGRAM CATEGORY

NOTE: This recap includes the total project cost. See the individual project page for funding sources

PROGRAM CATEGORY	2025	2026	2027	2028	2029
General Public Buildings					
PW shop and wash bay modifications	500,000				
General Public Buildings total	500,000	-	-	-	-
Parks & Recreation Facilities					
Hamlet Park-LOST Projects		4,000,000	5,000,000	750,000	
Mississippi Dunes-LOST Funds		1,500,000	1,250,000	1,000,000	
River Oaks-LOST Funds		500,000		3,500,000	
Matching grant funds	10,000	10,000	10,000	10,000	10,000
Public Landscape initiative	120,000	80,000	100,000	220,000	100,000
Parks - design & planning	15,000	15,000	15,000	15,000	15,000
Parks-Automatic locks on buildings	35,000	35,000	35,000	35,000	35,000
Hamlet Park Skate Park replace/shelter replace.		100,000	50,000		
Hardwood and Belden play equipment	140,000				
Hearthside Park: Park Improvements				100,000	
Hemmingway and North Ideal play equipment					150,000
Hidden Valley Park Improvements	150,000				
Highlands Park Tennis Court Replacement				100,000	
Kingston Park Building Replacement and Additional Power		5,200,000			
Lamar Park Shade Shelter replacement (2)	80,000				
Lamar Park Roof			10,000		
Neighborhood Park Development	500,000	500,000	1,200,000	500,000	500,000
Oltman Middle School Lacrosse complex & Parking	700,000	2,300,000			
Peter Thompson Park Upgrades				115,000	30,000
Pine Coulee-Court Replacement			20,000		
Pine Glen -Picnic Shelter	60,000				
Pine Glen Improvements					100,000
Pine Tree Pond Park Improvements		500,000			30,000
Woodridge Park Rink Boards		100,000			
Sports Lighting Improvements	65,000	355,000	350,000	35,000	
Ice Arena Capital Projects	210,000	25,000	130,000	130,000	575,000
Parks & Recreation Facilities	2,085,000	15,220,000	8,170,000	6,510,000	1,545,000
Public Utilities Facilities					
Spot replacement/slip lining - Sewer	550,000	50,000	50,000	50,000	50,000
System improvements - Streetlights	100,000	100,000	100,000	100,000	100,000
Storm water maintenance	200,000	200,000	200,000	200,000	200,000
Trunk Utility Oversizing	20,000	20,000	20,000	20,000	20,000
East Ravine district infrastructure	50,000	50,000	50,000	50,000	50,000
Pull well - annual maintenance	70,000	70,000	70,000	70,000	70,000
Water Tower Painting/Rehab			800,000		
Industrial Park Water Tower	6,000,000				
Traffic Signals, Traffic Improvements	700,000	1,400,000			
3M Settlement Implementation	63,477,000	26,250,000	5,000,000		
Water Softening					100,000,000
Pedestrian Improvements	100,000				250,000
Public Utilities Facilities total	71,267,000	28,140,000	6,290,000	490,000	100,740,000

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

PROJECTS BY PROGRAM CATEGORY

NOTE: This recap includes the total project cost. See the individual project page for funding sources

PROGRAM CATEGORY	2025	2026	2027	2028	2029
Street & Road Improvement Projects					
Roadway Maintenance	1,884,000	1,979,000	2,078,000	2,183,000	2,292,000
Safe Streets & Roads for All (SS4A)	440,000				
CSAH 19 and TH 61	3,000,000	28,422,500	23,577,500	-	22,900,000
Jamaica Avenue	2,000,000			3,000,000	
Ravine parkway Shoppes at Cottage View				5,750,000	4,343,000
Ravine parkway	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
80th Street (CSAH19 to TH 61) Reconstruction		10,000,000			
80th Street (80th/Keats roundabout cost share)		1,000,000			
Harkness Ave Reconstruction					3,162,000
103rd Street Bridge					8,000,000
Subtotal before PM	9,324,000	43,401,500	27,655,500	12,933,000	42,697,000
PM 2025	2,699,000				
PM 2026		3,547,000			
PM 2027			4,312,000		
PM 2028				5,390,000	
PM 2029					6,716,000
Road & Street Improvement projects total	12,023,000	46,948,500	31,967,500	18,323,000	49,413,000
GRAND TOTAL					
	\$ 85,875,000	\$ 90,308,500	\$ 46,427,500	\$ 25,323,000	\$ 151,698,000

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

FACILITIES AND PARK PROJECTS

Funding Sources	2025	2026	2027	2028	2029
Tax Levy	\$ -	\$ -	\$ -	\$ -	\$ -
Bonded Debt	\$ 150,000	\$ 7,300,000	\$ -	\$ 100,000	\$ 100,000
State/Other Government Units	\$ 350,000	\$ -	\$ -	\$ -	\$ -
Park Improvement Fund	\$ 390,000	\$ 800,000	\$ 475,000	\$ 295,000	\$ 255,000
Park Trust Fund	\$ 865,000	\$ 515,000	\$ 1,215,000	\$ 515,000	\$ 515,000
Landscape Initiative	\$ 120,000	\$ 80,000	\$ 100,000	\$ 120,000	\$ 100,000
Municipal Building Fund	\$ 500,000	\$ -	\$ -	\$ -	\$ -
Other:	\$ 210,000	\$ 6,525,000	\$ 6,380,000	\$ 5,480,000	\$ 575,000
TOTAL	2,585,000	15,220,000	8,170,000	6,510,000	1,545,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements	\$ -	\$ -	\$ -	\$ -	\$ -
Engineering/Architect	\$ 235,000	\$ 1,665,000	\$ 1,015,000	\$ 1,015,000	\$ 15,000
Admin/Legal	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	\$ 2,220,000	\$ 13,465,000	\$ 7,045,000	\$ 5,265,000	\$ 1,420,000
Maintenance	\$ -	\$ -	\$ -	\$ -	\$ -
Other	\$ 130,000	\$ 90,000	\$ 110,000	\$ 230,000	\$ 110,000
TOTAL	2,585,000	15,220,000	8,170,000	6,510,000	1,545,000

Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title PW & Parks Facility	Project Description 2025 - Shop and Wash Bay Modifications (\$500,000)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building	500,000				
Other: Utility Fund					
TOTAL	500,000	0	0	0	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect	80,000				
Admin/Legal					
Construction	420,000				
Maintenance					
Other					
TOTAL	500,000	0	0	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Matching Funds Program	Project Description Funds used to match donations from outside organizations on specific park projects
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	10,000	10,000	10,000	10,000	10,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	10,000	10,000	10,000	10,000	10,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance					
Other	10,000	10,000	10,000	10,000	10,000
TOTAL	10,000	10,000	10,000	10,000	10,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project Description
Public Landscape Initiative	2025 - Future ROW Beautification (\$50,000), Diseased Tree Mitigation (\$10,000), Arbor Day Tree Planting (\$10,000), Mississippi Dunes Park Restoration (\$50,000) 2026 - 80th St HWY 61 to Ideal (\$50,000), Oakwood Park Restoration (\$10,000), Diseased Tree Mitigation (\$10,000), Arbor Day Tree Planting (\$10,000) 2027 - Jamaica 100th to Hwy 61 Ramps (\$50,000), Woodridge Park Woodland Restoration (\$30,000), Diseased Tree Mitigation (\$10,000), Arbor Day Tree Planting (\$10,000) 2028 - Future ROW Beautification (\$50,000), Pine Tree Valley & Pine Tree Pond Park Open Space Restoration Grant Match (\$50,000), Diseased Tree Mitigation (\$10,000), Arbor Day Tree Planting (\$10,000) 2029 - Future ROW Beautification (\$50,000), West Draw Park Landscape Enhancements/Restoration (\$30,000), Diseased Tree Mitigation (\$10,000), Arbor Day Tree Planting (\$10,000)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative	120,000	80,000	100,000	120,000	100,000
Municipal Building					
Other: Grant				100,000	
TOTAL	120,000	80,000	100,000	220,000	100,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance					
Other	120,000	80,000	100,000	220,000	100,000
TOTAL	120,000	80,000	100,000	220,000	100,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Park Design and Planning	Project Description Funding for design and planning of parks as development occurs.
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund	15,000	15,000	15,000	15,000	15,000
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	15,000	15,000	15,000	15,000	15,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect	15,000	15,000	15,000	15,000	15,000
Admin/Legal					
Construction					
Maintenance					
Other					
TOTAL	15,000	15,000	15,000	15,000	15,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Building Locks	Project description Annual addition of automatic locks for various park building restrooms throughout the community
Department Parks	2025 - Woodridge 2026 - Highlands 2027 - Kingston 2028 - Hamlet 2029 - Peter Thompson

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	35,000	35,000	35,000	35,000	35,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	35,000	35,000	35,000	35,000	35,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	35,000	35,000	35,000	35,000	35,000
Maintenance					
Other					
TOTAL	35,000	35,000	35,000	35,000	35,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Replace Playground equipment	Project Description 2025 - Hardwood and Belden Parks - \$140,000 2029 - Hemingway and North Ideal - \$150,000
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	140,000				150,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	140,000	0	0	0	150,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	140,000				150,000
Maintenance					
Other					
TOTAL	140,000	0	0	0	150,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Pavement Management	Project description 2025 - Hidden Valley Park (\$150,000) 2028 - Hearthside Park Improvements (\$100,000) 2029 - Pine Glen Park (\$100,000)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt	150,000			100,000	100,000
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: Donations					
TOTAL	150,000	0	0	100,000	100,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	150,000			100,000	100,000
Maintenance					
Other					
TOTAL	150,000	0	0	100,000	100,000
Project Balance	\$ - \$	- \$	- \$	- \$	-

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Peter Thompson Park	Project Description 2028 Peter Thompson Park Upgrades: Roof Reshingle (\$15,000), Rink Board Replacement (\$100,000) 2029 - Court Replacement
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement fund				115,000	30,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	0	0	0	115,000	30,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction				115,000	30,000
Maintenance					
Other					
TOTAL	0	0	0	115,000	30,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Hamlet Park	Project Description 2026 - Skate Park Surface Replacement (Utilize LOST funds if available) 2027 - Picnic Shelter Replacement (Utilize LOST funds if available)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund		100,000	50,000		
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	-	100,000	50,000	-	-

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction		100,000	50,000		
Maintenance					
Other					
TOTAL	-	100,000	50,000	-	-

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Kingston Park	Project Description 2026 - Building Replacement (\$5,000,000) and Additional Power Supply (\$200,000) - bond in 2027
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt		5,000,000			
State/Other Government Units					
Park Improvement Fund		200,000			
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	0	5,200,000	0	0	0

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction		5,200,000			
Maintenance					
Other					
TOTAL	0	5,200,000	0	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Lamar Park	Project Description 2025 - Lamar Park Shade Shelter Replacement (2) 2027 - Roof Replacement
Department Facilities	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	80,000		10,000		
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	80,000	0	10,000	0	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	80,000		10,000		
Maintenance					
Other					
TOTAL	80,000	0	10,000	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Neighborhood Park Development	Project description 2025 - Still Ponds (\$500,000) 2026 - East Ravine Neighborhood or 100th Street Park Development (development driven) 2027 - Roberts Lake Neighborhood Development (\$500,000), Military Trailhead (\$200,000), East Ravine Neighborhood or 100th Street Park Development (development driven) 2028 - East Ravine Neighborhood or 100th Street Park Development (development driven) 2029 - East Ravine Neighborhood or 100th Street Park Development (development driven)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund	500,000	500,000	1,200,000	500,000	500,000
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	500,000	500,000	1,200,000	500,000	500,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	500,000	500,000	1,200,000	500,000	500,000
Maintenance					
Other					
TOTAL	500,000	500,000	1,200,000	500,000	500,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Oltman Middle School	Project Description Lacrosse Complex and Parking Lot Construction
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt		2,300,000			
State/Other Government Units	350,000				
Park Improvement Fund					
Park Trust Fund	350,000				
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	700,000	2,300,000	-	-	-
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect	100,000	800,000			
Admin/Legal					
Construction	600,000	1,500,000			
Maintenance					
Other					
TOTAL	700,000	2,300,000	-	-	-
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Pine Coulee	Project Description 2027 - Court Replacement
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund			20,000		
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: Land Sale					
TOTAL	0	0	20,000	0	0

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction			20,000		
Maintenance					
Other					
TOTAL	0	0	20,000	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Pine Glen Park Pine Tree Pond Park	Project description 2025 - Picnic Shelters 2026 - Pine Tree Pond Park Improvements 2029 - Pine Tree Pond Court Replacement
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	60,000				30,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: 3M Settlement		500,000			
TOTAL	60,000	500,000	0	0	30,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect		50,000			
Admin/Legal					
Construction	60,000	450,000			30,000
Maintenance					
Other					
TOTAL	60,000	500,000	0	0	30,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Woodridge	Project description 2026 - Hockey Rink Boards Replacement
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund		100,000			
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	0	100,000	0	0	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction		100,000			
Maintenance					
Other					
TOTAL	0	100,000	0	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Sports Lighting Improvements	Project Description 2025 - Hearthside Ice Rink 2026 - Hamlet Football/Soccer, Courts and Ice Rink 2027 - Lamar Park LED & Poles 2028 - Old CG Park Sports Lighting Replacement
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	65,000	355,000	350,000	35,000	
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	65,000	355,000	350,000	35,000	-

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	65,000	355,000	350,000	35,000	
Maintenance					
Other					
TOTAL	65,000	355,000	350,000	35,000	-
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Highlands Park	Project Description Tennis Court Replacement
Department Facilities	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund				100,000	
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: Project Description					
TOTAL	-	-	-	100,000	-

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction				100,000	
Maintenance					
Other					
TOTAL	-	-	-	100,000	-
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project Description
Ice Arena Capital Projects	2025 - West Rink Bleacher Radiant Heat (\$35,000), Dessicant Dehumidifier Wheel Replacement (\$35,000), Water Treatment System (\$100,000), Ice Arena Space Needs Study and Concept Design (\$40,000)
Department	2026 - Locker Room 5/6/7 Furnace (\$10,000), Floor Scrubber (\$15,000)
Parks	2027 - Zamboni Replacement (\$130,000)
	2028 - Zamboni Replacement (\$130,000)
	2029 - Commons Area Rooftop HVAC Unit (\$75,000), Steel Roof (\$500,000)

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: NorthPoint Naming Rights					
Fund and/or Operating Fund	210,000	25,000	130,000	130,000	575,000
TOTAL	210,000	25,000	130,000	130,000	575,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect	40,000				
Admin/Legal					
Construction	170,000	25,000	130,000	130,000	575,000
Maintenance					
Other					
TOTAL	210,000	25,000	130,000	130,000	575,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project Description 2026 - Synthetic Sports Field with lights (\$3,000,000), Skateboard Park (\$500,000), Playground (\$500,000) 2027 - South Ballfield Complex (\$5,000,000) 2028 - Splash Pad (\$750,000)
LOST Hamlet Park	
Department	
Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: LOST		4,000,000	5,000,000	750,000	
TOTAL	0	4,000,000	5,000,000	750,000	0

Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect		500,000	750,000	100,000	
Admin/Legal					
Construction		3,500,000	4,250,000	650,000	
Maintenance					
Other					
TOTAL	0	4,000,000	5,000,000	750,000	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title LOST Dunes	Project description 2026 - Small Boat Launch and Canoe/Kayak Storage (\$1,500,000) 2027 - Trails and Playground (\$1,250,000) 2028 - Picnic Facilities (\$500,000), Landscaping and Native Habitat Restoration (\$500,000)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: LOST		1,500,000	1,250,000	1,000,000	
TOTAL	0	1,500,000	1,250,000	1,000,000	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect		300,000	250,000	200,000	
Admin/Legal					
Construction		1,200,000	1,000,000	800,000	
Maintenance					
Other					
TOTAL	0	1,500,000	1,250,000	1,000,000	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title LOST River Oaks	Project description 2026 - Mountain Bike Course (\$500,000) 2028 - Building and Patio Upgrades, Simulators (\$3,500,000)
Department Parks	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: LOST		500,000		3,500,000	
TOTAL	0	500,000	0	3,500,000	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements					
Engineering/Architect				700,000	
Admin/Legal					
Construction		500,000		2,800,000	
Maintenance					
Other					
TOTAL	0	500,000	0	3,500,000	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2025-2029 CAPITAL IMPROVEMENT PROGRAM

ALL TRANSPORTATION AND PUBLIC WORKS PROJECTS

Funding Sources	2025	2026	2027	2028	2029
Tax Levy	\$ -	\$ -	\$ -	\$ -	\$ -
Bonded Debt	\$ 6,303,000	\$ 5,651,000	\$ 3,838,000	\$ 7,362,000	\$ 10,011,000
State of Minnesota/MSA	\$ 1,088,000	\$ 5,198,000	\$ 1,000,000	\$ 1,000,000	\$ 3,000,000
Washington County	\$ 666,500	\$ 3,772,500	\$ 777,500	\$ -	\$ 8,150,000
Federal/Grant Funding	\$ 2,019,000	\$ 24,000,000	\$ 19,000,000	\$ 3,000,000	\$ 120,033,000
Area Funds	\$ 1,403,000	\$ 3,220,000	\$ 3,220,000	\$ 1,293,000	\$ 2,240,000
Utility Funds	\$ 2,425,000	\$ 2,329,000	\$ 2,358,000	\$ 1,835,000	\$ 1,034,000
Assessments/Developer Fees	\$ 2,160,000	\$ 1,350,000	\$ 1,000,000	\$ 2,150,000	\$ 3,354,000
Other:	\$ 67,225,500	\$ 29,568,000	\$ 7,064,000	\$ 2,173,000	\$ 2,331,000
TOTAL	83,290,000	75,088,500	38,257,500	18,813,000	150,153,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation	\$ 1,750,000	\$ 4,845,000	\$ -	\$ -	\$ 250,000
Engineering/Architect	\$ 14,463,000	\$ 10,200,000	\$ 5,777,000	\$ 3,234,000	\$ 36,439,000
Admin/Legal	\$ -	\$ -	\$ -	\$ -	\$ 104,000
Construction	\$ 64,431,000	\$ 57,810,500	\$ 30,156,500	\$ 13,159,000	\$ 110,840,000
Maintenance	\$ 1,676,000	\$ 1,214,000	\$ 1,254,000	\$ 1,296,000	\$ 1,340,000
Other	\$ 970,000	\$ 1,019,000	\$ 1,070,000	\$ 1,124,000	\$ 1,180,000
TOTAL	83,290,000	75,088,500	38,257,500	18,813,000	150,153,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Roadway Maintenance	Project Description Annual maintenance including: 4 miles of mill & overlay Concrete removal & replacement (2% per year) 6 miles trail maintenance (crack seal/fog seal) 2 miles trail reconstruction
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	9,000	3,000	14,000	10,000	11,000
Assessments/Developer Fees					
Other: Maintenance Fund	1,875,000	1,976,000	2,064,000	2,173,000	2,281,000
TOTAL	1,884,000	1,979,000	2,078,000	2,183,000	2,292,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	158,000	166,000	174,000	183,000	192,000
Admin/Legal					
Sealcoating Contract/Rock					
Maintenance	756,000	794,000	834,000	876,000	920,000
Other: Mill and Overlay	970,000	1,019,000	1,070,000	1,124,000	1,180,000
TOTAL	1,884,000	1,979,000	2,078,000	2,183,000	2,292,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Pavement Management (includes ADA improvements)	Project Description 2025 - Hidden Valley 2026 - EPD (Inwood to CDS), Kingsborough Trail 2027 - Thompson Grove Estates 11&12, Woodridge Park Add (W of Jamaica)
Department Public Works	2028 - Thompson Grove Estates and Hillside Trail 2029 - Pine Glen, Cottage Grove Estates

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt	2,303,000	2,801,000	3,188,000	3,985,000	6,313,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	396,000	746,000	1,124,000	1,405,000	403,000
Assessments/Developer Fees					
Other:					
TOTAL	2,699,000	3,547,000	4,312,000	5,390,000	6,716,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	675,000	887,000	1,078,000	1,348,000	1,679,000
Admin/Legal					
Construction	2,024,000	2,660,000	3,234,000	4,042,000	5,037,000
Maintenance					
Other					
TOTAL	2,699,000	3,547,000	4,312,000	5,390,000	6,716,000

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title CSAH 19 and TH 61	Project Description 2025 - Design/Construction for 100th Street Extension - CPF Grant funding - \$1,667,000 2026 - 100th St Extension Construction 2027 - 100th St Extension Construction 2029 - Reconstruction/realignment of bridge/overpass over Highway 61 at County Rd 19 (Innovation Road)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt		2,850,000	650,000		
State of Minnesota/MSA					
Washington County	666,500	3,422,500	777,500		8,150,000
Federal/Grant Funding	1,667,000	19,000,000	19,000,000		14,033,000
Area Funds		3,150,000	3,150,000		
Utility Funds					
Assessments/Developer Fees					717,000
Other: ED Trust	666,500				
TOTAL	3,000,000	28,422,500	23,577,500	0	22,900,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocat	1,750,000	4,845,000			
Engineering/Architect	1,250,000	3,075,000	3,075,000		
Admin/Legal					
Construction		20,502,500	20,502,500		22,900,000
Maintenance					
Other					
TOTAL	3,000,000	28,422,500	23,577,500	0	22,900,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Ravine Parkway - Shoppes at Cottage View	Project Description 2028 - Phase 1 Construction of roadway and infrastructure to support the retail/commercial 2029 - Construction of roadway and infrastructure to support the retail/commercial development 2030 - Construction of roadway and infrastructure to support the retail/commercial development (north of Roundabout) - \$1,353,000 *includes 8% inflation adjustment above Feasibility Report costs * Money to be used by August 31, 2030
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt				377,000	2,760,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding				3,000,000	
Area Funds				1,223,000	714,000
Utility Funds					
Assessments/Developer Fees				1,150,000	869,000
Other:					
TOTAL	-	-	-	5,750,000	4,343,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect				1,403,000	1,080,000
Admin/Legal					
Construction				4,347,000	3,263,000
Maintenance					
Other					
TOTAL	-	-	-	5,750,000	4,343,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Ravine Parkway	Project Description 2025 - Wolterstorff 2026 - Tank 2027 - Geis 2028 - Tank 2029 - Kemp
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Other:					
TOTAL	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	300,000	300,000	300,000	300,000	300,000
Admin/Legal					
Construction	1,700,000	1,700,000	1,700,000	1,700,000	1,700,000
Maintenance					
Other					
TOTAL	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title 80th Street Reconstruction	Project Description 2026 - Ideal to Hwy 61 - Includes reconstruction, spot curb replacement, ADA improvements, landscaping, trail replacement and cost share for MnDOT interchange improvements (\$500,000); 80th/Keats Roundabout Cost Share (\$1,000,000 MSA)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA		4,198,000			
Washington County					
Federal/Grant Funding		5,000,000			
Area Funds					
Utility Funds		460,000			
Assessments/Developer Fees					
Other: TIF 1-12		1,342,000			
TOTAL	0	11,000,000	0	0	0

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect		3,000,000			
Admin/Legal					
Construction		8,000,000			
Maintenance					
Other					
TOTAL	0	11,000,000	0	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project description Reconstruct Harkness Avenue to an urban section with utilities, from Oakwood Park to the north Hardwood Ave intersection.
Harkness Ave Reconstruction	
Department	
Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					938,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					1,456,000
Utility Funds					
Assessments/Developer Fees					768,000
Other:					
TOTAL	0	0	0	0	3,162,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					250,000
Engineering/Architect		0			728,000
Admin/Legal					104,000
Construction					2,080,000
Maintenance					
Other					
TOTAL	0	0	0	0	3,162,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Jamaica Ave	Project Description 2025 - Jamaica and 95th Intersection Improvements (Development Driven) 2028 - Cost share of reconstruction of Jamaica Ave from Rose of Sharon Church to Military Road to the urban four lane section roadway.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt				3,000,000	
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	333,000				
Utility Funds					
Assessments/Developer Fees	1,160,000				
Other:	507,000				
TOTAL	2,000,000	0	0	3,000,000	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	400,000				
Admin/Legal					
Construction	1,600,000			3,000,000	
Maintenance					
Other					
TOTAL	2,000,000	0	0	3,000,000	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title 103rd St Railroad Bridge	Project Description 2029 - Reconstruct 103rd Street railroad bridge
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					2,000,000
Washington County					
Federal/Grant Funding					6,000,000
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	0	0	0	0	8,000,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					2,400,000
Admin/Legal					
Construction					5,600,000
Maintenance					
Other					
TOTAL	0	0	0	0	8,000,000

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Traffic Signals	Project Description 2025 - Hardwood Ave/Hardwood Ct 2026 - 80th/Jamaica, Keats/Indian Blvd
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County		350,000			
Federal/Grant Funding					
Area Funds					
Utility Funds		700,000			
Assessments/Developer Fees		350,000			
Other: 1-12 TIF District	700,000				
TOTAL	700,000	1,400,000	0	0	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	140,000	147,000			
Admin/Legal					
Construction	560,000	1,253,000			
Maintenance					
Other					
TOTAL	700,000	1,400,000	0	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title East Ravine District	Project Description As residential development occurs in the East Ravine, various infrastructure will be constructed to support the new housing. This infrastructure will be paid for by developers either through City financed construction supported by assessments or by Developer constructed of same.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	50,000	50,000	50,000	50,000	50,000
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	50,000	50,000	50,000	50,000	50,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction	50,000	50,000	50,000	50,000	50,000
Maintenance					
Other					
TOTAL	50,000	50,000	50,000	50,000	50,000

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Industrial Park Water Tower	Project description Construct water tower on City property north of the South East Industrial Park.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt	4,000,000				
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	1,000,000				
Utility Funds	1,000,000				
Assessments/Developer Fees					
Other:					
TOTAL	6,000,000	0	0	0	0

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	500,000				
Admin/Legal					
Construction	5,500,000				
Maintenance					
Other					
TOTAL	6,000,000	0	0	0	0

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Water Tower Painting/Rehab	Project Description 2027 - Pine Hill Water Tower
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds			800,000		
Assessments/Developer Fees					
Other: Newport					
TOTAL	-	-	800,000	-	-

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect			150,000		
Admin/Legal					
Construction			650,000		
Maintenance					
Other					
TOTAL	-	-	800,000	-	-

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Annual well maintenance	Project Description Each year a well is 'pulled' for inspection and repair of the pump and other vital parts.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	70,000	70,000	70,000	70,000	70,000
Assessments/Developer Fees					
Other:					
TOTAL	70,000	70,000	70,000	70,000	70,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance	70,000	70,000	70,000	70,000	70,000
Other					
TOTAL	70,000	70,000	70,000	70,000	70,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Water System	Project description 2029 - Water Softening (\$70,000,000 Intermediate Plant; \$30,000,000 Low Plant)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					100,000,000
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	0	0	0	0	100,000,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					30,000,000
Admin/Legal					
Construction					70,000,000
Maintenance					
Other					
TOTAL	0	0	0	0	100,000,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title 3M Settlement Implementation	Project Description 2025 - Low Zone Water Treatment Plant and Well 13 2025-2026 - Intermediate Zone Water Treatment Plant 2027 - Well 1, Well 2, and Temp Treatment Plant Decommissioning
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other: 3M Settlement	63,477,000	26,250,000	5,000,000		
TOTAL	63,477,000	26,250,000	5,000,000	0	0
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	10,600,000	2,625,000	1,000,000		
Admin/Legal					
Construction	52,877,000	23,625,000	4,000,000		
Maintenance					
Other					
TOTAL	63,477,000	26,250,000	5,000,000	0	0
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Trunk Utility Oversizing	Project Description Trunk oversizing of water and sewer facilities as part of development projects
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	20,000	20,000	20,000	20,000	20,000
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	20,000	20,000	20,000	20,000	20,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction	20,000	20,000	20,000	20,000	20,000
Maintenance					
Other					
TOTAL	20,000	20,000	20,000	20,000	20,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Stormwater maintenance	Project Description Annual costs of pond and structure maintenance for City Stormwater system.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	200,000	200,000	200,000	200,000	200,000
Assessments/Developer Fees					
Other:					
TOTAL	200,000	200,000	200,000	200,000	200,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance	200,000	200,000	200,000	200,000	200,000
Other					
TOTAL	200,000	200,000	200,000	200,000	200,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Annual sewer line maintenance/spot sliplining	Project Description 2024/2025 - Lining trunk sewer from Jamaica and East Point down through the dog park (\$500,000 in 2024)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	550,000	50,000	50,000	50,000	50,000
Assessments/Developer Fees					
Other:					
TOTAL	550,000	50,000	50,000	50,000	50,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance	550,000	50,000	50,000	50,000	50,000
Other					
TOTAL	550,000	50,000	50,000	50,000	50,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Streetlight system improvements	Project Description Annual cost to refurbish and upgrade the City Streetlight infrastructure.
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	100,000	100,000	100,000	100,000	100,000
Assessments/Developer Fees					
Other:					
TOTAL	100,000	100,000	100,000	100,000	100,000

Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance	100,000	100,000	100,000	100,000	100,000
Other					
TOTAL	100,000	100,000	100,000	100,000	100,000

Project Balance	\$	-	\$	-	\$	-	\$	-	\$	-
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CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Pedestrian Improvements	Project description 2025 - Install RRFB at Glacial Valley Park (\$50,000), Hillside Sidewalk (\$50,000) 2029 - Install Pedestrian Crossing Infrastructure, including Rectangular Rapid Flashing Beacon and marked crosswalk: 80th Street at Pinetree Valley Park and Pinetree Pond Park (\$200,000), and Hadley Avenue at 92nd Street (\$50,000)
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	100,000				200,000
Assessments/Developer Fees					
Other: School District					50,000
TOTAL	100,000	0	0	0	250,000
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect					60,000
Admin/Legal					
Construction	100,000				190,000
Maintenance					
Other					
TOTAL	100,000	0	0	0	250,000
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

CITY OF COTTAGE GROVE

5 YEAR CAPITAL IMPROVEMENT BUDGET

2025-2029 CAPITAL IMPROVEMENT PROGRAM

Project Title Safe Streets and Roads for All (SS4A)	Project Description Develop a Safe Street and Roads for All plan
Department Public Works	

Funding Sources	2025	2026	2027	2028	2029
Tax Levy					
Bonded Debt					
State of Minnesota/MSA	88,000				
Washington County					
Federal/Grant Funding	352,000				
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	440,000	-	-	-	-
Project Expenses	2025	2026	2027	2028	2029
Land/Easements/Utility Relocation					
Engineering/Architect	440,000				
Admin/Legal					
Construction					
Maintenance					
Other					
TOTAL	440,000	-	-	-	-
Project Balance	\$ -	\$ -	\$ -	\$ -	\$ -

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**Road and Trailway Maintenance Fund (235)
Projected Financial Position**

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Aggregate tax	\$ 33,044	\$ 38,775	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000	\$ 22,000
Grant Funds			267,000					
Franchise fees	642,584	860,203	1,905,600	1,994,400	2,086,900	2,183,100	2,283,200	2,283,200
Investment Interest	(31,816)	9,928	10,000	10,000	10,000	10,000	10,000	10,000
Charges for services	27,829	54,121	-	-	-	-	-	-
Developer charges	26,081	34,624	-	-	-	-	-	-
Total Revenue	697,722	997,651	2,204,600	2,026,400	2,118,900	2,215,100	2,315,200	2,315,200
EXPENDITURES								
Commodities	35,021							
Trail fog seal, crack seal and sidewalk/curb repair		193,670	240,000	252,000	264,800	278,300	292,500	307,400
CR 74 trail			271,000					
Mill and Overlay	1,159,043	546,614	924,000	970,000	1,019,000	1,070,000	1,124,000	1,180,000
Trail replacement			480,000	504,000	529,200	555,700	583,500	612,700
Engineering for M&O and Trail replacement			150,000	158,000	166,000	174,000	183,000	192,000
Contractual services	269,333	4,142						
Total Expenditures	1,463,397	744,426	2,065,000	1,884,000	1,979,000	2,078,000	2,183,000	2,292,100
Other Financing Sources (uses)								
Transfer In/(out)	-	-	-	-	-	-	-	-
Total transfers	-	-	-	-	-	-	-	-
Increase (decrease) in fund balance	(765,675)	253,225	139,600	142,400	139,900	137,100	132,200	23,100
FB Balance beginning of year	996,394	230,719	483,944	623,544	765,944	905,844	1,042,944	1,175,144
FB Balance end of year	230,719	483,944	623,544	765,944	905,844	1,042,944	1,175,144	1,198,244

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Ice Arena Capital Fund (526)
Projected Financial Position

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Donation		80,000	80,000	80,000	80,000	80,000	80,000	80,000
Grant			165,000					
Interest		14,682						
Miscellaneous								
Total Revenue	-	94,682	245,000	80,000	80,000	80,000	80,000	80,000
EXPENDITURES								
Solar Panels		24,447	550,000					
North Rink-party lights			30,000					
Water treatment system				100,000				
West Rink-bleacher heat				35,000				
Dehumidifier wheel replacement				35,000				
Ice Arena Space Needs Study				40,000				
Locker 5/6/7-furnace					10,000			
Floor scrubber					15,000			
Zamboni replacement						130,000		
Zamboni replacement							130,000	
Common areas rooftop HVAC unit								75,000
Steel roof								500,000
North Rink-dehumidifier								
Misc.		5,840						
Total Expenditures	-	30,287	580,000	210,000	25,000	130,000	130,000	575,000
Other Financing Sources (uses)								
Transfer in from Ice Operating								
Total other sources	-	-	-	-	-	-	-	-
Increase (decrease) in fund balance	-	64,395	(335,000)	(130,000)	55,000	(50,000)	(50,000)	(495,000)
FB Beginning balance	-	-	64,395	(270,605)	(400,605)	(345,605)	(395,605)	(445,605)
FB Ending balance	-	64,395	(270,605)	(400,605)	(345,605)	(395,605)	(445,605)	(940,605)
Cash Balance		384,395	369,395	159,395	134,395	4,395	(125,605)	(700,605)

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Storm Water Utility Fund (230)
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Charges for Services*	\$ 1,083,689	\$ 1,132,552	\$ 1,198,400	\$ 1,251,100	\$ 1,306,000	\$ 1,345,200	\$ 1,385,600	\$ 1,427,200
Intergovernmental - County/State	186,844	165,084						
Interest	(98,612)	107,709	10,000	10,000	10,000	10,000	10,000	10,000
Miscellaneous		17,414						
Total Revenue	1,171,921	1,422,759	1,208,400	1,261,100	1,316,000	1,355,200	1,395,600	1,437,200
EXPENDITURES								
Operating expenses	820,953	712,613	773,915	803,280	852,150	877,715	904,046	931,167
Pavement Management		123,033	236,000	132,000	186,500	375,000	468,300	134,300
Annual maintenance projects	244,426	89,842	200,000	200,000	200,000	200,000	200,000	200,000
Developer pass thru								
80th Street					280,000			
Glacial Valley								
Capital Outlay				350,000				
Total Expenditures	1,065,379	925,488	1,209,915	1,485,280	1,518,650	1,452,715	1,572,346	1,265,467
OTHER FINANCING SOURCES (USES)								
Transfers in								
Transfers out	(394,046)	(45,096)	(46,450)	(47,850)	(49,300)	(50,000)	(50,000)	(50,000)
Total other sources	(394,046)	(45,096)	(46,450)	(47,850)	(49,300)	(50,000)	(50,000)	(50,000)
Increase (decrease) in fund balance	(287,504)	452,175	(47,965)	(272,030)	(251,950)	(147,515)	(226,746)	121,733
FB Beginning balance	2,347,752	2,060,248	2,512,423	2,464,458	2,192,428	1,940,478	1,792,964	1,566,218
FB Ending balance	2,060,248	2,512,423	2,464,458	2,192,428	1,940,478	1,792,964	1,566,218	1,687,950

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Water Utility Fund (610)
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Charges for Services*	\$ 3,447,474	\$ 3,973,360	\$ 3,606,910	\$ 4,165,850	\$ 4,457,400	\$ 4,747,131	\$ 5,055,695	\$ 5,384,315
Intergovernmental - County/State	34,538	67,054	100,000					100,000,000
Interest	(346,706)	440,954	50,000	76,000	152,000	50,000	50,000	50,000
Miscellaneous	177,004	200,700	34,000	32,000	32,000	34,000	34,000	34,000
Total Revenue	3,312,310	4,682,068	3,790,910	4,273,850	4,641,400	4,831,131	5,139,695	105,468,315
EXPENDITURES								
Operating expenses	2,436,194	2,853,085	2,653,125	2,762,750	2,845,633	3,796,300	3,980,700	4,174,300
Water meter replacement project								
Well maintenance			70,000	70,000	70,000	70,000	70,000	70,000
Water tower painting						800,000		
Water tower				1,000,000				
SCADA Upgrades			1,035,000					
Utilities Building			13,250,000					
Water Softening								100,000,000
Pavement management			216,000	132,000	186,500	375,000	468,300	134,300
80th Street					100,000			
EPD & Jamaica			250,000					
Capital Equipment			150,000					
Glacial Valley								
Debt Payment				500,800	592,000	591,000	590,000	591,100
Total Expenditures	2,436,194	2,853,085	17,624,125	4,465,550	3,794,133	5,632,300	5,109,000	104,969,700
OTHER FINANCING SOURCES (USES)								
Bond issuance			9,750,000					
Interfund loan		-	-	-	-	-	-	-
Changes in assets and liabilities	(75,086)	(1,024,368)						
Transfers in								
Transfers out	(467,138)	(953,493)	(203,740)	(209,850)	(216,100)	(222,600)	(229,300)	(236,200)
Total other sources	(542,224)	(1,977,861)	9,546,260	(209,850)	(216,100)	(222,600)	(229,300)	(236,200)
Increase (decrease) in fund balance	333,892	(148,878)	(4,286,955)	(401,550)	631,168	(1,023,769)	(198,605)	262,415
Cash Balance Beginning	7,194,300	7,528,192	7,379,314	3,092,359	2,690,809	3,321,977	2,298,208	2,099,602
Cash Balance Ending	7,528,192	7,379,314	3,092,359	2,690,809	3,321,977	2,298,208	2,099,602	2,362,017

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Sewer Utility Fund (620)
Projected Financial Position

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Charges for Service*	\$ 3,567,096	\$ 3,600,456	\$ 4,164,700	\$ 4,185,870	\$ 4,442,450	\$ 4,664,600	\$ 4,897,800	\$ 5,142,700
Interest	(115,511)	175,014	56,000	56,200	55,100	55,100	55,100	55,100
Grant-Met Council								
Miscellaneous	96,757	(26,140)	2,500	2,500	2,500	2,500	2,500	2,500
Total Revenue	3,548,342	3,749,330	4,223,200	4,244,570	4,500,050	4,722,200	4,955,400	5,200,300
EXPENDITURES								
Operating Expenses	3,331,355	3,387,402	3,822,070	4,027,670	4,152,190	4,276,756	4,405,058	4,537,210
Pavement Management		248,941	248,000	132,000	186,500	375,000	468,300	134,300
Vac Truck				350,000				
SCADA Upgrades			103,500					
Sewer slip lining - spot replacement			550,000	550,000	50,000	50,000	50,000	50,000
EPD & Jamaica			250,000					
80th Street					80,000			
Glacial Valley		-						
Total Expenditures	3,331,355	3,636,343	4,973,570	5,059,670	4,468,690	4,701,756	4,923,358	4,721,510
OTHER FINANCING SOURCES (USES)								
Transfers in								
Transfers out	(418,313)	(197,796)	(203,740)	(209,850)	(216,150)	(222,600)	(229,300)	(236,200)
Total other sources	(418,313)	(197,796)	(203,740)	(209,850)	(216,150)	(222,600)	(229,300)	(236,200)
Increase (decrease) in fund balance	(201,326)	(84,809)	(954,110)	(1,024,950)	(184,790)	(202,156)	(197,258)	242,590
Unrestricted FB Beginning balance	6,043,859	5,842,533	5,757,724	4,803,614	3,778,664	3,593,874	3,391,718	3,194,460
Unrestricted FB Ending balance	5,842,533	5,757,724	4,803,614	3,778,664	3,593,874	3,391,718	3,194,460	3,437,050

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Street Light Utility Fund (630)
Projected Financial Position

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Charges for Services	\$ 871,602	\$ 972,404	\$ 1,038,850	\$ 1,152,400	\$ 1,244,000	\$ 1,306,200	\$ 1,371,500	\$ 1,440,100
City Supplied Poles	\$ 114,510	\$ 67,600	\$ 167,000	\$ 170,500	\$ 175,600	\$ 175,600	\$ 175,600	\$ 175,600
Intergovernmental - County/State					350,000		50,000	50,000
Development Charge					350,000			
Interest	(22,309)	20,782		5,000	5,000			
Miscellaneous	52,098	18,032	20,000	20,000	21,000	20,000	20,000	20,000
Total Revenue	1,015,901	1,078,818	1,225,850	1,347,900	2,145,600	1,501,800	1,617,100	1,685,700
EXPENDITURES								
Operating expenses	875,964	929,424	954,420	987,630	1,029,590	1,050,182	1,071,185	1,092,609
Street Light Service Truck				230,000				
Pavement management		82,527						
Replace/install Signal lights								
Traffic Signal-Hardwood Ave/Hardwood Ct				700,000				
Traffic Signal-80th/Jamaica					700,000			
Traffic Improvement-Keats/Indian Blvd					700,000			
Jamaica and 95th Intersection				13,000				
80th Street-Ideal to Hwy 61					-			
Annual system improvements			100,000	100,000	100,000	100,000	100,000	100,000
Pedestrian Crossings				100,000				250,000
Total Expenditures	875,964	1,011,951	1,054,420	2,130,630	2,529,590	1,150,182	1,171,185	1,442,609
OTHER FINANCING SOURCES (USES)								
Transfers in				700,000				
Transfers out	(217,960)	(51,500)	(53,000)	(56,000)	(57,680)	(59,400)	(61,200)	(63,000)
Total other sources	(217,960)	(51,500)	(53,000)	644,000	(57,680)	(59,400)	(61,200)	(63,000)
Increase (decrease) in fund balance	(78,023)	15,367	118,430	(138,730)	(441,670)	292,218	384,715	180,091
Unrestricted FB Beginning balance	452,832	374,809	390,176	508,606	369,876	(71,794)	220,424	605,139
Unrestricted FB Ending balance	374,809	390,176	508,606	369,876	(71,794)	220,424	605,139	785,230

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**Park Improvement Fund (515)
Projected Financial Position**

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Cell Tower Leases	618,847	636,795	649,500	662,500	675,800	689,300	703,100	717,200
Intergovernmental					500,000			
Property Tax Levy					190,000	190,000	190,000	190,000
Interest	(67,918)	61,286	10,000	16,386	17,275	19,356	23,592	29,109
other (including donations)		10,780	80,000					
Total Revenue	550,929	708,861	739,500	678,886	1,383,075	898,656	916,692	936,309
EXPENDITURES								
Archery Range Shelter & trail works as part of PM							70,000	
Belden playground equipment				70,000				
Belden-backstop repair & curbing			30,000					
Bike park - picnic shelter & track paving			50,000					
Donations - matching funding			10,000	10,000	10,000	10,000	10,000	10,000
Glacial Valley-lighting for hockey & pickleball		13,751						
Hamlet skate park					100,000			
Hamlet-shelter replacement						50,000		
Hamlet	279,651							
Hamlet-Court Reconstruction		110,365						
Hardwood playground equipment				70,000				
Hearthside basketball courts & playground	92,246							
Hearthside Park Improvements as part of PM							100,000	
Hemmingway playground equipment								75,000
Hidden Valley as part of PM				150,000				
Hidden valley playground	53,931							
Highland playground equipment		161,570						
Highland rink lighting	58,884							
Highlands-Tennis court replacement							100,000	
Hillside/Jergen Trail as part of PM					75,000			
Ideal playground equipment		89,358						
North Ideal playground equipment								75,000
Kingston Park -Building replacement & power supply				5,200,000				
Kingston Park-Fitness Equipment	36,825							
Lamar Park-shade shelter replace. & roof replace.				80,000		10,000		
Sport Lighting Improvements			113,000	65,000	355,000	350,000	35,000	
Meadowgrass play equip	51,562							
Peter Thompson play equipment		116,542						
Peter Thompson Upgrades							115,000	30,000
Pine Coulee-Court Replacement						20,000		
Pine Glen-Picnic shelter				60,000				
Pine Glen as part of pavement management								100,000
Pine Tree Pond Play equipment		79,000						
Pine Tree Pond court replacement								30,000
Pine Tree Pond Park Improvements					500,000			
Pine Tree Valley Hockey & Skate Rink		64,295			100,000			
Woodridge shelter/hockey boards replacement								
West Draw, Granada & Nina Park play equipment			210,000					
West Draw Park Shelter		40,532						
Automatic locks on park buildings			35,000	35,000	35,000	35,000	35,000	35,000
miscellaneous	115,005	96,028						
Total Expenditures	688,104	771,441	448,000	5,740,000	1,175,000	475,000	465,000	355,000
OTHER FINANCING SOURCES (USES)								
Bond proceeds				5,000,000				
Transfer (to) from pavement management			100,000	150,000			100,000	100,000
Total other sources	-	-	100,000	5,150,000	-	-	100,000	100,000
Increase (decrease) in fund balance	(137,175)	(62,580)	391,500	88,886	208,075	423,656	551,692	681,309
FB Beginning balance	1,446,879	1,309,704	1,247,124	1,638,624	1,727,510	1,935,585	2,359,241	2,910,934
FB Ending balance	1,309,704	1,247,124	1,638,624	1,727,510	1,935,585	2,359,241	2,910,934	3,592,243

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Park Trust Fund (570)
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Intergovernmental	\$ 461,900	\$ 1,000,000	\$ -	\$ 350,000	\$ -	\$ -	\$ -	\$ -
Park Dedication Fees	1,144,364	767,094	723,800	500,000	500,000	500,000	500,000	500,000
special assessments								
Interest	(71,668)	122,895						
Land sale								
Miscellaneous - Refunds & Reimbursements	52,683	2,697						
Total Revenue	1,587,279	1,892,686	723,800	850,000	500,000	500,000	500,000	500,000
EXPENDITURES								
Miscellaneous	40,734	90,670						
Camel's Hump Park - develop & trails								
East Ravine Neighborhood					500,000	500,000	500,000	500,000
Glacial Valley Park	2,504,690	1,048,538						
Glacial Valley Park Building		4,299,248						
Hamlet Park Expansion	58,006	51,169						
Mississippi Dunes	10,149	1,041,492						
Michaels Pointe Park								
Military Trailhead						200,000		
Neighborhood parks								
Jack and Marlys Denzer Park			500,000					
Oakwood Park	331,225	8,203						
Parks - master planning		12,534	15,000	15,000	15,000	15,000	15,000	15,000
Oltman Middle School				700,000	2,300,000			
Roberts Lake Neighborhood development						500,000		
Settlers Island landing/picnic pad								
Still Ponds park development				500,000				
Strawberry Fields (Swanlund)								
Hawthorne Pine Trails		50,000						
Total Expenditures	2,944,804	6,601,854	515,000	1,215,000	2,815,000	1,215,000	515,000	515,000
OTHER FINANCING SOURCES (USES)								
Bonded Debt		4,816,062			2,300,000			
Transfer from EDA								
Transfer from Utilities	-							
Transfer from (to) park improvement & ED Trust	-		(630,000)	-	-	-	-	-
Total other sources	-	4,816,062	(630,000)	-	2,300,000	-	-	-
Increase (decrease) in fund balance	(1,357,525)	106,894	(421,200)	(365,000)	(15,000)	(715,000)	(15,000)	(15,000)
FB Beginning balance	1,505,183	147,658	254,552	(166,648)	(531,648)	(546,648)	(1,261,648)	(1,276,648)
FB Ending balance	147,658	254,552	(166,648)	(531,648)	(546,648)	(1,261,648)	(1,276,648)	(1,291,648)

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Landscape Initiative-in Fund 510
Projected Financial Position

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Grants	76,051	8,382	80,000				100,000	
Tree Mitigation-6489		118,281	40,000	40,000	40,000	40,000	40,000	40,000
Total Revenue	76,051	126,663	120,000	40,000	40,000	40,000	140,000	40,000
EXPENDITURES								
Landscape Initiative	92,889	125,191	170,000	120,000	80,000	100,000	220,000	100,000
Ravine Parkway Landscaping								
EPD and Jamaica Landscaping								
Total Expenditures	92,889	125,191	170,000	120,000	80,000	100,000	220,000	100,000
Other Financing Sources (uses)								
Transfer In								
Transfer Out-EPD & Jamaica			(40,000)					
Total other sources	-	-	(40,000)	-	-	-	-	-
Increase (decrease) in fund balance	(16,838)	1,472	(90,000)	(80,000)	(40,000)	(60,000)	(80,000)	(60,000)
FB Beginning balance	703,946	687,108	688,580	598,580	518,580	478,580	418,580	338,580
FB Ending balance	687,108	688,580	598,580	518,580	478,580	418,580	338,580	278,580

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**Municipal Building Fund (525)
Projected Financial Position**

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Property taxes	249,846	250,134	300,000	300,000	300,000	300,000	300,000	300,000
intergovernmental								
tower rental - PW Tower	92,034	90,921	90,921	90,921	90,921	90,921	90,921	90,921
Investment interest	(5,252)	9,610	4,724					
Miscellaneous								
Total Revenue	336,628	350,665	395,645	390,921	390,921	390,921	390,921	390,921
EXPENDITURES								
Municipal building expenses	12,576							
Shop & Wash Bay Modifications				500,000				
City Hall Remodel		131,211						
City Hall-Water Heater& Carpet						120,000		
Central Fire-Water Pumps							20,000	20,000
Public Works-Water Heater					12,000			
Public Works-Garage doors&flooring							85,000	85,000
Public Works-Roof replacement							1,000,000	
Total Expenditures	12,576	131,211	-	500,000	12,000	120,000	1,105,000	105,000
Other Financing Sources (uses)								
Interfund loan interest	(25,450)	(23,350)	(21,250)	(19,150)	(17,050)	(14,950)	(12,650)	(10,025)
Interfund loan payment	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(210,000)	(250,000)	(275,000)
Transfer from General Fund		5,302						
Total other sources	(235,450)	(228,048)	(231,250)	(229,150)	(227,050)	(224,950)	(262,650)	(285,025)
Increase (decrease) in fund balance	88,602	(8,594)	164,395	(338,229)	151,871	45,971	(976,729)	896
FB Beginning balance	(2,583,371)	(2,284,769)	(2,083,363)	(1,708,968)	(1,837,197)	(1,475,326)	(1,219,355)	(1,946,084)
FB Ending balance	(2,284,769)	(2,083,363)	(1,708,968)	(1,837,197)	(1,475,326)	(1,219,355)	(1,946,084)	(1,670,188)
Cash Balance at year-end	124,719	116,125	280,520	(57,709)	94,162	140,133	(836,596)	(835,700)
Interfund Payable at year-end	2,440,000	2,230,000	2,020,000	1,810,000	1,600,000	1,390,000	1,140,000	865,000

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**ED Trust Fund (286)
Projected Financial Position**

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Land sales	1,638,020	617,313						
Donation	150,000	150,000						
Interest	(159,225)	282,792						
South District Assessments		981,536	244,347	2,807,199				
Miscellaneous	210	105						
Total Revenue	1,629,005	2,031,746	244,347	2,807,199	-	-	-	-
EXPENDITURES								
Professional Services	52,379		60,000	60,000	60,000	60,000	60,000	60,000
Land Write-down								
CSAH 19 and TH 61				666,500				
South District Street & Utility	303,295	689,085	4,500,000					
Total Expenditures	355,674	689,085	4,560,000	726,500	60,000	60,000	60,000	60,000
Other Financing Sources (uses)								
Interfund loan interest								
Interfund loan payment								
Transfer in for South District								
Transfer to Golf for liquor license								
Transfer to EDA Fund	(100,000)	(312,500)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Total other sources	(100,000)	(312,500)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)	(100,000)
Increase (decrease) in fund balance	1,173,331	1,030,161	(4,415,653)	1,980,699	(160,000)	(160,000)	(160,000)	(160,000)
FB Beginning balance	4,684,913	5,858,244	6,888,405	2,472,752	4,453,451	4,293,451	4,133,451	3,973,451
FB Ending balance	5,858,244	6,888,405	2,472,752	4,453,451	4,293,451	4,133,451	3,973,451	3,813,451
Goal	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000	5,000,000
Cash Balance	4,888,727	4,341,553	197,376	3,933,112	3,852,612	3,700,112	3,547,612	3,395,112

Anticipates that bonds are issued for golf course irrigation in 2025 allowing interfund loan to be paid in full to ED Trust

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**MSA Construction Fund (520)
Projected Financial Position**

	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES							
Municipal State Aid Construction funds	\$ 5,985,250	\$ 294,462	\$ 1,800,000	\$ 5,198,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
LRIP	\$ 1,187,500	\$ 62,500					
Special assessments	6,103		1,160,000				
Intergovernmental - Federal funding Shoppes at CV						3,000,000	
Intergovernmental - Federal funding 80th Street				5,000,000			
Intergovernmental - Federal funding			352,000				6,000,000
Intergovernmental - State		1,010,000	88,000				2,000,000
Assessment/Development Fees			1,000,000	1,000,000	1,000,000	2,150,000	1,869,000
Interest	46,560						
Miscellaneous -			507,000				
Total Revenue	7,225,413	1,366,962	4,907,000	11,198,000	2,000,000	6,150,000	10,869,000
EXPENDITURES							
Professional services-miscellaneous	15						
Safe Streets and Roads for All			440,000				
103rd Street Bridge							8,000,000
70th Street (in three phases)							
80th Street (CSAH19 to TH 61) Reclamation		-					
80th Street (Ideal to Hwy 61)	59,401			10,000,000			
80th Street (80th/Keats roundabout)				1,000,000			
East Point Douglas - Jamaica intersection	7,905,857	4,007,000	800,000				
EPD & Ravine Pkwy - Shoppes at Cottage View						5,750,000	4,343,000
Jamaica Avenue and 95th Intersection Improvements			2,000,000				
Jamaica Ave - 80th to 90th		2,010,800					
Ravine Parkway	223,522		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
River Oaks Hwy 61 RCUT	138,896	1,204,000					
Total Expenditures	8,327,691	7,221,800	5,240,000	13,000,000	2,000,000	7,750,000	14,343,000
OTHER FINANCING SOURCES (USES)							
Bond Proceeds		4,788,689				377,000	2,760,000
Transfers in		1,053,000	333,000	1,802,000		1,223,000	714,000
Transfers out - PM							
Total other sources	-	5,841,689	333,000	1,802,000	-	1,600,000	3,474,000
Increase (decrease) in fund balance	(1,102,278)	(13,149)	-	-	-	-	-
Beginning balance, FB	431,429	(670,849)	(683,998)	(683,998)	(683,998)	(683,998)	(683,998)
Ending balance, FB	(670,849)	(683,998)	(683,998)	(683,998)	(683,998)	(683,998)	(683,998)
MSA Beginning Balance	1,195,043	(3,705,538)	(1,862,872)	(1,389,872)	(4,224,372)	(2,806,472)	(1,388,572)
Allocation	1,968,470	2,137,127	2,273,000	2,363,500	2,417,900	2,417,900	2,417,900
Disbursements	(6,869,051)	(294,462)	(1,800,000)	(5,198,000)	(1,000,000)	(1,000,000)	(1,000,000)
MSA Ending Balance	(3,705,538)	(1,862,872)	(1,389,872)	(4,224,372)	(2,806,472)	(1,388,572)	29,328

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Street Reconstruction and Overlay Fund
Projected Financial Position

	2024	2025	2026	2027	2028	2029
	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
	\$	\$	\$	\$	\$	\$
REVENUES						
special assessments developer fees						1,485,000
Intergovernmental - Federal funding 19 & 61		1,667,000	19,000,000	19,000,000		14,033,000
Intergovernmental - County 19 & 61		666,500	3,422,500	777,500		8,150,000
Interest						
Miscellaneous						
Total Revenue	-	2,333,500	22,422,500	19,777,500	-	23,668,000
EXPENDITURES						
Prof Svcs - assmt fees						
CSAH 19 and TH 61		3,000,000	28,422,500	23,577,500		22,900,000
Harkness Avenue reconstruction						3,162,000
Jamaica Ave - 70th to Military					3,000,000	
Total Expenditures	-	3,000,000	28,422,500	23,577,500	3,000,000	26,062,000
Revenue over Expenditures	-	(666,500)	(6,000,000)	(3,800,000)	(3,000,000)	(2,394,000)
Other Financing Sources (uses)						
Bond proceeds			2,850,000	650,000	3,000,000	938,000
Transfers from Area Funds			3,150,000	3,150,000		1,456,000
Transfer from general fund						
Transfers from ED Trust		666,500				
Total other sources	-	666,500	6,000,000	3,800,000	3,000,000	2,394,000
Increase (decrease) in fund balance	-	-	-	-	-	-
FB Beginning balance	-	-	-	-	-	-
FB Ending balance	-	-	-	-	-	-

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Pavement Management Fund (560)
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
	\$	\$	\$	\$	\$	\$	\$	\$
REVENUES								
special assessments	30	21	78,750					
Interest	(123,494)	158,869	15,000	26,100	26,300	26,600	26,900	27,100
Miscellaneous								
Total Revenue	(123,464)	158,890	93,750	26,100	26,300	26,600	26,900	27,100
EXPENDITURES								
Prof Svcs - assmt fees	637							
PM 2021 - F5, B1, E1 & River Oaks Parking	102,503							
PM 2023	137,347	3,547,055						
PM 2024			1,170,000					
PM 2025-Hidden Valley				2,699,000				
PM 2026-EPD (inwood to CDS), Kinsborough Trail					3,547,000			
PM 2027-Thompson Grove Estates 11&12, Woodridge Park Add (W of Jamaica)						4,312,000		
PM 2028-Thompson Grove Estates and Hillside Trail							5,390,000	
PM 2028-Pine Glen, Cottage Grove Estates								6,716,000
Total Expenditures	240,487	3,547,055	1,170,000	2,699,000	3,547,000	4,312,000	5,390,000	6,716,000
Revenue over Expenditures	(363,951)	(3,388,165)	(1,076,250)	(2,672,900)	(3,520,700)	(4,285,400)	(5,363,100)	(6,688,900)
Other Financing Sources (uses)								
Bond proceeds		2,994,722	1,075,700	2,303,000	2,801,000	3,188,000	3,985,000	6,313,000
Transfers from MSA fund								
Transfer from general fund								
Transfers from utility funds	-	563,729	53,800	396,000	746,000	1,124,000	1,405,000	403,000
Total other sources	-	3,558,451	1,129,500	2,699,000	3,547,000	4,312,000	5,390,000	6,716,000
Increase (decrease) in fund balance	(363,951)	170,286	53,250	26,100	26,300	26,600	26,900	27,100
FB Beginning balance	2,748,091	2,384,140	2,554,426	2,607,676	2,633,776	2,660,076	2,686,676	2,713,576
FB Ending balance	2,384,140	2,554,426	2,607,676	2,633,776	2,660,076	2,686,676	2,713,576	2,740,676
Goal (35% of next 5-year avg capital spend)	1,069,254	1,198,260	1,652,204	1,841,407	1,998,475	2,129,117	2,189,062	2,298,515

**City of Cottage Grove, MN
Capital Improvement Plan 2025-2029**

**Water Area Fund (575)
Projected Financial Position**

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Developer fees	\$ 1,378,851	\$ 677,066	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000	\$ 700,000
Special Assessments								
Intergovernmental - County/State								
3M Settlement funds								
Interest	(166,902)	199,567						
Miscellaneous								
Total Revenue	1,211,949	876,633	700,000	700,000	700,000	700,000	700,000	700,000
EXPENDITURES								
East Ravine infrastructure development			25,000	17,000	17,000	17,000	17,000	17,000
Interim Water Treatment project								
Miscellaneous	3,910							
Water Comp Plan	64,494	36,916						
PFAS Study								
water main oversizing	134,313	74,743	10,000	7,000	7,000	7,000	7,000	7,000
South District Street & Utilities	450,084	708,007	800,000					
EPD & Ravine Pkwy - Shoppes at Cottage View								
CSAH 19 & TH 61							559,000	559,000
Ravine Parkway I & II		87,960			1,215,000	1,215,000		
Intermediate & low zone water treatment facilities	10,636							
River Acres watermain extension								
Granada watermain extension								
Harkness Avenue								485,400
Jamaica Avenue & 95th Intersection				49,000				
Well 7&8 treatment								
Industrial Park Water Tower	96,851	7,310		6,000,000				
100th St watermain		66,799						
95th & Jamaica								
Well #12								
Total Expenditures	760,288	981,735	835,000	6,073,000	1,239,000	1,239,000	583,000	1,068,400
OTHER FINANCING SOURCES (USES)								
Bond Proceeds				4,000,000				
Transfers in				1,000,000				
Transfers out	(102,330)	(237,909)						
Total other sources	(102,330)	(237,909)	-	5,000,000	-	-	-	-
Increase (decrease) in fund balance	349,331	(343,011)	(135,000)	(373,000)	(539,000)	(539,000)	117,000	(368,400)
FB Beginning balance	3,656,384	4,005,715	3,662,704	3,527,704	3,154,704	2,615,704	2,076,704	2,193,704
FB Ending balance	4,005,715	3,662,704	3,527,704	3,154,704	2,615,704	2,076,704	2,193,704	1,825,304

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Sewer Area Fund (580)
Projected Financial Position

	2022	2023	2024	2025	2026	2027	2028	2029
	ACTUAL	ACTUAL	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED	ESTIMATED
REVENUES								
Developer fees	\$ 976,022	\$ 552,117	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
Special Assessments								
Intergovernmental - County/State/Federal	1,986,135	(66,481)						
Interest	(31,171)	5,017						
Miscellaneous								
Total Revenue	2,930,986	490,653	600,000	600,000	600,000	600,000	600,000	600,000
EXPENDITURES								
East Ravine infrastructure development		74,157	25,000	17,000	17,000	17,000	17,000	17,000
Hy-Vee								
Miscellaneous		13,077						
Comp Plan	66,687	40,660						
South District Street & Utilities	1,317,320	874,379						
95th & Jamaica								
EPD & Ravine Pkwy - Shoppes at Cottage View							611,500	357,000
CSAH 19 & TH 61					770,000	770,000		
Lift Stations		18,970						
Harkness Avenue								485,400
Trunk sewer extension - Met council	747,070	1,152						
Trunk Fund Oversizing			10,000	7,000	7,000	7,000	7,000	7,000
Sanitary Sewer Plan								
Total Expenditures	2,131,077	1,022,395	35,000	24,000	794,000	794,000	635,500	866,400
OTHER FINANCING SOURCES (USES)								
Debt Service - principal & interest	-	-	-	-	-	-	-	-
Transfers in								
Transfers out	(239,818)							
Total other sources	(239,818)	-	-	-	-	-	-	-
Increase (decrease) in fund balance	560,091	(531,742)	565,000	576,000	(194,000)	(194,000)	(35,500)	(266,400)
FB Beginning balance	36,089	596,180	64,438	629,438	1,205,438	1,011,438	817,438	781,938
FB Ending balance	596,180	64,438	629,438	1,205,438	1,011,438	817,438	781,938	515,538

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

Storm Water Area Fund (585)
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED	2029 ESTIMATED
REVENUES								
Developer fees	\$ 1,756,069	\$ 555,074	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000
Special Assessments		7,754						
Intergovernmental - County/State								
Interest	(222,394)	48,849						
Miscellaneous								
Total Revenue	1,533,675	611,677	600,000	600,000	600,000	600,000	600,000	600,000
EXPENDITURES								
95th & Jamaica Improvements								
Business park pond & grading								
East Ravine infrastructure development				17,000	17,000	17,000	17,000	17,000
River acres water main project								
TG-14	1,231,184	10,060						
L-P3 Pond Improvements	72,992	87,082						
East Ravine infrastructure & AUAR	38,474	224,728						
Anderson								
100th Street Extension		35,744						
Miscellaneous	14,449	308						
Jamaica Avenue & 95th Intersection				271,000				
South District Trunk Storm Sewer	3,111,573	65,267						
South District Street & Utilities	294,334	867,166						
CSAH 19 & TH 61					1,165,000	1,165,000		
EPD & Ravine Pkwy - Shoppes at Cottage View		-					611,500	357,000
Lake Flora Ponds		490,327						
Harkness Avenue								485,400
oversizing	167,083			7,000	7,000	7,000	7,000	7,000
Lake Robert	6,725							
West draw modeling								
Total Expenditures	4,936,814	1,780,682	-	295,000	1,189,000	1,189,000	635,500	866,400
OTHER FINANCING SOURCES (USES)								
Transfers in - 95th & Jamaica								
Transfers in (out)	(319,059)							
Total other sources	(319,059)	-	-	-	-	-	-	-
Increase (decrease) in fund balance	(3,722,198)	(1,169,005)	600,000	305,000	(589,000)	(589,000)	(35,500)	(266,400)
FB Beginning balance	4,721,479	999,281	(169,724)	430,276	735,276	146,276	(442,724)	(478,224)
FB Ending balance	999,281	(169,724)	430,276	735,276	146,276	(442,724)	(478,224)	(744,624)

City of Cottage Grove, MN
Capital Improvement Plan 2025-2029

3M Settlement/MPCA Fund 455
Projected Financial Position

	2022 ACTUAL	2023 ACTUAL	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED	2028 ESTIMATED
REVENUES							
3M Settlement funds	\$ 9,224,361	\$ 16,781,220	\$ 27,400,000	\$ 63,477,000	\$ 26,250,000	\$ 5,000,000	\$ -
Interest							
Miscellaneous							
Total Revenue	9,224,361	16,781,220	27,400,000	63,477,000	26,250,000	5,000,000	-
EXPENDITURES							
Prior Year Projects	9,334,549	17,328,462					
Low Zone Water Treatment Plant & Well 13			27,400,000				
Intermediate Zone Water Treatment Plant				63,477,000	26,250,000		
Well 1, Well 2, & Temp Treatment Plant decomm.						5,000,000	
Total Expenditures	9,334,549	17,328,462	27,400,000	63,477,000	26,250,000	5,000,000	-
OTHER FINANCING SOURCES (USES)							
Bond Proceeds							
Transfers in							
Transfers out							
Total other sources	-	-	-	-	-	-	-
Increase (decrease) in fund balance	(110,188)	(547,242)	-	-	-	-	-
FB Beginning balance	(11,185)	(121,373)	(668,615)	(668,615)	(668,615)	(668,615)	(668,615)
FB Ending balance	(121,373)	(668,615)	(668,615)	(668,615)	(668,615)	(668,615)	(668,615)

Bond Issuance Amounts Identified in 2025-2029 CIP

Project	2025	2026	2027	2028	2029	Total
Water Tower	4,000,000					4,000,000
Pavement Management	2,453,000	2,801,000	3,188,000	4,085,000	6,413,000	18,940,000
CSAH 19 & TH 61		2,850,000	650,000			3,500,000
Shoppes at Cottage View				377,000	2,760,000	3,137,000
Harkness Avenue					938,000	938,000
Jamaica (Rose of Sharon to Military)				3,000,000		3,000,000
Kingston Park			5,000,000			5,000,000
Oltman-lacrosse complex&parking lot		2,300,000				2,300,000
Equipment	1,920,000	1,080,000	560,000			3,560,000
Golf Irrigation Equipment	1,600,000					1,600,000
Total Bonds	9,973,000	9,031,000	9,398,000	7,462,000	10,111,000	45,975,000
Sales Tax Revenue Bonds		6,000,000	6,250,000	5,250,000		17,500,000
Total All Bonds	9,973,000	15,031,000	15,648,000	12,712,000	10,111,000	63,475,000



City Council Action Request

14.A.

Meeting Date	8/7/2024
Department	Administration
Agenda Category	Action Item
Title	Closed Workshop - Labor Negotiation Discussion
Staff Recommendation	Closed meeting pursuant to Minn. Stat. 13D.03 to consider strategy for labor negotiations.
Budget Implication	N/A
Attachments	None