



COTTAGE GROVE PARKS, RECREATION AND
NATURAL RESOURCES COMMISSION

September 9, 2024

12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MN 55016

COUNCIL CHAMBER - 7:00 PM

- 1 Call to Order
- 2 Roll Call
- 3 Approval of the Agenda
- 4 Approval of Minutes
 - A 05.13.24 Minutes
- 5 Open Forum
- 6 Presentations
 - A Preserve.Play.Propser.Plan
- 7 Action Items
 - A Mississippi Dunes Master Plan
 - B Denzer Park Master Plan
 - C Pine Tree Pond Park Master Plan
 - D 2025-2029 Capital Improvements Plan
 - E 2025-2027 Commission Workplan
- 8 Presentation of Information
- 9 Action Updates
 - A Community Garden
 - B CG Trailway Corridor Grant
 - C Oltman/Mississippi Dunes Park Grants
 - D Pine Coulee RC Track
 - E Playground Installations
 - F Kingston Park Building
- 10 Donations
 - A Memorial Benches, Olson Memorial Trail Sign, Hamlet Little Free Library
- 11 Staff Reports and Materials

- A Parks and Recreation Newsletter - September 2024
- 12 Commission Comments
- 13 Council Comments
 - A Council Agendas
- 14 Workshop
- 15 Adjournment



Minutes

City of Cottage Grove

Parks, Recreation and Natural Resources Commission Meeting

May 13th, 2024

Pursuant to due call and notice thereof, a Cottage Grove Parks, Recreation and Natural Resources Commission Meeting was held on May 13th 2024.

I. CALL TO ORDER & READING OF MISSION

Meeting called to order at 7:00pm at City Hall

II. Roll Call

Members Present: Susannah Brown, Adam Larson, Kelly Glasford, Debra Gustafson, Samantha Crabtree

Members Absent: Justin Waterman, Shane Waterman, & David Olson

Others Present: Zac Dockter Parks & Recreation Director, Jim Fohrman Parks Supervisor

III. Approval of Agenda

A Motion to approve agenda made by Commissioner Brown & Seconded by Commissioner Glasford. Agenda approved.

IV. Approval of Minutes

A Motion to approve minutes from March 11th 2024 meeting made by Commissioner Gustafson & Seconded by Commissioner Glasford. Minutes approved.

V. Open Forum- None

VI. Presentations

- a. Local Option Sales Tax Education Program

VII. Action Items

a. Mississippi Dune Park Building

- i. Commissioner Crabtree motioned to approve. Commissioner Brown seconded. Motion carried.

b. June Meeting

- i. Commissioner Brown motioned to approve. Commissioner Crabtree seconded. Motion carried.

VIII. Presentation of Information-None

a. Mississippi Dunes Park Naming

b. Community Garden

c. Bike Park Project

d. CG Trailway Corridor Grant

e. Pine Coulee RC Track

f. Playground Installations

IX. Action Updates

X. Donation and Acknowledgements

- a. Memorial Benches, Ice Arena Party Lights, Pickleball Screens

XI. Staff Reports & Educational Materials

- a. Glacial Valley grand opening

XII. Commission Comments

- a. Due to a technical error the meeting was no recorded video for public viewing.

XIII. Council Comments-None

XIV. Adjournment Commissioner Crabtree motioned to adjourn meeting. Commissioner Glasford seconded. Motion carried. Meeting adjourned at 7:45pm



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 26, 2024
Subject: Presentation – Preserve.Play.Prosp. Plan

Introduction/Background

Staff will present information and recent developments on the Preserve.Play.Prosp. Plan.

Staff Recommendation

Receive information.



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 28, 2024
Subject: Mississippi Dunes Park Master Plan

Introduction/Background

Staff has been working with the team from ISG to finalize the revised master plans for the future Mississippi Dunes Park building, landscaping and recreational improvements. The Commission was able to review preliminary plans and provide feedback at their May meeting. The completed master plan is included with this report and incorporates both Commission and Council feedback.

Staff Recommendation

Approve Mississippi Dunes Park Master Plan.

MISSISSIPPI DUNES PARK

MASTER PLAN



MISSISSIPPI DUNES PARK MASTER PLAN

PREFERRED CONCEPT

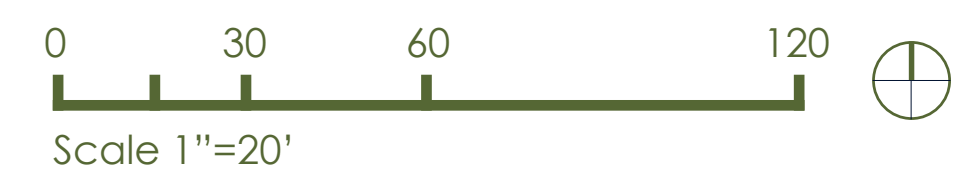


LEGEND

- 1 MAIN PARKING (51 STALLS; 2 ADA)
- 2 DROP-OFF / FOOD TRUCK PARKING
- 3 PARK BUILDING
- 4 ENTRY PLAZA DUNES
- 5 RIVERVIEW PLAZA OVERLOOK
- 6 OUTDOOR CLASSROOM
- 7 GREAT LAWN
- 8 RIVERVIEW LOUNGERS + REFLECTING POOL
- 9 OVERLOOK / SUNDIAL
- 10 BOAT LAUNCH PARKING
- 11 BOAT LAUNCH
- 12 ADA KAYAK LAUNCH
- 13 8' PROPOSED BITUMINOUS TRAIL (TYP)
- 14 8' CONCRETE WALK (TYP)
- 15 EXISTING BITUMINOUS TRAIL (TYP)
- 16 PROPOSED TREES (TYP)

PLAY AREA

- 17 PICNIC SHELTER
- 18 5-12 Y.O. PLAY EQUIPMENT
- 19 EMBANKMENT PLAY
- 20 2-5 Y.O. PLAY EQUIPMENT
- 21 PLAY MOUNDS (TYP)
- 22 STORM WATER BASIN
- 23 SPLASH PAD
- 24 CREEK BED
- 25 MONUMENT SIGN



MISSISSIPPI DUNES PARK MASTER PLAN

SITE BIOMES



Mississippi Dunes Park will encompass a diverse array of native biomes and habitats, offering residents an enriching environment to explore. The initiative begins with the introduction of native prairie plantings, serving to nurture avian populations, curtail the need for excessive mowing, and enhance seasonal floral displays. Additionally, a comprehensive woodland restoration strategy will be implemented in areas boasting substantial forest cover, prioritizing the preservation and protection of mature trees while eradicating invasive species. Lastly, an Oak savanna planting scheme will be integrated along the park's perimeter, particularly where a burgeoning neighborhood is emerging, serving to shield residences and establish a semi-transparent buffer zone.

OAK SAVANNA



NATIVE PRAIRIE



RESTORED WOODLAND



MISSISSIPPI DUNES PARK MASTER PLAN

SUSTAINABILITY



Mississippi Dunes Park will showcase various components that underscore the City of Cottage Grove's dedication to sustainable development and practices. Commencing with the park facility, it will incorporate solar panels to meet the park's electrical requirements, alongside a green roof designed to mitigate the urban heat island effect while enhancing building insulation. Transitioning to the park's landscape, indigenous plantings and restored natural habitats will minimize the necessity for irrigation and contribute to carbon sequestration efforts. Furthermore, water management strategies will be implemented through green infrastructure channels and basins, effectively diminishing sediment loads and mitigating rapid overland flow.

GREEN INFRASTRUCTURE



STORM BASIN



SOLAR PANELS

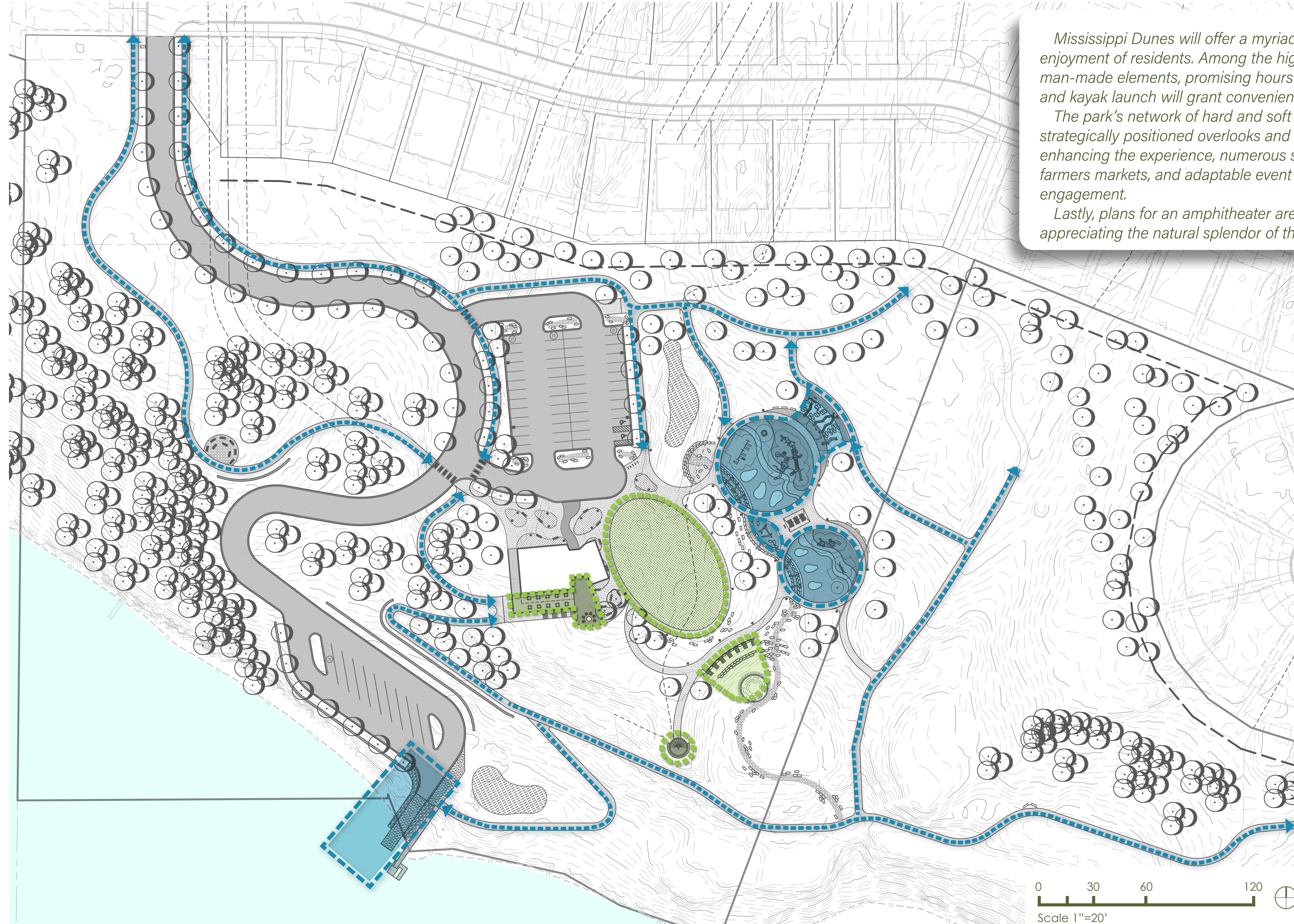


GREEN ROOF



MISSISSIPPI DUNES PARK MASTER PLAN

ACTIVE + PASSIVE USES



Mississippi Dunes will offer a myriad of both active and passive recreational opportunities tailored to the enjoyment of residents. Among the highlights, a newly designed expansive playground will blend natural and man-made elements, promising hours of amusement for young visitors. Additionally, the inclusion of a boat and kayak launch will grant convenient access to the park's focal point, the Mississippi River.

The park's network of hard and soft trails will cater to enthusiasts of active recreation, complemented by strategically positioned overlooks and rest areas designed for passive enjoyment and contemplation. Further enhancing the experience, numerous seating areas, a spacious great lawn ideal for picnics, impromptu farmers markets, and adaptable event spaces will offer versatile opportunities for relaxation and community engagement.

Lastly, plans for an amphitheater are underway, envisioned as a venue for performances and a platform for appreciating the natural splendor of the site, ensuring a well-rounded recreational experience for all.

ACTIVE USES

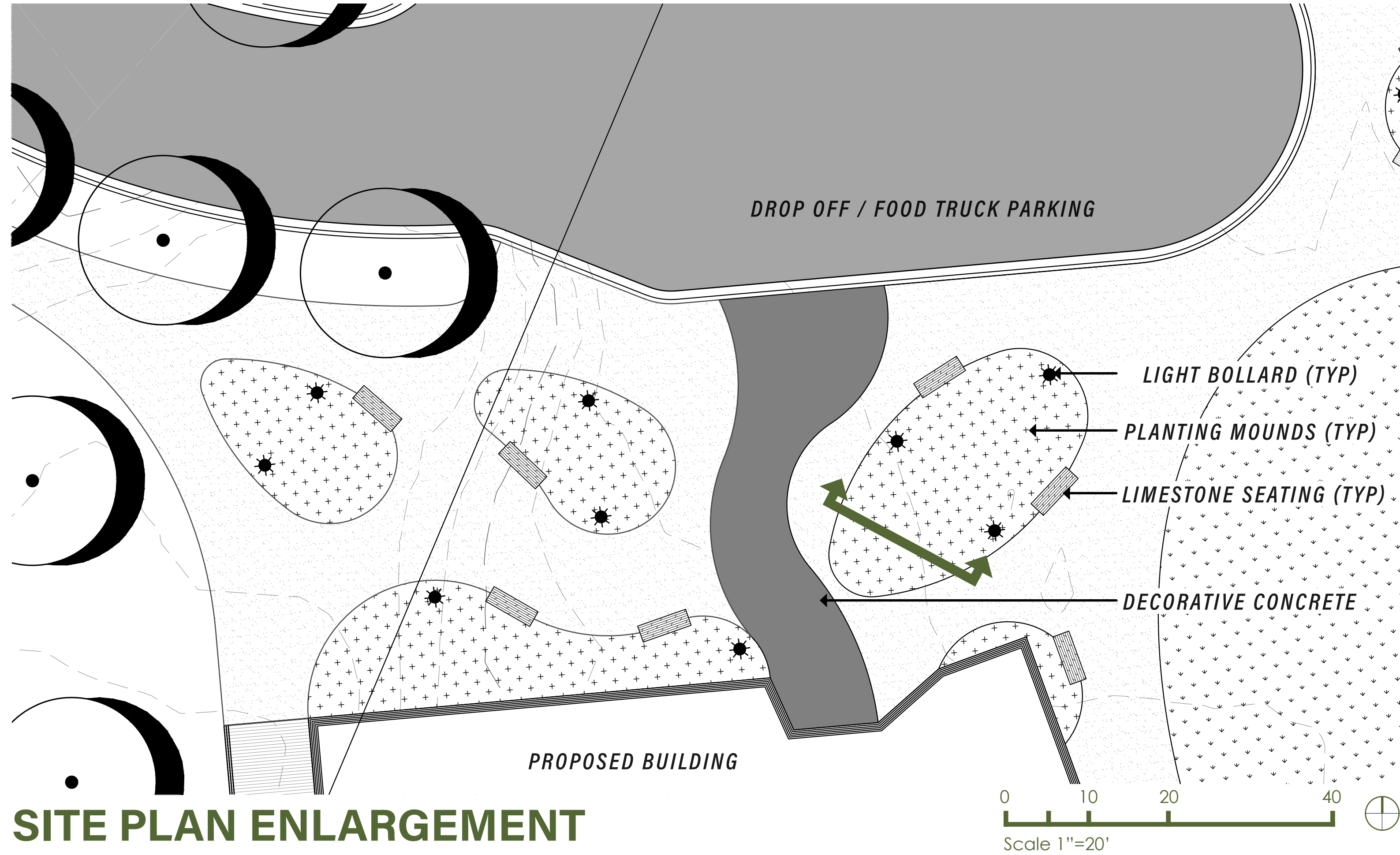


PASSIVE USES

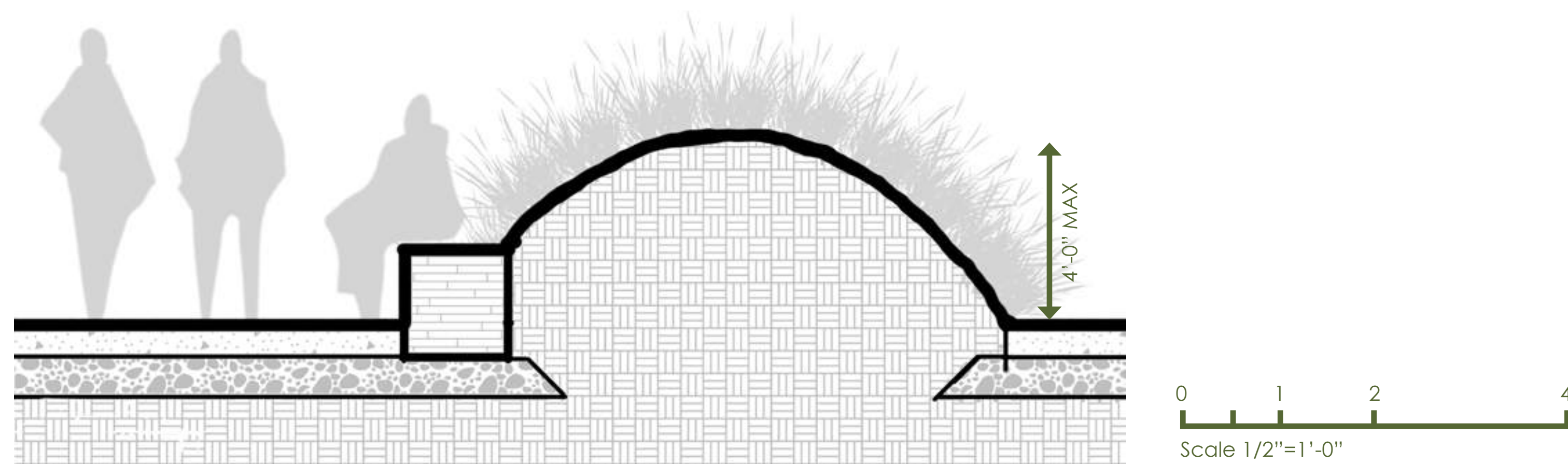


MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - DUNES ENTRY PLAZA



SITE PLAN ENLARGEMENT



SECTION ELEVATION

DESCRIPTION

As visitors enter the park and its accompanying building, they will be greeted by carefully crafted mounded topography adorned with native grass species, echoing the park's namesake and providing a natural juxtaposition to the building's distinctive architecture. Limestone blocks will be strategically embedded within the mounds to offer seating opportunities, ensuring both functionality and aesthetic appeal.

To enhance visibility and safety, pedestrian-scale bollard lights will illuminate the pathways as daylight transitions into the evening, guiding visitors along their journey and highlighting the park's features even after dusk. This thoughtful design approach not only integrates elements of nature and architecture but also prioritizes user experience and accessibility throughout the park environment.

PRECEDENT IMAGERY

PRAIRIE DROPSEED PLANTING

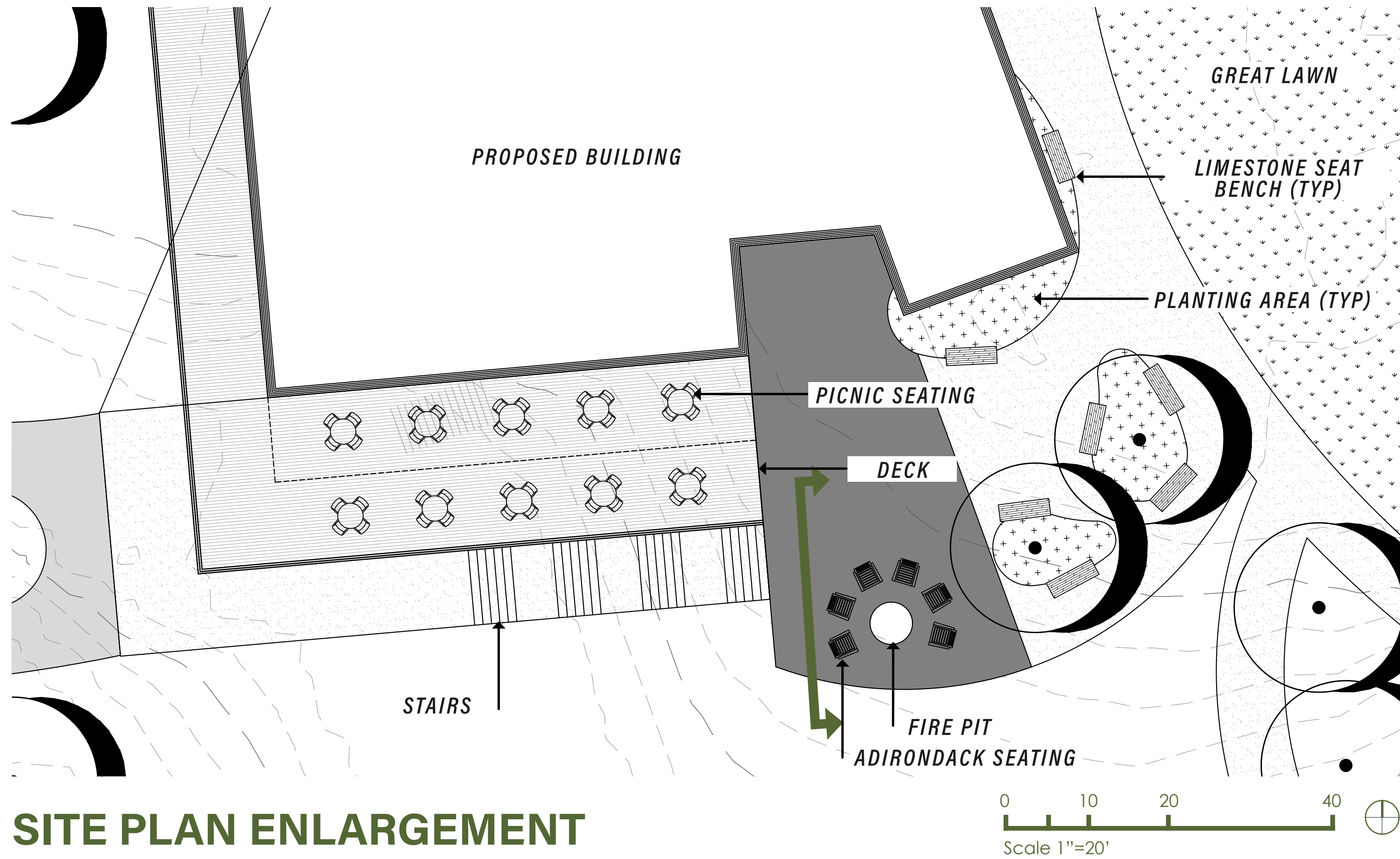


STONE SEATING

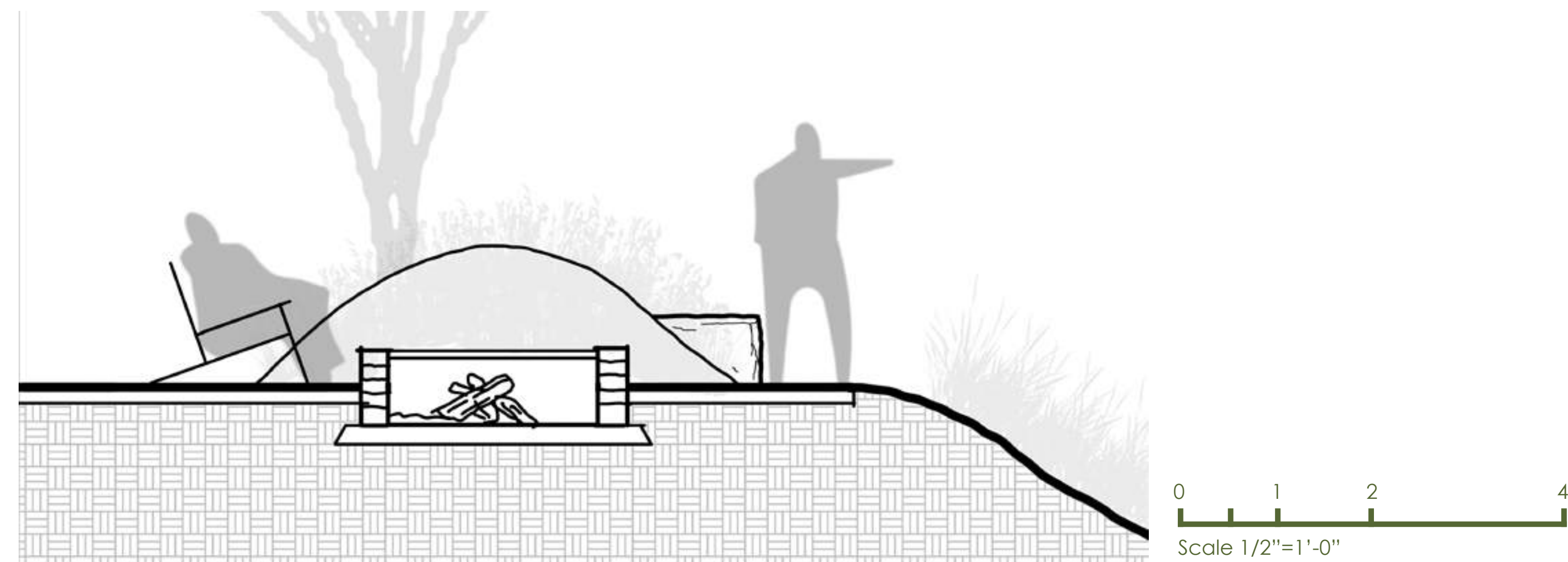


MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - RIVERVIEW PLAZA



SITE PLAN ENLARGEMENT



SECTION ELEVATION

DESCRIPTION

UNDER DEVELOPMENT

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PRECEDENT IMAGERY

VIEWING DECK

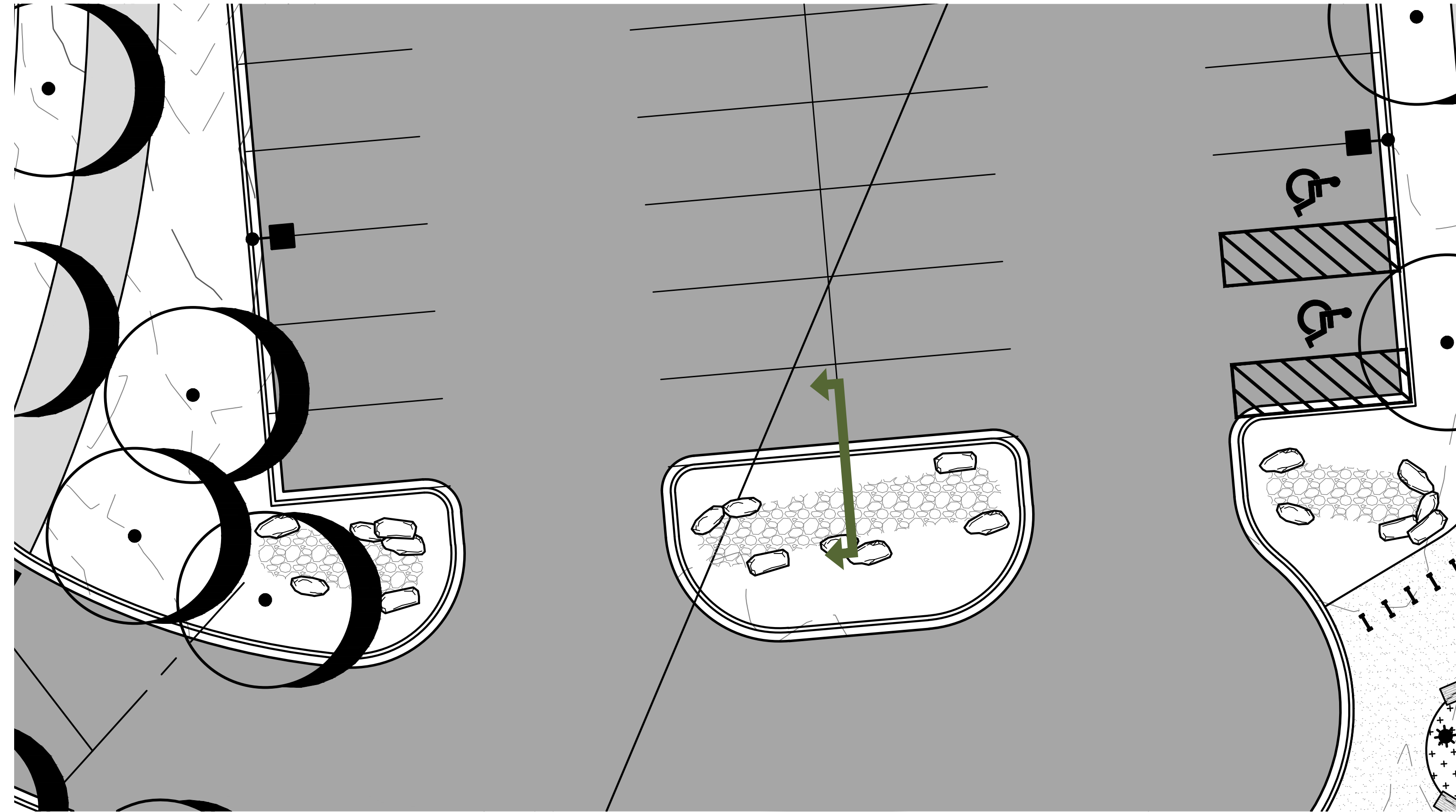


FIRE PIT

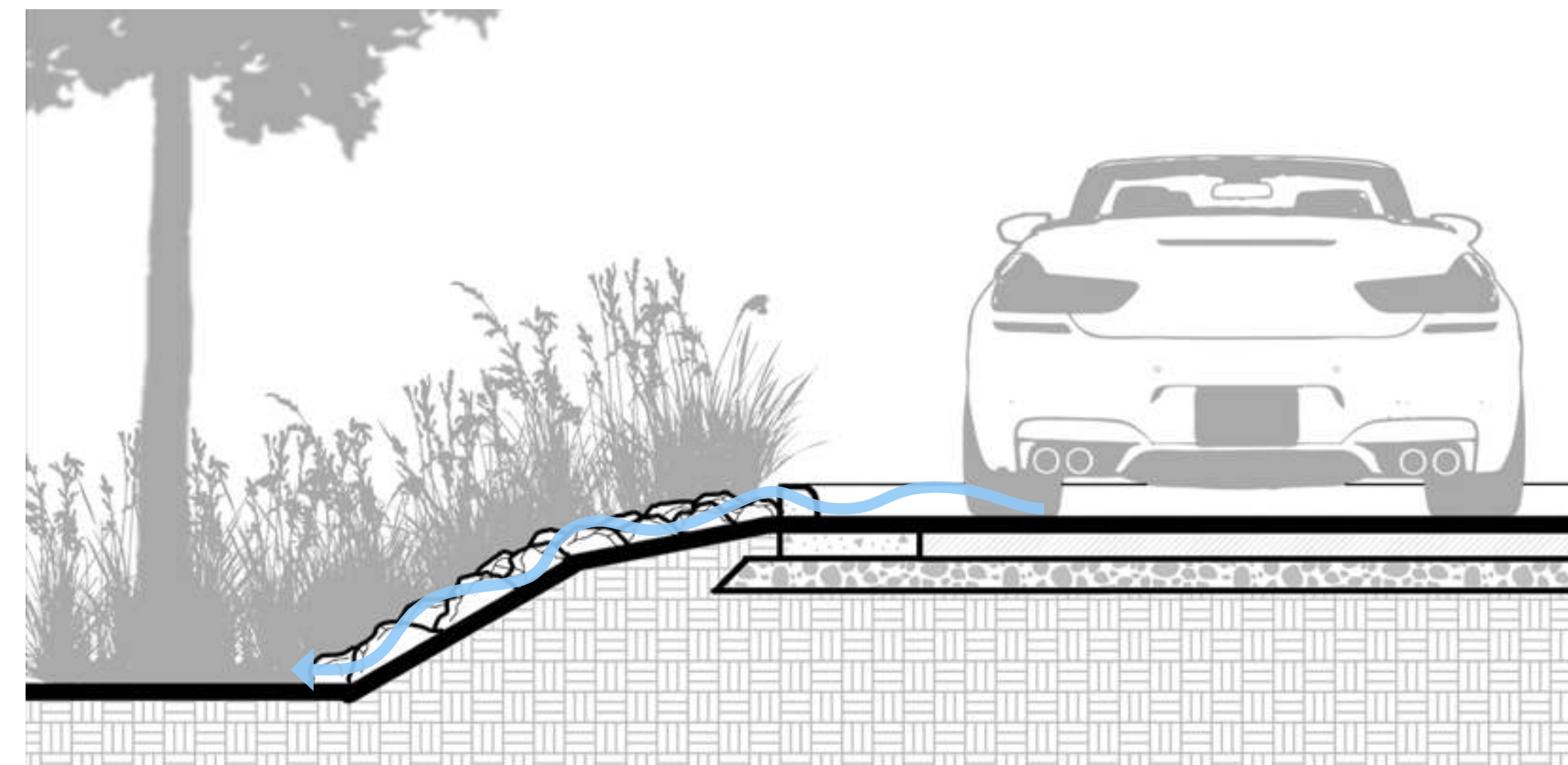


MISSISSIPPI DUNES PARK MASTER PLAN

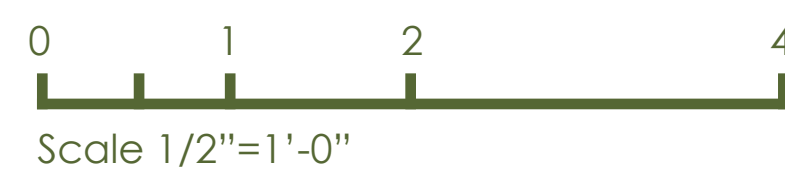
SITE VIGNETTES - GREEN INFRASTRUCTURE



SITE PLAN ENLARGEMENT



SECTION ELEVATION



DESCRIPTION

As part of the city of Cottage Grove's continuous commitment to stormwater management, green infrastructure will be integrated into the parking lot design to mitigate peak flows, manage sediment and pollution, and foster a thriving ecosystem for vegetation. The design directs water towards designated island areas, where a combination of native vegetation and limestone rip rap will serve to diminish the water's velocity and facilitate pollutant filtration.

By channeling stormwater in this manner, the design not only helps to alleviate pressure on conventional drainage systems but also enhances the ecological resilience of the site, promoting biodiversity and ecological health. This strategic approach underscores our dedication to sustainable practices while simultaneously addressing environmental concerns associated with urban development.

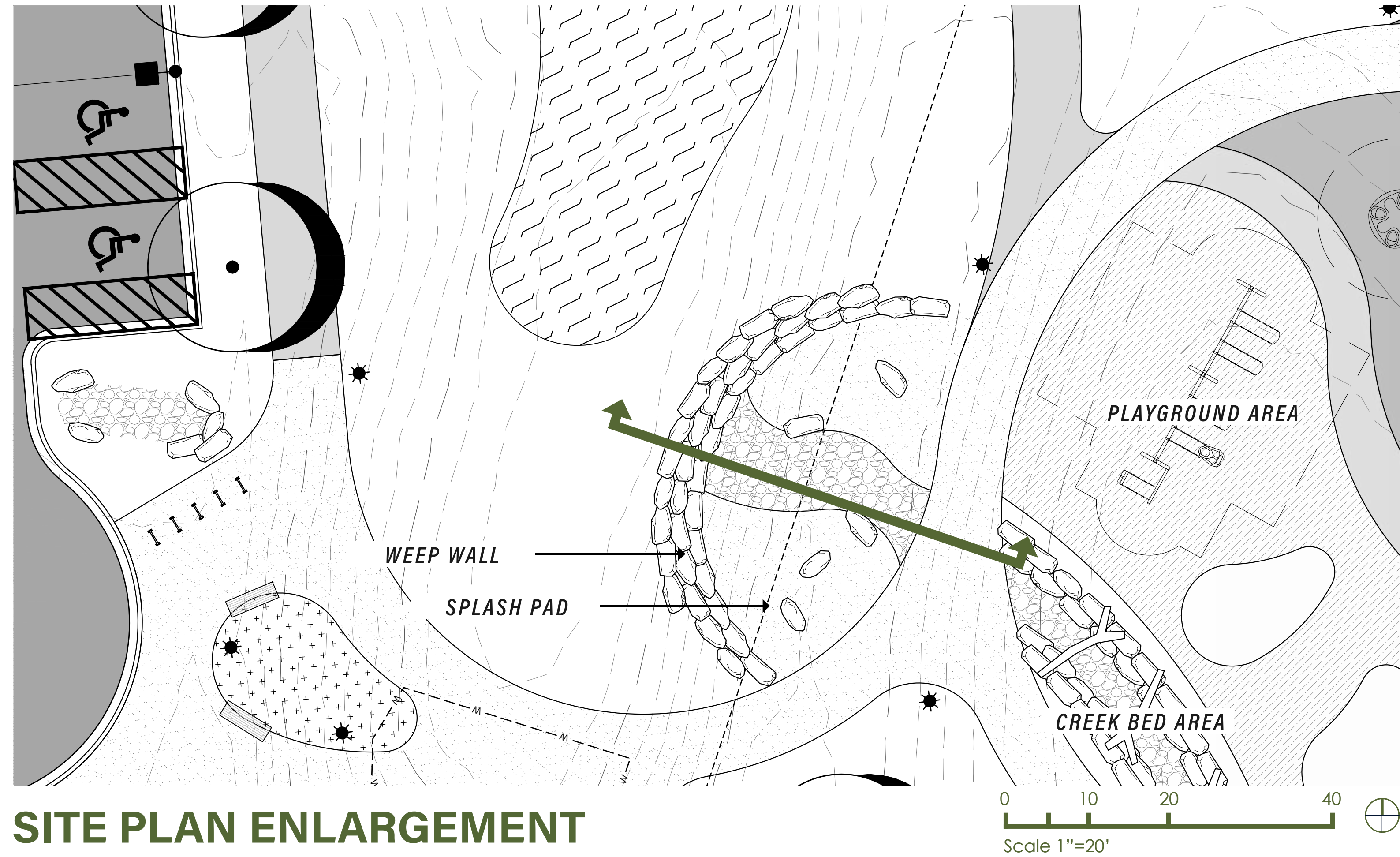
PRECEDENT IMAGERY

PARKING LOT GREEN INFRASTRUCTURE

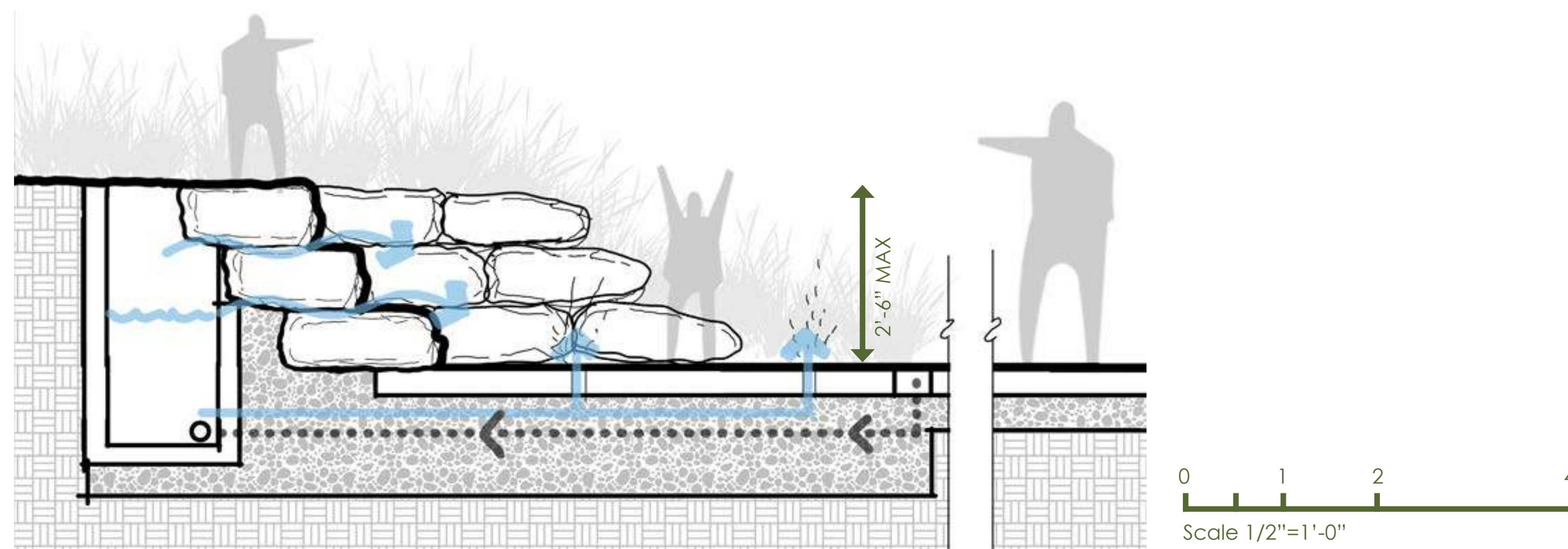


MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - SPLASH PAD



SITE PLAN ENLARGEMENT



SECTION ELEVATION

DESCRIPTION

Incorporating a splash pad into Mississippi Dunes Park will enhance the recreational offerings while harmonizing with the park's natural landscape. The design features a limestone boulder rock wall that gracefully weep water, creating a visually appealing and interactive water element. This rock wall not only serves as an aesthetic focal point but also provides a tactile experience for visitors. The splash pad seamlessly connects to an activated creek bed, integrating the water play area with the park's other proposed aquatic features. This connectivity ensures a cohesive design, allowing water to flow naturally through the landscape that threads many of the features of the park, promoting an immersive user experience with nods to the Mississippi River. The strategic placement of the splash pad within the park will provide a refreshing and engaging environment for families and children, enhancing the overall attractiveness and functionality of Mississippi Dunes Park.

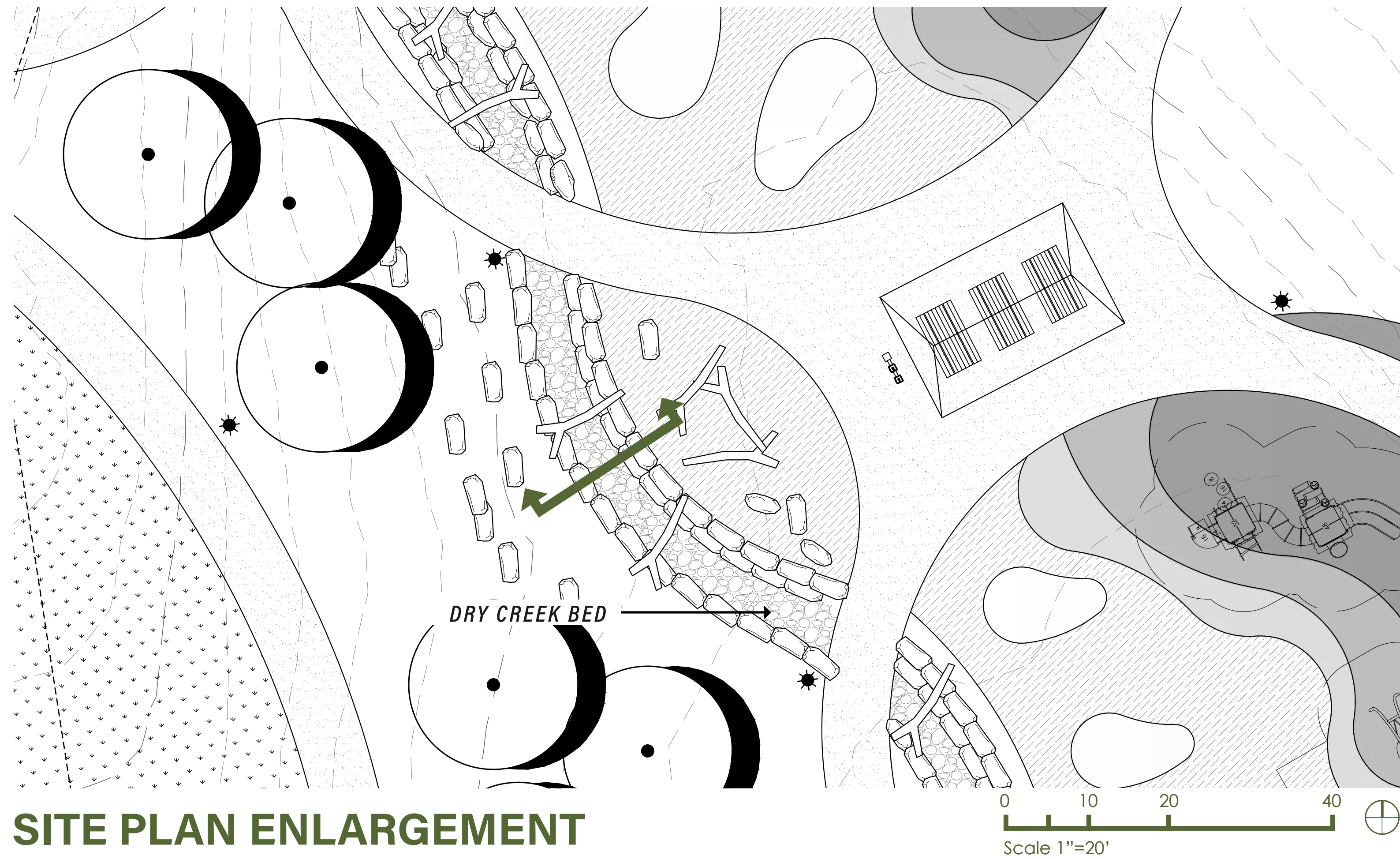
PRECEDENT IMAGERY

SPLASH PAD



MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - ACTIVATED CREEK BED

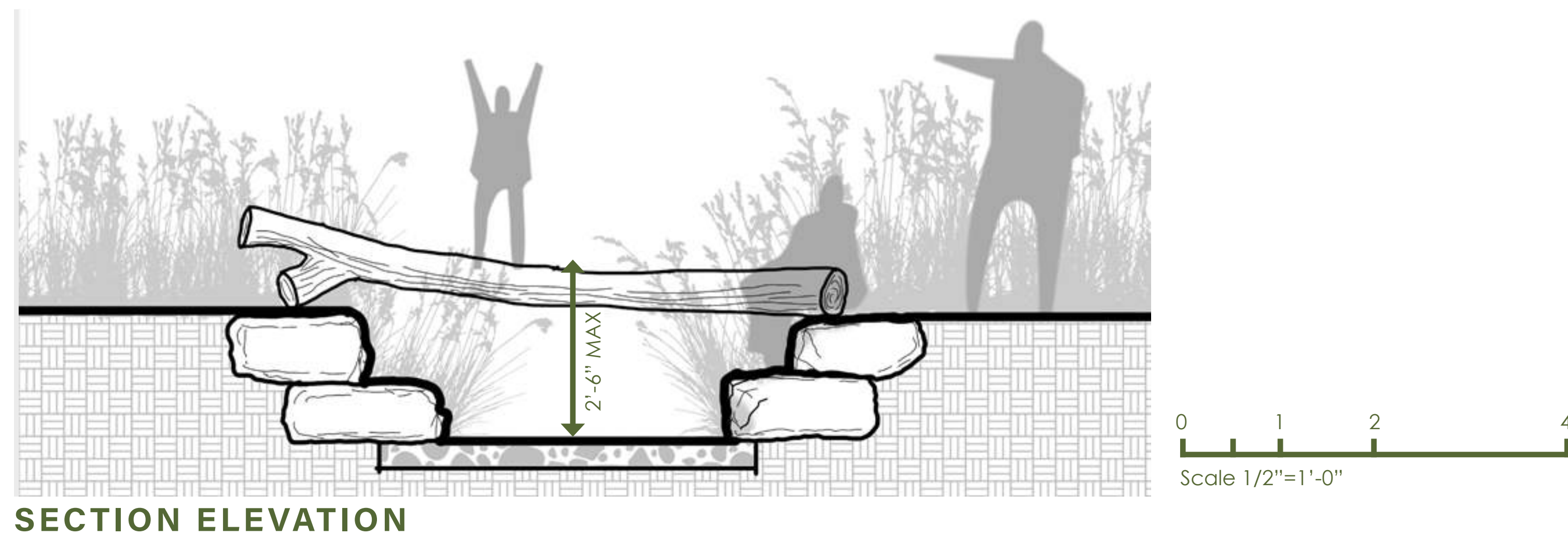


DESCRIPTION

Building upon the green infrastructure framework, an activated creek bed channel is envisioned to meander throughout various sections of Mississippi Dunes Park, extending the sustainability initiative while offering interactive features within the playground and river view lounge area. The proposed creek channel will be embellished with native plantings, limestone blocks for climbing, and repurposed tree trunks fashioned into bridges, providing children with engaging play experiences. Water from the splash pad area will flow into this channel, further integrating the park's water features. Additionally, the creek bed will serve as a receptacle for emergency overflow drainage from the north basin and impervious surfaces such as the playground, amphitheater, and pathways. By intercepting stormwater runoff, the creek bed will help mitigate erosion by attenuating the energy of the water flow, thereby contributing to the long-term resilience and ecological integrity of the park.

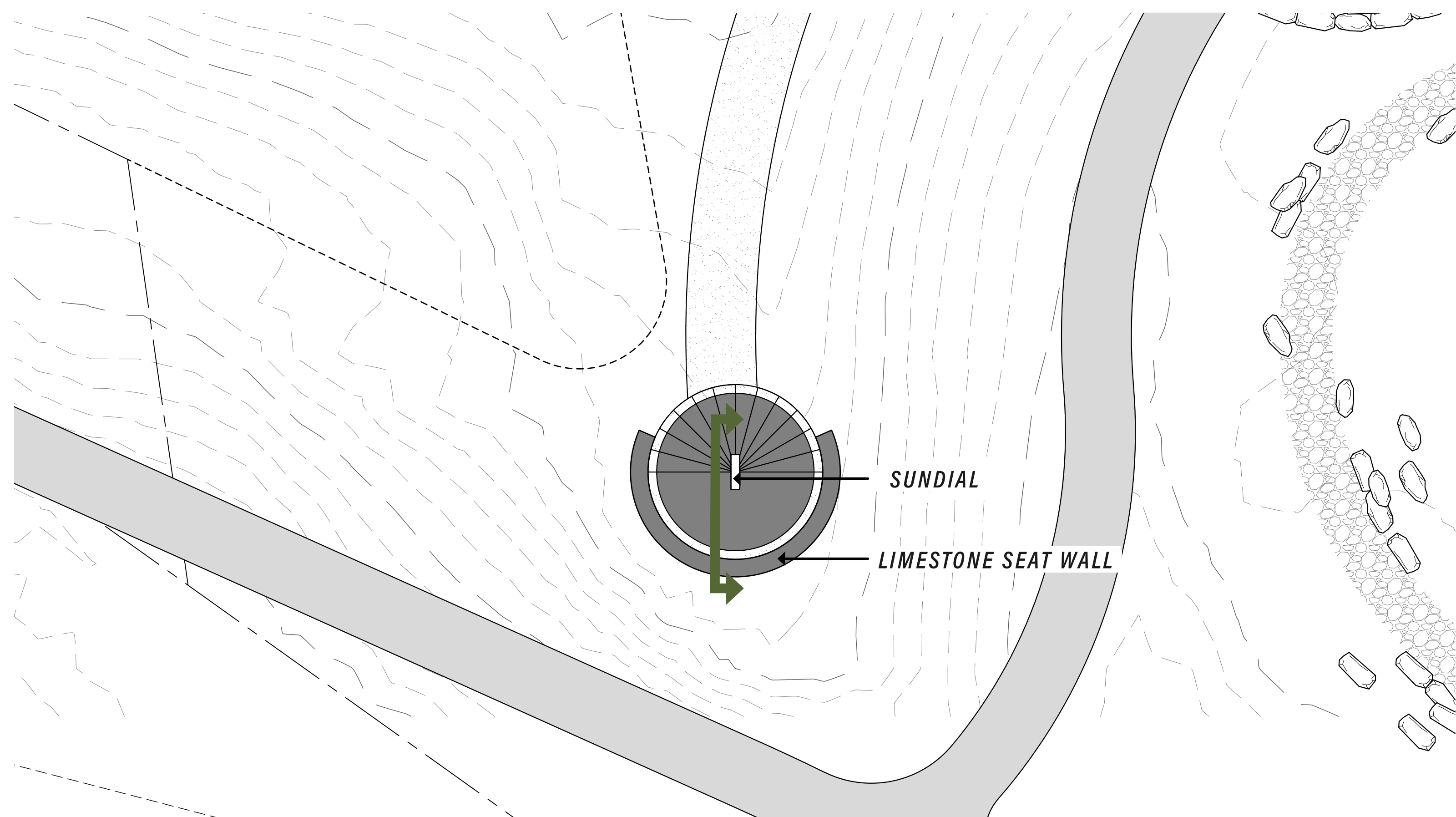
PRECEDENT IMAGERY

DRY CREEK BED

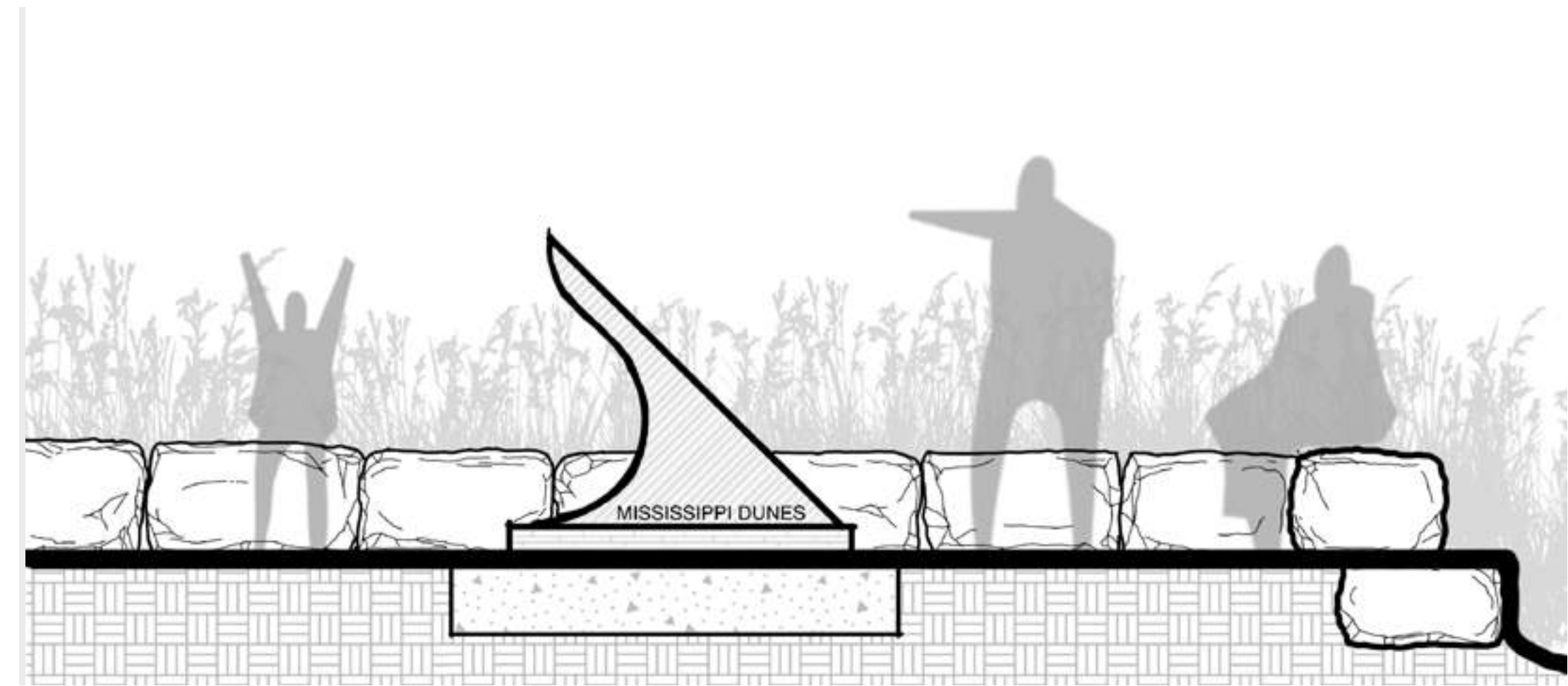


MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - OVERLOOK



SITE PLAN ENLARGEMENT



SECTION ELEVATION

DESCRIPTION

Capitalizing on the unparalleled vistas and natural topography, a proposed overlook is slated for development just south of the park building. This scenic viewpoint will feature limestone block seatwalls and ample open spaces to afford visitors panoramic views of the Mississippi River.

Within this designated area, a sundial is proposed, integrated seamlessly into the pavement with precise markings denoting the passage of time and seasons. This addition serves as both a symbolic nod to the cyclical nature of time and an informative feature for visitors, ensuring they can orient themselves and track time while immersed in contemplation or enjoying the scenic surroundings.

PRECEDENT IMAGERY

LIMESTONE OVERLOOK

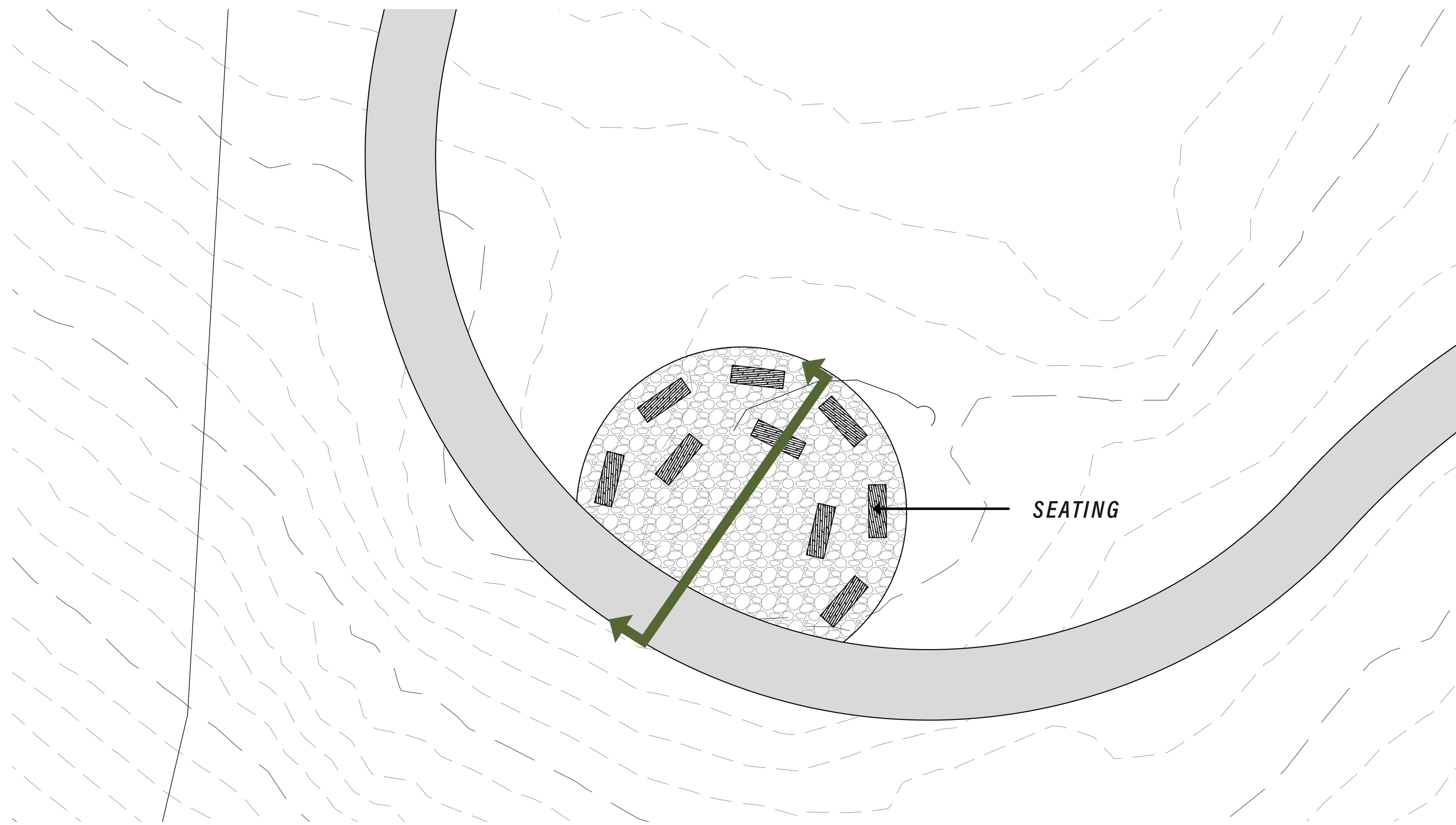


SUNDIAL



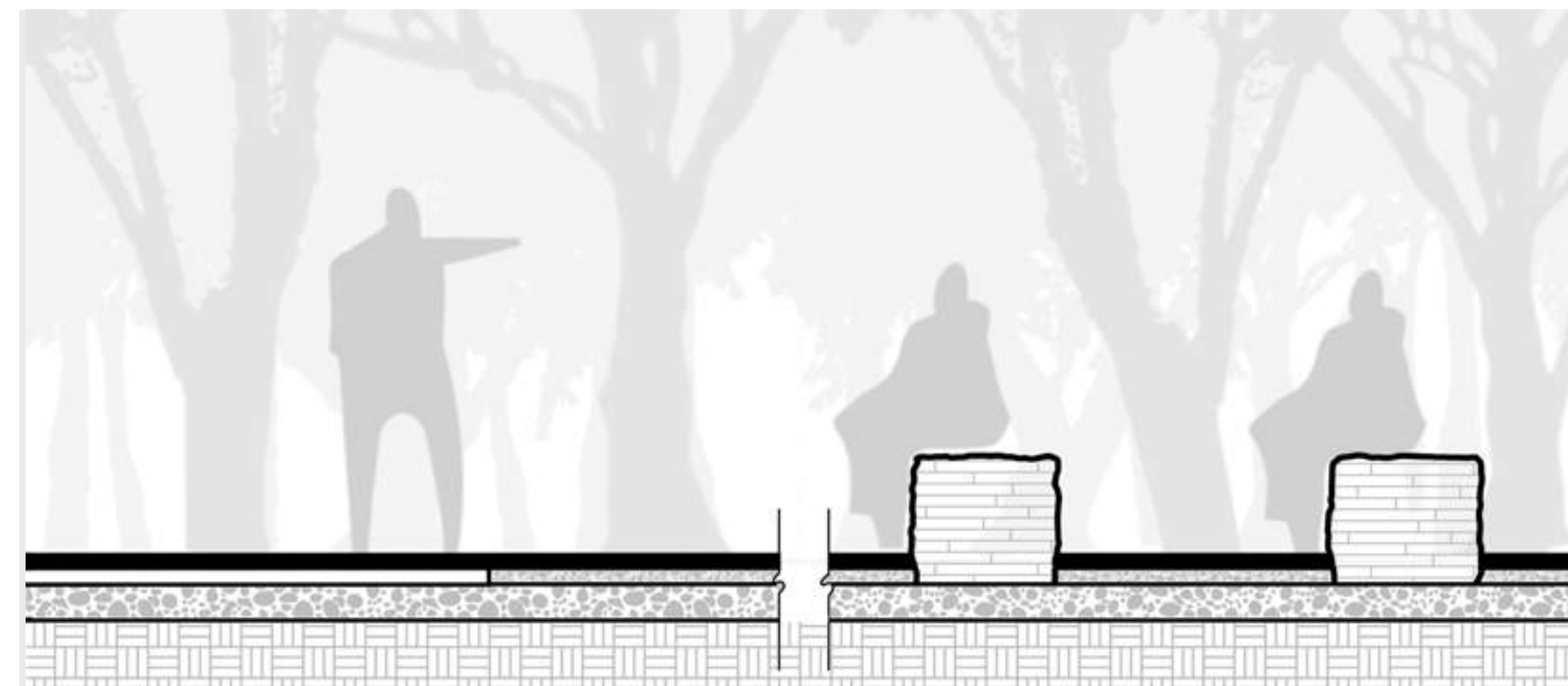
MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - OUTDOOR CLASSROOM



SITE PLAN ENLARGEMENT

0 10 20 40
Scale 1"=20'



SECTION ELEVATION

0 1 2 4
Scale 1/2"=1'-0"

DESCRIPTION

A concept for an outdoor classroom is envisioned within the confines of the former homestead's footprint. Here, visitors will have the opportunity to engage in educational sessions focused on the site's rich history, the heritage of Cottage Grove, or various nature-based curricula.

This location boasts a unique setting, as the grading of the roadway leading to the boat launch offers a fresh perspective of the river, framed by a dense, wooded canopy. This vantage point promises a distinct and immersive experience, setting it apart from other rest areas within the park and enhancing the overall visitor experience.

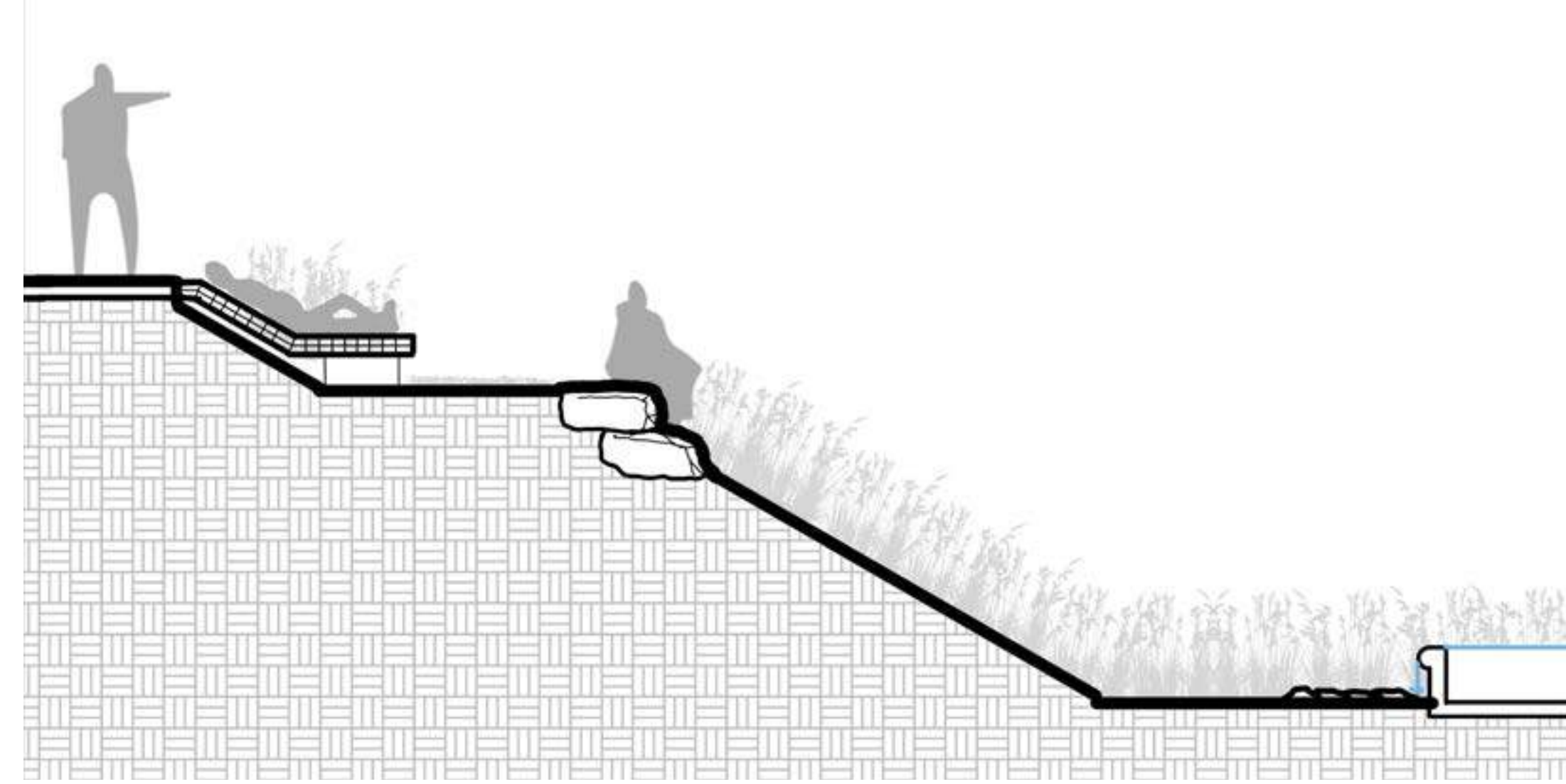
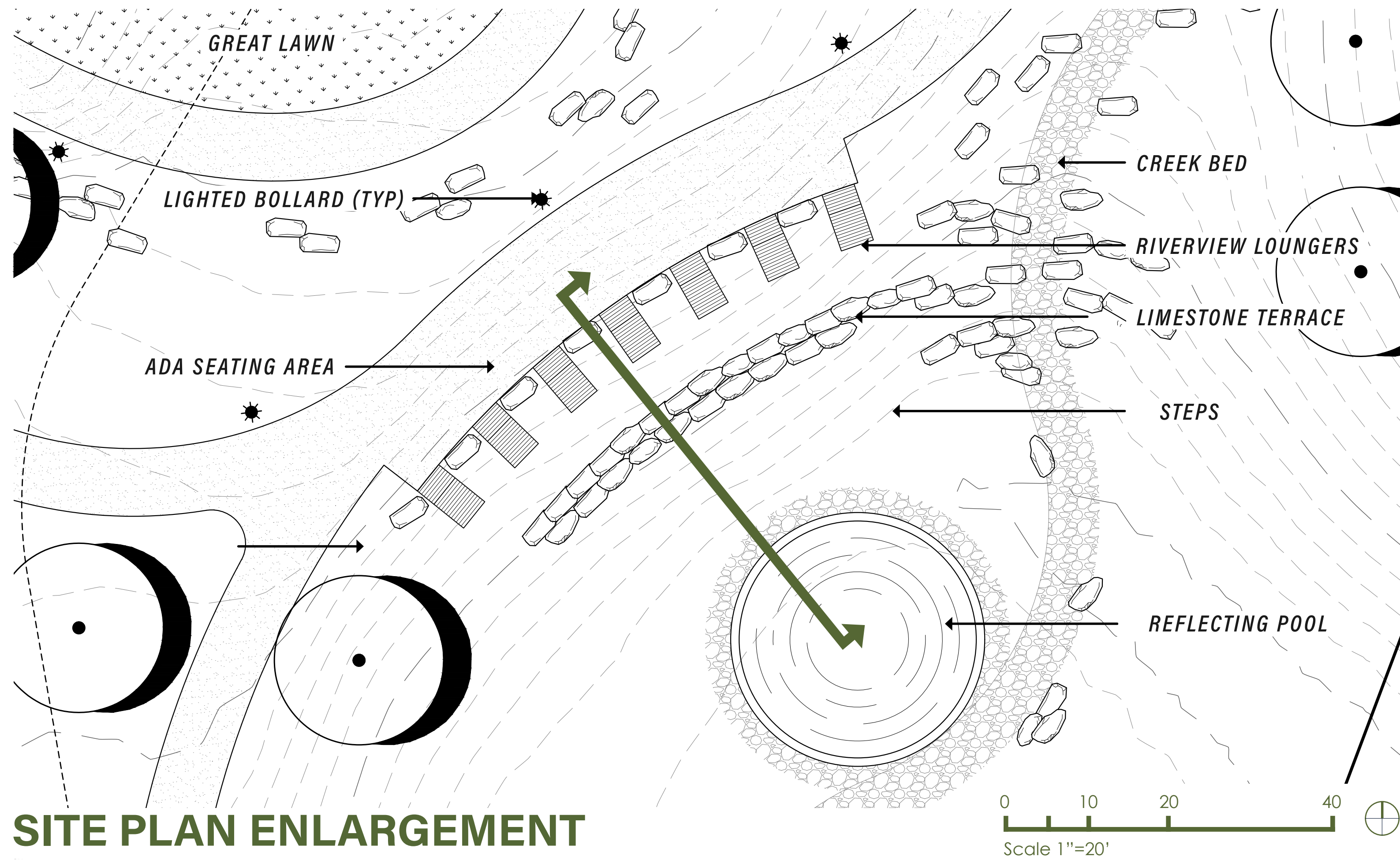
PRECEDENT IMAGERY

OUTDOOR CLASSROOM



MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - RIVERVIEW LOUNGERS + REFLECTING POOL



DESCRIPTION

The site's natural topography offers an extraordinary opportunity to elevate the viewing experience of the majestic Mississippi River corridor. Elegantly designed, custom-fabricated riverview loungers will grace the walking path, inviting visitors to unwind and soak in the breathtaking river vistas.

Just below the loungers, a mesmerizing reflecting pool will intertwine gracefully with the creek bed. Its shimmering surface will cascade gently over the edges, creating a symphony of soothing sounds and stunning visual reflections. This harmonious interplay of water and landscape will provide an enchanting sensory experience, capturing the essence of the surroundings and uplifting the spirits of all who visit.

PRECEDENT IMAGERY

RIVERVIEW LOUNGERS

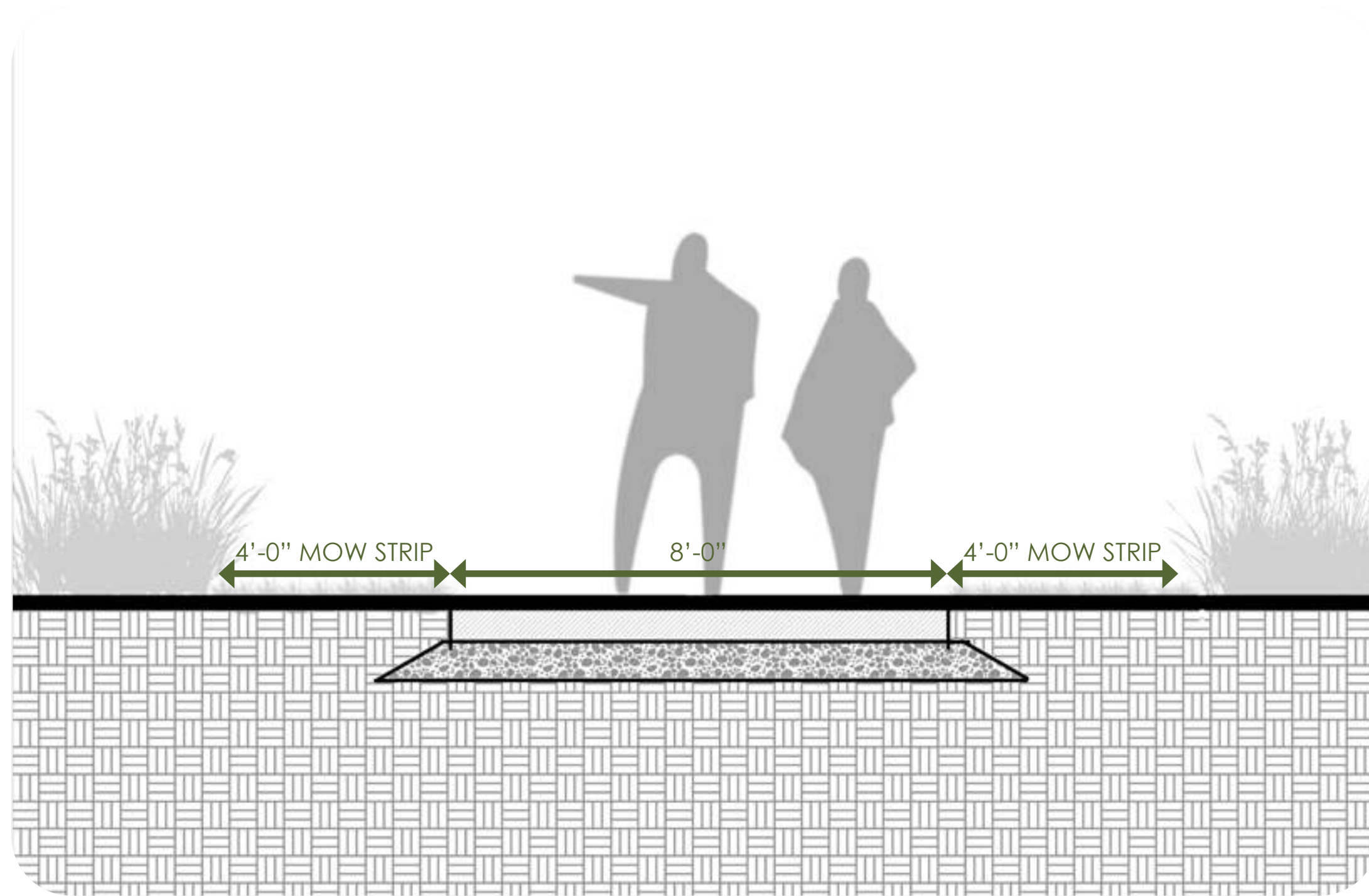


REFLECTING POOL

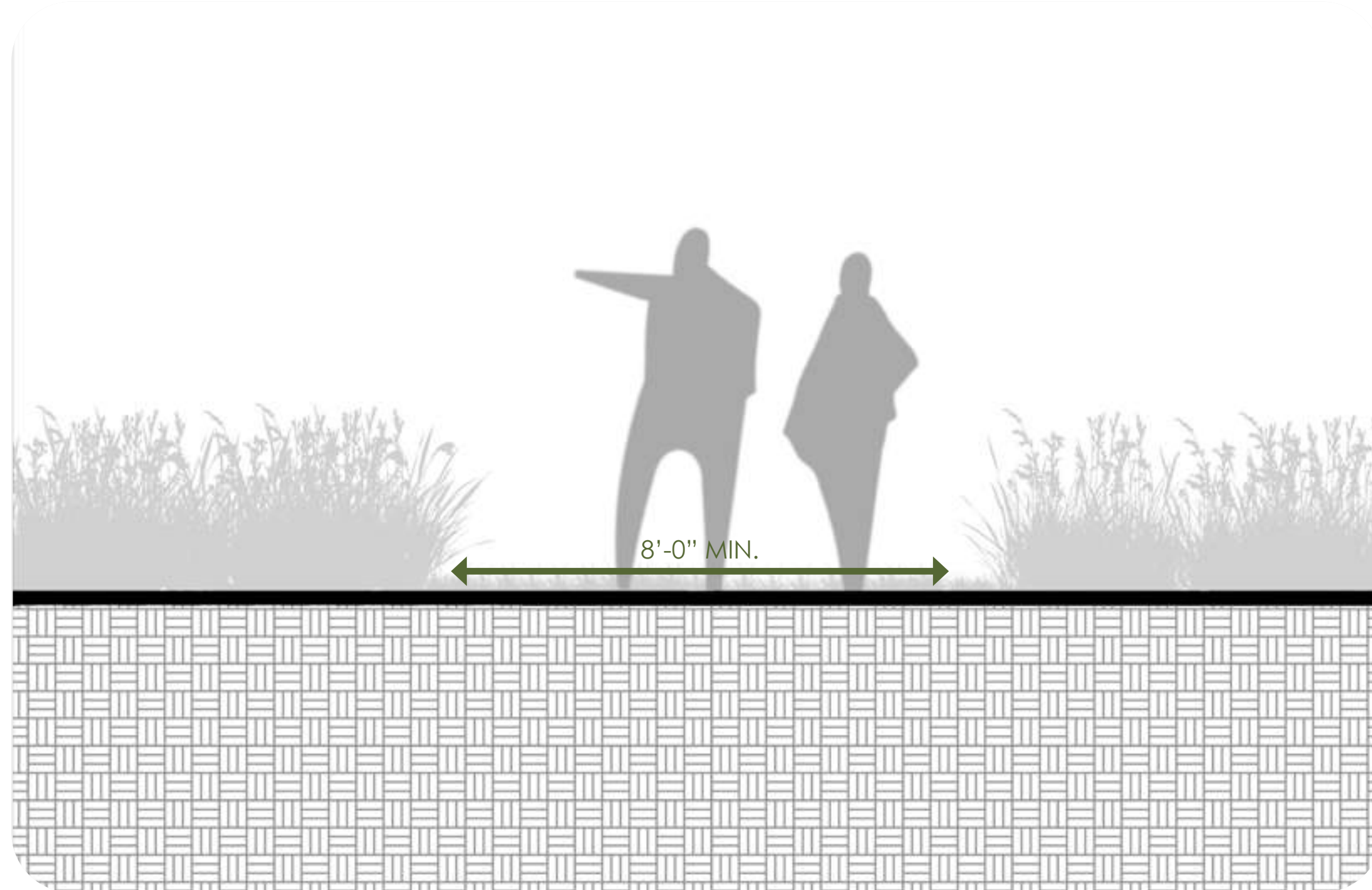


MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - PEDESTRIAN PATHS



PAVED PATH



MOWED PATH

DESCRIPTION

The park will offer diverse pathway options for visitors to explore and navigate. Existing bituminous pathways will be utilized where possible, integrating with new loops and routes to link different park features seamlessly.

In addition to the paved pathways, the park will introduce mowed pathways through native planting areas, providing a softer surface for walking and hiking. These pathways will offer a more dynamic experience and can be adjusted over time to accommodate changes in usage patterns. This approach not only ensures versatility but also allows for the rejuvenation of older pathways, promoting sustainable park maintenance practices while enhancing the overall visitor experience.

PRECEDENT IMAGERY

MOWED PATH

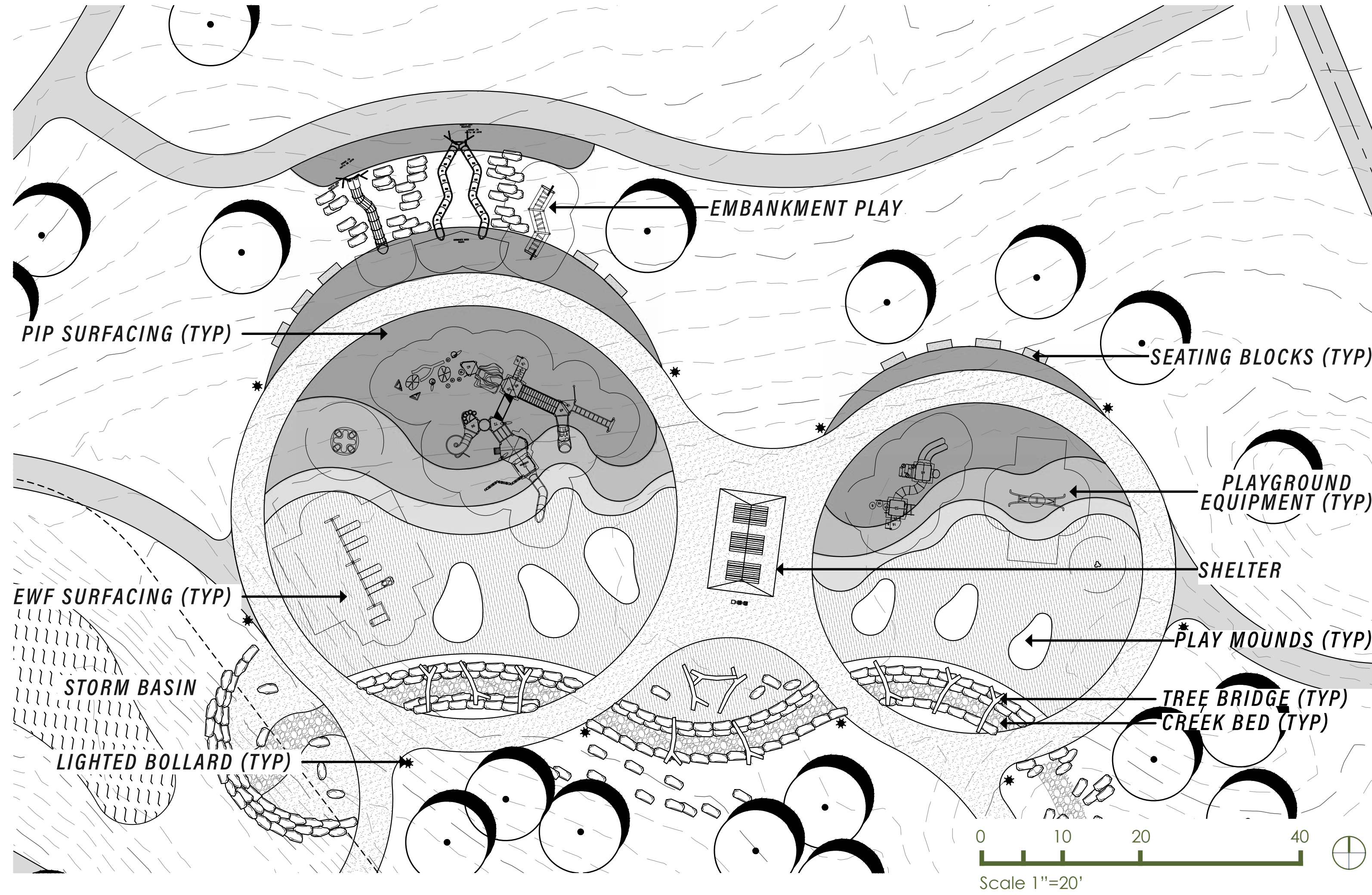


PAVED PATH



MISSISSIPPI DUNES PARK MASTER PLAN

SITE VIGNETTES - PLAYGROUND



DESCRIPTION

The proposed playground design will seamlessly blend traditional post-and-platform play structures with natural exploration environments, creating an engaging and diverse play area. It will be divided into two distinct zones catering to different age groups (5-12 year olds and 2-5 year olds) to ensure the safety and enjoyment of all users.

Included in the design are embankment slides and climbers, post-and-platform structures, surfaced play mounds, climbing boulders and logs, as well as conventional swings, spinners, and other equipment. To ensure accessibility and safety, the playground surface will be a combination of poured-in-place and engineered wood fiber mulch, meeting ADA standards for accessibility and providing adequate fall protection.

Between each playground zone, a shelter is proposed to closely match the aesthetic of the park building, offering shade and shelter for users and parents. Adjacent to the shelter, a water fountain will be provided to quench the thirst of children and adults alike after engaging in vigorous play. This comprehensive approach to playground design prioritizes inclusivity, safety, and user comfort, contributing to an enriching experience for park visitors of all ages.

PRECEDENT IMAGERY

PICNIC SHELTER



PLAYGROUND



EMBANKMENT PLAY

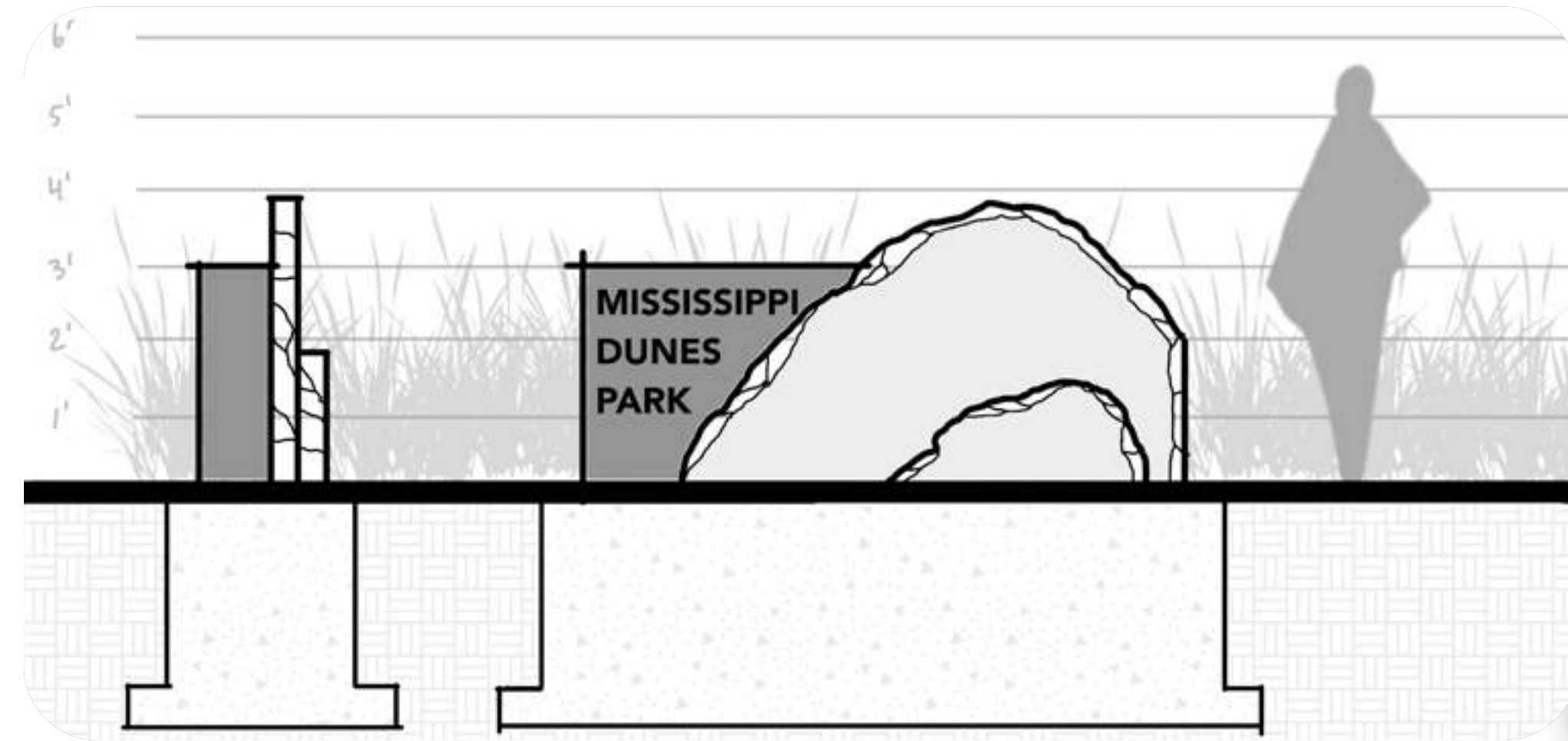


PLAY MOUNDS

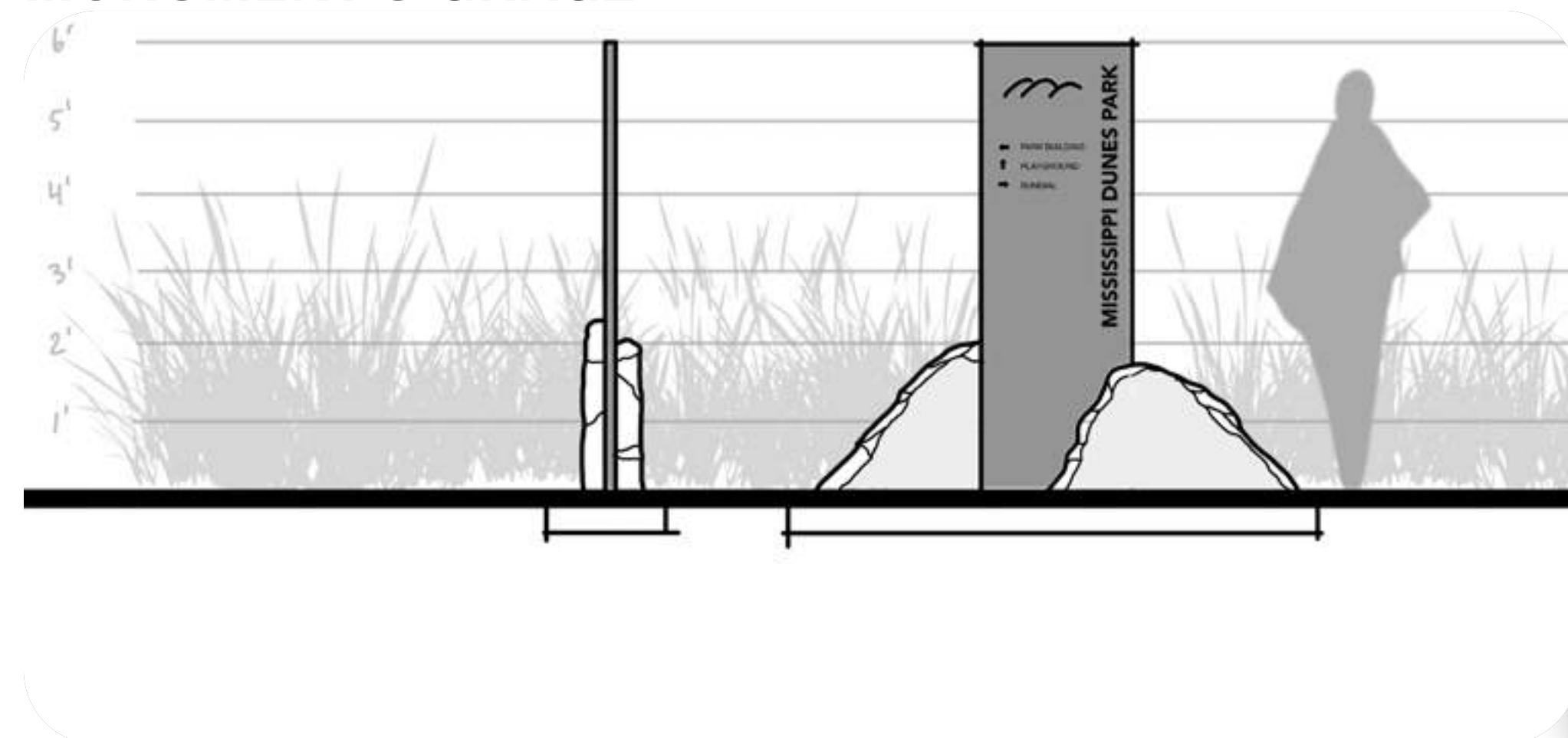


MISSISSIPPI DUNES PARK MASTER PLAN

WAYFINDING SIGNAGE



MONUMENT SIGNAGE



SITE WAYFINDING SIGNAGE



The wayfinding and monument signage for Mississippi Dunes Park draws inspiration from the natural surroundings of the park, its context on the bluff, and also the form and shape of a dune by utilizing vertically oriented flagstone to mimic a dune. This homage to the landscape is paired with Corten steel, chosen for its durability and weather-resistant properties. The steel's evolving patina adds a dynamic element that reflects the natural processes within the park, ensuring the signage is both aesthetically pleasing and enduring.

The Kiosk will blend the natural materials of the wayfinding signage with aesthetic cues from the park building ensuring a cohesive branding and sense of place within the park.

DESCRIPTION



WAYFINDING KIOSK



MISSISSIPPI DUNES PARK MASTER PLAN FURNISHING PALETTE



LIMESTONE RETAINING WALL



LIMESTONE SEATING BLOCK



VIEWFINDERS
SEECOAST



DRIFTER BENCH
STREETLIFE



ADIRONDACK (FLAT)
LOLL DESIGNS



TRIO TABLE ENSEMBLE
FORMS & SURFACES



GARDEN BOLLARD FM 77 264
BEGA



GENERATION 50 LITTER RECEPTACLE
LANDSCAPE FORMS



EMERSON BIKE RACK
LANDSCAPE FORMS

MISSISSIPPI DUNES PARK MASTER PLAN

BUILDING FORM + MATERIALS



ENTRY LOOKING SOUTH



RIVERVIEW PLAZA LOOKING WEST

DESCRIPTION

The Mississippi Dunes Park building equips the greater master plan with numerous amenities that are designed to support both the park itself and the activities enjoyed by its patrons. With views overlooking the Mississippi River and parklands, the building emulates the sloping character of the surrounding topography while tying in natural wood and stone elements. Premium rentable gathering space is provided, both indoors and out, bolstered by a serving kitchen along with plentiful storage. Indoor and outdoor access to drinking fountains and accessible restrooms build upon the safety and inclusivity considerations that are aided by building access control, which combine to provide flexible year-around programming for all members of the community.

PRECEDENT IMAGERY

BUILDING INSPIRATION



GRADUAL SLOPED FORMS



OPTIMIZED RIVER VIEWSHED



OPPORTUNITY FOR SOLOR + GREEN ROOF

MATERIAL PALETTE



STRIATED METAL PANEL



SANDSTONE BASE



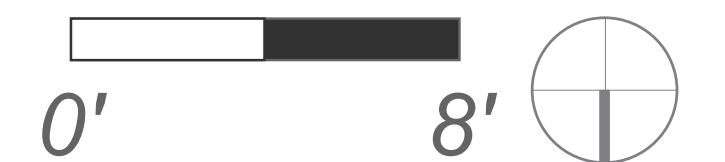
WOOD-LIKE ACCENT



BIRD-FRIENDLY GLAZING

MISSISSIPPI DUNES PARK MASTER PLAN

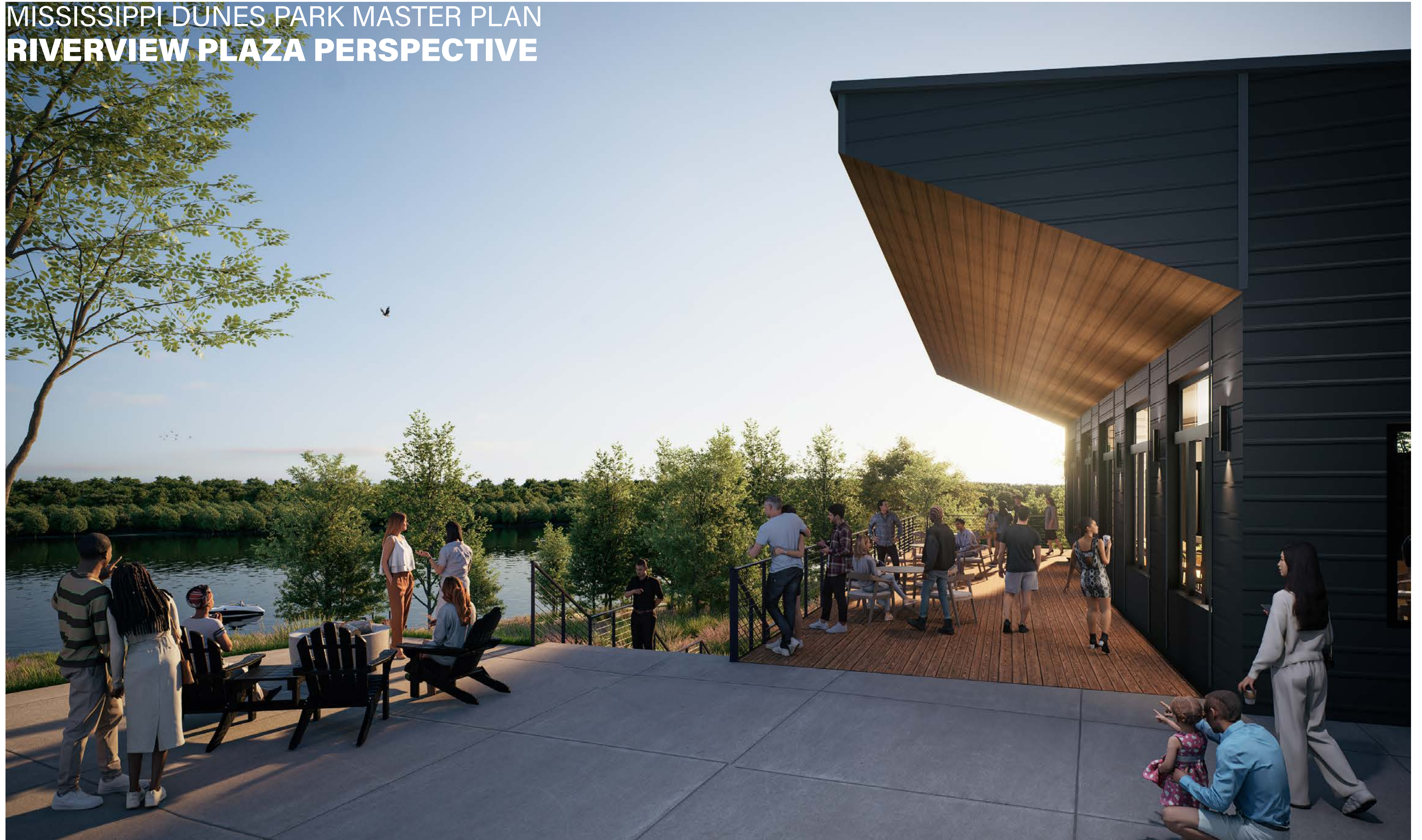
BUILDING FLOOR PLAN — 4300 SF



MISSISSIPPI DUNES PARK MASTER PLAN FRONT ENTRY PERSPECTIVE



MISSISSIPPI DUNES PARK MASTER PLAN RIVERVIEW PLAZA PERSPECTIVE



MISSISSIPPI DUNES PARK MASTER PLAN

MAGNITUDE OF COST

Client Name: City of Cottage Grove

Location: Mississippi Dunes Park

ISG Project Number: 24-30567

Date: 6/14/2024

Engineer's Opinion of Probable Cost

No.	ITEM DESCRIPTION	UNIT	QTY	UNIT PRICE	TOTAL AMOUNT
1	Mobilization (5%)	LS	1	\$324,125.00	\$324,125.00
2	Demo / Removals	LS	1	\$50,000.00	\$50,000.00
3	Earthwork	CY	80000	\$14.00	\$1,120,000.00
4	Building	SF	4350	\$405.00	\$1,761,750.00
5	Building Deck	SF	1840	\$40.00	\$73,600.00
6	Site Utilites	LS	1	\$200,000.00	\$200,000.00
7	Bituminous Pavement	SY	8200	\$35.00	\$287,000.00
8	Bituminous Trail	SY	4050	\$30.00	\$121,500.00
9	Concrete Curb + Gutter	LF	3750	\$35.00	\$131,250.00
10	Concrete Walk	SY	3800	\$70.00	\$266,000.00
11	Decorative Concrete Walk	SF	1800	\$18.00	\$32,400.00
12	Playground	ALLOW	1	\$650,000.00	\$650,000.00
13	Playground Shelter	ALLOW	1	\$75,000.00	\$75,000.00
14	Splash Pad	ALLOW	1	\$300,000.00	\$300,000.00
15	Outdoor Classrom	ALLOW	1	\$20,000.00	\$20,000.00
16	Riverview Loungers + Reflecting Pool	ALLOW	1	\$150,000.00	\$150,000.00
17	Site Wayfinding and Monumentation	ALLOW	1	\$75,000.00	\$75,000.00
18	Floating Dock	LS	1	\$25,000.00	\$25,000.00
19	Overlook	ALLOW	1	\$25,000.00	\$25,000.00
20	Boulder Retaining Walls	FF	6000	\$50.00	\$300,000.00
21	Security Lighting + Bollards	ALLOW	1	\$250,000.00	\$250,000.00
22	Site Boulders	LS	1	\$100,000.00	\$100,000.00
23	Site Restoration	AC	18	\$8,000.00	\$144,000.00
24	Site Landscaping	ALLOW	1	\$175,000.00	\$175,000.00
25	Site Furnishings	ALLOW	1	\$150,000.00	\$150,000.00
26					
Construction Costs					\$6,806,625.00
10% Contingency					\$680,662.50
7% Non-Construction Cost					\$476,463.75
TOTAL PROJECT COST					\$7,963,751.25

**Disclaimer: The Opinion of Probable Cost illustrates the estimated costs to construct for project planning purposes and represents the consultant's best judgment as a design professional as of this time, is non-binding and is intended for informational purposes only. The Consultant does not have control over the cost of labor and materials, or bidding. The Opinion of Probable Cost is based on recent experience and recent bidding data and assumes work to be completed by private contractors and specialists. The unit prices assume 2024 construction and the quantities are estimates only made during the preliminary design phase. Consultant recommends adding an appropriate inflation factor to the total Project Cost to account for inflation each year from date of this estimate.*



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 28, 2024
Subject: Denzer Park Master Plan

Introduction/Background

As development is pending in the Denzer Park neighborhood, staff has been master planning the future park site. Attached is the master plan for Commission review. Rough grading of the site has begun and we anticipate park construction to take place fall of 2024 through summer of 2025. As a reminder, this park is named after the Jack and Marlys Denzer family and staff is working with the family to include an interpretive sign at the park to acknowledge the name's significance.

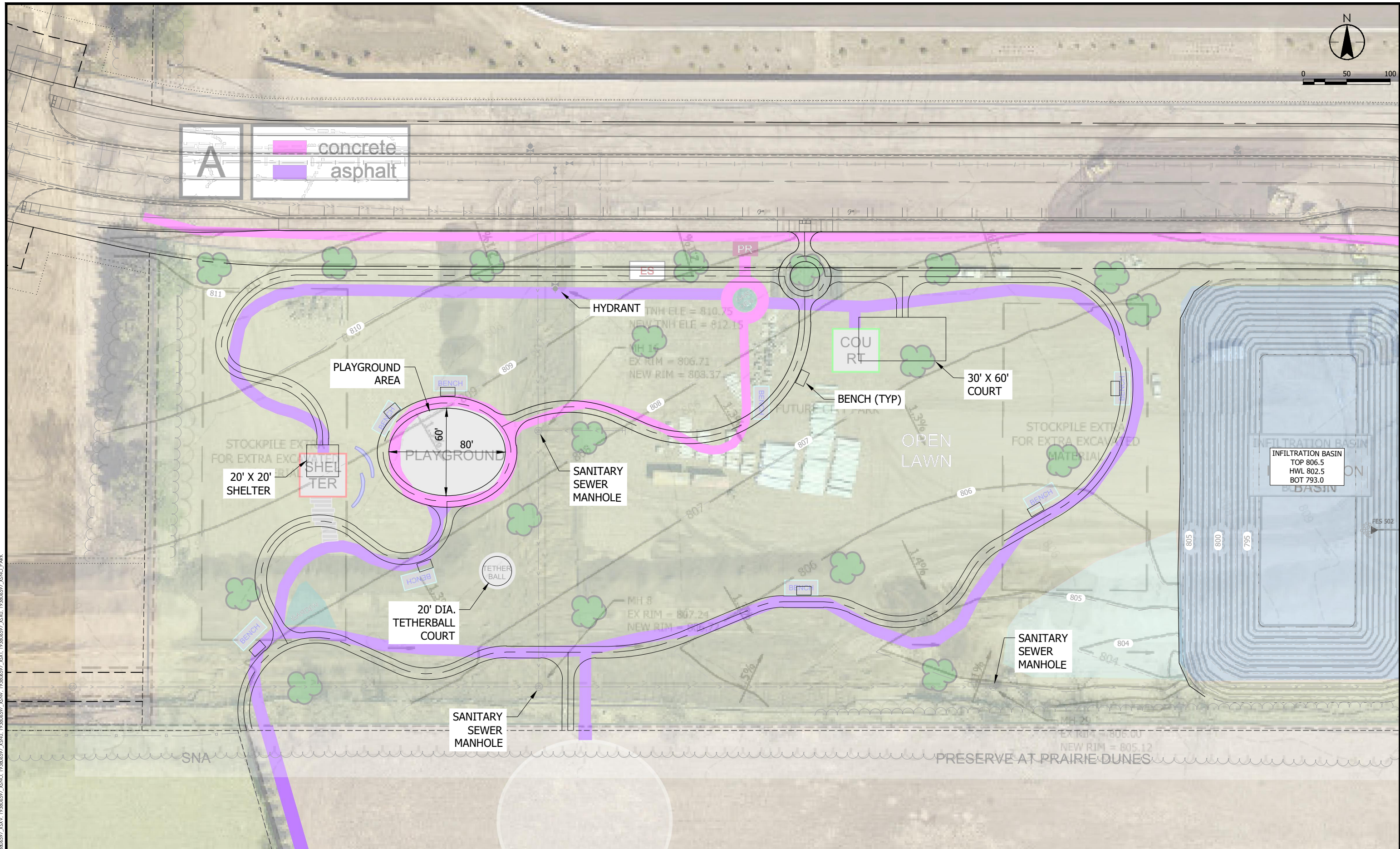
Staff Recommendation

Approve Denzer Park Master Plan.

THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING. THE CONTRACTOR SHALL VERIFY AND BE RESPONSIBLE FOR ALL DIMENSIONS. DO NOT SCALE THE DRAWING.



A		concrete
		asphalt



Plot Date: 09/03/2024 - 4:19pm
 C:\D:\DWG\Bentley\193806597_C01_P01.dwg
 Xref: 193806597_BORDER, 193806597_XSV, 193806597_XSH, 193806597_XSU, 193806597_XSHO.PAK

NO	DATE	APPR	REVISION

SURVEY: PBW
 DRAWN: MAF
 DESIGNED: MAF
 CHECKED: JDP
 APPROVED: DRS
 PROJ. NO.: 193806597

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 PRINT NAME: DAVID R. SANOCKI
 SIGNATURE: *David R. Sanocki*
 DATE: 01/17/2024 LIC. NO.: 40973

Cottage Grove
Where Pride and Prosperity Meet

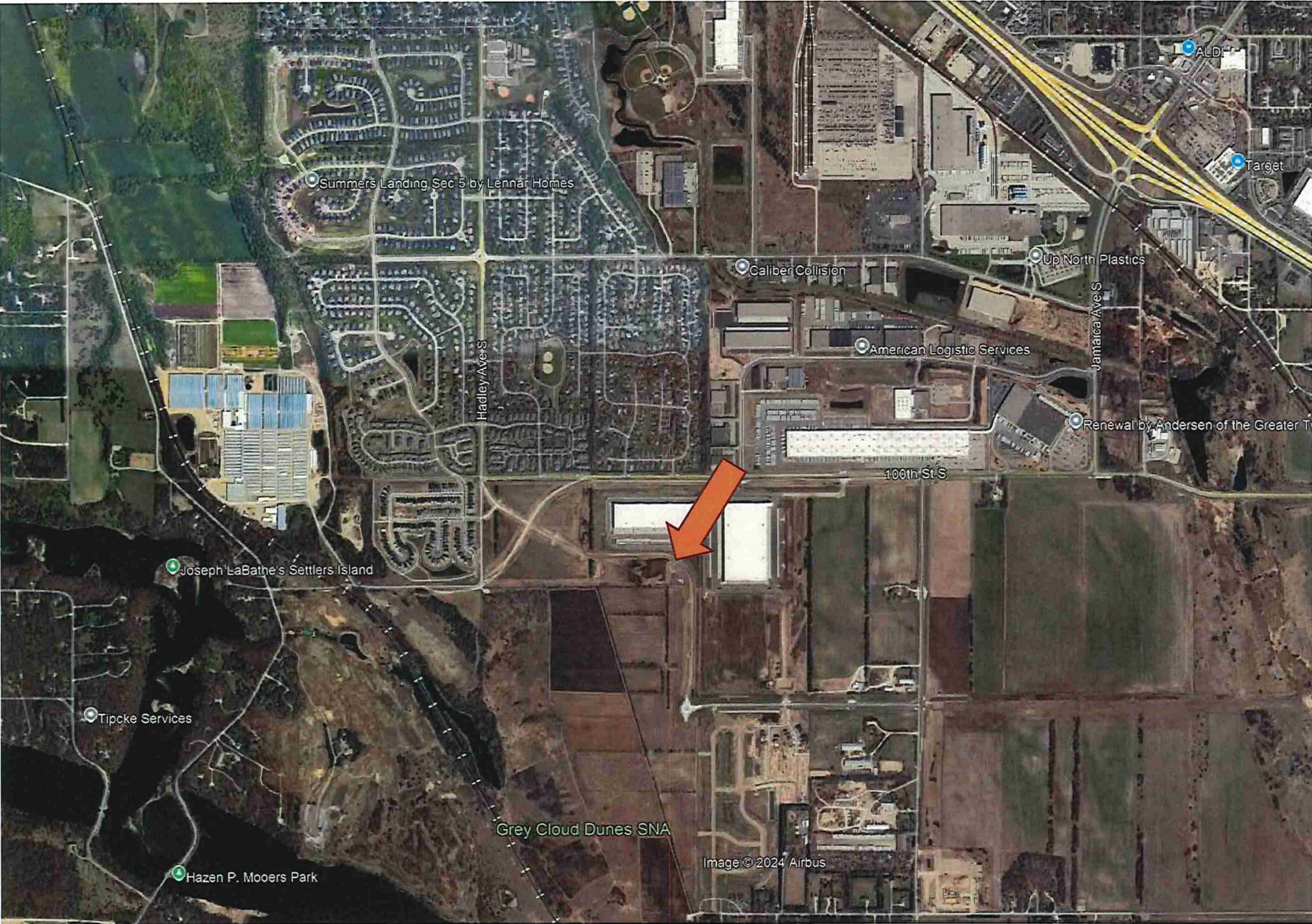
Stantec
733 Marquette Avenue, Suite 1000
Minneapolis, MN 55402
www.stantec.com

GRADING PLAN
 CITY PARK AREA

COTTAGE GROVE, MN
 SOUTH DISTRICT STREET & UTILITY
 IMPROVEMENTS - PHASE 2

SHEET
83
 OF
158

Denzer Park Location





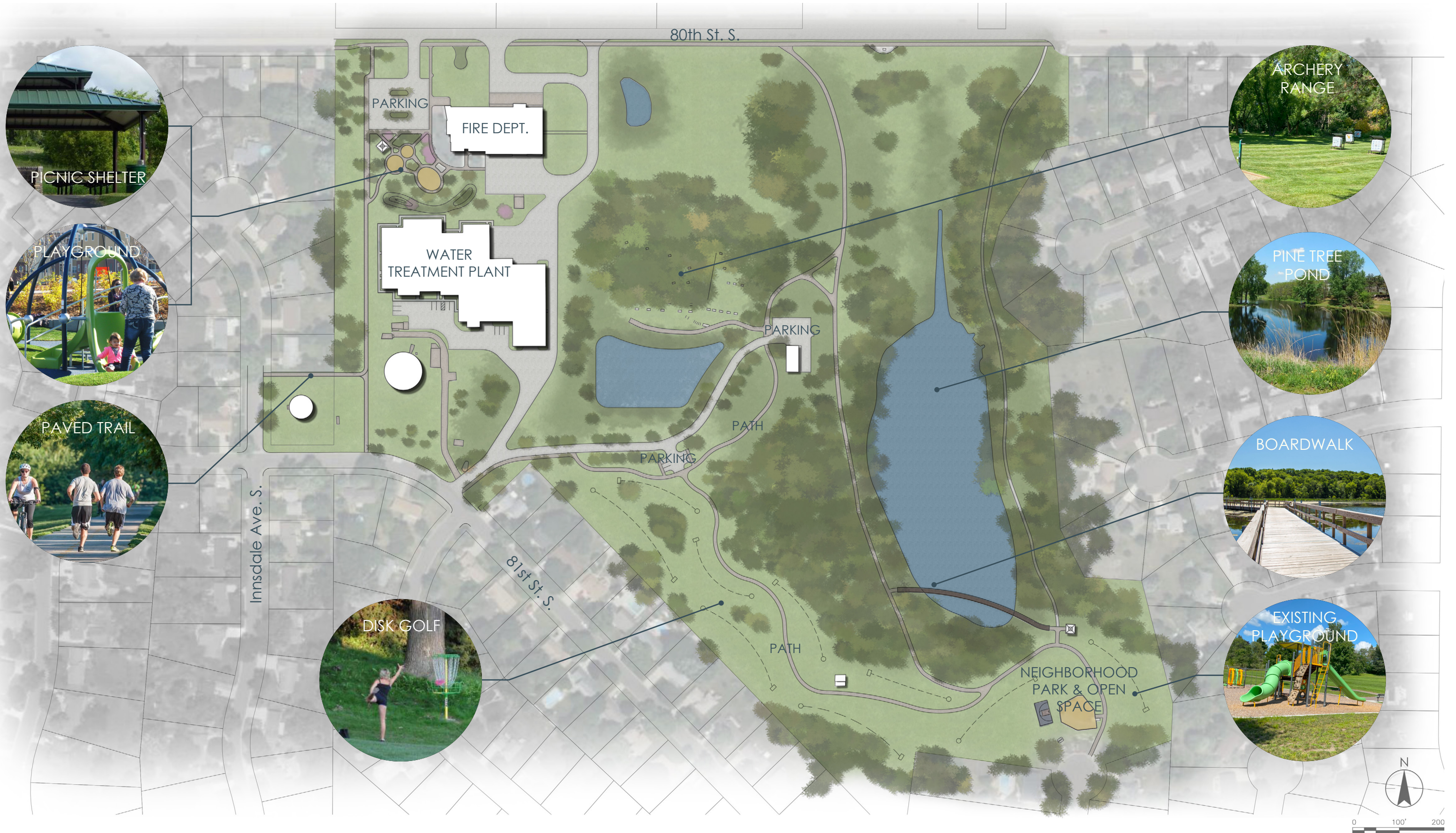
To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: September 4, 2024
Subject: Pine Tree Pond Park Master Plan

Introduction/Background

With the development of a municipal water facility within Pine Tree Pond Park, staff has been master planning the future park site to accommodate the transitioned public space and improve recreational opportunities. Attached is the master plan for Commission review.

Staff Recommendation

Approve Pine Tree Pond Park Master Plan.



PINE TREE POND PARK - MASTER PLAN CONCEPT



PINE TREE POND PARK - WEBBER RECREATION

CITY OF COTTAGE GROVE SEPTEMBER 2024

MIRICLE + UPC PARKS



PINE TREE POND PARK - WEBBER RECREATION

MIRICLE + UPC PARKS



PINE TREE POND PARK - FLAGSHIP RECREATION

CITY OF COTTAGE GROVE SEPTEMBER 2024

LANDSCAPE STRUCTURES



PINE TREE POND PARK - ST. CROIX RECREATION

BURKE - CUSTOM FACADE PANEL



PINE TREE POND PARK - ST. CROIX RECREATION

PLAYIT CREATIONS



PINE TREE POND PARK - OUTDOOR GYM EQUIPMENT

GameTime - THRIVE



PINE TREE POND PARK - OUTDOOR GYM EQUIPMENT

CITY OF COTTAGE GROVE SEPTEMBER 2024

GameTime - THRIVE 900



PINE TREE POND PARK - OUTDOOR GYM EQUIPMENT

CITY OF COTTAGE GROVE SEPTEMBER 2024

GameTime - THRIVE 900



PINE TREE POND PARK - ST. CROIX RECREATION

BURKE - ELIVATE

CITY OF COTTAGE GROVE SEPTEMBER 2024

#193805302





PINE TREE POND PARK - OUTDOOR FITNESS EQUIPMENT

CITY OF COTTAGE GROVE SEPTEMBER 2024

KOMPAN

#193805302





To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 28, 2024
Subject: 2025-2029 Capital Improvements Plan

Introduction/Background

The Capital Improvement Plan (CIP) is a planning device to schedule proposed public improvements and purchases over a five-year period. The plan matches proposed expenditures and revenues by project within an affected fund. A capital improvement is defined as a capital expenditure that is greater than \$15,000 with a life expectancy of five years or longer. Capital improvements are projects which require acquisition, construction, or replacement of various public facilities, public buildings, infrastructure and parks in the community.

Every effort is made to draft the document as conservatively and realistically as possible while maintaining the integrity of the funds. The concept of fund integrity includes accounting for certain project costs in particular designated funds that are only used for those purposes for which they are collected. These major funding sources include the operating funds (General Fund and Enterprise Fund), development fees and charges (including Area and Park Trust Funds), as well as identifying larger general projects that are expected to be financed with the issuance of general obligation bonds to be repaid with future property tax levies. However, it is important to note that forecasting revenues is difficult to do with certainty as many funding sources are primarily derived from future development. So projects may get moved from year to year based on how the community develops.

In relation to Parks, there are three primary funds managed by the CIP; Park Improvement Fund, Park Trust Fund and Public Landscapes Initiative.

Park Improvement Fund

In 2014, City Council directed that revenues derived from the leasing of space on the City's water towers for cell phone antennas should be allocated to the purpose of upkeep, renovation and improvement of existing parks. The cash balance target for this account is to maintain a minimum of half of projected revenues in the account each fiscal year (about \$200,000).

Park Trust Fund

Improvements scheduled in the Park Trust Fund include the purchase of additional parkland, as well as planning and development of new parks and trails. Revenues coming into the Park Trust Fund have been calculated based on projected housing and commercial growth while also backing out park land dedications. The goal is to maintain a minimum year end cash balance of \$100,000.

Public Landscapes Initiative

The Public Landscape Initiative program was created to provide an opportunity to replant the urban landscape in situations where development impacts had occurred.

The goals of the Public Landscapes Initiative are as follows:

- A. Community Beautification
- B. Active management of the urban forest
- C. Provision of biodiversification of the urban forest
- D. Reforestation and native habitat restoration of highly visible community parks, public lands and transportation corridors
- E. Enhance landscape features of entry points into the community
- F. Provision of a beautification / landscaping element for community scale infrastructure projects
- G. Provision of tree planting / landscaping employee team building and community volunteer opportunities

Program expenditures are restricted to plant materials and outside contract tree planting / landscaping costs. The Public Landscapes Initiative has two components: 1) volunteer tree planting or landscaping improvement opportunities in large community parks; and 2) contract or professional staff tree planting or landscaping improvement efforts in high visibility roadway corridors. The fund receives periodic infusions of cash from developer fees (to mitigate tree loss), donations and from time to time, Council directives. Corridor projects would be anticipated to comprise about 80% of the CIP dollars dedicated from this fund in any given year.

Staff Recommendation

Approve of the proposed 2025-2029 Capital Improvements Plan for the Parks and Recreation Department.

Park and Public Landscapes Capital Improvements 5-Year Plan

Year	Project	Estimated Cost	Funding	Status
2024	East Pt Douglas Road Realignment Project	\$40,000	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000	Public Landscape Initiative	
	Cottage Grove Trailway Corridor Restoration (Grant Match)	\$20,000	Public Landscape Initiative	
	Arbor Day Planting	\$10,000	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	Jack & Marlys Denzer Park Development	\$500,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Playgrounds: West Draw, Granada and Nina's Parks	\$210,000	Park Improvements Fund	
	Sports Lighting Improvements (Woodridge Park Tennis, Basketball, Ice Rink)	\$113,000	Park Improvements Fund	
	Belden Park Backstop Repair and Curbing	\$30,000	Park Improvements Fund	
	Bike Park Track Improvements	\$50,000	Park Improvements Fund	
	Ice Arena Party Lights (\$30K), Ice Water Treatment System (\$100K), Solar (\$550K)	\$680,000	Ice Arena Fund	
2025	Future Right of Way Beautification	\$50,000	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000	Public Landscape Initiative	
	Mississippi Dunes Park Restoration	\$50,000	Public Landscape Initiative	
	Arbor Day Planting	\$10,000	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	Still Ponds Park and Trail Development	\$500,000	Park Trust Fund	
	Oltman Middle School Park Construction	\$700,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Playgrounds: Hardwood and Belden Parks	\$140,000	Park Improvements Fund	
	Lamar Park Shelter Replacement (2)	\$80,000	Park Improvements Fund	
	Sports Lighting Improvements (Hearthside Ice Rink)	\$65,000	Park Improvements Fund	
	Pine Glen & Pine Tree Pond Picnic Shelter	\$60,000	Park Improvements Fund	
	Kingston Park Site Power Upgrading	\$200,000	Park Improvements Fund	
	Inclusive Playground Surface Repair and Seal	\$60,000	Park Improvements Fund	
	P Thompson Park Building Doors	\$40,000	Park Improvements Fund	
	P Thompson Park Rink Board Replacement & Sport Court	\$300,000	Park Improvements Fund	
	Hamlet Park Improvements (North, Central and South), River Oaks, Dunes	\$17,000,000	Local Option Sales Tax	
	Hidden Valley Park Improvements	\$150,000	Pavement Mgmt	
	Ice Arena Space Needs Study and Interior Remodel Concept Design	\$40,000	Ice Arena Fund	
Ice Arena Radiant Heater Replacements	\$35,000	Ice Arena Fund		
Ice Arena Dessicant Dehumidifier Wheel Replacement	\$35,000	Ice Arena Fund		
Ice Arena Water Treatment System	\$100,000	Ice Arena Fund		
2026	80th Street, Highway 61 to Ideal Avenue	\$50,000	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000	Public Landscape Initiative	
	Oakwood Park Restoration	\$10,000	Public Landscape Initiative	
	Arbor Day Planting	\$10,000	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	Roberts Lake Neighborhood Park Development	\$500,000	Park Trust Fund	
	Military Trailhead	\$200,000	Park Trust Fund	
	Oltman Middle School Park Construction	\$2,300,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Hamlet Skate Park Surface Replacement	\$100,000	Park Improvements Fund	
	Sports Lighting Improvements (Hamlet Football/Soccer, Courts and Ice Rink)	\$355,000	Park Improvements Fund	
	Hamlet Park Improvements (North, Central and South), River Oaks, Dunes	\$13,000,000	Local Option Sales Tax	
	Woodridge Trail (Hillside Tr to Jenner)	\$75,000	Pavement Mgmt	
	Kingston Building Replacement	\$5,400,000	Bonded Debt	
	Ice Arena Floor Scrubber	\$15,000	Ice Arena Fund	
Ice Arena Furnace Replacement for Locker Rooms 7-9	\$10,000	Ice Arena Fund		
2027	Jamaica Ave, 100th Street to Hgwy ramps	\$50,000	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000	Public Landscape Initiative	
	Woodridge Park Woodland Restoration	\$30,000	Public Landscape Initiative	
	Arbor Day Planting	\$10,000	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	East Ravine or 100th Street Future Neighborhood Park Development	\$500,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Lamar Park Sports Lighting Replacement (LED & Poles)	\$350,000	Park Improvements Fund	
	Hamlet Park Shelter Replacement	\$50,000	Park Improvements Fund	
	Pine Coulee Court Replacement	\$20,000	Park Improvements Fund	
	Lamar Park Roof Replacement	\$10,000	Park Improvements Fund	
	Hamlet Park Improvements (North, Central and South), River Oaks, Dunes	\$6,000,000	Local Option Sales Tax	
Zamboni Replacement	\$130,000	Ice Arena Fund		
2028	Future Right of Way Beautification	\$50,000	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000	Public Landscape Initiative	
	Pine Tree Valley & Pine Tree Pond Park Open Space Restoration (Grant Match)	\$50,000	Public Landscape Initiative	
	Arbor Day Planting	\$10,000	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	East Ravine or 100th Street Future Neighborhood Park Development	\$500,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Old CG Park Sports Lighting Replacement (LED)	\$35,000	Park Improvements Fund	
	P Thompson Park Roof Reshingle	\$15,000	Park Improvements Fund	
	Woodridge Hockey Rink Boards Replacement	\$100,000	Park Improvements Fund	
	Highlands Park Tennis Court Replacement	\$100,000	Park Improvements Fund	
	Hearthside Improvements	\$100,000	Pavement Mgmt	
Ice Arena Zamboni Replacement	\$120,000	Ice Arena Fund		
2029	Future Right of Way Beautification	\$50,000.00	Public Landscape Initiative	
	Diseased Tree Mitigation	\$10,000.00	Public Landscape Initiative	
	West Draw Park Landscape Enhancements/Restoration	\$30,000.00	Public Landscape Initiative	
	Arbor Day Planting	\$10,000.00	Public Landscape Initiative	
	Park Master Planning	\$15,000	Park Trust Fund	
	East Ravine or 100th Street Future Neighborhood Park Development	\$500,000	Park Trust Fund	
	Matching Fund Grant Program	\$10,000	Park Improvements Fund	
	Peter Thompson Park Court Replacement	\$30,000	Park Improvements Fund	
	Pine Tree Pond Court Replacement	\$30,000	Park Improvements Fund	
	Hemingway & North Ideal Playgrounds	\$150,000	Park Improvements Fund	
	Pine Glen Park Improvements	\$100,000	Pavement Mgmt	
	Commons Area Rooftop HVAC Unit	\$75,000	Ice Arena Fund	
Ice Arena Steel Roof	\$500,000	Ice Arena Fund		



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 26, 2024
Subject: Work Plan

Introduction/Background

Staff utilizes the Parks, Recreation and Natural Resources Commission Work Plan to steer meeting agenda development. Doing so aims to assure that Commissioners and staff are working cooperatively on strategies that support the mission of creating and promoting policies, programs, and places that enable active living for a more vibrant community. Attached with this report is the most recent workplan draft which incorporates workshop direction from the May meeting.

Staff Recommendation

Approve the 2025-2027 Parks, Recreation and Natural Resources Commission Work Plan.



Cottage Grove Parks, Recreation and Natural Resources Commission 2024-2026 Work Plan

Work plans are great tools to guide Commissioners and staff in attaining common goals and initiatives. Although the Commission needs to adapt to a constantly changing recreational environment, the work plan below provides focus to the efforts of the Commission and staff.

Mission

The mission of the Cottage Grove Parks and Recreation Department is to create and promote policies, programs, and places that enable active living for a more vibrant community.

Work Plan

1. ***Construct and maintain high-quality athletic facilities that service the recreational needs of the community while also supporting the local economy by attracting larger tournaments and events:*** athletic fields, ice arena, river oaks, indoor/outdoor training areas, enhanced ice skating and other winter opportunities.
2. ***Provide recreational programs, events and facilities that reach ALL people.:*** explore community demographics to find service gaps, work cooperatively with other programming organizations, consider all barriers to participation (financial, social, logistical, etc.), grow programming with community growth, add a natural-based playground and a smaller scale inclusive playground. Enhance teen, adult and families events/programs.
3. ***Increase aquatic recreational opportunities:*** Identify any and all aquatic recreational opportunities that can be leveraged for our citizens. Aquatic recreation is not solely defined by swimming; seek alternative opportunities to experience the water. For example, splash pads, canoe/kayaking/boating, wading pools, paddleboats, fishing, etc. Work cooperatively with community education to identify opportunities to better market/utilize the two indoor pools in Cottage Grove.
4. ***Continue to make the trail system a point of pride in the community by planning for and constructing future trail networks while also improving the existing trail experiences.:*** Trail circuits, safe road/highway crossings, master planning, program development, interpretive signage/mapping, add more natural hiking trails. Identify missing trail links and strategize approach to resolve those.
5. ***Take care of what we have:*** the maintenance and care for the oldest and newest park in the system should be equal, be diligent in capital asset replacement planning/funding, map out service gaps (trail links, drinking water access, trash, rest areas, bike fixing stations, amphitheater, etc.), enhance natural habitat and improve environmental practices in our open spaces.



To: Parks, Recreation and Natural Resources Commission
From: Zac Dockter, Parks and Recreation Director
CC:
Date: August 26, 2024
Subject: Action Updates

Introduction/Background

Staff will present on the following topics:

1. Community Garden
2. Cottage Grove Trailway Corridor Habitat Restoration Grant
3. Oltman/Mississippi Dunes Park Grant
4. Pine Coulee RC Track
5. Playground Installs
6. Kingston Park Building

Staff Recommendation

Receive information.



Parks and Recreation Newsletter

September 2024

The News

- The lawsuit brought forth by the Friends of Grey Cloud has been dismissed by the court.
- The 2025-2029 Capital Improvements Plan will be reviewed by the Parks Commission and Planning Commission in September/October with official adoption by Council in November. This plan details all major capital investments over \$15,000. Ask Zac if you'd like a copy.
- The Preserve.Play.Prospere. Plan continues to develop with website enhancements, media postings and event connections. The Mayor's Moment, Council Update and Facebook postings are the most recent activity. As mentioned before, the website is extremely informative and will answer 99.9% of any questions the public or employees may have. But always feel free to ask questions if you have them.
- We have turned the corner on pickleball growth in Cottage Grove. All courts are getting used and we are seeing quite a diverse audience of users. Because of this growth, staff has requested in the CIP to replace the Peter Thompson Park rink boards and pavement in 2025 and to include five pickleball courts inside the rink to create a multi-functional facility.
- New playgrounds are fully constructed at Nina's, Granada and West Draw Parks.
- We originally estimated 40 rentals per year for Glacial Valley Park. So far, we have booked over 60 rentals with over \$25K in revenue. Thanks to all staff who make event memories at this park building each week for our customers/community.
- Supervised playgrounds were at 95%+ capacity even with the addition of the Glacial Valley Park building this summer.
- We have processed 381 facility use permits for 2024 – 6.5% over the 2023 – and it's only August.
- We had a record 170 kids at Adventure Camp and staff claims it was "the best week ever"!
- River Oaks is hosting the MGCSA (Minnesota Golf Course Superintendents Association) golf tournament in early September.
- River Oaks is up 4% in total revenue over 2023.
- The Ice Arena sold 46 hours of ice resulting in over \$6,000 in ice sales and \$3,000 in concession revenue for a 3-day AAA hockey tournament August 16-18th.
- Nearly 500 solar panels are installed on the West Rink with a commission date set for early September. Anticipated pay back for the project in energy savings is a little over 8 years.
- Council authorized a grant agreement for \$350,000 awarded from the MN DNR for the development of Oltman Park in 2025/2026.
- Council directed staff to complete the Kingston Park building design with modification to include the shelter as an independent structure from the building. This project is planned for 2026/2027. However, power upgrades to the site are being considered for 2025 to better service events immediately while also preparing for future building needs.
- Dog Park Association is looking at potential for a portable splash pad setup at the park via grant funding. More info to come as they study this option.
- We have put money into the CIP to repair and seal the Woodridge inclusive playground rubber safety surfacing in 2025 to hopefully extend its life another 7-10 years.

- Pine Tree Pond Park master plan development continues. We are getting money from the water treatment project in lieu of the park land utilized for that facility. We are looking at a “Hero” themed playground near the fire station, a short disc golf course (6 holes or less), picnic shelter, trail connections from adjacent neighborhood and a dock or boardwalk system along the pond.
- The Olson Memorial Trail sign will be installed soon at Hamlet Park. Council named the north trail loop after Conway and Katie Olson. Their impact on the community is storied on the sign.
- Staff is in the beginning stages of building the future Denzer Park located off of 100th St. Rough grading is happening now and we expect to build out the park this fall and into next summer. The master plan includes a playground, shelter, sport court, tether ball court, open turf space, trails and landscaping.
- **Parks and Recreation Mission:** To create and promote policies, programs, places and services that enable active living for a more vibrant community.

Upcoming Programs and Events

- September 10 Fall Pickleball League Starts @ Glacial Valley Park
- September 10 Fall Archery Program Starts @ Pine Tree Pond Park
- September 14 Fall Fury Adult Softball Tournament @ Lamar Park
- September 14 Food Truck Festival & Dowdle Puzzle Unveiling @ Kingston Park
- September 16-20 Employee Bocce Ball Tournament
- September 21 Pickleball Tournament @ Glacial Valley Park
- September 24 Department Meeting and Potluck

Quote of the Day



“There are only two ways to live your life. One is as though nothing is a miracle. The other is as though everything is a miracle.”
(Albert Einstein)

Parks and Recreation Boost *(taken in part from C Patak, NRPA Journal)*

There will be a time very soon when development in Cottage Grove crosses Keats Avenue to the east. And we will collectively sigh “another farm lost”. But, development brings opportunity! As our City grows, the preservation and expansion of parks and green spaces remain a top priority. After all, parks are not just patches of grass and trees; they’re lifelines for our mental health. The idea that nature has a healing touch isn’t new, but in our modern world, its importance in helping us combat stress and anxiety has become increasingly clear. When we immerse ourselves in nature, our senses come alive. The visions, sounds and smells of nature all work together to create a sense of calm and tranquility. Scientific research backs this up, showing that being in nature lowers our levels of cortisol (stress hormone), while simultaneously boosting feelings of relaxation and peace. And let’s not forget about the physical aspect. Parks and recreation encourages us to get moving to boost both physical and mental wellness.

Parks are more than just pretty places; they’re essential for our mental health and well-being. Proper planning, policies, programs, places and maintenance develop resilient communities full of energy and fun. Be proud to be a factor in making lives better in Cottage Grove each and every day!



COTTAGE GROVE CITY COUNCIL

July 17, 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
 - A DARTS 50th Anniversary Proclamation
Staff Recommendation: Proclaim Wednesday, July 17, 2024 as DARTS appreciation day.
 - B Night to Unite Proclamation
Staff Recommendation: Proclaim Tuesday, August 6, 2024, Night to Unite in Cottage Grove.
- 7 Consent Agenda
 - A City Council Regular Meeting Minutes (2024/06/05)
Staff Recommendation: Approve the June 5, 2024, Regular Meeting Minutes.
 - B City Council Regular Meeting Minutes (2024-06-26)
Staff Recommendation: Approve the June 26, 2024, Regular Meeting Minutes.
 - C City Council Special (Closed) Meeting Minutes (2024-06-26)
Staff Recommendation: Approve the June 26, 2024, Special (Closed) Meeting Minutes.
 - D City Council Special Meeting Minutes (2024-07-08)
Staff Recommendation: Approve the July 8, 2024, Special Meeting Minutes.
 - E Economic Development Regular Meeting Minutes (2024-04-09)
Staff Recommendation: Approve the April 09, 2024, Economic Development Regular Meeting Minutes.
 - F Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.
 - G Tobacco License Application - 6990 80th Street South, Suite #100
Staff Recommendation: Approve the Tobacco license application for Sherif Elbarawi, First Smoke Shop, LLC, located at 6990 80th Street South, Suite #100, Cottage Grove, Minnesota.
 - H Sale of Surplus Property
Staff Recommendation: Authorize Public Works to advertise and sell surplus property on Cranky Ape.
 - I Utility & Engineering Building Change Orders
Staff Recommendation: Approve the June 2024 Change Order Requests for the Utility & Engineering Building Project.

- J Glacial Valley Park Kraus Anderson Final Payment
Staff Recommendation: 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 Gerber Collision – Approve Easement and Encroachment Agreements
Staff Recommendation: Approve the Easement and Encroachment Agreements with Gerber Collision.
- L Communication Manager Hiring
Staff Recommendation: Approve the hiring of Daniel Fanning as Communications Manager.
- 8 Approve Disbursements
 - A Approve Disbursements
- 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.
 - 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.
- 10 Bid Awards
 - A Summers Landing 5th - Bid Award
Staff Recommendation: 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.
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- 14 Workshops - Closed to Public
- 15 Adjournment



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-occasion 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



COTTAGE GROVE CITY COUNCIL

August 21, 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
 - A Retirement Presentation - Brian Bigham
Staff Recommendation: Receive Brian Bigham's retirement presentation honoring 28 plus years of service.
- 7 Consent Agenda
 - A Advisory Committee on Historic Preservation Meeting Minutes (2024-06-11)
Staff Recommendation: Accept and place on file the minutes from the June 11, 2024, meeting of the Advisory Committee on Historic Preservation.
 - B Advisory Committee on Historic Preservation Appointment
Staff Recommendation: Appoint Cindy Yff to the Advisory Committee on Historic Preservation to a term ending February 28, 2026.
 - C Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.
 - D Approval of Designated Hunting Areas
Staff Recommendation: Approve the proposed 2024-25 archery and firearms hunting area maps.
 - E 2025 Pavement Management – Authorization of Feasibility Report
Staff Recommendation: Adopt Resolution 2024-120 authorizing the preparation of a feasibility report for the 2025 Pavement Management Project for the Hidden Valley Neighborhood.
 - F South District Storm Sewer Project - Final Payment
Staff Recommendation: Adopt Resolution 2024-122 authorizing the final payment in the amount of \$42,301.94 to Minger Construction Company for the South District Storm Sewer Project.
 - G Glacial Valley Park – Change Order #3
Staff Recommendation: Approve Change Order #3, thereby increasing the contract amount by \$14,200.00 to a total contract amount of \$2,609,336.44.
 - H Low Zone Water Treatment Plant Change Order #2
Staff Recommendation: Approve Change Order #2 in the amount of \$67,368.00 for the Low Zone Water Treatment Plant project, increasing the current contract amount from \$39,528,440.33, to \$39,595,808.33.

- I Utility and Engineering Building Change Order #2
Staff Recommendation: Approve Change Order for the Utility and Engineering Building in the amount of \$5,941.43.
 - J TH 61 River Oaks RCUT – Change Order #1 and State Aid Funding Variance Request
Staff Recommendation: 1) Approve Change Order #1, increasing the contract amount by \$3,073.95 to a total contract amount of \$1,206,877.40. 2) Approve Resolution 2024-121 requesting a Variance from Standard for State Aid Operation for Project No. S.P. 8205-156 (TH 61 River Oaks RCUT Project).
 - K Grange Trunk Water Main Final Payment
Staff Recommendation: Approve Resolution 2024-116 for final payment to Ryan Contracting Company for the Grange Trunk Water Main Project in the amount of \$136,140.85.
 - L Sport Court Resurfacing for Sunny Hill Park and Kingston Park
Staff Recommendation: Adopt Resolution 2024-115 awarding resurfacing sports courts at Sunny Hill and Kingston Park to the accepted quote supplied by Surfaces & Repair Inc. in the amount of \$31,650 and authorize execution of the Agreement for Contractor Services.
 - M MN DNR Outdoor Recreation Grant Application – Oltman Park
Staff Recommendation: Authorize Resolution 2024-117 accepting the grant agreement with MN Department of Natural Resources Outdoor Recreation Grant Program in the amount of \$350,000 to be used for the Oltman Park Development Project.
- 8 Approve Disbursements
 - A Approve Disbursements
 - 9 Public Hearings
 - 10 Bid Awards
 - 11 Regular Agenda
 - A Preserve at Prairie Dunes – Comprehensive Plan Amendment, Zoning Amendment, Preliminary Plat, and Planned Unit Development
Staff Recommendation: 1) Adopt Resolution 2024-118 approving the comprehensive plan amendment to re-guide the northern 32.15 acres of the subject property from Medium Density Residential and Industrial to Low Density Residential. 2) Adopt Ordinance No. 1084 approving the zoning amendment to change the zoning of the subject property from AG-2, Agricultural, to R-4, Transitional Residential, with a Planned Unit Development. 3) Adopt Resolution 2024-119 approving the Preliminary Plat for a subdivision to be called The Preserve at Prairie Dunes, which will consist of 162 lots for single-family homes.
 - 12 Council Comments and Requests
 - 13 Workshops - Open to Public
 - 14 Workshops - Closed to Public
 - A Performance Evaluation - Jennifer Levitt, City Administrator
Staff Recommendation: Close the meeting pursuant to MN Statute 13D.05 subd.(3)a to conduct a performance evaluation of City Administrator Jennifer Levitt.
 - 15 Adjournment



COTTAGE GROVE CITY COUNCIL

September 4, 2024

12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016

TRAINING ROOM - 7:00 PM

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Hispanic Heritage Month Proclamation
Staff Recommendation: Receive the Hispanic Heritage Month Proclamation.
 - B Cottage Grove Food Truck Festival and Dowdle Update
Staff Recommendation: Receive the Cottage Grove Food Truck Festival and Dowdle update.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (7-10-2024)
Staff Recommendation: Approve the July 10, 2024, Special Meeting Minutes.
 - B City Council Special Meeting (7-24-2024)
Staff Recommendation: Approve the July 24, 2024, Special Meeting Minutes.
 - C City Council Special Minutes (7-31-2024)
Staff Recommendation: Approve the July 31, 2024, Special Meeting Minutes.
 - D City Council Meeting Cancellation - September 18, 2024
Staff Recommendation: Approve the cancellation of the September 18, 2024, Council meeting.
 - E On-Sale Temporary Intoxicating Liquor License - Spiral Brewery, LLC
Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Spiral Brewery, LLC for "the Zywiec's Garden Centers Haunting Experience located at 10900 East Point Douglas Road South on October 18-19, 2024 and October 25-26, 2024.
 - F Gambling Permit - Cottage Grove Chamber of Commerce
Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Laurie Lavine on behalf of Cottage Grove Area Chamber of Commerce to conduct a raffle at 8617 West Point Douglas Road #150 on December 11, 2024.
 - G Massage Therapy License - Yungang Wang
Staff Recommendation: It is recommended to not approve the Massage Therapy License application for Yunfang Wang to operate as a massage therapist at Summer Spa in Cottage Grove, given the applicant does not meet the requirements outlined in City ordinance (3-7-3) which states applicants must graduate from an accredited school recognized by the United States Department of Education and/or pass the MBLEx exam.

- H Washington County Worksite Wellness Grant
Staff Recommendation: Authorize the Wellness Committee on behalf of City staff to apply for the Washington County Worksite Wellness Grant through the Statewide Health Improvement Partnership (SHIP).
- I Rental License Approvals
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
- J 2025-2026 Sergeants Labor Contract
Staff Recommendation: Approve the 2025-2026 labor contract with the Sergeants union. All wage and benefits costs have been budgeted for the 2025 budget.
- K AuthX Software Agreement
Staff Recommendation: Approve the AuthX software agreement as reviewed by the City Attorney and authorize the 3-year software agreement payable annually.
- L CJN eBriefing Agreement
Staff Recommendation: Staff recommends the approval of the CJN Agreement as reviewed by the City Attorney and the subscription for the eBriefing application.
- M Low Zone Water Tower Approve Plans & Specs and Authorize Bidding
Staff Recommendation: Adopt Resolution 2024-128 approving the plans and specifications and authorizing bidding for the Low Zone Water Tower Project.
- N CP Rail Utility Occupancy License
Staff Recommendation: Approve the utility occupancy license with the Soo Line Railroad Company, dba Canadian Pacific, with minor modifications by the City Attorney.
- O Order for 2025 Vac Truck
Staff Recommendation: Authorize staff to order a vac truck for an amount not to exceed \$700,000.
- P Ravine Parkway Bridge Sealing – Quote Award
Staff Recommendation: 1. Adopt resolution 2024-124 approving the PCiRoads, LLC Proposal for the MMA Flood Sealing of Ravine Parkway Bridge project in the not-to-exceed amount of \$18,313.20. 2. Authorize the appropriate officials to sign all necessary documents to effectuate this project.
- Q Jamaica Ave Trunk Storm Realignment – Approve Plans and Specs, Authorize Bidding
Staff Recommendation: Adopt Resolution 2024-126 approving the plans and specifications and authorizing bidding for the Jamaica Avenue Trunk Storm Sewer Realignment Project.
- R 2025 PM – Jetting/Televising Quote Award
Staff Recommendation: Adopt Resolution 2024-125 awarding the 2025 Pavement Management – Televising and Cleaning Project to the accepted quote supplied by American Environmental in the amount of \$43,612.25 and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.
- S Minor Subdivision and Variance - 9016 Kimbro Avenue South
Staff Recommendation: Adopt Resolution 2024-123 approving the minor subdivision subdividing a 6.45-acre parcel of land (PIN 2302721120005) into one 3.10-acre parcel and one 3.35-acre parcel and a variance to the minimum front width of a new parcel.
- T Glacial Valley Estates 2nd Addition - Plat Correction
Staff Recommendation: Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Correction for Glacial Valley Estates 2nd Addition.
- U Summer Valley Plat Correction
Staff Recommendation: Authorize the Mayor and City Clerk to sign the Land Surveyor's Certificate of Plat Correction for Summer Valley.

V Communications Manager
Staff Recommendation: Approve the hiring of Phil Jents as Communication Manager at Grade 21, Step 3 (\$110,094.00) of the Non-represented Pay Plan.

W Tobacco License - Cottage Grove Vape, LLC
Staff Recommendation: Approve the Tobacco application for Cottage Grove Vape, LLC, located at 8599 West Point Douglas Road Suite 200, Cottage Grove, Minnesota.

X Local Option Sales Tax Referendum Question
Staff Recommendation: Adopt Resolution 2024-131 approving the modified referendum questions on the November 5, 2024, ballot to impose a local option sales tax for Hamlet Park, Mississippi Dunes Park and River Oaks Golf Course and Event Center.

8 Approve Disbursements

 A Approve Disbursements

9 Public Hearings

10 Bid Awards

11 Regular Agenda

 A Adopt Preliminary Property Tax Levy

Staff Recommendation: Adopt Resolution 2024-127, Adopting the Proposed Preliminary 2024 Property Tax Levy, Collectible in 2025.

12 Council Comments and Requests

13 Workshops - Open to Public

14 Workshops - Closed to Public

15 Adjournment