COTTAGE GROVE CITY COUNCIL

DECEMBER 7, 2022

12800 RAVINE PARKWAY SOUTH
COTTAGE GROVE, MINNESOTA 55016

REGULAR MEETING - 7:00 P.M.
COUNCIL CHAMBER

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 Meeting Minutes - November 2, 2022 (Regular Meeting)

Staff Recommendation: Approve the November 2, 2022, Regular Meeting minutes.

B City Council Meeting Minutes - November 9, 2022 (Special Meeting)

Staff Recommendation: Approve the November 9, 2022, Special Meeting minutes.

C Planning Commission Minutes - October 24, 2022

Staff Recommendation: Accept and place on file the minutes from the October 24, 2022, Planning Commission Meeting.

D Open Forum Response Letter - 2023-2027 Capital Improvement Plan (CIP)

Staff Recommendation: Receive letter in response to open forum question from November 16,2022 City Council meeting regarding the 2023-2027 Capital Improvement Plan.

E Approval of Rental Licenses

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

F Cottage Grove Lions Club Temporary Liquor License

Staff Recommendation: Approve the Cottage Grove Lions Club Temporary Liquor License application for an event on January 7, 2023.

G Business License Renewals

Staff Recommendation: Approve Resolution 2022-164 authorizing the renewal of business licenses for 2023.

H Mobile Food Unit License - Youniversefoodie Waffles

Staff Recommendation: Authorize staff to issue Youniversefoodie Waffles a food unit license in the amount of $50 to be used for the Canadian Pacific Holiday Train event.

I Park Naming Request

Staff Recommendation: Adopt Resolution 2022-149 naming future municipal park Jack and Marlys Denzer Park.

J Woodridge and Oakwood Park Natural Resource Managment Plans

Staff Recommendation: Accept and place on file the Oakwood Park and Woodridge Park Natural Resources Managment Plans.

K Service Agreement - Pine Tree Pond and Ideal Park

Staff Recommendation: Authorize service agreement with Power Play LT Farmington, Inc. for the purchase and installation of playground equipment at Pine Tree Pond and Ideal Park.

L Service Agreement - Peter Thompson Park Playground

Staff Recommendation: Authorize service agreement with Flagship Recreation for the installation of playground equipment at Peter Thompson Park.

M Glacial Valley Park – Permanent Trail Easement

Staff Recommendation: Approve the Permanent Trail Easement agreement with the South Washington Watershed District for the bituminous trail west of Glacial Valley Park.

N River Oaks Staffing Structure Proposal

Staff Recommendation: Approve River Oaks staffing structure proposal.

O Boulevard Tree Trimming Contract

Staff Recommendation: Adopt resolution 2022-151, awarding the quote for boulevard tree trimming services to Birch Tree Company in the amount of $36,884.00 for the 2023-2024 trimming season, and authorize the service agreement for the two-year tree trimming project.

P Preserve at Prairie Dunes – Final Plat

Staff Recommendation: Adopt Resolution 2022-158 approving the final plat for The Preserve at Prairie Dunes.

Q East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Modifications: No Parking Restriction

Staff Recommendation: 1) Adopt Resolution 2022-153 to restrict parking along both sides of East Point Douglas Road from Inwood Avenue to the east leg of East Point Douglas Lane. 2) Adopt Resolution 2022-152 to restrict parking along both sides of Jamaica Avenue from Highway 61 to 90th Street.

R Old Cottage Grove Wayfinding Signage

Staff Recommendation: Adopt Resolution 2022-159 authorizing staff to furnish and install wayfinding signage for the Old Cottage Grove Business District.

S 6525 Hadley Avenue Lot Split – Minor Subdivision

Staff Recommendation: Adopt Resolution 2022-156 approving a minor subdivision to subdivide a 4.26-acre parcel of land located at 6525 Hadley Avenue into one 2.51-acre parcel and one 1.75-acre parcel.

T 2021 Pavement Management Project - Final Payment

Staff Recommendation: Adopt Resolution 2022-155 approving the final payment in the amount of $91,563.53 is paid to Northwest Asphalt for the 2021 Pavement Management Project.

U 2022 Mill and Overlay Project - Final Payment

Staff Recommendation: Adopt Resolution 2022-154 approving the final payment in the amount of $62,839.12 is paid to McNamara Contracting, Inc. for the 2022 Mill and Overlay Project.

V 2040 Comprehensive Plan - Minor Mapping and Text Amendments

Staff Recommendation: Adopt Resolution 2022-165 authorizing City Staff to submit the 2040 Comprehensive Plan Text Amendment to the Metropolitan Council, subject to text modifications as requested by the Metropolitan Council.

W Certify Delinquent Utility Accounts

Staff Recommendation: Adopt Resolution 2022-161 certifying delinquent utility accounts to 2023 property taxes.

X Assistant Finance Director Hiring

Staff Recommendation: Approve Michael Hoppe as Assistant Finance Director, effective December 8, 2022.

Y MN National Guard - Cottage Grove Armory Lease

Staff Recommendation: Approve Minnesota National Guard Lease #22-338-001 for use of the Cottage Grove Armory parking lot during the Holiday Train.

Z GrayKey Equipment Use Agreement

Staff Recommendation: Approve the GrayKey Equipment Use Agreement with Woodbury Public Safety.

8 APPROVE DISBURSEMENTS

A Approve payments for the period of 11-11-2022 through 12-8-2022 in the amount of $3,036,621.82.

9 PUBLIC HEARINGS

10 BID AWARDS

11 REGULAR AGENDA

A Liquor Compliance Check Violation - MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant

Staff Recommendation: 1. Allow the business representative for Las Margarita's Mexican Restaurant an opportunity to respond to the City Council regarding the liquor compliance check violation occurring November 7, 2022. 2. Adopt resolution 2022-160 imposing the scheduled penalty for the 2nd violation in a 24-month period of a $1000.00 fine, suspension of liquor license for three (3) consecutive days and additional conditions.

B Property Tax Levy Payable in 2023 and adopting the 2023 Budget

Staff Recommendation: Adopt Resolution 2022-162 certifying the Property Tax Levy Collectible in 2023.Adopt Resolution 2022-163 adopting the 2023 Budget.

C 2023-2027 Capital Improvement Plan

Staff Recommendation: Approve the 2023-2027 Capital Improvement Plan and adopt Resolution 2022-157 amending the Comprehensive Plan 2040 to incorporate the CIP.

12 COUNCIL COMMENTS AND REQUESTS

13 WORKSHOPS - OPEN TO PUBLIC

14 WORKSHOPS - CLOSED TO PUBLIC

A City Administrator Performance Evaluation

Staff Recommendation: Close the meeting pursuant to MN Statute 13D.05 subd. (3)a to conduct a performance evaluation of City Administrator Jennifer Levitt.

15 ADJOURNMENT

City Council Action Request

7A

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	City Council Meeting Minutes - November 2, 2022 (Regular Meeting)
Staff Recommendation	Approve the November 2, 2022, Regular Meeting minutes.
Budget Implication	N/A
Attachments	Minutes - 11-02-2022 City Council Meeting.tif 114.2MB

MINUTES

COTTAGE GROVE CITY COUNCIL — November 2, 2022

COUNCIL CHAMBER
12800 RAVINE PARKWAY SOUTH

REGULAR MEETING - 7:00 P.M
COUNCIL CHAMBER

1. CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on November 2, 2022, 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 Dennis - Here; Council Member Khambata - Here; Council Member Olsen - Here; Council Member Thiede - Here.

Also present: Jennifer Levitt, City Administrator; Korine Land, City Attorney-LeVander, Gillen & Miller, PA; Tammy Anderson, City Clerk; Ryan Burfeind, City Engineer/Public Works Director; Gretchen Larson, Director of Economic Development; Zac Dockter, Parks and Rec Director; Pete Koerner, Public Safety Director; Brenda Malinowski, Finance Director; Amanda Meyer, Assistant City Engineer; Mike Mrosla, Senior Planner.

4. OPEN FORUM

Mayor Bailey opened the Open Forum.

Lisa Hartfiel, 8068 Hornell Avenue South, stated she's been reading a lot of documents from the County and various cities. One item she came across was a draft for the Washington County CIP in which it stated in 2025 they were proposing to do a $50,000 major renovation of the Park Grove Library. She then learned that the City is also discussing having the library torn down, to rebuild it someplace else, so that Grove80 Apartments could add more apartments. She has an issue with spending $50,000 to renovate the library and asked how much a new building would cost. The City would be moving a library that's close to Crestview, a Title 1 school, so those students might use

the library for internet access and printing. If the City is going to pick a location further away, that's an issue for her. Adding more apartments is also an issue as the City already has two more apartment buildings somewhat near that area, which is a lot of increased traffic.

Mayor Bailey shared with Ms. Hartfiel that our comments regarding Washington County's CIP are on tonight's Consent Agenda. He and Council Member Olsen were going to comment on that, specifically the library, because we believe there needs to be some clarity on that. He stated City staff will let her know the City's specific pieces and what our perception is.

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

5. ADOPTION OF AGENDA

Council Member Dennis made a motion to adopt the agenda; second by Council Member Olsen. Motion carried: 5-0.

6. PRESENTATIONS

A. Small Business Saturday Proclamation
Staff Recommendation: Proclaim November 26, 2022, as Small Business Saturday.

Mayor Bailey stated the Saturday after Thanksgiving is typically Small Business Saturday. He asked Council Member Dennis to read aloud the proclamation, after which he'd request a motion to approve this.

Council Member Dennis stated it's always a privilege to read this, not only as a small business investor in Cottage Grove, but also as a member of our Cottage Grove Area Chamber of Commerce. He read aloud the Small Business Saturday proclamation.

Mayor Bailey asked the public to shop locally during the holiday season and also thank the businesses for being here in our community.

Council Member Dennis mentioned The 3/50 Project, created by a female small business expert and retailer in Minneapolis. It asks people to pick three businesses in their community that they like, would miss if they were gone, and to visit them once a month and spend approximately $50 in those businesses over three months. If that happened, we'd generate about $43 billion in revenue sales from those purchases. It's important to support our local businesses to keep growing our economy one sale at a time. When you shop at a small business, 68 cents of every $1 stays right here, working for everybody through payroll taxes, business expenses, charitable giving, etc. We support all businesses, big and small, as they're here as investors, but there's an important market draw and extra benefit when you support local investors. The Council and staff work very hard to bring business opportunities to our City. Investors want to know if they bring their business and money here if they will get a return on their money with loyal customers, that this will be a place to grow. Generally speaking, Cottage Grove is a place where people come to succeed.

Motion by Council Member Olsen to proclaim November 26, 2022 as Small Business Saturday; second by Council Member Khambata. Motion carried: 5-0.

7. CONSENT AGENDA

A. Approve the October 5, 2022, City Council Regular Meeting minutes.
B. Approve the October 19, 2022, City Council Regular Meeting minutes.
C. Approve the October 19, 2022, City Council Special Meeting minutes.
D. Accept and place on file the minutes from the August 22, 2022, Planning Commission meeting.
E. Approve the issuance of rental licenses to the properties listed in the attached table.
F. Adopt Resolution 2022-146 awarding the City Hall Remodel contract to Schreiber Mullaney Construction and the City of Cottage Grove.
G. Authorize locker room lease agreement with Cottage Grove Athletic Association.
H. Adopt Resolution 2022-144 approving plans and specifications and establishing a bid date of December 1, 2022, for the Glacial Valley Park Building project.
I. Authorize resolution to apply for the Minnesota Department of Natural Resources Outdoor Recreation Grant Program in the amount of $300,000 to be used for the Oltman Park Development Project.
J. Approve the Lease Agreement with DISH Wireless, LLC for the Inwood/Highlands Water Tower, subject to minor modifications as approved by the City Attorney.
K. Approve resolution number 2022-147 for final payment to Geislinger and Sons in the amount of $126,900.53 for the South District Sanitary Sewer Extension Phase 1 Project.
L. Adopt Resolution 2022-143 approving the variance to allow an additional individual sewage treatment system and pressure bed to be setback seven feet from the west property line at 7540 Laverne Avenue South.
M. Adopt Resolution 2022-145 authorizing a Citywide Rezoning process and waiver of mailed notice requirements.
N. Authorize signatures to enter into the agreement with American Legal Publishing to reformat, publish, and host the City Code online.
O. Receive the Washington County Draft 2023-2027 Capital Improvements Plan Response Letter.

Council Member Olsen pulled Item O, Receive the Washington County Draft 2023-2027 Capital Improvement Plan Response Letter, and Council Member Thiede pulled Item H, Glacial Valley Park Building Plans, Specifications, and Bidding, for further comment and/or discussion.
Council Member Thiede stated he pulled Item H because we'd had a workshop on this and everything looks really good. We talked about sustainability, solar and geothermal.

We didn't talk much about wind, but wind gets used around this area, and he thought this item was going to come back for some further discussion once some plans were finalized. He'd like to have some more discussion about this and perhaps put it on the Consent Calendar another day. When he was researching geothermal, he personally needs some more convincing that that's a fiscally responsible thing to do.

Mayor Bailey stated Glacial Valley Park is off of the new Ravine Parkway and County Road 19, almost towards Woodbury; that particular area was where the glaciers had been and there's a lot of natural space and grasses. The Council liked the idea of doing something unique with this park and did a deep dive into the carbon footprint; we wanted to make this park be energy efficient, so we looked at options to support that, including solar and geothermal. Geothermal is more expensive, so staff reviewed geothermal options that were less expensive but would make more sense. He asked Zac Dockter, Director of Parks and Recreation, to speak further on this.

Director Dockter stated they thought they heard at the September 7, workshop that Council wanted to achieve a Net Zero building, which is the design that's before you. Solar will basically cover all of our electrical usage, and the geothermal is meant to take care of the HVAC mechanical systems. John McNamara with Wold Architects could give you more information; he asked Mr. McNamara to speak about the system we chose and maybe even the backup boiler.

Mr. McNamara stated the conversation at the workshop included trying to achieve the lowest energy use in the building that we could. We focused on a combination of solar power and a ground source heating-cooling system, the geothermal system, as a way to look towards the lowest energy use, trying to achieve Net Zero. Based on some assumptions related to occupancy, we designed a geothermal system, a well field on the north side of the park building, to alleviate most of the heating and cooling load on the building. In Minnesota we have peaks that we need to shave off, as we didn't want to leave the building without enough heat during the wintertime. We decided to install a small backup boiler in the building to shave off the peak of the heating season, but the geothermal system is designed to take 100% of the cooling load for the building. As mentioned, we're planning a solar power system to offset much of the electricity cost. Our geotechnical engineers suggested a horizontal well field as a better solution for that site than a deep vertical bore, as there is limestone about 100 feet down; ideally, we'd like to get wells down between 130 and 200 feet. The most cost efficient way to do that is to use the layers on the site, quite a bit of sand on the northern part, to install a directionally bored geothermal system so we can achieve the number of wells that we need in that area; that also gives us the most flexibility for any changes in the future. Based on Council feedback from that last workshop and the viability of putting in this geothermal system, that's the system currently included in the design documents we're seeking approval on tonight. There are some unknowns related to its final cost; the numbers presented to Council include this additional $100,000 to $110,000 cost to the project. Our initial conservative estimates put the payback in that 20-25 years, and so it should be in alignment with the past presentations that we've done.

Council Member Thiede asked regarding the limestone, going vertically, if it was correct that if we went deeper that would have a greater effect on the heating or cooling.

Mr. McNamara replied it's the depth of the well; the deeper the well, the more we can extract from it. We would have to do about 46 wells at 130 feet deep vs. 35 wells if we did them 200 feet deep; so, you're paying the cost for wells. If we go to a horizontal system that are 200 feet long, we can achieve that same amount of heating and cooling for the building.

Council Member Thiede confirmed that we didn't change our cost assessments by going horizontally; it will be the same as long as we don't have to bore through the limestone.

Mr. McNamara stated their concern was the potential unknown to the contract for the layer of limestone because they did not do wells that were much deeper. They're somewhat reliant on wells drilled in the area to support the geology that we know in that area, which suggests that there's a layer of limestone at around the 100-130 foot mark. To eliminate some risk in the bidding part of the project, they decided to take the lowest risk, which was to do the horizontal system on which they have the most information.

Council Member Thiede stated St. Louis Park did this with an environmental building; anytime we have to turn the boiler on because the systems aren't going doesn't really constitute Net Zero. He asked how they measure Net Zero, and it looked like they had done some certification.

Mr. McNamara stated he couldn't speak to St. Louis Park. He stated we wanted to make sure that we were reducing risk in the building related to potentially not having enough heat in the building during the wintertime. The conversation revolved around putting in a supplemental boiler in the building so that if we can't achieve the heating levels in the building we'd like to, maybe based on -30 temperatures, we have the ability to use the supplemental boiler to offset some of that heating issue. We can provide all the cooling we need with the geothermal system. It's the 'what if' factor that the facility folks felt by having a small boiler in the building it would alleviate that risk. Ideally, the geothermal system would provide that heating and cooling 100% of the time, but we don't want to put the City in a situation where it gets too cold for that system to be able to keep up. We need to be responsible to the customer's needs; that's why the boiler needs to be there, especially with the operable windows. The boiler could give you that quick heat recovery; it doesn't mean you're running it the whole night, but it gives you 20-30 minutes to recover the heat in the building, and then the geothermal can take it from there. It doesn't mean it's going to be Net Zero 100% of the time, but we hope it is. In terms of the energy, there are going to be times when we're selling energy back to the grid through solar and there will be times when we're using a little bit more. It's a balancing of the whole calendar year.

Mayor Bailey asked Council Member Thiede if he got the answers he wanted. Council Member Thiede replied yes, but he's still a little concerned about the fiscal responsibility associated with that in using geothermal. Council Member Thiede stated he could pull it for a separate vote, but he thought he'd lose; Mayor Bailey told him that was his call if he wanted to do that.

Council Member Dennis asked if the service life of a building like this would have a service life of 75 years. Mr. McNamara replied a building will last as long as you reinvest in it, so there are certainly systems in the building that have a life expectancy that you would need to replace over time; many of those are in the mechanical systems, like

boilers, air handlers, etc. Usually their life expectancy is in that 40+ year range, but as long as you continue to maintain your building, it will last as long as you would like it to.

Council Member Dennis stated if there's a return on investment in 25 years, we'd have a period of time that the building would still be fully functioning and viable, so we'd really be in a good position relative to our cost to operate it. Mr. McNamara stated most definitely. Council Member Dennis stated technology is changing right now. If we look at solar, its technology continues to develop positively going forward. We also have the challenge of our seasons as the sun is high in the sky in the summertime and very low in the wintertime; as that drops down, we'll see a loss of efficiency relative to the solar output. The nice thing with geothermal is the water under the ground stays 55 degrees or so permanently, so we're not going to have the up-and-down fluctuations relative to the output and the value of operating those processes. He wanted to confirm that and put that out as food for thought, because it's reasonable to consider this as a long-term option.

Council Member Thiede stated if we get down into bedrock, we might see that 55 degrees constantly, but if you're running horizontally, you're going to see greater fluctuation because you don't have that rock. He'd just like to see some more data.

Council Member Dennis stated we have some engineers in the room. When we go down below the frost line, 42" to 48", he asked City Engineer Ryan Burfeind how constant the ground temperature remained to a certain level. We're talking about going down much farther than simply for frost heaving.

Director Burfeind replied Council Member Dennis is correct; further down, you'll see more consistent temperature. He doesn't know how deep those horizontal wells are going to be; Mr. McNamara stated they'll be 40 feet. Director Burfeind stated at 40 feet you could definitely see some fluctuation, but certainly as you get to that depth, you're so far from the surface that you're not going to see major fluctuations. You're definitely going to see more consistency.

Council Member Thiede stated there's just no factual data that we have to support that, as we didn't get much data. The City of St. Louis Park had done some early in-depth analyses associated with the location, etc. He thought we were making a lot of assumptions, especially with the smaller boiler room; if something happens to the geothermal, after the fact we're going to have to try to make that make room bigger or break out a wall. We're not planning for if that geothermal fails for some reason or we have to change something. He understands a potential benefit if something happened to one of those horizontal wells is we could do another one, but that's an additional cost. That was all new information that he saw that we never discussed. He's of the mindset that we don't have all of the facts. We're kind of doing this because we think geothermal and sustainability are kind of neat; he's all for sustainability if it makes sense.

Council Member Olsen asked Director Dockter if we had an additional workshop on this, what effect that would have on his ability to get this project done in a timely fashion. Director Dockter stated if we did a workshop, it would back everything up a couple of weeks; we were trying to get the bidding done prior to the holiday season, so we'd probably be into January for that, which could push construction out another month or so. Director Dockter stated it could potentially change the bid environment, but someone else might have a better understanding of that.

Council Member Olsen stated Council Member Thiede briefly mentioned wind vs. geothermal, either or, or one as a supplement to the other. He asked what if any options exist for using wind, in addition to solar and potentially geothermal, to support this building. Is that something we've looked at, talked about, or thought about? We talked about wind as a potential option for energy at City Hall when it was built; at that time, it was decided to not use wind because wind was an inconsistent resource at this location. He didn't know if that was even worth talking about. Director Dockter deferred to Mr. McNamara.

Mr. McNamara stated he's not personally an expert in wind energy, but this particular area would require at least an 80-meter high wind tower in order to be able to hit the numbers that they would need. That would bring in questions as to how that energy would be divided and the budget for that; there are potentially other options to purchase wind energy. For the most part, wind energy is used to generate electricity, so we'd need to think about a full electric solution for the building vs. a solution that uses a combination of ground source heating and cooling and solar in order to be able to accomplish that. In order to use a wind solution, something you could consider, we'd need to go to a completely electric system for the building.

Council Member Olsen stated so it would really change the specifications for the entire project, which Mr. McNamara confirmed. Council Member Olsen stated he knows we have residential properties here that use geothermal effectively, and businesses here use wind energy, some interested in windmills. The geothermal solutions for the residents seem to be working quite well. He didn't know if the geothermal system that you're proposing for Glacial Valley Park is equal to what we see in some of those residential properties, which tend to be larger homes, but the residents seem to be very happy with it. We're faced with some challenges regarding the limestone, but it appears they've met those challenges. From his perspective, he feels fairly confident that the research has been done effectively and we're sitting in a good position. He'd support the project as it is laid out.

Council Member Thiede stated he thought St. Louis Park was the only municipal building using it, and he was unaware that residents here were using geothermal; what kind of success they're having would have been good information to have. All internet research he did said that geothermal was not all that efficient in this area.

Council Member Khambata asked regarding the length and the depth of the wells, is that meant to meet a certain temperature range or is it more or less to meet a volume requirement because that fluid is acting as the heat exchanger. Mr. McNamara stated it is really related to how much surface area we need in order to generate the amount of heat or cooling that we're looking for. So, if we go shallower with our wells, we need to drill more wells in order to hit that same target.

Council Member Khambata asked if in his experience, systems with a shallower well are not at an inherent disadvantage other than you need to drill more wells to equal the same volume of fluid to exchange heat or cooling. Mr. McNamara stated to clarify, the horizontal system vs. the vertical system really is a labor issue with the drilling of wells. If you're a contractor that prefers to drill wells, then you can drill through limestone; it may be more cost effective for you to do that. The process that we're proposing for this

project is to do horizontal directional borings, and the length of them would be comparable to a vertical well system.

Council Member Khambata stated with this type of heating system, having the auxiliary boiler as we look to the future and the volatility of fuel and gas, the price fluctuated a lot last year. He likes the aspect of whatever the final requirements or needs for the building are, that the geothermal is going to be a relatively stable cost moving forward. Whatever it costs to heat in the winter or cool in the summer isn't going to change much; the fact that it's going to be drawing off of the solar cells and that we'll be selling back to the grid further insulates us against any price hikes in electricity. If it's more expensive to buy, we're going to get more when we sell it back. From those aspects, he feels like we're being responsible in basically helping set the long-term maintenance costs for the building. He agrees with Council Member Thiede that it's an added upfront cost; it's important that we make sure that it's a value add or a value proposition for our constituents. However, he thought the long-term benefits of having a more stable pricing structure in terms of building maintenance is an aspect that we haven't really been giving its proper consideration.

Mayor Bailey stated he'd like to pause this conversation now. When we go for a motion to pass the Consent Calendar, we can pull this one as a separate item for a vote.

Council Member Olsen wanted to speak about two items related to the Washington County Response Letter regarding their 2023-2027 CIP Plan:

First, he noted in the letter that there was some verbiage regarding the arterial road we've been discussing as a necessity for access to Highway 61 with the new NorthPoint Development and the new development over in the Mississippi Dunes area. That's been an ongoing conversation with Washington County; staff has met with the Washington County engineer, Washington County administrative staff, and there was also discussion with the Washington County Commissioner. He requested a brief update on where things currently stood on that project. Our investors from NorthPoint have made it very clear that this is something that is a top priority for them in order to make their current facilities be effective as possible, but it also has a direct correlation to any further expansion. He asked City Administrator Jennifer Levitt if she could answer that.

Administrator Levitt stated this project has had a really strong partnership between Washington County and 3M; obviously, 3M is a large landowner, and we met with them today as we continue to structure and design the interchange and the layout of the intersections for it to facilitate future development on their site. We are working cooperatively with them. Through the review process, we also engage with MnDOT. We currently have one Federal grant for just over $25 million; by the end of this calendar year, we should hear if we received those dollars. At the last Council meeting, you approved the grant submittal for the railroad bridge, and we'll learn at the end of the first quarter of 2023 if we received those funds. Mayor Bailey could probably give more information regarding where it is in the metro solicitation process with the Transportation Advisory Board (TAB), Metropolitan Council, and the regional solicitation; our County partners are the ones who actually filled out that application so we shared in those

resources to pursue funding. Putting in those applications has a lot of financial outlay so we've been splitting those costs as we go. Currently, we're working through preliminary design, and we'll hopefully be moving into final design in early 2023.

Council Member Olsen asked if we're confident that all various stakeholders that need to participate are in a position where they can and will participate when the time comes to write those checks. Administrator Levitt replied she can't make guarantees, but at this point, that's every indication. Council Member Olsen stated Mayor Bailey and Director Burfeind were in Washington, D.C. recently. They met with State Representative Angie Craig who's been phenomenal with her time and her role in partnering at the City level. Her background and experience as a business executive really gives her an extra edge when it comes to things like this. Council Member Olsen asked Mayor Bailey if he wished to add anything further about this Southwest Arterial.

Mayor Bailey stated when he and Director Burfeind were in Washington, D.C., they met with Representative Craig, all of our senators, and other representatives from Minnesota, not just specific to our area. We wanted to make sure that they were keenly aware of how important this was, not just for Cottage Grove or Washington County, but it's important for the State of Minnesota. Administrator Levitt mentioned TAB, and he's on that Board for the Metropolitan Council; this is on the list as they're looking at funding sources, but at the moment, depending on where we finalize that funding source, it's just under the cutoff. They score these, so we'll work on that; there are different buckets of money for different projects. We'll see if we can get this one over the line. He knows Washington County fully supports this, and other counties and city advisors that are on the TAB with him have expressed support for it.

Council Member Olsen stated one reason projects like these require the degree of partnership we're discussing is because from a financial windfall perspective, we don't just enjoy the tax revenue as a City, but we also enjoy the tax revenue from the perspective of Washington County, the School Board, and often the State. When we work with investors like NorthPoint, who are bringing hundreds of millions of dollars in investment to our community, there are many hands that get a piece of that revenue. In order to ensure that revenue, the project has to get off the ground and it has to be well executed. There are many players who get involved, and it can be pretty complex. All of these meetings are intended to smooth the road so that this project can be as successful as possible as quickly as possible.

The second item in the letter was about the Washington County Library. Mayor Bailey and the staff have had numerous conversations with people at Washington County regarding the Park Grove Library, as has he. It's important to note that that library has been in that location since 1986. Over the course of time, remodeling and improvements have occurred; we've built up, but we've never been able to build out because its landlocked, which is part of the challenge. Cottage Grove is the second largest city in the County, and we contribute the second most income, in terms of our tax revenue, to the County. He likes to look at things like are we getting a return on our investment, and libraries are a really big deal; there are some beautiful libraries throughout Washington County. There have been questions about the location of the library. When we explored the idea of a Community Center at the Shoppes of Cottage View, there was discussion with the County at that time about bringing the library to that

location; we'd do so to create some synergy with that project, and that property is almost directly in the middle of Cottage Grove. People, including Senator Bigham, were very adamant about keeping the library where it was for many reasons; she was the County Commissioner who was trying to get us money to get that library remodeled, which unfortunately didn't occur. Now we have a property owner, Grove80 Apartments, who has expressed some very serious interest about that site to expand their apartments, which are at capacity and there's a demand for more. From our perspective, that puts that property on the tax rolls and enables us to enjoy more taxes, which then lowers the taxes for residential property owners in the community. He asked Mayor Bailey to give a brief update about the library, its current location and use, and whether or not we'll see an investment to the existing library or if we'll see a new library in Cottage Grove.

Mayor Bailey stated he didn't know if he could actually answer that question. Our request as part of the message to Washington County is they put some dates out there, pretty far out, and there are no guarantees. When they look at doing a proposal for any type of public infrastructure, they usually set bonds or say they'll go out to bond in a certain year; a certain amount of the dollars from that bond would then go to build the building or remodel the building. From what we're being told, it would need an extensive remodel. He stated he thought there was some misunderstanding about what the $50,000 was for, and Administrator Levitt stated it was cited in their CIP as design. Mayor Bailey stated it's for design only, it wasn't for doing a remodel. They haven't put any other money out there for the design or the remodel; should they decide to build a new library or tear it down and rebuild, they will come back at a later date and say we'll bond in whatever year. One of the years is 2027; so, as it sits today, pretty much everything would remain until at least 2027, then they would bond. Prior to that, they'd make the decision on what they were going to do. He emphatically stated at no time did the City Council say don't do whatever you're going to do; we recommended all along that if the City were to build the Community Center, that we thought it was best to put the library with the Community Center, creating synergy with the busing, etc. As Washington County owns the land, they get to do what they want. In Washington County, cities are responsible for providing the property, and ours is the only one where the City doesn't own the land. We've known for a while that Grove80 was interested in purchasing the library to expand their facility, but it's up to the County if Grove80 does that or not. Washington County took the money that was originally earmarked for our library and moved it to other libraries in the County. He hopes the next steps with the new County Commissioner will be to have a conversation about what that means for our library. Originally, we wanted to keep the library on its current site; Washington County wasn't interested in our proposal, a two-story library that would fit on the site with parking. We just said this is what we think you should do, but it's up to you to make the call. He knew there was public misinformation about who said this and who said that; he told people to go back and look at the record, as its part of our meetings and the County meetings, to understand exactly who or what was responsible for the dollars not being kept within the Cottage Grove library system. Mayor Bailey told Ms. Hartfiel that staff would still send her the information, but thanked her for bringing up this subject. Council Member Olsen mentioned Senator Bigham, formerly our County Commissioner

and once again running for County Commissioner, has previously been adamant about keeping the library where its currently located. She and I have been at odds about the necessity of that; most recently, there was a plan for Crestview Elementary School to be moved, and that might still happen. The School District will have another referendum, as they need a new school; we don't know the chances of Crestview remaining at its current location. We try to look at the long-term vision of what Cottage Grove is going to be. Wherever the library ends up being located, somebody has to travel. We have to look at the big picture, not just what it's doing for this little neighborhood, but what's the benefit for the entire community; that's South Washington County when it comes to access to the future library.

Council Member Olsen recapped what he heard: Regarding where the library sits today, it's a 36-year-old building. Mr. McNamara stated tonight that buildings will last as long as you continue to reinvest in them. So, if a decision is made at some point by the County that they'd like to keep the library on that site, that's something they certainly could do, but it's going to require us to then make a significant investment in either a remodel and/or rebuild. Because it's so landlocked, it has to go up and can't go out. Mayor Bailey confirmed that was correct. Council Member Olsen stated if County looks at it and thinks it doesn't seem very financially wise, then there's a possibility that the library could move and that property would potentially become available for somebody else, to use it for a different purpose. We can certainly state our opinions, as we've done in this letter, but when it comes to making the decision, that's left to the Washington County Board.

Mayor Bailey stated we're also happy with the road projects, including 100th Street, going forward in Washington County's future CIP work. We know what needs to get done in Cottage Grove as we continue to grow. He stated we're asking the County to get the Master Planning process going with Grey Cloud Island because there's growth occurring down towards the Mississippi Dunes area. In their CIP, there was a plan for a trail that goes on the island; we're a little confused because there really isn't a park on the island where this trail would lead. We would prefer an actual Master Plan, which they worked on before COVID hit and then things stopped. We'd like to see a Master Plan so we can work with the County, along with the landowners there, to define how big the park will be, what amenities will be in the park, etc. We'd like that all in advance so that we don't come in at the last minute and find out the landowner now wants to build homes down there. The goal is to really get a plan in place so we know what's coming down the road and at what particular time.

Motion by Council Member Olsen to approve the Consent Agenda without Item H, which will be pulled for a separate vote; second by Council Member Thiede.
Motion carried: 5-0.

Motion by Council Member Olsen to approve Item H, Glacial Valley Park Building Plans, Specifications, and Bidding; second by Council Member Thiede.
Motion carried: 4-1 (Nay vote by Council Member Thiede).

Significant questions/discussion took place before and after the vote, summarized here:

Grants Available: Council Member Thiede asked if we researched what grants are available for sustainability to help reduce the cost and make it a little bit more reasonable; Director Dockter replied we know with the Inflation Reduction Act, we can now gain up to 30% credit for the solar panels, which will help offset those costs quite a bit. It seems that we should have a good chance of receiving. We continue to research geothermal; we've not yet found anything on that, but will continue to research that.
Electric Pumps: Council Member Thiede stated the geothermal is actually pumping water through the floor and down through the wells where it either cools it or warms it and it comes back up through the building; he asked if there are electric pumps that do all that. Director Dockter replied pumps and VFDs, yes. Mr. McNamara stated the project includes pumps for the heating and cooling system. The project for ventilation is putting in heat pumps and in-floor heat; those are the two sources for heating and the heat pumps will provide cooling. Council Member Thiede asked if the solar was going to cover all that electrical; Mr. McNamara replied yes.
Information: Council Member Thiede stated he appreciated this item being pulled for a separate vote. He stated that he's very in favor of sustainability and using alternative methods, but he's a technical person in terms of making decisions; he wants to feel that he has all the information needed to make a wise decision. With this one, he didn't feel that we got all that information and analyses on different things regarding whether the geothermal would be efficient in this location. Mr. McNamara stated Council Member Thiede had commented about other municipal buildings; he used one as a reference because he thought that was closest to our facility, but there are many municipal facilities that use geothermal, including Woodbury and Burnsville. There's a lot of them out there; he had just shared the one that was the most relevant. Council Member Thiede stated looking on the internet he couldn't find any other municipal buildings with geothermal; he thought that would have been good information to have.
Cost & Viability: Council Member Dennis thanked our staff team and our consultant for putting in a lot of work on this. It's been pretty clearly demonstrated here that based on the original costs we're going to put into this, with current building costs and materials, $100,000 is not a lot of money when it comes to the scale of building things. The fact that we're going to have decades worth of viability in front of us where we're not going to have to be paying a cost is the return, and just the good feeling of knowing that you're doing something that's positive and protective and friendly for the environment. To him, those are the justifications. He feels really good about it.
Artwork: Mayor Bailey stated another item he'd like to share with the public was other than the sustainability portion, there is artwork planned for a wall inside of this building. We'll be doing an RFP for artists to help us design something for this wall, to include the Glacial Valley Park idea. Council had also discussed the design of the interior, so if the public knows of any local, regional, or national artists, there's an opportunity for them to participate. We'd love to get some ideas for artwork inside this building, something unique to Glacial Valley Park.

8. APPROVE DISBURSEMENTS

A. Approve payments for the period of 10-12-2022 through 10-27-2022 in the amount of $4,250,435.52.

Motion by Council Member Dennis to approve disbursements; second by Council Member Thiede. Motion carried: 5-0.

9. PUBLIC HEARINGS - None.

10. BID AWARDS - None.

11. REGULAR AGENDA

A. Liquor Compliance Check Violation
Staff Recommendation: Allow business representatives an opportunity to respond to the City Council regarding liquor compliance check violations occurring July 22, 2022. Yayin Gadol, LLC, DBA Top Ten Liquors: If the representative admits to the violation, impose the scheduled penalty for the 1st violation in 24 months to include a $500 fine and one-day suspension; or, at the City Council's discretion, instead of the suspension and fine, the participation of employees in an educational program approved by the Public Safety Director within 90 days. If a representative denies the violation, schedule a contested case hearing before an administrative law judge.

Pete Koerner, Public Safety Director, stated as a department we have some missed opportunities with compliance, so we can and want to really work with our businesses. With the addition of our Community Engagement Officer, our intent is to reach out to all of our license holders.

On July 22, 2022, we conducted our second liquor compliance check of the year. We had one failure, Top Ten Liquors. Our 18-year-old female decoy was able to purchase a case of Coors Light beer; the employee asked the decoy for her ID, which was presented. The employee examined the ID and actually asked the decoy if she was even old enough to purchase alcohol. The decoy was honest and replied no, but the employee still made the sale. When officers went into the store, the employee immediately said, "I failed, I knew it." An assistant manager was present during the compliance failure, and ultimately a citation was issued to the employee. A company representative will speak shortly about sanctions that they have already done internally.

Council is aware of two options for a compliance failure: One is a gross misdemeanor charge, but our practice for 25-30 years is we've charged them as a misdemeanor. If there was a really egregious incident or the person bought and then went out and had another incident, then we'd look at the gross misdemeanor charge. Compliance checks are truly meant to be educational, and employees generally suffer more internal sanctions than the result of a citation. Director Koerner stated Top Ten's District Manager, Cindy, is here and wished to speak.

Cindy Shovell, 15775 Fjord Avenue, Apple Valley, stated this is a serious matter as our business is controlled substances. She's baffled that she's standing here tonight, as when she got the phone call on July 22, she was completely speechless. She's worked at Top Ten Liquors since 2008. Her first store manager promotion was the Cottage Grove location, in 2013. It's a store and community that really started her retail management career. What really confused her when she heard about the compliance check failure was that it happened despite all the education and training they do for every single employee about conducting legal sales. She described the following in detail: Current training processes; New hire checklist; Carding and their carding policy; Internal legal sales training for their entire store, done every September; Registers, noting the technology is at their fingertips at every single register to protect us from selling to minors.

Ms. Shovell stated what makes the incident on July 22 so devastating is carding properly is about the simplest thing you can do. The cashier admitted that he understood the importance of carding, admitted that he scanned the Under 21 ID, got the stop screen, and then he asked the person who was under 21 if they were, and she didn't lie. She said she was, yet he still proceeded with the sale by cancelling out all of the warnings; he started a new transaction using a manager override, which he later admitted he's used only once. He saw that his manager used it on an occasion, but he was never authorized to use it. This was where she found herself baffled. The cashier neglected to use any of the training and went against every policy and procedure. Needless to say, the employee was terminated on July 22, 2022.

Ms. Shovell stated after this event, they tightened their belts on override transactions, and now have a report to generate and monitor its use. They also sent out a memo dated July 22, 2022, where we had every employee go through a pre-shift conversation and reset the expectations. Every employee in 12 stores signed it and dated it by mid-August, so that's part of their employee record. Every employee understood the consequences and potential negative impact this has on our company and our teams; noncompliance jeopardizes the stability and future of our company. In September, we completed the company-wide legal sales training. Additionally, specifically at Cottage Grove, we have a new team in place; Selena Garcia is our new store manager, and she has two new assistant store managers who are from this area and are devoted to the community and reside here. She has faith that they will only conduct legal sales and will not have something like this happen again.

Mayor Bailey thanked her for speaking.

Council Member Khambata stated he was really surprised to learn that the person proceeded with the sale after they were informed that the person was underage. If that was his employee, they would have been fired immediately, so he was happy to hear that that occurred. He told Ms. Shovell that she'd articulated Top Ten's processes well. He asked if that process was effective, and what do you do if that process is not followed; obviously, that's termination. You're always going to have to deal with the human element, and that's an unfortunate part of managing a business. He asked her how many times this has happened while she's been in a capacity to take corrective action.

Ms. Shovell replied ultimately the goal is to never have it happen, which is why we have the technology and the processes established and why we invest so much time in the training and education. In her time, this would be the first one where she's been in a position of authority to be able to make some sizeable changes. She thought the Cottage Grove store had another incident in 2015, and she was a store manager at another location at that time. Prior to that, from 2008 to 2015, we hadn't failed a compliance check in any of our liquor stores.

Council Member Khambata stated it's safe to say that their processes had been effective, and this was kind of an anomaly.

Ms. Shovell replied this is a human element; that is the challenging part. We also watch cameras at our counters, and the manager who was on duty was in the back, checking in a truck. The other thing the cashier did not do was call for help. Some of what we've looked at is training and teambuilding to make sure that people know who to rely on and who to call for help, to make sure that your teams are working together in that. Our processes for carding are 99.999% accurate; this was a human element. She doesn't anticipate this happening often; it was a character flaw in the person, who made a poor judgment call. That's a rogue element that is hard to pinpoint and correct, as she felt that they've done everything else.

Council Member Olsen stated several of us on the Council are retail people with years of experience. We certainly understand that sometimes despite your best efforts and your best process, there are situations that occur that are completely out of your control. It just makes you shake your head and ask them what they were thinking. It sounds to him like she's reacted appropriately; she took the same steps he would have taken. The good news is in the City of Cottage Grove we have some discretion. One thing we look for is whether or not the business that had the issue owns up to it, and we also look at if this has been a consistent issue, something that's occurred several times over the course of a couple years; that would be an indicator of a larger problem. He didn't think that's the case in this situation. He asked Director Koerner if he had a recommendation.

Director Koerner stated he did; the City Code has the first violation in a 24-month period as a $500 fine and a one-day suspension. However, he noted at City Council's discretion, instead of the suspension and fine, his recommendation would be the participation of all employees in an educational program approved by the Public Safety Department within 90 days.

Council Member Olsen stated he thought that was a reasonable recommendation based on the facts that were presented here tonight. Certainly, Top Ten's response to the situation has been appropriate, and it looks like Ms. Shovell not only tried to get their house in order again but also implemented some additional steps to help prevent this from occurring again.

Council Member Olsen made a motion to follow Director Koerner's recommendation regarding having all of the employees at this location attend an educational program approved by Public Safety Director Koerner within the next 90 days in lieu of the fine and suspension; second by Council Member Thiede. Motion carried: 5-0.

Mayor Bailey thanked Ms. Shovell for being here tonight. Sometimes all the things that we put into place don't always work the way we want them to work. It's also good to hear that you've implemented a report process to see who's overriding transactions. He felt that will be very beneficial. Mayor Bailey stated that we should commend all of the other liquor establishments that passed the compliance check.

12. COUNCIL COMMENTS AND REQUESTS

Council Member Khambata stated he had a chance to see the Monster Bash parade, and he commended everyone, the local businesses and volunteers, for our strong community engagement. He made it to a couple Trunk or Treat events, and the people he spoke with were all very enthusiastic and really enjoyed some of our park spaces.

Council Member Khambata stated that we get to vote next week. If you haven't already, go on the Secretary of State's website. You can search by your home address and find the candidates who will be on your ballot; it will give you direct links to their websites and to their bios and any other additional information that's been published. So, when you go to the polls, you will be prepared. If you'd like to vote early, you can do so, and it will only take about five minutes.

Council Member Olsen echoed the sentiments of Council Member Khambata regarding the outstanding Monster Bash parade put on by the Strawberry Fest Committee. We all got to enjoy that this past Saturday, and the weather was great. We're enjoying some bonus fall weather for at least one more day, which makes him want to get out to the River Oaks Golf Course and hit the golf ball around at least one more time. The Strawberry Fest Committee did a really nice job on the parade, as always; he thanked Council Member Thiede and everybody on that committee for all of the hard work and effort that goes into organizing those events. They make it look flawless, which is a compliment to all the work that they do.

Council Member Olsen echoed Council Member Khambata's sentiments regarding voting. For those of you who are looking to vote early, you can do so at the Washington County Service Center from 8:00 a.m. to 4:30 p.m., Monday through Friday. It does not take long; make sure that you turn over your ballot because there are judges that you also need to vote for. There are a lot of important election races, and if you need information on where to vote, you can go to VOTE411.org and you can find all the information you need. He reminded people that the weekend before the election, this coming weekend, you can also vote on Saturday, November 5; the Service Center will be open from 10:00 a.m. to 3:00 p.m. for you to vote early. On Monday, November 7, the day before the election, you can vote up until 5:00 p.m. at the Service Center if you choose to vote early. If you are going to vote early, it's considered an absentee ballot; we're at the point now where your absentee ballot will actually get put into the voting machine, as that happens after November 1. Any absentee ballot that you've already requested that you need to deliver must be returned by mail, if you're sending it by mail, by 8:00 a.m. on November 8 in order for your vote to count. If you're returning that

absentee ballot in person, it has to be returned by 3:00 p.m. on November 8. If you've requested an absentee ballot and you've decided you just want to vote on Tuesday like everybody else, you have to tell the Election Judges at your polling place that you requested an absentee ballot but you're going to vote in person. They will then cancel your absentee ballot so that you're not in a position where it appears you've tried to vote twice. The reality is voting early is as easy as it gets, so please make sure you get that done. It's really simply and it's critically important; just because it's a midterm election doesn't mean that you stay home. Please do your civic duty and vote.

Council Member Olsen stated there's a Santa Breakfast at River Oaks Golf Course, but there's another Santa Breakfast that the Cottage Grove Lions will be putting on; that will take place on December 4 at 8:00 a.m. at the Cottage Grove VFW. Santa will be there, as will Sparkles the Elf. There will be all kinds of good food. He's not sure if the mini doughnut machine will be there again this year, but he'll try to twist some arms to have that because we sold a bunch of them last year. All of those proceeds go back to very good causes in the community, as that's what we Lions do; we take those funds and redistribute those to people in need and organizations like the Friends in Need Food Shelf. Put that on your calendar, December 4, 8:00 a.m. at the Cottage Grove VFW. We'll be happy to serve you a really nice breakfast and hope you have a great time.

Mayor Bailey stated regarding the upcoming festivities, he hopes that a staff member would be at our upcoming Council Meeting to give the whole list of activities.

Mayor Bailey stated normally we have a tree-lighting ceremony before our City Council Meeting, but this year on Wednesday, November 30, we're doing what's called a Hometown Holiday Celebration here at City Hall, from 5:00 to 7:00 p.m. The Christmas tree will be up and lit, Santa and Mrs. Claus and reindeer will be here, we'll have food trucks, and a mailbox to mail letters to Santa. This will be bigger than what we've done in the past, as we'll have music from the Park High School choir. We'll discuss this more at the next Council Meeting, but mark your calendar for Wednesday, November 30, here at City Hall, from 5:00 to 7:00 p.m.

The Holiday Train will be arriving in Cottage Grove this year on Monday, December 12, which is the first time since before the pandemic. It will be a great event, open and free to the public. There's an opportunity to donate money and food for our local Friends in Need Food Shelf. The train will arrive at about 5:00 p.m. Festivities begin about 3:30 p.m. and will end at about 6:00 or 6:30 p.m.

Mayor Bailey stated we had another power outage occur earlier this week, but this one was different in that it wasn't a specific area of our community but affected over 8,000 households and businesses in Cottage Grove, Woodbury, St. Paul Park, Newport, Old Cottage Grove, and Pine Coulee. It was unbelievable how wide this power outage was. From what he understands, it was a total failure at one of the substations. Our Xcel Energy representative notified us that it was a substation failure, he believed the one at Hinton and 70th, which was why it wasn't out very long.

13. WORKSHOPS - OPEN TO PUBLIC - None.

14. WORKSHOPS – CLOSED TO PUBLIC

A. Closed pursuant to Minnesota State Statute 13D.05, Subd. 3(b), Attorney-Client privilege to discussion acquisition and eminent domain litigation for the East Point Douglas Road/Jamaica project.

Mayor Bailey stated this meeting is closed to the public, pursuant to Minnesota State Statute, so we will be adjourning this meeting from that closed workshop.

15. ADJOURNMENT

Motion by Council Member Olson, second by Council Member Dennis, to adjourn the meeting at 9:42 p.m. Motion carried: 5-0.

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

City Council Action Request

7B

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	City Council Meeting Minutes - November 9, 2022 (Special Meeting)
Staff Recommendation	Approve the November 9, 2022, Special Meeting minutes.
Budget Implication	N/A
Attachments	Minutes - 2022-11-09 (City Council Special Meeting).tif 97.19MB

MINUTES

COTTAGE GROVE CITY COUNCIL — November 9, 2022

COUNCIL CHAMBER
12800 RAVINE PARKWAY SOUTH

SPECIAL MEETING - 5:00 P.M.

1. CALL TO ORDER

Mayor Bailey called the Special Meeting to order at 5:00 p.m.

2. ROLL CALL

City Clerk Tammy Anderson called the roll: Mayor Bailey - Here; Council Member Dennis - Here; Council Member Khambata - Arrived after Roll Call; Council Member Olsen - Here; Council Member Thiede - Here.

3. AGENDA ITEM

A. Minnesota Law Enforcement Support Office (MN-LESO) Presentation
Staff Recommendation: Receive a presentation from Sergeant Petersen to cover program changes and provide notice of the controlled property Cottage Grove Public Safety may acquire in 2023 from the MN-LESO program.

Sergeant Petersen stated he's the coordinator for the MN-LESO program, and there have been some recent changes to this program that he'll share with the Council. We've been part of this program for a couple of years with great success. MN-LESO is a federal program that was trickled down to the State and local level; it gives excess Department of Defense (DOD) property to law enforcement agencies to help us accomplish our mission. The program is administered by the Defense Logistics Agency (DLA) and the Homeland Security Department at the State level. There are two types of property: DLA, including clothing, medical equipment, tools, etc., which are not high on their list of things that they're concerned about; and controlled properties, including weapons, night vision, and vehicles. That's primarily what he'll speak about tonight.

Over the last few years, public safety has acquired millions of dollars worth of equipment, everything from rescue equipment to an armored vehicle and night vision; all those things make our officers and our community safer and help us accomplish our mission more effectively. This equipment is acquired at no additional expense to the taxpayer.

In many communities across the country, this is a very contested or volatile topic. Locally, we've received incredible support because we showcased our involvement in this program, and we're constantly engaging with the community. By the close of 2022, we'll have done 30 community-engagement events in Cottage Grove and throughout the County where we bring our MRAP, showcase our equipment, and explain our involvement with this program. By and large, our citizens love this program and are great supporters. Every now and then, we run into somebody who has questions and concerns, and we welcome the opportunity to engage with them and explain; by the time that conversation is complete, they also usually support this.

In May, President Biden signed an Executive Order that impacts this program; it was part of a broader package aimed at police reforms throughout the justice system. A couple of paragraphs in that Executive Order mandated some changes; we were already doing 90% of those changes as a matter of practice. We need to do a couple of things a little bit differently or document them a little bit differently to gain compliance to participate in this program. We'll address those things shortly, but rest assured we're already engaging the community, exercising transparency, and completing the necessary training. Sergeant Petersen stated he feels really good about that and Council should be really proud of our Police Department for already taking those steps, being aggressive, and being ahead of the power curve when it comes to police reforms. He stated we amended our policy to reflect these new changes.

One of the things we need to do is provide notice to our community members and our City Council that we intend to acquire more controlled property in 2023. He displayed a list of everything Public Safety may acquire. There's nothing on this list that Director Koerner and I couldn't go out and buy in the civilian market right now. None of this is exclusively law enforcement only, military hardware; these aren't weapons of war. He stated this slide serves as City Council's notice that this is what we intend to look for and possibly acquire. He asked Council if anything on this list caused any of them consternation or prompted any questions; no questions were asked.

Sergeant Petersen stated his recommendation to the City Council would be to grant Public Safety permission to continue with this program and also give Public Safety permission to acquire the list of properties he displayed and nothing outside of that list. If they wanted to request something, not on that list, he would have to come back to Council to get permission to do so for the calendar year 2023.

Mayor Bailey stated the Council has been supportive of this program. Some medical equipment, vehicles, and other items that we've acquired have been instrumental; he thinks the public has been very happy that we have these items. He thought this program was a good one.

Council Member Thiede made a motion to grant the Police Department permission to continue participation in the MN-LESO Program and permission to acquire the list of the controlled products; Council Member Dennis seconded the motion. Motion carried: 5-0.

Council Member Olsen asked Sergeant Petersen if there was any change to the way that he managed this program in terms of recordkeeping, based on the Executive Order.

Sergeant Petersen replied there was a slight change as he needs to have on public record that he's given due notice to the Council and also given notice to the community members. The biggest change to documentation will be in the training realm; we've already been doing this training, but he needs to document it a little bit differently so it appears that we're doing training specifically for this program. When they show up to do an audit or inspection, he can hand them the packet of LESO training, rather than going through all of our other training records for LESO training on different days. He will now have in one place the records specifically for completed LESO training.

Council Member Khambata asked if LESO can recall this equipment at any point. Sergeant Petersen replied they can: They can recall the DLA property for a period of one year only. The controlled property belongs to the Federal government indefinitely; so, at any point, they can say they want that property back.

Director Koerner stated that Sergeant Petersen is way too modest; this program has been phenomenal, as we've acquired almost $10 million of property, which is amazing. Sergeant Petersen is the main contact for all of Washington County; he also came up with our MN-LESO policy, so we're lucky to have him managing this. The Mayor and Council agreed with Director Koerner on that.

Sergeant Petersen stated he greatly appreciated the City Council's support and thanked all of them.

B. City Code Recodification Work Session

Korine Land, City Attorney, stated this should be the last workshop on our City Code revision project. The four final topics will be: 1) CBD Ordinance; 2) Special Event Centers; 3) Car Washes; 4) Liquor Penalties

Title 3, Chapter 13: Intoxicating CBD Products Attorney Land stated we are suggesting that you license the CBD products. There are already certain requirements in State Statute, which she reviewed.

Council indicated you wanted to resemble very closely, if not completely mirror, Woodbury's ordinance so that we're consistent with our neighboring community. She reviewed the provisions in our ordinance that were identical to Woodbury, which also licenses all CBD products and devices. Attorney Land stated she's seen these provisions in all ordinances that she's reviewed in the cities that are regulating it so they're very standard provisions. Compliance checks will be conducted annually. Woodbury's ordinance requires hours of operation between 8:00 a.m. and 10:00 p.m., so we should probably be consistent with that. Signage is required that you must be 21 to purchase, and proof of age with some type of government-issued ID. Our license fee of $10,200 is also consistent with Woodbury's.

Provisions Added or Different from Woodbury:

- They have a 500-foot distance from schools, parks, playgrounds, and daycares; ours is 1,000 feet.
- Their ordinance says no employee under 18 can sell these products; our ordinance reads an employee must be 21 to sell these products.

- Products in Woodbury must comply with all state, local, and federal laws; we have a couple of specific things in the ordinance that are extra protection by prohibiting the sale of products that are more than .3% THC. If State law changes, we don't automatically adjust; you will have time to determine whether or not you want to adjust to State law or be more restrictive than State law. This is just extra protection so that State law can't just do something without at least Council getting a chance to look at it again.
- Packaging requirements: We specifically say must comply with State law.
- New Provisions: We have a 1,000-foot requirement between businesses so they don't congregate together. They're not allowed in on-sale liquor establishments. No drive-thru window sales, as it's more difficult to determine identity through a drive-thru window. No internet sales or delivery, as you don't know who the end user is. No on-site entertainment or events within the store itself.
- Because we're sensitive to the fact that we have a medical marijuana facility here, if there is a State-issued distribution for medical marijuana, they would be exempted from any kind of license requirements for this, as that's a different entity.
- As we talked about the circles of distance, we eliminated the daycare restriction, but we have parks, schools, and playgrounds; we sort of landed at 1,000 feet. She displayed the four tobacco shops that we were previously contemplating. Attorney Land wanted to confirm that Council was good with the 1,000-foot distance because what that does with those four shops is it would prohibit any of them from obtaining a CBD license because they're all too close to one of the uses. Even though we felt we were appropriately distanced, it still will eliminate these four businesses from applying. She wanted to confirm that was the true direction Council wanted to go.

Council Member Khambata asked if they could apply for a variance because their argument could be they were already in existence. Attorney Land replied that this is not a zoning issue; zoning ordinances allow for variances. This is a City Code requirement so there are no variances. She stated every other retail business could apply as long as they met the distance requirements, but these four specific businesses would not be allowed to. She just wanted to flush that out.

Council Member Olsen stated with the 1,000 feet, we'd removed the daycares from this. He stated he was curious if we did the 500 feet and put the daycares in there if it would be more or less restrictive, as he couldn't remember. Attorney Land stated it was definitely more restrictive and it would be harder for the businesses to apply. Council Member Olsen stated this is looser than if we were to reduce it to 500 feet but put the daycares in, mirroring what Woodbury did.

Council Member Thiede asked Attorney Land what she thought was going to happen if we do this; they might possibly want to move their store where we direct them to. He asked where those places could be that would potentially leave these places vacant.

Attorney Land stated last time we discussed the different Zoning Districts where they could be and comply within the Business Districts. These particular stores would not be allowed to relocate from where they are, but they certainly could move to an area where what you're trying to do is keep them distanced from certain types of uses. There are plenty of places in town where they could go, just not these particular places.

Council Member Thiede wondered if any of that would be more negative than just letting them in and trying to see if they could work where they currently are.

Council Member Khambata asked if we knew for sure that all four of these businesses intended to sell these products. Attorney Land replied when we did our research three already sell these; the other store has not yet opened but has a tobacco license.

Council Member Khambata wondered if they'd want to continue in the face of the upfront cost; that's the question because he'd hate to carve out exceptions for them and then have them decide that they don't want to pay the license fee. If we just stick with orderly enforcement, if they see value in selling those products, then they need to comply and find a different location. Either way, they're going to be faced with challenges in continuing to market those products, whether or not it's in their current location.

Mayor Bailey asked if Woodbury's distance was 500 feet; Attorney Land replied yes.

Council Member Olsen added they also included daycares in their ordinance.

Council Member Khambata stated we've already made a concession in terms of the daycare aspect, so he was okay with keeping the 1,000 feet.

Council Member Thiede asked if it was possible that any of those places would end up bringing a lawsuit against the City. Attorney Land replied anybody can sue anybody for anything. She hasn't seen any, but the City gets to create policy based on your judgment and based on public health, safety, and welfare. The preface in this ordinance has all of the whereas clauses you need to support your decision, trying to protect certain elements of the public, basically children, with the schools and playgrounds.

Council Member Thiede stated he doesn't disagree with what we put in place; he asked if any other city had the experience of putting it in and then requiring certain places to stop selling. Attorney Land replied certainly and they've also been denying licenses. With Woodbury's first applications, one was approved and one was denied because it was too close to a daycare.

Council Member Thiede asked if the one that was denied had already been doing business and actually selling CBD products, that was his question. Attorney Land replied she didn't know that.

Council Member Thiede stated he's trying to think what kind of difficulties or situations we're going to run into. Attorney Land stated he should keep in mind that this law is new to Minnesota, so these businesses have not been selling intoxicating CBD for very long. They've been selling it for less than six months, and they also knew that we had a moratorium and were studying it. She feels like you've given them fair warning since July that they may not be able to continue to sell it.

Council Member Olsen stated there was a mistake in public perception around the word moratorium in many communities that did it, including ours. People felt like when we said moratorium that meant we put a stop to it, which we did not do. We enabled the sellers to continue to sell, we just didn't allow for an expansion so we had a little time to work on the language of an appropriate ordinance. That's been true in communities across the state, and there are many of them. He stated he agreed with Council Member Khambata that we've made the concession on the daycares whereas

Woodbury has 500 feet and they also have a daycare provision; that's clearly much more restrictive than what we've got so he's comfortable with the language as written.

Council Member Khambata stated this is going to be reality moving forward, and he thought the next logical step was legalization of recreational marijuana use. In writing this ordinance, how does that position the city to be prepared for when that happens down the line? Attorney Land stated we have intoxicating CBD, so any product that sells intoxicating CBD would still have to comply with our ordinance until Council changes it. Council can be more restrictive; if State law goes broader, you can be more restrictive. You don't have to, but you can. Your ordinance will stand until you change it. So it would not allow just the outright sales of recreational marijuana in the City unless you did something through ordinances. So, it's a bit of a stopgap.

Council Member Khambata thought with these ordinances, only time will tell. If this turns out to be more restrictive than necessary, then we'll have the opportunity to loosen it up over time; it's hard to reel it back in if we overextend ourselves on the front end.

Council Member Olsen stated if at some point the State decides to pursue full legalization of marijuana, it will be done in a much more deliberate manner where there will be much better law and guidance provided than there was with this, which kind of left us all hanging out to dry. Attorney Land stated the only reason our ordinance would not be effective is if the State completely preempts any local regulations; obviously, the League greatly opposes that position, they want local control.

Council Member Dennis stated he'd received a couple of questions, and he would appreciate Attorney Land's professional answers: 1) Are the sales of unlicensed nonintoxicating CBD subject to the mandates of an intoxicating CBD? Attorney Land replied no; anybody can sell nonintoxicating products, like topicals. 2) Can the sale of nonintoxicating CBD be delivered with face-to-face employee-customer interaction as in an internet sale? Attorney Land replied nonintoxicating is not covered by anything in our ordinance. Council Member Dennis confirmed with Attorney Land that both of those items would be allowed.

Title 11, Chapter 10D-1: Commercial Event Centers Our Code currently doesn't define the term Commercial Event Center; we've been using the label of Convention, Banquet, and Exhibit Halls for those. We currently allow them by CUP in the B-3, PB, and MU Zoning Districts, and we don't have any other rules around them; they're conditional uses, but that's it. If you come in for a CUP and you're in one of those Zoning Districts, it'll be granted and there might be some reasonable conditions put around it. There aren't any specific Performance Standards in the Code today. There was a request to add a Commercial Event Center in the B-2 Zoning Districts. If you add this to the B-2, B-3, PB, and MU, she showed on a map all of the areas where we'd be allowing Commercial Event Centers. She asked Council if they felt all of these were appropriate locations. The only outlier in the B-2, other than the major area, is Old Cottage Grove, which is where the specific request is. If you allow it in East Cottage Grove, you have to allow the other B-2 Districts, too, so it's a global effect to the community. Do you want it in the B-2 Zoning Districts, knowing that these are more neighborhood type business districts.

Council Member Thiede asked how we got River Oaks where it was. Attorney Land asked Senior Planner Mrosla how that's zoned; he replied it's R-1. Attorney Land stated that's legal nonconforming, so it cannot be expanded.

Attorney Land stated Performance Standards were good for Commercial Event Centers, whether you just keep them in the current Zoning Districts or add them to B-2; they will just provide some cushion and some direction, specifically if they're adjacent to residential neighborhoods.

Proposed Performance Standards

- Maximum number of guests would be 100, as 100 is the magic number between requiring sprinkling of your building and not, unless approved by the Council. It is by CUP, so you could do that if it's appropriate.
- If its adjacent to residential: 1) 150-foot setback from the patio/outdoor space to give a buffer between the residential neighborhood and the noise, unless approved by the Council. 2) Adequate physical screening is required between the patio and residential neighborhood. 3) No outdoor sound amplification allowed.
- Standard hours of operation: Up to 10:00 p.m. during the weekend, Fridays and Saturdays until midnight.
- Off-street parking requirements are the same as restaurant parking requirements.
- It's not open to the public, it's not a restaurant; any food or beverages served would be only for that event.

Questions for Council

- Do we want to expand Commercial Event Centers to the B-2 Zoning District?
- Do you like the Performance Standards that we've proposed?

Council Member Dennis asked City Administrator Jennifer Levitt for her opinion and/or guidance on this, as there's one area that's been asking for this to be done. He asked what she'd like, framing this from a staff perspective; do we want to continue down this road or do we want to choose another option that might make things smoother going forward.

Administrator Levitt stated one thing that comes to her mind is not related to Event Centers, but there was a business in our Business Park with a 100-foot setback. If they kept the doors open, we got a lot of complaints. Public Safety was sent out, we dealt with it and did lots of noise studies, etc., and the neighborhood was not happy. What concerns her about the B-2 is it's kind of like opening the garage door every weekend; she doesn't know how unhappy residents are going to be. If people spill over into the neighborhood with parking, that also might be an issue. The amplified music will be very difficult to control because 150 feet is not very much. She noted on a nice fall day she was sitting out on her deck, reading a book, and one of her neighbors decided that jazz music played really loud was going to be good; she'd hoped for tranquility but the music interrupted that. Her concern would be that the residents who live in Old Cottage Grove would never get to use their patio with tranquility on the weekends because there will be a large volume of noise; she thought that could create some challenges. Will it make things smoother for those who want to do those activities to get them through easier? Yes, but as a City, we have to look at the long-term vision of what we want. She read the book *The Infinite Game*, and the decisions that we need to make as a City

are for the infinite duration of the City. Sometimes a finite decision in time might not always be the right choice. She thought as a City we were obligated to look at the infinite solution and protect residents today and tomorrow.

Council Member Thiede asked if the Commercial Event Center is a separate thing that we're doing or if we're just changing the name? Attorney Land replied we're removing Banquet, Convention Hall and just changing it to Commercial Event Center to capture all of them.

Council Member Thiede asked about Hope Glen. Attorney Land stated Hope Glen and Furber Farms are both Historical Conditional Use Permits, so they have special permission to do what they're doing where they're doing it. So, those are the two exceptions to the rule; they're also our only two Commercial Event Centers.

Council Member Thiede asked if we're reacting to an incident in time where 20 years from now it's maybe going to be outdated; are we doing it with a broader idea in mind, or are we just doing it to attack an issue? Attorney Land replied it's reactive because absent a request to change it to B-2, we would not be having this conversation. We might be putting some Performance Standards in the Code with Commercial Event Centers in general, but that would be it; we would not be asking you to consider the B-2 short of just telling this particular person no, it's not allowed in the Code, you'd have to apply for an amendment to the Zoning Map to do it, which is what we initially did. We thought we'd ask if you think it's wise; your decision on zoning is what matters, not just one person to whom we're reacting. One person's request should not guide the City's zoning directions; that should come from you. If you think it's appropriate to have a Commercial Event Center in all of the B-2 Zoning Districts in town, then give us that direction.

Council Member Khambata asked if the property in Old Cottage Grove met these Performance Standards if we were to implement them; the one he's thinking of he felt would have challenges with those Performance Standards. Attorney Land stated that's a great question, but one of the reasons the language is written that way is to provide flexibility. So, there are two parts that don't look like they would be able to meet: One is the limitation of 100 people, as clearly it's advertised as more than that, and the second is the distance from residential. Those are the two things that you could vary from under appropriate circumstances. He has indicated that the particular residential property next door he wants to use as part of the Event Center; he would be using it for the groom's staging area. So, if it's a bridal party, it would be rented by the bridal party for that weekend for that event. So, maybe 150 feet doesn't feel as relevant. She thought there are other factors as Administrator Levitt pointed out, including people across the street still aren't going to be very happy about the noise. The 100 people and the 150 feet we gave flexibility for, but what you need to weigh in is all of the other parts of the equation.

Council Member Khambata asked would we grant someone a permit to have a grad party or a block party? Now we definitely would. That's essentially what we're doing for the neighbors here if we allow this, so that is infringing on all of their neighbors' quiet and enjoyment of their property. He thought if we were to adopt this, we would still have to overcome the Performance Standards that can't practically be met by this property, and that hinges on several things. They'd be the adjacent property now, but will they

always? They own the property across the street now, but will they always? Lastly, that commercial corridor was established long before there were any meaningful zoning standards in place; so, that building would not exist there under today's Zoning Code. By expanding its use and extending its useful life, that seems like a real challenge. He has a really hard time accepting that we're doing that when under normal circumstances the Zoning Code would overlap existing uses. When those existing uses go away, then that use goes away and it will eventually conform with the zoning map. So, we're going in the wrong direction if we continue to expand the useful life of that property in a nonconforming use.

Mayor Bailey asked if somebody wanted to come in with an Event Center, where would they be able to go under the current Zoning Districts; Attorney Land replied by showing the circles on the map. Mayor Bailey stated so it isn't that we're saying they can't do one; Attorney Land replied absolutely not, this is where they can go.

Mayor Bailey stated let's say Cedarhurst decides that they're going to renovate and they want to be a venue, that would fall under the historic piece. Attorney Land stated we're dealing with an historic CUP, but asked what Cedarhurst's Zoning District was; Planner Mrosla replied it was Mixed Use. Attorney Land stated they would meet these Performance Standards.

Mayor Bailey stated when you look at the historic nature of it, Council Member Khambata brought up a really good point about Old Cottage Grove. We wouldn't be dealing with the zoning as it sits today because to him, if we did what we're talking about doing, it's almost like spot zoning. We're just trying to wedge something in there to fix a problem, and he didn't think we were going to fix the problem.

Council Member Khambata stated the more we're willing to give the more we're opening ourselves up for further scrutiny and further issues with neighbors. In the case of this applicant, he asked if they were conforming to the current zoning ordinance, or moving that line back is just going to move how much further they'll go beyond that line.

Mayor Bailey asked what's the current zoning of that building; Planner Schmitz replied it is B-2. Mayor Bailey asked what B-2 could be. He was told it could be general retail, garden center; Mayor Bailey stated like Boondocks, and Planner Schmitz stated quiet retail uses, like restaurants.

Council Member Khambata stated Boondocks was originally a bar; he was told that predated zoning. He asked how Boondocks is allowed to exist post zoning; when it closed, it was a bar, and now it's retail. Planner Schmitz replied now it's conforming.

Council Member Khambata stated let's look at the practical difficulties of that property owner; if they can't get the Event Center, what's the next most practical use for that building. Planner Schmitz replied probably a restaurant; Mayor Bailey stated or a garden center. Council Member Olsen stated several entities would be permitted there, which Planner Schmitz confirmed.

Administrator Levitt asked what is the new Code's definition of a restaurant; Planner Mrosla stated that definition is very clear, that it's open to the public. The proposed language was an establishment where food and/or drink is prepared and offered for public consumption. Anyone can walk in there and get a drink, it's not closed for events; it's public.

Council Member Khambata stated that means they'd have to have normal operating hours and staffing rather than by appointment where they'd operate as an Event Center.

Council Member Thiede stated they could have a party room where they could have a private event.

Mayor Bailey stated he'd say we don't incorporate the B-2 into that. He likes the Performance Standards because he thought those would help, as there are a couple of other venues looking at doing something in Cottage Grove. Those would be beneficial for them when they're looking at placement of where they want to locate. The two that have spoken to him are in that bubble, so they'd fit there. Council Member Olsen stated he concurred with Mayor Bailey.

Mayor Bailey stated there are two things here: The Commercial Event Center and the Performance Standards.

Council Member Khambata stated he liked the Performance Standards, and thought they were practical.

Planner Schmitz stated she liked the flexibility in them, too, because it gives you the ability to look at the specific place where it's going and determine whether those parameters are appropriate.

Council Member Thiede stated if somebody wanted to come in and have a place where there could be events, someplace like the Majestic that wanted to come in and put in a dance hall, but they wanted to be able to handle 300 guests. They'd do a proposal and we'd say that's okay or not. Administrator Levitt stated that you'd be looking at parking and traffic and utilities and buffers. If it works, then you would have the grounds to permit that with conditions. Planner Schmitz stated the Majestic is zoned B-2, so they would come in against those Performance Standards.

Mayor Bailey confirmed with the Council Members that we were good on this topic.

Title 11, Chapter 10-B: Commercial District Uses-Car Washes Attorney Land stated standalone car washes are allowed in B-1, B-2, B-3, PB, and MU. The question is if that's appropriate, is that where you want them or would you like to move them to different zones?

Council Member Thiede stated that's fine if it's just a car wash.

Christine Costello, Community Development Director, stated those would be Paradise, Mister Car Wash, which are standalone. If it's with a gas station, we propose that it's an accessory use.

Mayor Bailey explained while at the MNCAR event, a couple of brokers had approached him and said that some cities are starting to limit where new car washes could be located. The challenge for some cities is these car washes are now coming in and buying out restaurant pad sites to put car washes up. Two brokers told him that we should be prepared for that because what could happen is Burger King or McDonald's could be purchased, and you could have a car wash on that corner because of the zoning.

Attorney Land stated the Baker's Square on Robert Street in West St. Paul is now a standalone car wash, and that was a prime spot.

Council Member Olsen asked what a standalone car wash is and isn't; he appreciated Director Costello's examples, but he's more curious about a car wash where you pull

your vehicle in, you spray it, you rinse it, and then you drive away. St. Paul Park has that type of car wash available for their residents. He asked if that would be considered a standalone car wash. Director Costello replied yes, if that's the sole use, and there's nothing else attached to it, then yes, it's a standalone car wash. They are self service or full service.

Council Member Olsen stated somebody might perceive that a Mister Car Wash is a higher-end standalone car wash, but they might see a self-service car wash as a lesser iteration of that same type of business. So, they might feel it's detrimental to the City's landscape, and he wants to guard against that.

Council Member Khambata stated aesthetically, there's a Paradise Car Wash in Edina or Eden Prairie, and they're obviously catering to people with nicer cars. So, the class of materials on that building is top notch. Even the Paradise Car Wash in Woodbury has a really nice aesthetic, so that might be the differentiating factor with types of car washes. All of the work is done indoors, it's relatively quiet, and inconspicuous versus 6 overhead doors on one side and 6 overhead doors on the other. He didn't know if that would meet our classification for materials. He asked what are some of the nuisance factors associated with a car wash that we might want to consider.

Director Costello replied it really depends on the type. If it's a self service, there are traffic complaints with that because there isn't constant employee monitoring. She didn't think that there was any necessarily downside to the nicer ones, like Paradise and Mister Car Wash; again, they have to comply with the building materials, all of the parking requirements, and all sides of the building have to be aesthetically pleasing. From just looking at the Performance Standards for the zoning ordinance, they probably can meet all of the elements you want them to; it just depends on how many car washes you want in town and whether you really want them in all of your prime retail spots. So, that's where zoning comes into play.

Mayor Bailey stated they would have to meet building Performance Standards. He brought it up because he wanted Council to be aware, and we have property where we're trying to bring in restaurants. What could happen is one of these car washes could come in and take a prime location for a restaurant. Mayor Bailey stated there are many new ones going up around us.

Director Costello stated both of our nodes are Mixed Use, East Point Douglas Road and 80th Street and Jamaica and East Point Douglas Road, so either site meets those Performance Standards.

Mayor Bailey stated he's seen some of them, and most of them actually look pretty nice; others are unique, some have a big globe on top of the building, which he wouldn't want seen when looking from Highway 61.

Council Member Khambata stated from a highest and best use standpoint, if it's a prime retail location, wouldn't it stand to reason that a restaurant or somebody else would be willing to pay more for that parcel than the car washes would. Council Member Olsen stated car washes make a lot of money.

Council Member Khambata asked from a land value aspect, is a car wash the highest and best use from a profitability standpoint? Mayor Bailey stated one broker specifically said they're going into some prime locations.

Council Member Olsen asked what's the most advantageous method to protect ourselves in this circumstance.

Attorney Land stated you could do distance between, have a requirement that they must be 1,000 or 2,000 feet or half a mile between them. You could also just remove them from a certain Zoning District, take them all out of the MU and you'd eliminate a lot of places that they could go. She didn't know that you'd want to do that.

Mayor Bailey stated it isn't that he doesn't want them here, he just doesn't want them to take over what could be a prime location for a restaurant. Council Member Thiede stated we just need to tell the restaurant people that come in that they'd better hurry up otherwise a car wash could be there. Mayor Bailey stated what we're hearing in many cases is these car washes are coming in with a pretty hefty check.

Council Member Olsen stated if they meet all the zoning requirements, we can't deny them. That's why he asked how do we protect ourselves against that.

Attorney Land stated you can protect yourself against too many by putting in some distance requirements. You could license them and limit the number of licenses; Mayor Bailey stated he didn't want to do that.

Mayor Bailey asked Attorney Land if she'd seen anything done in other cities with this issue. She replied previously, when West St. Paul was changing from all restaurants to all auto-related uses, they put in some pretty strict zoning requirements that had the effect of stopping the rush; they were suddenly getting auto parts stores, mechanic shops, and car washes. It became the newest thing.

Council Member Khambata asked if that was because it was allowed by their current zoning, and Attorney Land stated sure, there weren't any regulations around them. So, they then put in some pretty strict standards.

Council Member Thiede stated there was also a business case there because they had a lot of the car dealers there. Attorney Land stated exactly, that's what supported all of those uses. She stated West St. Paul has eased it now, because they've now revitalized with the reconstruction of Robert Street.

Planner Mrosla stated we could limit the corporate identity, as a lot of the newer car washes want to bring and do corporate branding. We could limit it to the main entrance or something similar, as many of them want to bring in a colorful building and limiting the corporate identity is one way of doing that. Taco Bell or Pizza Hut are notorious for this; you can limit corporate identity to the main entrance or one façade so that building could be reused easily and it wouldn't be a big investment for a new user to re-façade it. We could add that corporate identity clause to our Code that would limit it to one elevation or adjacent to the main entrance. Sometimes that will scare some users from coming in.

Council Member Khambata stated he agreed that that has some practical application here, and that might deter people who are specifically looking to have that type of corporate identity.

Director Costello stated we can work with Planner Mrosla on that.

Title 3, Chapter 11: Liquor Penalties Attorney Land stated our current Code states that we have the mandatory suspension, hearings, and fines. The mandatory suspension periods and the Fee Resolution for the fines are both in the Code. What Council has done with the last couple of liquor penalties is sort of a hybrid, so we're going to codify

that so that it's actually verbalized in the Code. The Code will only have the language that says you can punish, the liquor penalties could be up to a $2,000 fine or up to a 60-day suspension, but see the Fee Resolution. In the Fee Resolution, it will say for the first violation, it's $500 plus a 1-day suspension or in lieu of the suspension is the educational program. The second violation is a $1,000 fine plus a 3-day suspension. It's all in the Fee Resolution, which is easier for you to change if you want, as every year you revisit the Fee Resolution and you adopt it again. So, if you want to update it, you can, and you don't have to go back to the Code and change it there. It's not as difficult to be flexible. This is what Council was doing over the last penalty hearings, so this just gives you a little more authority to do it.

Council Member Dennis asked with the fourth violation, if we revoke somebody's license and they're shut down, we put them out of business; would they still have to pay $2,000 on top of that. Putting somebody out of business is the ultimate punishment. Attorney Land stated that's a good point, and these are the penalties that have been on the books for a very long time.

Mayor Bailey confirmed with Council Member Dennis if it's the fourth violation in 24 months that we just revoke the license and waive the fee.

Council Member Khambata asked if there was a prescribed period of time before they could reapply, or is it revoked forever? Attorney Land replied the license is not revoked forever, but she thought they couldn't reapply for a period of 12 months or so.

Council Member Khambata asked what's to stop them from reincorporating and applying the next day? Attorney Land replied it would have to be a change in ownership for that applicant.

Mayor Bailey stated he thought the rest was good, and he liked the fact that we get discretion on the first violation.

Council Member Olsen asked Director Koerner for his thoughts. Director Koerner stated he had Sergeant McCormick look at other agencies, and ours is pretty similar to most of them. Many cities actually don't even have a suspension for the first violation, but they're a little heavier on the fine. He really liked having the educational component because compliance checks are supposed to be educational as opposed to punitive. Many cities have revocations; Woodbury doesn't have much for revocations, but they have really heavy fines there.

Council Member Olsen asked Director Koerner if he thought this was fair and reasonable; Director Koerner replied yes, he thought so, especially with the first violation.

Council Member Khambata asked how many times in Cottage Grove had there been a second or a third violation within the prescribed 24-month period; Mayor Bailey stated we've had a second violation with Las Margaritas.

Attorney Land asked if we did two compliance checks a year; that was confirmed by Director Koerner. Attorney Land stated they have to be pretty egregious to reach the fourth violation, failing every time you do a compliance check.

Council Member Olsen stated it's happened where they've failed several times within a relatively short period of time.

Mayor Bailey stated he remembered having a conversation with the owner of Las Margaritas after their second violation, and he told him not to be back here again.

Director Koerner stated they just failed another compliance check this week, and they even identified the decoy twice and still served her a beer. He stated this will be their second violation in 24 months.

Attorney Land stated the suspension period is what really is the hammer, so it doesn't bother her that the fines are a little lower, as being shut down for three days and not serving alcohol is huge.

Council Member Olsen asked what we did with Carbone's a couple of years ago; he asked if they were suspended for 1 day or 3 days. Mayor Bailey stated he thought it was 3 days.

Director Koerner stated we let them pick their dates, so that's maybe another conversation we should have. Should we let them set the dates? Some cities let the business pick their dates, and other cities say no, next Friday and Saturday you're closed or Monday and Tuesday you're closed. Administrator Levitt stated the language says it must be approved by the Public Safety Director.

Council Member Khambata asked if that's the suspension of all sales or just liquor sales; he was told it was liquor sales only. He asked if they had to disclose why they were unable to sell liquor; he felt that would be more embarrassing than the suspension itself to have to post a notice on their door stating they messed up for the second time in 2 years.

Director Koerner stated Baldamar in Roseville just had one, and they put out a nice post apologizing and that they'd do better. They said we're going to close for the day and use that day for teaching our employees. So, they pointed it out well to the public.

Council Member Khambata stated they weren't obligated to do that; they chose to do that. Council Member Olsen stated there were some that took a different approach. Council Member Khambata stated they could make up other excuses.

Mayor Bailey stated when Carbone's had a 3-day suspension, the waiter said they couldn't serve alcohol and explained why, not the owners.

Council Member Khambata stated he liked the flexibility on the first violation, but thought we should tow a hard line on subsequent violations.

Council Member Olsen confirmed with Council Member Dennis that on the fourth violation he recommended just the revocation and no fine. Council Member Dennis stated yes. If you're worried about the challenge of somebody trying to change names, have a new owner, or whatever within the 12-month period, if they want to reapply for a license, there could be a special fee attached to reapplying for that license if they wanted to come back here and do it again. Administrator Levitt stated she assumed they'd put a higher value on that.

Council Member Khambata stated he thought education was important; otherwise, if you have deep enough pockets it wouldn't matter.

Council Member Dennis stated maybe it should be $5,000 instead of $2,000 to reestablish a license afterward. He honestly believes that everyone will fail, including himself, because there are no perfect human beings. The store with the most recent compliance check violation had every procedure, but there are times when employees will do things that they want to do against the orders of the management and ownership of the business. We know that, and there's nothing you can do about that. If you're going 0 for 4 in 2 years, that's a real problem.

Council Member Thiede stated with the current technology available, maybe one of these levels should require no transactions allowed unless the ID was inserted into a reader that would read the age. If you're a liquor store, everybody has to be of age, so that might work. Council Member Dennis stated the problem is everybody has different software they use to make a sale, so you can't find any one program that will speak to every operating system out there. Remember that Top Ten had that, and the employee was able to override it and make the sale.

Council Member Khambata stated the human element is still there because if all it takes is swiping a valid driver's license, it's still up to the cashier to verify that the driver's license they were handed belongs to the person that handed it to them. There's always going to be the human element that's causing the problem.

Next Steps: Attorney Land stated at the last Council Meeting you adopted the zoning resolution that initiated the Citywide rezoning process. Now we're moving on with the public engagement process: We'll have the Chamber lunch and a couple of public open houses. The Planning Commission will have its public hearing on December 19 with Attorney Amanda Johnson doing that presentation; our final adoption will be two days later, December 21. She stated she appreciated everybody's patience in dealing with all of this; it's been a lot of information to review, and she felt we'll have a really good Code to work with.

Council Member Olsen stated it was a lot of hard work on the part of Attorney Land and thanked her; she replied it's a team effort.

4. ADJOURNMENT

Council Member Dennis made a motion to adjourn; second by Council Member Thiede. Motion carried: 5-0. The meeting was adjourned at 6:13 p.m.

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

City Council Action Request

Cottage Grove
Where Pride and Prosperity Meet

7C

Meeting Date	12/7/2022
Department	Community Development
Agenda Category	Consent Agenda
Title	Planning Commission Minutes
Staff Recommendation	Accept and place on file the minutes from the October 24, 2022, Planning Commission Meeting.
Budget Implication	N/A
Attachments	Planning Commission Minutes 2022-10-24.tif 18.12MB

City of Cottage Grove
Planning Commission
October 24, 2022

The Regular Meeting of the Planning Commission was held at Cottage Grove City Hall, 12800 Ravine Parkway South, Cottage Grove, Minnesota, on Monday, October 24, 2022, in the Council Chamber and telecast on Local Government Cable Channel 16.

Call to Order

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

Roll Call

Members Present: Ken Brittain, Jessica Fisher, Evan Frazier, Eric Knable, Derek Rasmussen, Emily Stephens, Jerret Wright

Members Absent: None

Staff Present: Christine Costello, Community Development Director; Mike Mrosla, Senior Planner; Emily Schmitz, Senior Planner; Conner Jakes, Associate Planner; Amanda Meyer, Assistant City Engineer; Dave Thiede, City Council Liaison

Approval of Agenda

Wright made a motion to approve the agenda. Fisher seconded. The motion was approved unanimously (7-to-0 vote).

Open Forum

Frazier opened the open forum and asked if anyone wished to address the Planning Commission on any non-agenda item. No one spoke. Frazier closed the open forum.

Chair's Explanation of the Public Hearing Process

Frazier 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.

Public Hearings and Applications

6.1 Septic Variance at 7540 Laverne Avenue - Case V2022-062

Brian Convery, on behalf of the property owner Sandra Prueser, has applied for a variance to setback requirements to allow an individual sewage treatment system to be located 7 feet from the rear property line when 10 feet is required at 7540 Laverne Avenue South.

Mrosla summarized the staff report and recommended approval based on the findings of fact and subject to the conditions stipulated in the staff report.

Rasmussen asked if the existing septic is abandoned and removed, why can't the drainfield be moved three feet closer to the house to maintain the setback. Mrosla responded that it is due to the soils. They can't reuse that site, and have to use another location on the site. Before they chose the location, they did soil borings.

Frazier opened the public hearing. No one spoke. Frazier closed the public hearing.

Rasmussen made a motion to approve the variance to setback locations for a proposed septic system based on the findings of fact and subject to the conditions stipulated in the staff report. Wright seconded. Motion passed unanimously (7-to-0 vote).

6.2 CIP 2023-2027 - Cases PP2022-054 & SP2022-055

The City of Cottage Grove has applied for a comprehensive plan amendment to amend the Capital Improvement Program (CIP) for 2023-2027.

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

Brittain noted that the reconstruction of Jamaica Avenue from 70th Street to Military Road is slated for 2027 and asked if the current plan includes construction the roundabout that will connect to Pioneer Road or just turn it back into two lanes each way. Meyer replied that what is in the CIP is the City's cost share for Jamaica from Military Road to 70th Street; the construction of the roundabout is in the Washington County CIP. Brittain asked if the stop sign at Military Road would still exist or if they would curve that, which Meyer confirmed.

Rasmussen commented that he is happy about the project on the River Oaks side of Highway 61 as he's in and out of that area every day, noting that trying to navigate in and out of there is dangerous. Brittain asked if there would be an acceleration lane or would vehicles have to wait for their turn into those two lanes. Meyer provided a sketch of the project and would also send to him.

Frazier opened the public hearing.

Bonnie Matter, 6649 Inskip Avenue South, stated she believed that this was an amendment to the 2023-2027 CIP. She asked why this amendment was required; what specific changes were made to the approved plan, and why the City is doing this amendment. She also asked how the amendment will affect the Comprehensive Plan. She noted that the CIP included a lot new spending on large projects and asked how that comes about because she thought the levy that was set for 2023. She also wanted to verify that the River Oaks irrigation system funding sources for the $1.5 million is a loan from the Economic Development Authority Trust Fund and what fund the $650,000 is coming from water conservation. Matter inquired if after tonight's public hearing this would be on the City Council's consent agenda with no further discussion. She asked for a public answer as well as a letter. Frazier stated that no matter what the Planning Commission recommendation is tonight, the CIP will go to the City Council. Costello stated that as the Planning Commission is a recommending body, their recommendation will go to City

Council for final dispensation. She believes that it would probably not be on the Consent Agenda, but would verify that with our city administrator.

As no one else wished to speak on this issue, Frazier closed the public hearing.

Frazier asked if this is the first time this year the Planning Commission has seen the CIP. Meyer confirmed that, and explained the amendment is to the current CIP for 2022-2026. All five years are looked at. Obviously, things change including development interest, which triggers different projects, and funding sources. She explained that maybe in 2022 there was something slated for 2024 and now it is slated for 2025, as things are everchanging. Regarding the larger dollar amount projects that seem new, part of that is based on the development interest we are seeing; for example, there was more interest in our Business Park, which is triggering the 100th Street extension. It is a necessary improvement for the residences and businesses in the Business Park area. With park buildings, the construction materials are getting very expensive, as is labor, so we are seeing the prices of each project increase as well.

Meyer stated that unfortunately she doesn't have many details on the River Oaks project, but will work with the Parks and Recreation Director to get more information on that funding, which she will provide to the Planning Commission.

Frazier stated Matter also asked about the CIP in relation to the Comprehensive Plan. His understanding is this is not an amendment to the Comprehensive Plan, but that the CIP has to be in harmony with the Comprehensive Plan because that is how we guide everything that happens in the City. Meyer responded that was correct.

Frazier stated the last question was the higher-dollar items that were on the CIP and asked if part of the reason they are in the CIP is because they have to be in order to seek funding for some of these items. Meyer replied that was correct, and stated this is just a planning document. The things that we see from 2024 and beyond are on there as the City tries to budget for those and o refine some of those estimates. Those years really are just planning documents to try to work on the things that we see coming as future needs for our City. Frazier asked if something that's scheduled for 2026 and 2027 may happen at that time, but it also may get pushed back, depending on if funding is there at the time. Meyer agreed that was correct.

Brittain made a motion to approve the 2023-2027 CIP amendment. Rasmussen seconded. Motion passed unanimously (7-to-0 vote).

Approval of Planning Commission Minutes of August 22, 2022

Fisher made a motion to approve the minutes of the August 22, 2022, Planning Commission meeting. Rasmussen seconded. Motion passed unanimously (7-to-0 vote).

Reports

8.1 Recap of September and October 2022 City Council Meetings

Costello stated there weren't any Planning Commission items discussed during the City Council meetings that were held in September and October 2022.

Thiede stated some of the high numbers on the CIP also cause him concern, but he is reminded that those are not all City costs; some of them might be paid by Washington County, the State, or the Federal government.

8.2 Response to Planning Commission Inquiries

None.

8.3 Planning Commission Requests

None.

Adjournment

Brittain made a motion to adjourn the meeting. Wright seconded. Motion passed unanimously (7-to-0 vote). The meeting was adjourned at 7:32 p.m.

City Council Action Request

7D

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	Open Forum Response Letter - 2023-2027 Capital Improvement Plan (CIP)
Staff Recommendation	Receive letter in response to open forum question from November 16,2022 City Council meeting regarding the 2023-2027 Capital Improvement Plan.
Budget Implication	none
Attachments	Reponse Letter - Matter.tif 1.46MB

Cottage Grove
Where Pride and Prosperity Meet

December 7, 2022

Bonnie Matter
6649 Inskip Avenue S
Cottage Grove, MN 55016

RE: Cottage Grove 2023-2027 Capital Improvement Plan

Dear Ms. Matter,

This letter is a follow-up to your request during Open Forum at the November 16, 2022, City Council meeting, regarding the 2023-2027 Capital Improvement Plan (CIP). At the meeting you requested that the CIP be presented at a City Council meeting when it is approved, and not be included on the Consent Agenda. While the Public Hearing requirement was met at the Planning Commission on October 24, 2022, the CIP will be placed on the Regular Agenda as a specific item for review and approval by the City Council on December 7, 2022. This will include a presentation by City Staff summarizing the CIP.

Thank you for bringing this item before the City for further review and consideration. If you have any additional questions regarding the CIP, or the approval process, please feel free to contact me at 651-458-2899 or rburfeind@cottagegrovemn.gov.

Sincerely,

Ryan Burfeind, P.E.
Public Works Director/City Engineer

City Council Action Request

Cottage Grove
Where Pride and Prosperity Meet

7E

Meeting Date	12/7/2022
Department	Community Development
Agenda Category	Consent Agenda
Title	Approval of Rental Licenses
Staff Recommendation	Approve the issuance of rental licenses to the properties listed in the attached table.
Budget Implication	N/A
Attachments	Rental License Approvals CC Memo.tif 2.23MB Rental License Approvals Table.tif 2.31MB

Cottage Grove
Where Pride and Prosperity Meet

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

FROM: Samantha Drewry, Code Enforcement Officer

DATE: November 30, 2022

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.

2022 RENTAL LICENSES
CITY COUNCIL APPROVAL - DECEMBER 7, 2022

RENTAL LICENSE NUMBER	PROPERTY STREET #	PROPERTY STREET NAME	PROPERTY OWNER
RENT-001387	8120	JERGEN AVENUE SOUTH	LARKIN STREET HOMES
RENT-001421	8340	75TH STREET SOUTH	AUX FUNDING LLC
RENT-001423	6829	PINE CREST TRAIL SOUTH	YOUNGSIL KIM ALLGOR
RENT-001424	7622	HOMESTEAD AVENUE SOUTH	JACOB, EMMANUEL
RENT-001442	6299	63RD STREET SOUTH	DENDINGER, MICHAEL

City Council Action Request

7F

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	Cottage Grove Lions Club Temporary Liquor License
Staff Recommendation	Approve the Cottage Grove Lions Club Temporary Liquor License application for an event on January 7, 2023.
Budget Implication	N/A
Attachments	Memo - CG Lions Temp Liquor Application.tif 2.22MB

Cottage Grove
Where Pride and Prosperity Meet

Department of Public Safety
Police • Fire • EMS

To: City Administrator Jennifer Levitt

From: Director of Public Safety Peter J. Koerner

Date: December 1, 2022

Subject: LIQUOR LICENSE APPLICATION – TEMPORARY – CG Lions Club

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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, Daniel James Tobritzhofer III, on behalf of the Cottage Grove Lions Club, PO Box 002, Cottage Grove, MN 55016, has submitted an application for an On-Sale Temporary Intoxicating Liquor License to be held at the corner of 70th Avenue S. & Keats Avenue S (10251 70th Street S), Cottage Grove, MN 55016 on January 7, 2023 from 10:00am – 4:00pm. 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 12/01/2022

City Council Action Request

7G

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	Business License Renewals
Staff Recommendation	Approve Resolution 2022-164 authorizing the renewal of business licenses for 2023.
Budget Implication	N/A
Attachments	Memo - Business License Renewal - Dec 7, 2022.tif 2.66MB Resolution - Business Licenses.tif 76.69KB Attachment - Approved Businesses.tif 8.57MB

Cottage Grove
Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator
From: Tamara Anderson, City Clerk

Date: December 1, 2022

Subject: 2023 Business License Renewals

Discussion:

The City of Cottage Grove licenses specific business activities and most licenses are issued on a calendar-year basis and are subject to renewal. Certain license types require City Council authorization for issuance as specified by our City Code and/or the recommendation of our City Attorney. These licenses include Liquor, Tobacco, Therapeutic Massage Businesses and Massage Therapists.

A due date of November 30th is given to businesses for submission of renewal applications in order to complete verifications and any required background checks before they go to the City Council for approval. Applications that have been submitted, have cleared the background checks, and have not already been approved to this point are included in the attached resolution. As some applications have not been submitted or are incomplete, I will forward additional renewals to the City Council on December 21, 2022.

Staff Recommendation:

Adopt Resolution 2022-164 authorizing renewal of business licenses for 2023.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-164

BUSINESS LICENSE RENEWALS FOR 2023

WHEREAS, the City of Cottage Grove licenses specific business activities on a calendar-year basis and such licenses expire on December 31 and are subject to renewal; and

WHEREAS, certain license types require City Council authorization for issuance as specified by our City Code and/or the recommendation of our City Attorney; and

WHEREAS, the businesses listed in Attachment A have submitted license renewal applications; and

WHEREAS, the applications have been reviewed and the businesses have undergone background investigations by the Police Division of the Public Safety Department and the City Clerk Division of the Administration Department; and

WHEREAS, the results of the background investigations have not revealed anything that would constitute a basis for denial of the renewal applications;

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, authorizes renewal of the business licenses specified in Attachment A, for the year of 2023 conditioned on compliance with all applicable state and local regulations related to each specific license type.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

RESOLUTION 2021-164 - ATTACHMENT A

Liquor Licenses			
License Type	Business	Address	Licensee
Liquor - 3.2 Percent Malt Liquor Off Sale	Cottage Grove Holiday #3512	6921 Pine Arbor Drive	Linn Retail Centers, Inc.
	Cottage Grove Holiday #3827	8490 E Point Douglas Rd	Linn Retail Centers, Inc.
	Cub Foods	8690 E Point Douglas Rd	Supervalu, Inc.
	G-Will Liquors	6999 80th Street So	Cherokee Liquors, Inc.
	Hope Glen Farm	10276 E Point Douglas Rd	Hope Glen Farm LLC
	Hy-Vee	7280 E Point Douglas Rd S	Hy-Vee, Inc.
	Walmart #2448	9300 East Pt Douglas Rd	Walmart Inc
Liquor - Intoxicating	Dennis Brothers Liquor (Off Sale)	7155 Jorgensen Lane S	Dennis Brothers Liquor, Inc.
	Hy-Vee (Off Sale and On Sale)	7280 E Point Douglas Rd S	Hy-Vee, Inc.
	Junction 70 Grill (On-Sale)	6933 Pine Arbor Dr S	J70 Operations LLC
	Las Margaritas Mexican Restaurant (On Sale)	7165 East Point Douglas Road	MOPECA of Cottage Grove, Inc.
	Muddy Cow	7350 Hardwood Ave S	Muddy Cow
	River Oaks Golf Course & Event Center (On Sale)	11099 South Hwy 61	Cottage Grove Economic Development Authority
Tobacco Licenses			
License Type	Business	Address	Licensee
Tobacco	CG Smoke Shop	8461 E Pt Douglas South, Ste 104	CG Smoke Shop Inc.
	Cottage Grove Holiday #3512	6921 Pine Arbor Drive	Linn Retail Centers, Inc.
	Cottage Grove Holiday #3827	8490 E Point Douglas Rd	Linn Retail Centers, Inc.
	Cottage Grove Tobacco	6990 80th Street Suite 100	Cottage Grove Tobacco & Cigar
	Cub Foods	8690 E Point Douglas Rd	Supervalu, Inc.
	Dennis Brothers Liquor	7155 Jorgensen Lane S	Dennis Brothers Liquor, Inc.
	G-Will Liquors	6999 80th Street So	Cherokee Liquors, Inc.
	Holiday Stationstore #374	8101 Hadley Ave S	Holiday Stationstores, LLC (Sarah Willis Licensing)
	Holiday Stationstore #443	8610 E Point Douglas Rd	Holiday Stationstores, LLC (Sarah Willis Licensing)
	Hy-Vee	7280 E Point Douglas Rd S	Hy-Vee, Inc.
	Hy-Vee Gas	7282 E Point Douglas Rd S	Hy-Vee, Inc.
	Kath Fuel Service Oil Company	7033 Jorgensen Lane S	Kath Fuel Service Oil Company
	Moon Soon Tobacco	7584 80th Street So	Giza Inc.
	River Oaks Golf Course & Event Center	11099 South Hwy 61	City of Cottage Grove
	Walmart #2448	9300 East Pt Douglas Rd	Walmart Inc

City Council Action Request

7H

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	Mobile Food Unit License - Youniversefoodie Waffles
Staff Recommendation	Authorize staff to issue Youniversefoodie Waffles a food unit license in the amount of $50 to be used for the Canadian Pacific Holiday Train event.
Budget Implication	N/A
Attachments	Memo - Youniversefoodie Waffles.tif 4.18MB

Cottage Grove
Where Pride and Prosperity Meet

To: Honorable Mayor and City Council Members
Jennifer Levitt, City Administrator
From: Tamara Anderson, City Clerk

Date: November 22, 2022

Subject: Mobile Food Unit License

Background

The Council enacted ordinance 1055 regarding mobile food unit operation in Cottage Grove. This ordinance established performance standards, insurance requirements, and licensing for the operation of mobile food units within City limits. These requirements included the following:

- $250.00 Annual License Fee made payable to the City of Cottage Grove.
- Copy of Mobile Food Unit License issued by the Minnesota Department of Health, Minnesota Department of Agriculture, and Washington County Department of Public Health and Environment.
- A certificate of insurance by an insurance company authorized to do business in the State of Minnesota, meeting the following requirements:
    - Commercial General Liability Insurance, with a limit of $1,000,000 per occurrence and $2,000,000 general aggregate
    - Workers' Compensation Insurance in accordance with statutory requirements OR completion of Certificate of Compliance Minnesota Workers' Compensation Law
    - Automobile Liability Insurance, with a combined single limit of $1,000,000 for each accident.
    - The certificate of insurance must list the City of Cottage Grove as the certificate holder.

Youiversefoodie Waffles applied for a Food Unit License on November 14, 2022, with the intent to serve waffles at the upcoming Canadian Pacific Holiday Train event in Cottage Grove. As part of the City's current ordinance, a fee of $250 for an annual license that runs from January 1 thru December 31 is required. Because this Food Vendor would only be using this license for one event staff is asking Council to reduce the annual fee from $250 to $50.

Recommendation

Authorize staff to issue Youniversefoodie Waffles a Food Unit License in the amount of $50 to be used for the Canadian Pacific Holiday Train event.

City Council Action Request

71

Meeting Date	12/7/2022
Department	Parks and Recreation
Agenda Category	Consent Agenda
Title	Park Naming Request
Staff Recommendation	Adopt Resolution 2022-149 naming future municipal park Jack and Marlys Denzer Park.
Budget Implication	n/a

Attachments

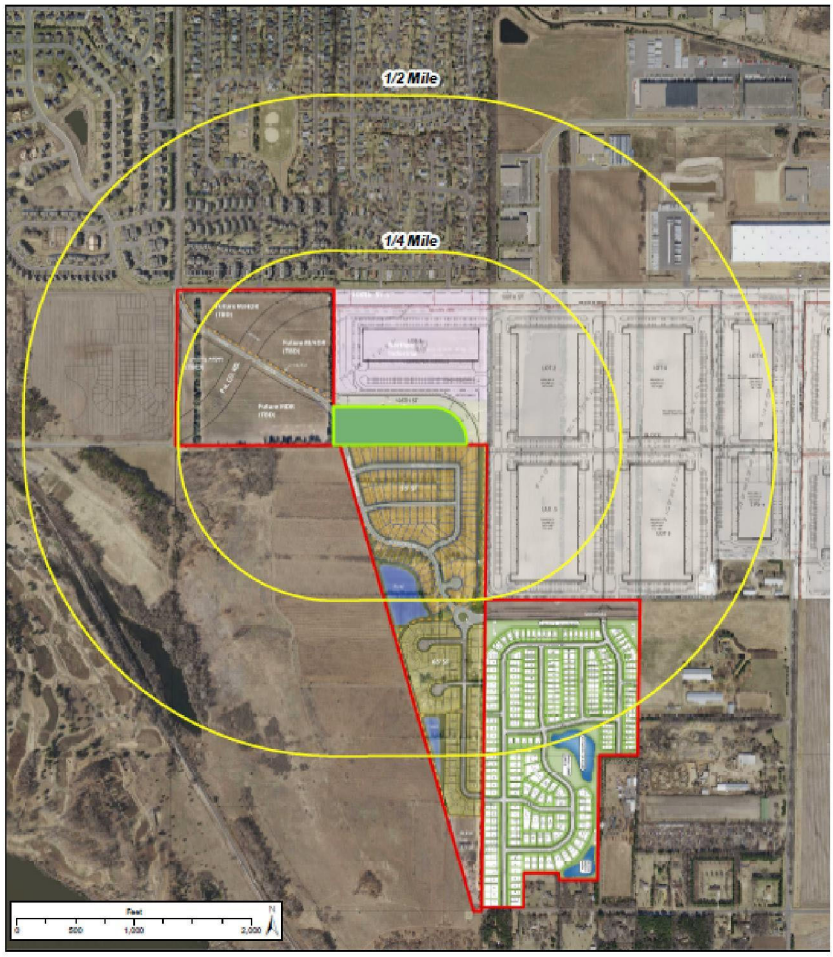
Park Naming Memo.tif	1.18MB
Resolution - Park Naming Request.tif	359.24KB
Park Naming Policy.tif	1.03MB
Park Naming Request.tif	730.04KB
NR Inventory Data.tif	7.4MB

Cottage Grove
Where Pride and Prosperity Meet

To: Honorable Mayor and City Council
Jennifer Levitt, City Administrator
From: Zac Dockter, Parks and Recreation Director
Cc:
Date: November 15, 2022

Subject: Park Naming Request

Introduction/Background
A park naming request application was reviewed by the Parks, Recreation and Natural Resources Commission at the May 9, June 13, September 12 and November 14, 2022 meetings. The application and the City's Park Naming Policy are included in this report to aid Council in processing the request. The location of the future park is provided in the image below.



At the September meeting, the following information was provided at the Commission's request and may provide further context for the Council to consider:

1. History of land use at/near this future park – see provided information from the Cottage Grove Natural Resources Inventory. This parcel would be part of report entitled "Mississippi River Terraces and Floodplain".
2. Natural Resources Inventory for this site – The natural resources inventory does not cover this specific site because it has been in agricultural production since early European settlement. However, the adjacent land inventory is included which gives some understanding of the most likely pre-settlement vegetation.
3. List of Cottage Grove Parks Named After Individuals and what their influence was:
    a. Belden Park – Farmer who owned the property prior to development
    b. Hazen P Mooer Park – One of Cottage Grove's earliest European settlers
    c. Joseph LaBathe Settlers Island - Early European settler with Mississippi River influence
    d. Nina's Park – Influential teen who died in a car accident in 1994. Her death advanced education on drinking and driving.
    e. Peter Thompson Park – Farmer who owned the property prior to development
    f. WAG Farms Dog Park – WAG is an acronym for the Glendenning family who generously leases the property to the City for recreational use.

After extensive review and in compliance with the park naming policy, the Parks, Recreation and Natural Resources Commission recommended this future park be named Jack and Marlys Denzer Park at its November 14, 2022 public meeting.

Staff Recommendation
Name the future neighborhood park located approximately ¼ mile southeast of 100th Street and Hadley Avenue "Jack and Marlys Denzer Park".

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION NO. 2022-149

RESOLUTION NAMING FUTURE MUNICIPAL PARK JACK AND MARLYS DENZER PARK

WHEREAS, the City of Cottage Grove will assume ownership of a future neighborhood park located just south of Northpoint Development near 100thth Street and Hadley Avenue,

WHEREAS, the City of Cottage Grove wishes to name this neighborhood park,

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, the official name of this park to be Jack and Marlys Denzer Park.

Passed this 7th day of December, 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City of Cottage Grove
Policy for Naming and Renaming of
Parks, Park Facilities, and Open Space

I. Introduction

The selection of a proper name for a park, park facility, and/or open space is a thoughtful process which requires careful analysis by many people. This procedure has been adopted by the City of Cottage Grove to provide the proper guidelines for any naming or renaming of said amenities.

II. Procedure

The following procedure will be used for the naming of parks, park facilities, and open space:

1. Staff, Council, Advisory Body, or Cottage Grove resident recognizes and requests the naming of a park, park facility, or open space.
2. Staff will prepare and submit the request to the Parks, Recreation and Natural Resources Commission for review.
3. The Parks, Recreation and Natural Resources Commission will discuss the merit of the name(s). If there is a list of potential names, they may be added to or eliminated from the list at this time. No formal recommendation will be made at this meeting.
4. At the subsequent Parks, Recreation and Natural Resources Commission meeting, staff will provide any information requested by the Commission. If there is a list of names, the list should be narrowed to three at this meeting. No formal recommendation will be made at this point.
5. At their next meeting, the Parks, Recreation and Natural Resources Commission shall debate the merits of the remaining name(s) and make a final recommendation to the City Council.
6. The recommendation will then be placed on the next regular City Council meeting. If City Council does not approve the recommended name, they will return the issue to the Commission with direction and the process will begin anew.

III. Park, Park Facility, and Open Space Naming Criteria

Listed below are the criteria used to determine the naming or renaming of Parks, Park Facilities, and Open Spaces.

1. The name of the subdivision associated with the Park.
2. The name of the neighborhood in which the park is located.
3. The street name adjacent to or closely identified with the park.
4. The name of a local interest point, or local focal point near the park.
5. The name of an event or historical occurrence associated with the park or area.
6. The name of a person who dedicates a major part or all of the land for the park.

7. The name of a person of significant stature within the community. He/she must adhere to at least one of the following credentials and complete a waiting period of at least six months from the conclusion of service or time of death:
    a. At least ten years of local service to the community
    b. Shown outstanding assistance or support of the local park system
    c. Major financial donor to the park system
    d. A historical figure or family

*VIII. **Final Determinations***

The City Council reserves all rights in the naming or renaming of all parks, park facilities, or open spaces.

City of Cottage Grove
Naming/Renaming of Parks, Park Facilities, and Open Space Application

Applicant Name: Randy Denzer

Address: 472 Random Drive, Amery WI 54001

Telephone Number: (H) 651-210-4521 (W) _____

Existing Facility Name: _____

Proposed Name/Rename: 1. Jack and Marlys Denzer Park

2. _____

3. _____

Please list reasons for proposed name(s):

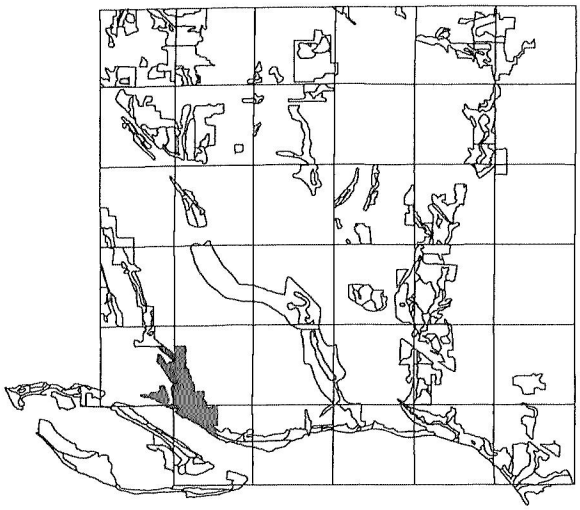
Resident of Cottage Grove for 66 years, purchased first home in 1956. City Council Member 1978-1991, Mayor 1992-2000 Community dedication as active member of CG Chamber of Commerce, Lions Club, Veteran of Foriegn Wars (VFW), and the American Legion. Member of St. Thomas Aquinas Catholic Church, Organizer of the CG Halloween Parade, team sponser and support of CG Athletic Association, sponsored Little League teams and taught adult education for automechanic and small engineer repair. Successful business owner in Cottage Grove (Jack's Union 76, Ja-Mar Sports) for over 35 yrs. Certificate of Commendation from the State of Minnesota for 23 years of service to the state from the govenor. Certificate of Special Congressional Recognition for outstanding and invaluable service to the community from Congressman Bill Luther.

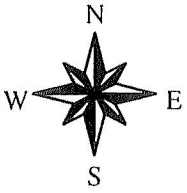
SITE 21 COMMUNITY LEGEND

COMM. #	COMMUNITY	ACRES	RANK	LOCAL VALUE
21A	Mixed Hardwood Forest	8.0	NA	0
21B	Old Field/Gravel Pits	47.4	NA	0
21C	Conifer Plantation	3.9	NA	2
21D	Old Field	5.4	NA	1
21E	Dry Prairie	74.3	AB	6
21G	Emergent Marsh/Wet Meadow	4.5	B	6
21F	Lowland Hardwood Forest	24.8	D	3
21H	Mesic Oak Forest	24.1	D	5
21I	Lowland Hardwood Forest	19.0	C	5
21J	Conifer Plantation	7.7	NA	5
21K	Mesic Oak Forest	16.0	CD	5
21L	Oak Woodland-Brushland	9.7	C	6
21M	Mesic Oak Forest	4.0	BC	5
		Total: 248.8		

City of Cottage Grove
Natural Resource Inventory

SITE 21





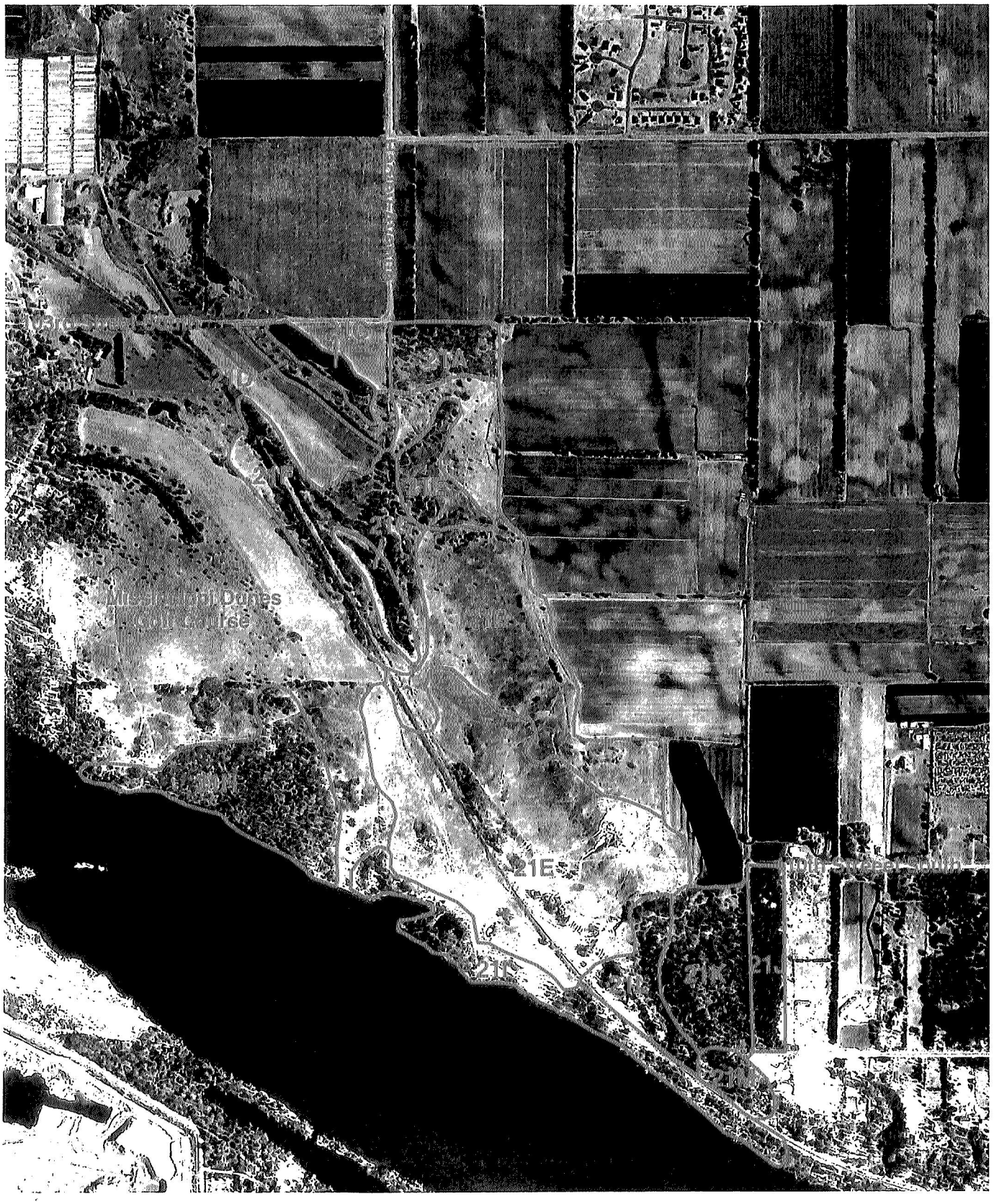


City of Cottage Grove Minnesota

Bonestroo Rosene Anderlik & Associates
Engineers & Architects

k:\48\48369\cottage5.apr

January, 1998



Source Photography: USGS 1991

SITE 21 SUMMARY
(13 communities, 248.8 acres)

Location
Site 21 is located north of the Mississippi River and south of 103rd Street South.

Landforms, Soils, and Geology
Site 21 is gently to moderately steep sloping, consisting of excessively drained and somewhat excessively drained, moderately coarse and coarse textured soils with the majority being derived from eolian sand over thin to thick sand and gravel on dolomite bedrock.

Local Value
The average local value is 3.8, the highest value is six and the lowest is zero.

Natural Resource Values
Site 21 contains the largest prairie in the City of Cottage Grove . This prairie (21E) also has the highest quality ranking of any natural community in the City. The MNDNR is negotiating with Ashland Oil Company (landowner) to purchase much of this site for a DNR Scientific Natural Area. In addition to the prairie, Site 21 also contains a good diversity of moderate to good quality forest, savanna and wetland communities. For these reasons, the natural community integrity value is high. Wildlife values are also high due to the proximity of this site to the Mississippi River and diversity of good quality natural communities. Site 21 contains six state listed plant species including sea beach needle grass (*Aristida tuberculosa*, state special concern), hill's thistle (*Cirsium hillii,* state special concern), illinois tick-trefoil (*Desmodium illinoense*), long-bearded hawkweed (*Hieracium longipilum),* louisiana broom-rape (*Orobanche ludoviciana*, state special concern) and purple sand grass (*Triplasis purpurea,* state special concern). There are also several official and unofficial records of threatened and endangered snakes including blue racer (Coluber constrictor) and bullsnake (Pituophis melanoleucus). Community 21E is also listed by mapped by the MNDNR Natural Heritage Program. As such, Site 21 has high rare feature values.

SITE 21 COMMUNITY DESCRIPTIONS

Community 21 A
Community 21A is a mixed hardwood forest. The canopy layer is dominated by green ash and box elder. The shrub layer is primarily made up of prickly gooseberry and red-berried elder. White snakeroot is a common forb found on this site.

Community 21B
Community 21B is an old field with scattered gravel pits. Woody species include siberian elm and sumac. Non-woody species found on this site are smooth brome, kentucky bluegrass, and stiff goldenrod.

Community 21C

Community 21C is a conifer plantation containing red pine.

Community 21D

Community 21D is an old field.

Community 21E

Community 21E is a dry prairie sand-gravel subtype. This site has been extensively surveyed by the MNDNR County Biological Survey (CBS). The DNR listed this site as a high quality sand prairie of statewide significance. All of the threatened and endangered plant species listed in the general description for site 21 are present in this community. This prairie contains areas of sandy dunes dominated by sand reed grass and little bluestem. Other dominant grasses include big bluestem, side oats gramma, june grass porcupine grass and sand drop-seed. Herbaceous species observed include long-bearded hawkweed, silky prairie clover, leadplant, prairie blazingstar, and prairie smoke.

Disturbance Indicators: The major disturbance is the use of ATV's, which have caused significant erosion on the upper slopes of the prairie. Invasion by exotic grasses such as Kentucky bluegrass and smooth brome has also occurred in areas adjacent to the agricultural fields. Dumping of construction materials and yard debris has also occurred along the road which runs along the top of the prairie slope.

Community 21F

Community 21F is a lowland hardwood forest. The canopy is dominated by american elm, box elder, and green ash. The shrub layer consists of prickly ash, tatarian honeysuckle, smooth sumac, and american elm. Common ground cover species are white snakeroot, poison ivy, common milkweed, virginia creeper, white avens, and smartweed. There are a lot of dead elm snags standing and fallen. These snags provide good cavity nesting habitat for wildlife.

Disturbance Indicators: Nonnative shrubs and weedy groundcover plants are common throughout this community.

Community 21G

Community 21G is a high quality emergent marsh/wet meadow. The site contains open water with a sedge meadow fringe. Graminoid species include lake sedge, rice cutgrass, reed canary grass, river bulrush, prairie cordgrass, wool grass, and cattail. Herbaceous species observed include spotted touch-me-not, boneset, water smartweed, pinkweed, canada goldenrod, nodding beggars-tick, water dock, blue vervain, virginia meadow mint, sensitive fern, and black-eyed susans.

Disturbance Indicators: Reed canary grass in the primary management problem in this wetland.

Community 21H

Community 21H is a mesic oak forest. This site is located within the golf course. At one time, this community was mapped as a maple basswood forest by the MNDNR CBS but has since been extensively cleared for the Mississippi Dunes Golf Course. In many areas the shrub understory has been completely removed along with many of the understory tree species to create a park-like setting for the golf course. What remains of the canopy is dominated by red oak, bur oak, and bitternut hickory. In areas that have a shrub layer, dominant species include nonnative species such as buckthorn and tatarian honeysuckle. Also in the shrub layer, is choke cherry, prickly ash, prickly gooseberry, red-berried elder, and riverbank grape. Ground cover species include virginia creeper, virginia stickseed, white avens, white snakeroot, bristly greenbriar, bedstraw, solomon's seal, and sweet cicely.

Disturbance Indicators: Extensive logging of understory tree species and invasion by nonnative shrubs such as buckthorn and tatarian honeysuckle.

Community 21I

Community 21I is a lowland hardwood forest located along the Mississippi River. The canopy is dominated by bur oak, red oak, pin oak, basswood, green ash, and eastern cottonwood. The subcanopy is dominated by bitternut hickory and basswood. Dominating the shrub layer are nonnative species such as tatarian honeysuckle and native species such as prickly ash, prickly gooseberry and red-berried elder, green ash, choke cherry, black currant, bur oak, basswood, red osier dogwood, staghorn sumac, riverbank grape and bitternut hickory. Common ground cover species include white snakeroot, panicled aster, canada goldenrod, equisitum, hoary vervain, wood sorrel, poison ivy, geranium, and solomon's seal. Located along the river are jewelweed, reed canary grass, stinging nettle, black willow, spotted touch-me-not, and wild mint.

Disturbance Indicators: This community is in many places pinched between the railroad tracks and the Mississippi River and is therefore quite narrow with little interior area. Nonnative shrubs are common in the shrub layer.

Community 21J

Community 21J is a conifer plantation. The canopy is dominated by scotch pine, jack pine, and red pine. Shrubs consist of red-berried elder, green ash, tatarian honeysuckle, choke cherry, bur oak, and staghorn sumac. Ground cover is sparse and mostly made up of needle duff.

Community 21K

Community 21K is an mesic oak forest. The canopy is dominated by green ash, bur oak, hackberry, basswood, black cherry, and trembling aspen. The subcanopy contains green ash, american elm, box elder, and bitternut hickory. The shrub layer consists of choke cherry, tatarian honeysuckle, prickly gooseberry, and prickly ash. Common ground cover species include burdock, white snakeroot, and virginia stickseed. The site has some standing and fallen snags. These snags are good habitat for cavity nesting species.

Disturbance Indicators: Most of this site has experienced logging and grazing in past years. Nonnative shrubs are common.

Community 21L

Community 21L is an oak woodland-brushland. The canopy is dominated by bur oak, pin oak, trembling aspen, green ash, black cherry, and basswood. The shrub layer contains bur oak, pin oak, staghorn sumac, tatarian honeysuckle, and prickly ash. The ground cover is dominated by kentucky bluegrass and also contains little bluestem, june grass, and forbs. Forbs include leadplant, virginia creeper, jack-in-the-pulpit, and white snakeroot. This community has scattered large diameter bur oaks with grassy openings. A ravine containing basswood is found on site.

Disturbance Indicators: This community contains many species characteristic of oak savanna, but due to a lack of fire, has become overgrown with trees and shrubs. Prescribed burns on the adjacent prairie should be allowed to burn into this area to remove woody species and nonnative graminoids.

Community 21M

Community 21M is a mesic oak forest. The canopy is dominated bur oak, red oak, and northern pin oak. Other canopy species include green ash, black ash, hackberry, and basswood. The subcanopy consists of gray dogwood, bur oak, green ash, prickly ash, american elm, bitternut hickory, and black cherry. The shrub layer contains american hazel, bur oak, red raspberry, gray dogwood, and prickly ash. Common ground cover species include white snakeroot, aster species, virginia stickseed, virginia creeper, enchanter's nightshade, and prickly gooseberry. The site is of moderate quality and has fairly good regeneration of oak.

Disturbance Indicators: Problem threatening the site is the use of ATV and trail bikes. The use of ATV and bikes causes soil erosion and compaction, which results in an invasion of nonnative species.

Cottage Grove Ravine

The Cottage Grove Ravine is the oldest glacial landform within the city, and one of the most striking geographic features in southern Washington County. The ravine is a tunnel valley, carved deep into the bedrock by a sub-glacial ice channel, during the Illinois Stage that preceded the Wisconsin glaciers. The ravine runs from a point just north of Old Cottage Grove village nearly due south to the 3M Cottage Grove facility. It is about one-half mile wide. Slopes are steep, with vertical relief in places approaching 150 feet, though the average depth from the ravine floor to the bluff tops is 80-100 feet.

The ravine is partially filled with glacial outwash deposits. Several small lakes, linked by intermittent streams, occupy basins within the ravine, and were probably formed by melting ice blocks. Sediment washed from the steep valley walls and carried down short tributary ravines has accumulated in the form of low terraces and alluvial fans, and much of the floor of the ravine has been covered with eroded soils from nearby upland agricultural fields. In some places, several feet of sediment cover the pre-settlement land surface.

Nineteenth century accounts of presettlement vegetation indicate that the Ravine was dominated by hardwood forest, with oak, elm and basswood as the dominant canopy trees.

Mississippi River Terraces and Floodplain

Along the walls of the Mississippi Valley in Cottage Grove are a series of bench-like landforms, which represent remnants of older, higher floodplain levels of the Glacial River Warren. Adjacent to the river, the floodplain itself has historically been referred to as "bottomland" and was highly prized by local farmers for its fertility. Under natural conditions, the river meandered frequently, swinging laterally between the terraces. Over time, the meanders widened and migrated, forming a complex landscape of meander scars, sand bars and backwater channels. Annual floods caused the buildup of alluvial deposits along the river's banks, forming highly fertile soils. The construction of dams by the Army Corps of Engineers beginning around 1900 has altered floodplain hydrology. Construction of the Hastings Dam in 1930 impounded the Mississippi north of the dam, drowning much of the historic alluvial valley within Cottage Grove.

A fringe of floodplain forests and wetlands were present at settlement and remain along the river today. The upper south-facing terraces were covered at the time of settlement by dry bluff prairies and savannas. Remnants of these are still evident in Cottage Grove today.

City Council Action Request

7J

Meeting Date	12/7/2022
Department	Parks and Recreation
Agenda Category	Consent Agenda
Title	Woodridge and Oakwood Park Natural Resource Managment Plans
Staff Recommendation	Accept and place on file the Oakwood Park and Woodridge Park Natural Resources Managment Plans.
Budget Implication	n/a
Attachments	Memo Woodridge & Oakwood NRM Plans.tif 553.31KB Woodridge and Oakwood NRM Brief.tif 34.68MB

Cottage Grove
Where Pride and Prosperity Meet

To:	Honorable Mayor and City Council Jennifer Levitt, City Administrator
From:	Zac Dockter, Parks and Recreation Director
CC:	
Date:	November 15, 2022
Subject:	Woodridge and Oakwood Park Natural Resource Management Plans

---

Introduction/Background
Staff has coordinated ecological support from Stantec to develop natural resource management plans for Woodridge and Oakwood Parks. Both parks have historic Oak forests, wetlands and grasslands that will benefit from this detailed site analysis.

Each plan includes historical analysis, soil conditions, plant inventory and categorization of ecological zones. Conditions of each ecological zone is then rated and prioritized for preservation and/or restoration. Where restoration is recommended, a full implementation plan with detailed steps, quantities and costs is included.

Natural resource management plans are great tools for understanding site conditions and assuring preservation and protection of valuable habitats in the community. Further, should the City desire to acquire grant funding for restorative efforts, these plans offer excellent supporting data and assessment in the application process.

Acceptance of the plans does not authorize any budgeted expenses listed in the plans. Staff would bring back future protective and/or restorative plans for Council consideration. Such projects would most likely be financially supported with substantial grant funding.

Staff Recommendation
Accept and place on file the Oakwood Park and Woodridge Park Natural Resources Management Plans.

Stantec

Woodridge Park Natural Resource Management Brief

Cottage Grove NRMP

September 6, 2022

Prepared for:
Zac Dockter
City of Cattage Grove
Parks & Recreation Director
651-458-2808
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Prepared by  _____
(signature)
Stephen Thomforde, Ecologist

Reviewed by  _____
(signature)
Larissa Mottl, Senior Ecologist

Approved by  _____
(signature)
Jessica Haider, Project Coordinator

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1.0 INTRODUCTION

Cottage Grove Park & Recreation Department has established a long-term goal of connecting restored and remnant native plant communities within the City via ecological restoration of diverse native habitats. Woodridge Park provides an excellent opportunity to add more habitat to Cottage Grove natural areas.

Woodridge Park is a 50-acre multi-use city park located at 9000 90th Street, Cottage Grove, MN, in S1/2-SW1/4 of Section 15, Township 27, Range 21. The park includes a playground, ballfields, and skating rink. In addition to recreational amenities, the park has approximately 28.5 acres suitable for restoration and enhancement (**Figure 1**). High quality restoration opportunities include 18 acres of degraded dry oak savanna (Savanna Unit) and 1.9 acres of dry-mesic prairie (Prairie Unit) for a total of 19.9 acres. Another 6.25 acres (Pond Unit) offer good quality restoration potential for dry-mesic prairie, cottonwood grove and wetland buffer vegetation. Existing open-grown oaks, herbaceous vegetation, excessively well-drained soils, southwest aspect, topography, and adjacency to other managed natural areas (**Figure 2**) make these restoration opportunities good candidates for state grant funding.

For areas of the park that are less suitable for ecological restoration, such as the 2.25-acre "Apple Grove Unit", there is still good potential for enhancing ecological value. Though less suitable for traditional state funding sources, other emerging grant opportunities, such as the MN Board of Water and Soil Resources (BWSR) program "Lawns to Legumes" could offer potential funds for enhancing the Apple Grove Unit. Ecological enhancement will provide higher aesthetic quality, lower maintenance, increased ecosystem function, and increases in ecological services.

WOODRIDGE PARK NATURAL RESOURCE MANAGEMENT BRIEF

Introduction

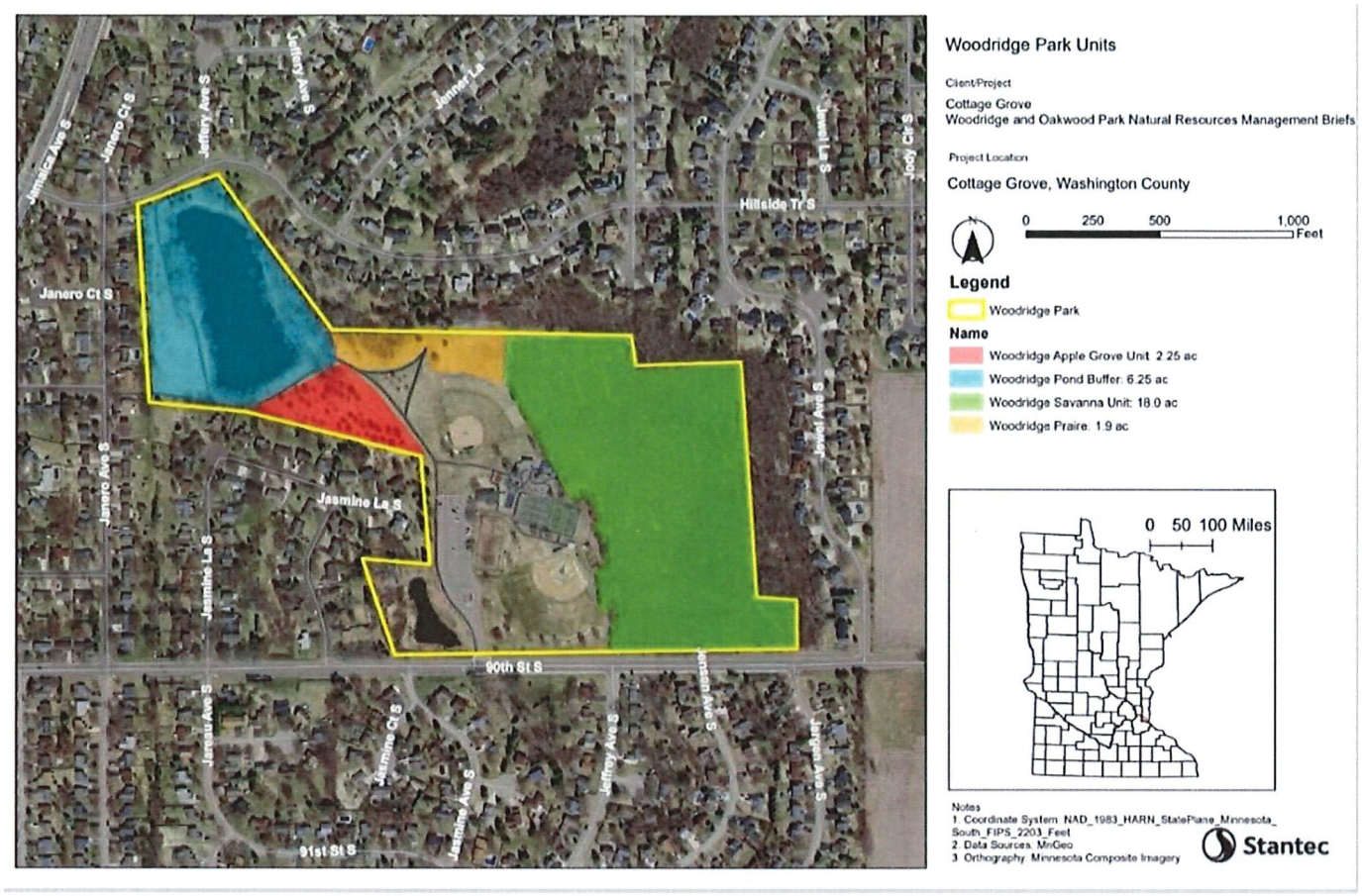
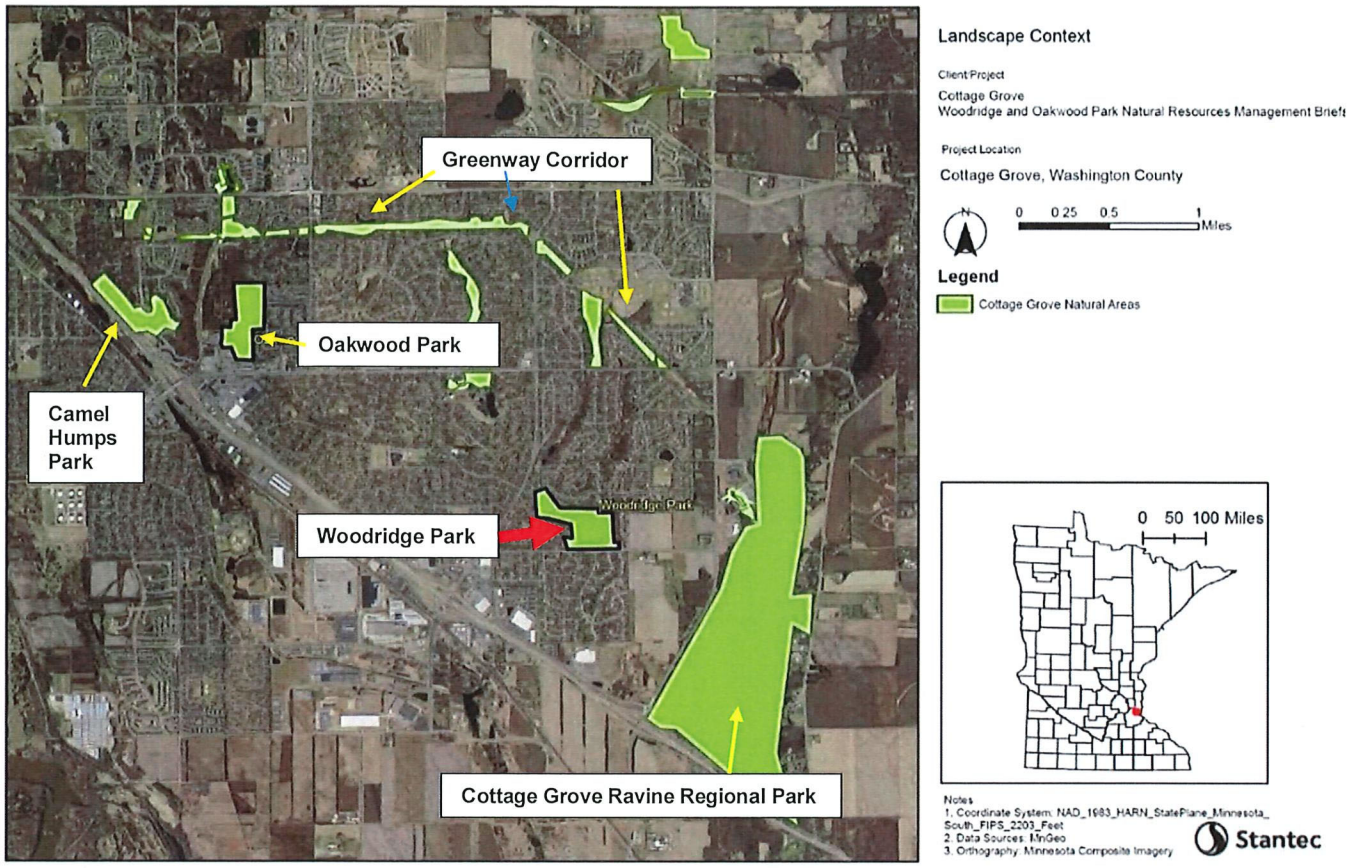


Figure 1: Woodridge Park restoration and enhancement opportunities. Ecological restoration opportunities include the dry Oak Savanna Unit (18 acres), dry-mesic Prairie Unit (1.9 acres), and the Pond Buffer Unit (6.25 acres). Enhancement opportunities occur in the Apple Grove Unit (2.25 acres).

WOODRIDGE PARK NATURAL RESOURCE MANAGEMENT BRIEF

Introduction



Introduction

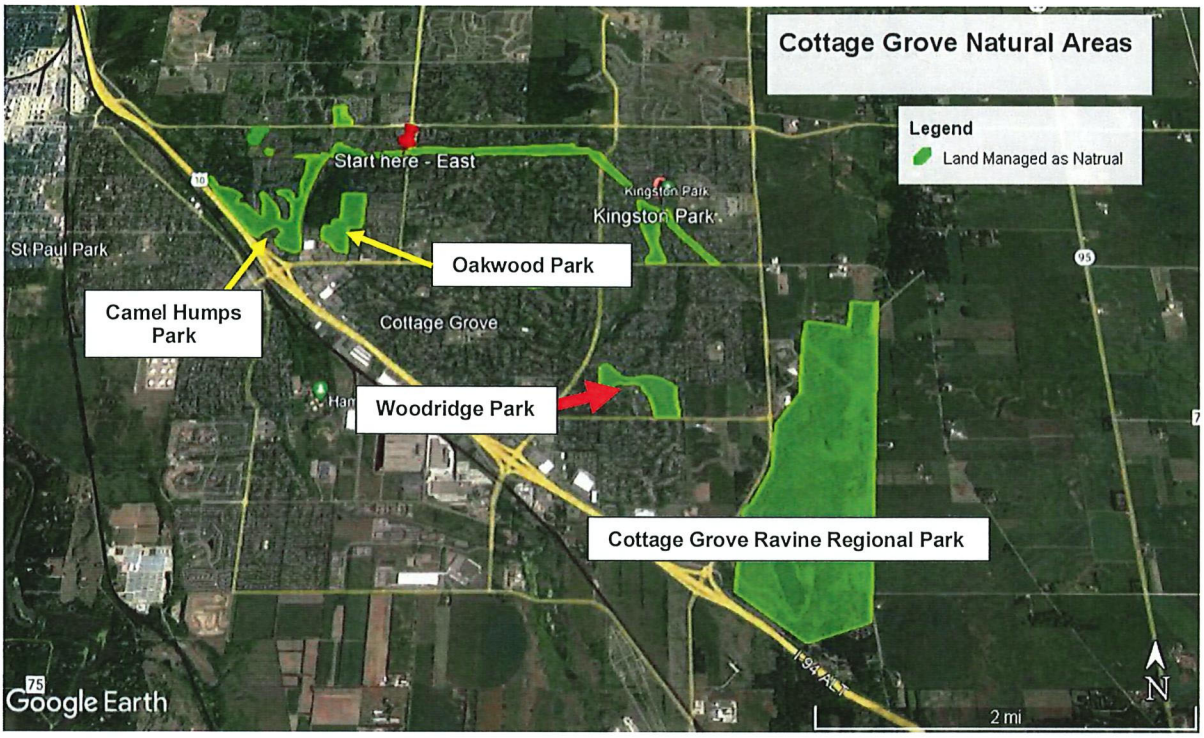


Figure 2: Woodridge Park Landscape Context. Woodridge Park is situated 0.6 miles from Cottage Grove Ravine Regional Park and 0.75 miles from the Cottage Grove Greenway Corridor. The park is indicated by the red arrow. Adjacent lands managed for native habitats are indicated by yellow arrows.

2.0 SITE BACKGROUND

2.1 ECOLOGICAL SIGNIFICANCE

Ecological restoration of habitats at Woodridge Park will add 18 acres of good quality oak savanna, 1.9 acres of dry-mesic prairie, and 6.25 acres of wetland buffer to Cottage Grove's portfolio of natural areas. This includes the 140-acre Cottage Grove Greenway Corridor that runs between the 515-acre Cottage Grove Ravine Regional Park on the east side to the 67-acre Camel Humps Park, a MN Biological Survey-mapped high-quality prairie, on the west side (**Figure 2**). Restoring Woodridge Park with local ecotype seed would enhance connectivity between green spaces and remnant habitats within Cottage Grove. This would benefit plant, wildlife, and Species in Greatest Conservation Need (SGCN) documented in the area, as well as improving water quality by reducing runoff rates and decreasing the amount of nutrients reaching surface water bodies.

2.2 HISTORIC ANALYSIS

Concepts of ecosystem phenomenology (Ulanowicz 2012) allow us to understand historic ecosystems as the exemplar outcome of millions of years of natural selection producing the most functional (sunlight captured and transformed, as measured by calories (Odum 1955, 1969, 2007)) and provisional of ecosystem services (United Nations 2005) for this particular time-space continuum (Manzano 2020). Therefore, understanding historic biological assemblages and keystone processes that maintained and renewed system integrity is critical to the restoration process. Although we cannot restore all historic species and processes, understanding species configurations and processes allows us to consider which species and processes are restorable and which processes need to be mimicked for system maintenance and renewal.

Explorer observations (Hennepin 1698 Carver 1770) and the United States Original Public Land Survey (OPLS) records (1854) indicate regional historic flora was dominated by grassland-savanna vegetation (**Figure 3)** (Marschner 1974**)**. Keystone species included native grasses, such as big bluestem (*Andropogon gerardii*), Indiangrass (*Sorghastrum nutans*), little bluestem (*Schizachyrium scoparium*) and side oats grama (*Bouteloua curtipendula*), native wildflowers, such as asters and legumes, and woody species, such as bur oak (*Quercus macrocarpa*), pin oak (*Quercus ellipsoidalis*), aspen (*Populus tremuloides*), and hazel (*Corylus americana*) (Wendt and Coffin 1988). The OPLS bearing trees (**Figure 4**) and surveyor field notes contain numerous landscape descriptor such as "rolling prairie" and "bur oak (Almendinger 1996)".

The vegetation was maintained and renewed by a variety of grazing animals and fire. Keystone grazers included bison and elk which in turn facilitated a variety of smaller grazers. Fire in Washington County was primarily driven by humans managing the landscape to increase herbivore populations. Grazing and fire prevented afforestation and eutrophication. Eutrophication is caused by excessive nutrients, primarily by nitrogen and phosphorus. Excess nitrogen facilitates noxious weeds and invasive species. Nitrogen loving plants, known as Nitrophiles and or Nitrophytes, (Curtis 1959) are non-edible to toxic, therefore detrimental to wildlife. Many so called "invasive" weeds are symptomatic of high nitrogen soils. Grazing

and fire maintained regulated nitrogen through foodwebs and oxidation via fire. Grazing and fire also maintained an open park-like structure with both sunny and shady patches occupied by both grassland and woodland plants and a variety of wildlife species.

Historic aerial photographs from 1936, 1947 and 1964 (**Figure 5**) show that except for the Oak Unit, Woodridge Park was in agricultural production of oats, hay, and corn. The oaks in the Oak Unit are visible in all of the historic photos, suggesting remnant oak savanna. Photos 4 and 5 show woody expansion (afforestation) between 1936 and 1964. Woody expansion likely began during the 100 years prior to the 1936 aerial photograph, following the removal of herbivores during the fur, hide, and bush meat trade that swept through the area in the 1700s (Seton 1909, Kay 1984, Cronan 1983).

Historic analysis of Woodridge Parks regional landscape provides an epitome target for restoration planning. Historic open-park-like structure and keystone plant species are restorable. To maintain desirable structure and species requires restoring keystone processes such as grazing and fire. However, in the current landscape context, these historic processes are not restorable but they can be mimicked. The principle process to restore is biomass harvest. This can occur via more frequent but less intense fire, cleaning up deadfall, haying, mowing, and grazing small ruminants such as sheep. Restoration of these processes provides the framework for long-term management.

Site Background

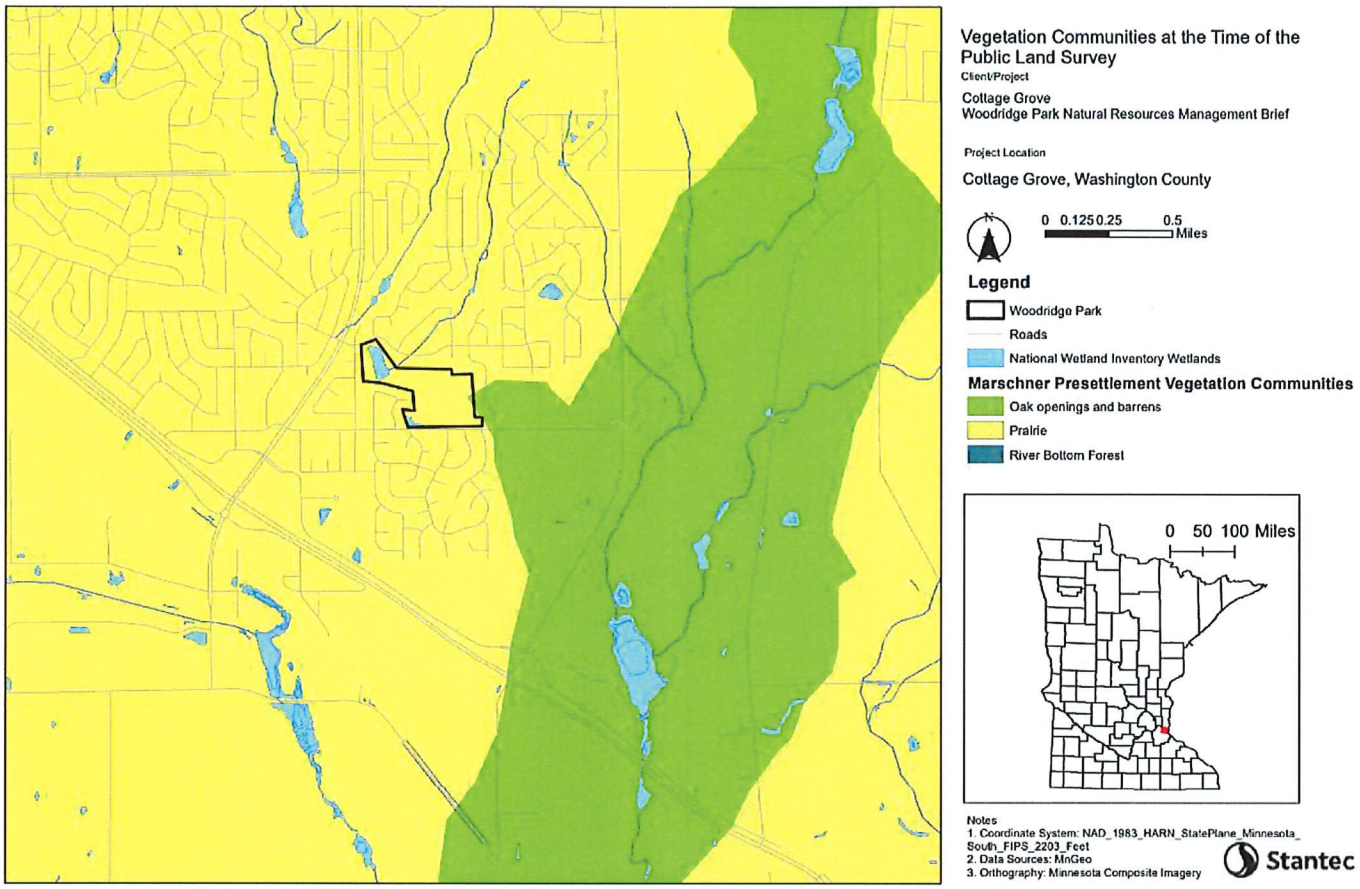


Figure 3: Woodridge Park Vegetation at the Time of the Original Public Land Survey (OPLS) (1854).
Woodridge Park vegetation at the time of the OPLS was dominated by native grassland-savanna vegetation.

Site Background

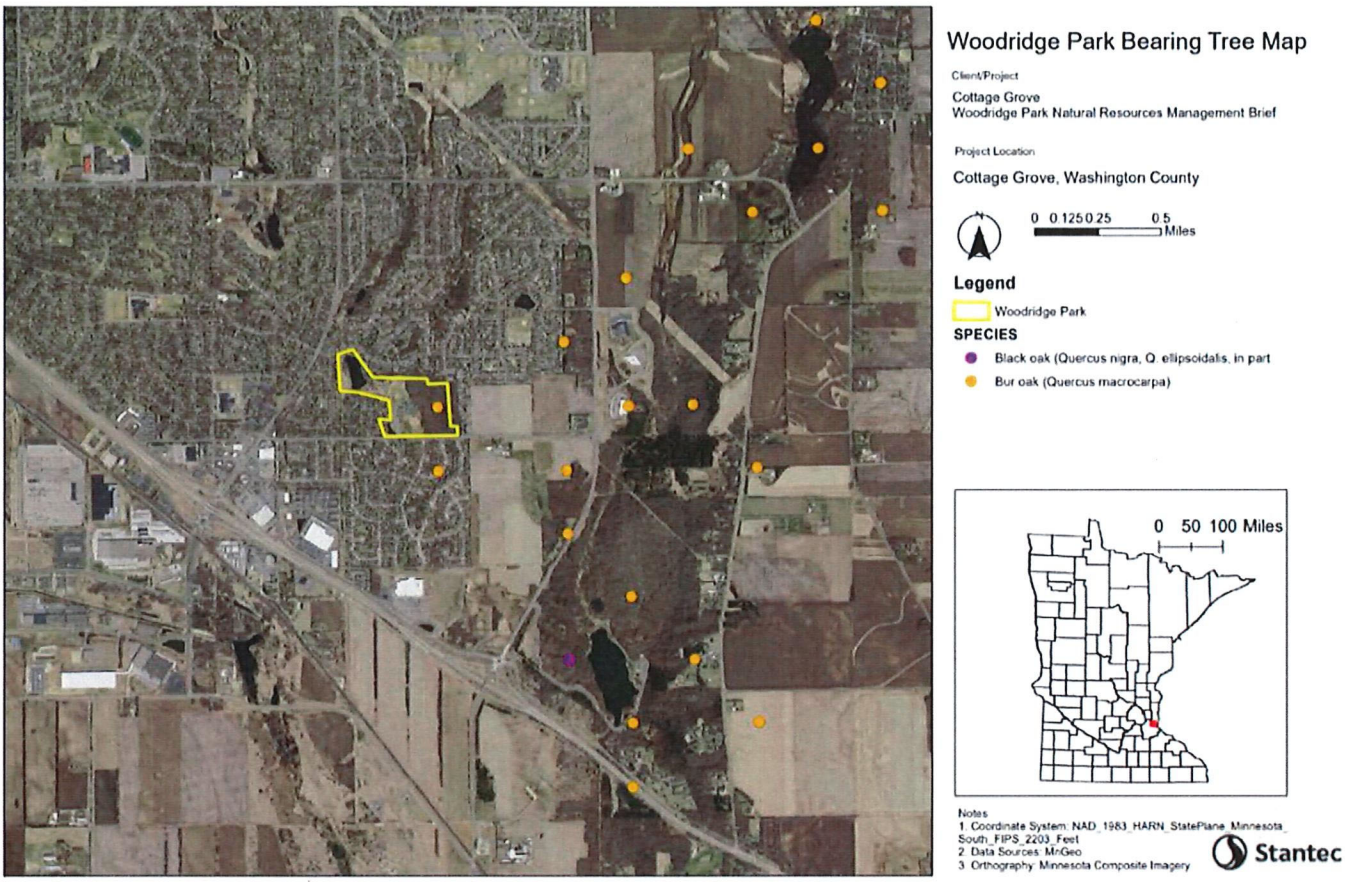


Figure 4: Woodridge Park Bearing Tree Data at the Time of the OPLS (1854). Woodridge Park bearing tree data at the time of the OPLS indicate predominance by bur oak (*Quercus macrocarpa*).

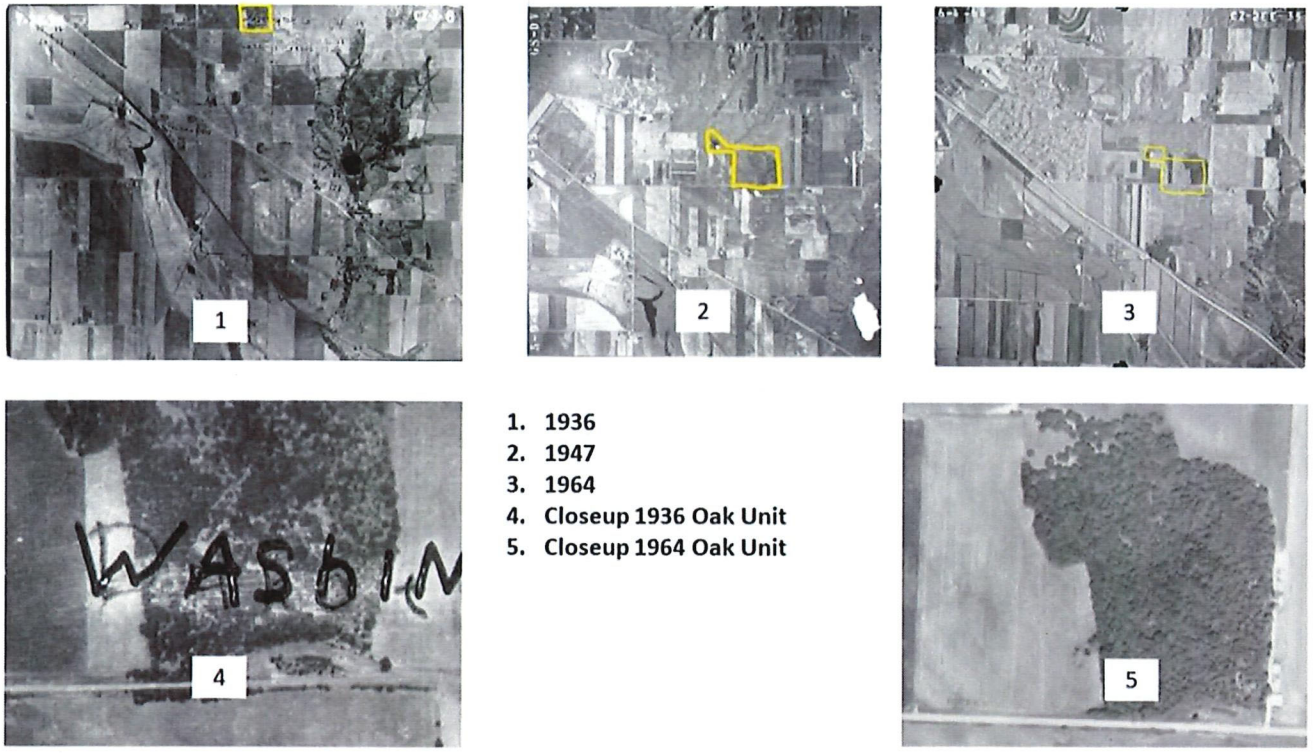


Figure 5: Woodridge Park Historical Aerial Photographs. Woodridge Park historic aerial photographs show agriculture dominates the level landscape while slopes are dominated by oak savanna that increasingly becomes afforested between 1936 and 1964.

2.3 SOILS

Woodridge Park is located on glacial outwash plains laid down at the retreat of the Wisconsin glaciation. Regional outwash deposits are composed of sand, gravel, and overlayed by wind deposited glacial loess, a Germanic word for "rock flour." Eventually, these glacial parent materials, in association with grassland-savanna vegetation, grazing mammals, and fire, helped formed a series of "prairie" soils in the Mollisol order. Mollisols are the most fertile earth soils, and as such, are the principle agricultural soils in Minnesota and across the Northern Hemisphere (Retallack 2001).

Figure 6, **Figure 7**, and **Table 1** provide Natural Resource Conservation Services (NRCS) Soil Survey data including soil series boundaries, drainage attributes, and associated vegetation types (NRCS Soil Web Survey 2022). The Dickman sandy loam (327) and Mahtomedi loamy sand (454) soils in the park are excessively drained and provide excellent potential for restoration and enhancement. The Antigo silt loam (49) and Lindstrom silt loam (301) soils in the park are well drained and provide good potential for restoration and enhancement.

Better drained soils hold less nitrogen and are therefore less susceptible to invasion by many noxious weeds. Lower nitrogen soils are more likely to display high native diversity (Bobbink 2010, Clark 2008,

Site Background

Curtis 1959, Galloway 2003, Tilman 1987, 1991 Wedin 1996). The combination of well-drained and low nutrient soils provides excellent potential for ecological restoration. x

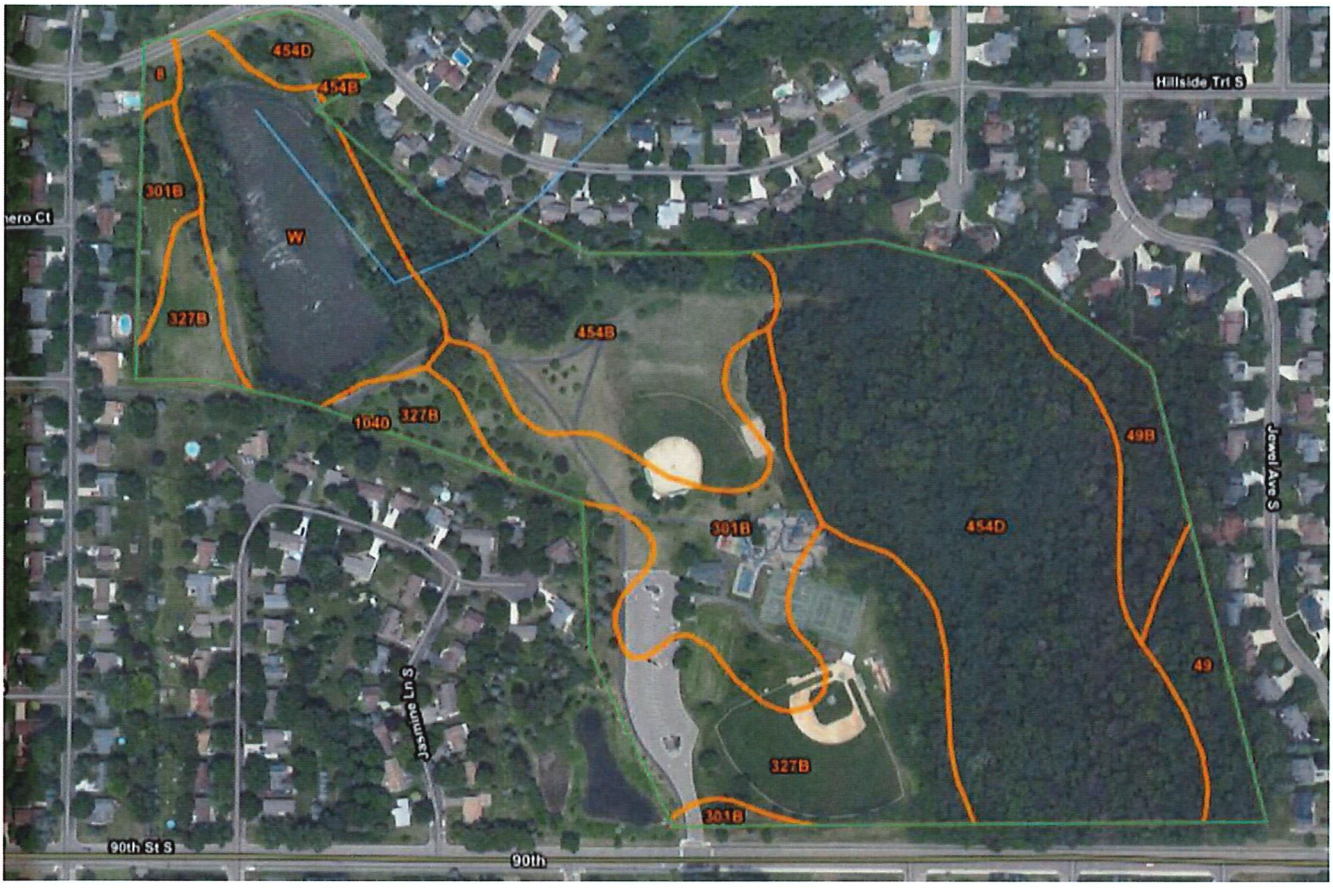


Figure 6: Woodridge Park Soils. USDA-NRCS Soil Web Survey Database.

Site Background

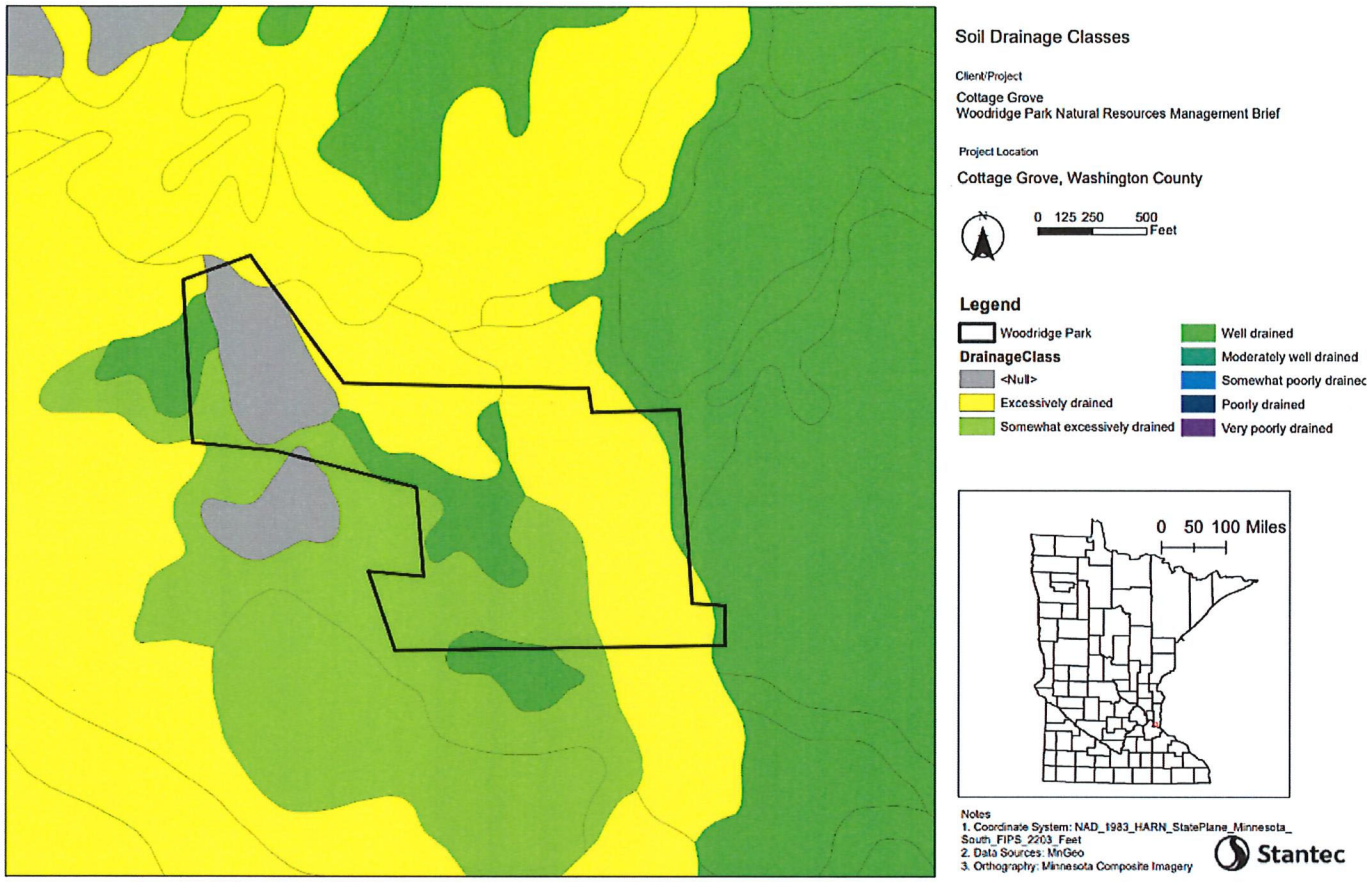


Figure 7: Woodridge Park Soils. Yellow polygons display excessively drained soils, light green polygons display somewhat-excessively drained soils and dark green polygons display well drained soils.

Table 1: Woodbridge Park Soil Attributes and Corresponding Vegetation

Soil Map Unit	Soil Name	Percent Cover	Drainage	Water Holding	Vegetation	Potential Restoration
454	Mahtomedi loamy sand	47.2%	Excessively Drained	Low	**Dry – short grassland-savanna**	**High**
327	Dickman sandy loam	19.0%	Somewhat Excessively Drained	Low	**Dry Mesic – short grassland-savanna**	**High**
301	Lindstrom silt loam	13.3%	Well Drained	High	**Moist Mesic – tall grassland-savanna**	**Low**
49	Antigo silt loam	7.5%	Well Drained	Moderate	**Mesic – mixed height grassland-savanna**	**Moderate**

3.0 CURRENT CONDITIONS AND RESTORATION POTENTIAL

Understanding current conditions is critical for successful restoration. Important current constraints include vegetation, soil hydrology, soil nutrient loads, aspect, sunlight availability, post-settlement disturbance, site context, and feedbacks between these constraints.

3.1 OAK SAVANNA UNIT

3.1.1 Oak Savanna Unit Current Conditions

The primary degradation associated with the Savanna Unit in Woodridge Park is afforestation. Afforestation is defined as: "The establishment of woods where the preceding vegetation was not woods." Too many trees cause too much shade which in turn eliminates ground layer vegetation. The resulting bare soils are susceptible to erosion and nutrient loss and are vulnerable to invasion by shade tolerant species. Buckthorn currently exists at moderate densities throughout the 18 acres of oak savanna. Lack of native ground layer vegetation also equates to a lack of edible vegetation that precludes once common wildlife species, such as cottontail rabbits (*Sylvilagus floridanus*), woodchucks (*Marmota monax*), native voles and mice (*Microtus* and *Peromyscus*) and pollinators. The collapse of food webs facilitates the collapse of energy flows and nutrient cycles. The current condition of the afforested savanna can thus be described as dysfunctional.

Afforestation occurs in grassland-savanna ecosystems that have lost historic disturbance-renewal regimes, primarily grazing by native herbivores and fire by indigenous cultures. Lacking grazing and-or fire, grassland-savannas rapidly become afforested (Scheffer 2003, Folke 2004). During afforestation, vegetation transitions from oak, aspen, hawthorn, plum, hazel, grasses, asters, and legumes, all edible nutrient-regulating species to soft maple, red elm, green ash, buckthorn, garlic mustard and bare soil; and a millennia of natural capital diminishes and drains to our wetlands, waterbodies and waterways or to our atmosphere.

Many afforested grassland-savannas still contain remanent oaks surrounded by less desirable trees. Although mature oaks remain, there is no oak regeneration. This is likely due to competition by faster growing weedy trees that quickly saturate canopy openings, creating intense shade that is detrimental to oak regeneration. Since oaks are long lived, they are the last of savanna species to die in afforested savannas. Within a few decades oaks will disappear from most Midwest afforested landscapes.

3.1.2 Oak Savanna Unit Restoration Potential – High Priority

Target Native Plant Community: Upland Dry-Mesic Savanna. Using Minnesota's native plant community classification system (Aaseng *et al.* 2011) The Savanna Unit would respond well to blending concepts of Southern Dry-Mesic Oak Forest - MHs37 with Southern Dry Prairie (Ups13), to create a shifting mosaic of short grass oak aspen savanna. The dry soils are low in nitrogen, and plant growth will be low, averaging less than 36" in height.

The Oak Savanna Unit offers an excellent opportunity for a high-quality restoration and is recommended as a high priority. There are three reasons the Savanna Unit offers quality restoration: (1) the savanna still maintains healthy populations of oak, (2) the unit is underlain by excessively well-drained soils that prevent nitrogen accumulation, and (3) the southwest aspect, which favors diverse short grass savanna.

The benefits of the excessively well-drained soils cannot be understated. In heavy soils, nitrogen tends to build up following the loss of grazing and fire. In turn, excess nitrogen facilitates afforestation and dominance by noxious species. Nitrogen is water soluble and leaches out of excessively drained soils. Therefore, excessively drained soils offer excellent opportunities for high quality restorations. All three attributes contribute to excellent potential for savanna-grassland restoration of the Savana Unit.

3.2 PRAIRIE UNIT

3.2.1 Prairie Unit Current Conditions

Vegetation in the prairie unit is dominated by smooth brome (*Bromus inermis*), which is relatively non-noxious and easy to reduce. The primary threat to quality restoration within the Prairie Unit is cottonwood (*Populus deltoides*) seeds drifting in from the adjacent Pond Unit. Cottonwood seeds can rapidly establish on newly planted restorations and can soon dominate the site.

3.2.2 Prairie Unit Restoration Potential – High Priority

Target Native Plant Community: Dry-Mesic Prairie. Using Minnesota's native plant community classification system (Aaseng *et al.* 2011), the Prairie Unit would respond well to a Southern Dry-Mesic Prairie target (UPs23).

The Prairie Unit provides a good opportunity for a good-quality restoration due to: (1) existing vegetation dominated by species that are feasible to control in nitrogen limited environments (such as smooth brome), (2) excessively drained soils prevent nitrogen buildup, thereby limiting site susceptibility to invasive species, and (3) the south aspect provides intense sunlight and droughty conditions that tend to favor native grassland species.

The primary threat to successful restoration in the Prairie Unit are cottonwood seeds blowing in from cottonwood trees in the Pond Unit. Restoration needs to consider the threat of cottonwood seeds blowing in from these trees. For example, the last herbicide treatment should be timed after cottonwood seed-germination. Subsequently, establishment phase and long-term management activities need to monitor cottonwood seedling establishment and anticipate spot herbicide treatment controls.

3.3 POND UNIT

3.3.1 Pond Unit Current Conditions

The Pond Unit has the lowest elevation soils on the north side of Woodridge Park. Since nitrogen is water soluble, low elevation soils can be nitrogen saturated. Excess nitrogen will also impact water quality, specifically by fueling toxic cyanobacteria blooms. Current Pond Unit vegetation is dominated by non-

native grasses including smooth brome, bluegrass, tall and meadow fescues, and low levels of reed canary grass. Scattered populations of Canada thistle exist within the grass matrix. Portions of the Pond Unit are moderately afforested by cottonwood, green ash (F*raxinus pennsylvanica*), and red elm (*Ulmus rubra*). These trees contribute nitrogenous biomass loads, including leaves, flowers, seeds, and stems. Adjacent fertilized lawns can also contribute to soil eutrophication. Despite the potential for significant eutrophication within the Pond Unit, the major soils are excessively to well drained which can help with nitrogen infiltration and loss from the system. The current vegetation cover suggests nitrogen is limited. For example, the non-native vegetation is a pale green instead of the dark green typically associated with nitrogen enrichment. Likewise, the growth form is low and thin instead of tall and thick. Also, the non-natives species that dominate are not difficult to control. Therefore, the Pond Unit has the potential for restoration.

3.3.2 Pond Unit Restoration Potential – High Priority

Target Native Plant Communities: Dry-Mesic Prairie, Mesic Savanna, Wet Meadow

The Pond Unit provides a good opportunity for restoration. The best restoration opportunity occurs in the southwest corner where there are excessively drained soils and low tree cover. Areas in tree shade with heavy tree biomass inputs are more difficult to achieve quality restoration. A vision for the Pond Unit includes high quality dry-mesic prairie, cottonwood grove, and wetland buffer. Flowery displays of native short grass prairie vegetation dominate sunny and excessively drained soils, while native grasses and forbs dominate the cottonwood grove, and native wetland plants surround the pond.

The quality of vegetation within the cottonwood grove and wetland fringe is dependent upon tree density. Currently, the amount of shade and biomass inputs by trees limits vegetation quality within the cottonwood grove and wetland fringe. Removal of 25 – 50% of existing trees will greatly enhance the quality of the vegetation. Long term management will need to include prescribed fire to reduce internal nitrogen loads and hinder tree seedling establishment for maintaining a pleasant open cottonwood grove.

The Pond Unit would respond well to a dry-mesic prairie in the SW corner. The cottonwood grove area within the Pond Unit would be a variation of savanna—having the scattered tree structure and open understory with native plants typical of savannas. The pond buffer area would target a wet meadow vegetation community theme, but as a variation of a BWSR stormwater mix with increased species diversity and quality.

3.4 APPLE GROVE UNIT

3.4.1 Apple Grove Unit Current Conditions

The Apple Grove Unit is dominated by non-native grasses and clovers, including Kentucky bluegrass, perennial ryegrass (*Lolium perenne*), tall fescue (*Schedonorus arundinaceus*), meadow fescue (*Schedonorus pratensis*), clover species (*Trifolium spp.*) and dandelions (*Taraxacum officinale*). These non-native grasses and forbs are relatively inert compared to noxious weeds. Without mowing, noxious weeds such as would likely appear. Therefore, the mowing has at least kept the site from domination by noxious plants.



Current Conditions and Restoration Potential

The primary threat associated with the Apple Grove Unit is eutrophic hot spots near concentrated biomass deposition under apple trees. High nutrient soils under the apples, left un-mowed, would facilitate noxious plants, such as burdock (*Arctium minus*), Canada thistle (*Cirsium arvense*) and Queen Ann's lace (*Daucus carota*) to emerge and persist.

3.4.2 Apple Grove Unit Restoration Potential – Low Priority

Target Plant Community: High Diversity Pollinator-friendly Low-Maintenance Lawn

Vegetation in Apple Grove Unit is constrained by non-native crab apple dominance. The apple trees contribute shade and nutrients. One third of the soils are Lindstrom silt loams, the highest water holding capacity soils in Woodridge Park. The factors of shade, nitrogen, high water holding capacity, and existing vegetation do not make the Apple Grove Unit a good candidate for restoration. However, this site could be greatly enhanced by replacing the existing non-native weedy turf with a low-maintenance turf composed of native and non-native but non-noxious grass species. A good low-maintenance plant community for the Apple Unit will include a variety of non-native and native cool-season grasses, native warm season native grasses, and native wildflowers tolerant to partial shade and nitrogen.

Over time, current non-native crabapple trees could be replaced, a few each year, with native fruit-flowering shrubs in the rose family (Rosaceae). These trees include prairie crabapple (Malus ioensis), American plum (*Prunus americanus*), and hawthorn (*Crataegus spp.*). There are State programs that will fund the Apple Orchard Unit as a pilot project, in particular the Lawns to Legumes program noted in the introduction, page 1.1. More information about the program can be found at: http://bwsr.state.mn.us/l2l.

The Apple Grove Unit would respond well to a native lawn pilot mix under development by BWSR. These lawn mixes mimic patches of land that were historically grazed frequently and within specific time periods. The resulting vegetation mimics a low maintenance lawn with a predominance by native low growing species. This target requires annual harvest, to mimic grazing, in principle to reduce soil nitrogen loads.

4.0 GENERAL GOALS AND OBJECTIVES

This section describes general goals and objectives applicable across the entire Project.

1. **Site Preparation Goals:** Decrease cover and dominance by non-native, noxious, and undesirable species. Non-native and undesirable woody and herbaceous species are suppressed to acceptable levels. Non-native and undesirable species do not dominant system energy flows and nutrient cycles.

    - **Objective:** Decrease cover of non-native and undesirable species to < 5%.
    - **Objective:** Increase cover by desirable species to > 95%.

        - **Tasks:** Suppression methods include cutting, removing, herbicide, mowing and prescribed fire.

2. **Biomass Harvest Goal:** Decrease standing biomass and implement long term biomass harvest management techniques. Remove excess biomass where it hinders restoration activities such as seeding and provide a source of excess nutrients. Methods include burning, haying, and grazing. Excess biomass can be stacked on site and burned in winter burn piles. Another option is to develop municipal organic recycling centers for biomass, where biomass is transformed into soils for community and commercial grade food gardens. This option represents an ultimate sustainable model where the waste products for one cycle become the feedstock for the next quality product.

- **Objective:** Site preparation removes 50% of cut and chemically treated biomass.
- **Objective:** Long term management is focused on biomass harvest, seeking annual biomass reductions of 20%.

    - **Tasks:** Biomass reduction methods include cut-harvest, burning, haying, and grazing. Excess biomass can be stacked on site and burned in winter burn piles or transported to organic recycling sites.

3. **Seed Mix Goal:** Seed mixes exceed state mix specifications in terms of species diversity, forb-to-graminoid ratios, and seeds per square foot. Seed mixes are based on regional genetics. When possible, different genotypes should be used to enhance genetic diversity. Seed mixes should contain a minimum of 15 native grasses and 40 native flower species. Seeds per square foot should exceed 50 seeds. Seed mixes are customized to fill multiple site-specific niche time-space continuums to discourage undesirable species recolonization.

    - **Objective:** A minimum of 3 species (redundancy) fill the following functional niches spaces: Spring, Summer, Shade, Sun, and Dry to Wet-Mesic soils.

        - **Tasks:** Work with seed mix design contractor who can conceptualize site specific environmental gradients into site specific seed mixes.

4. **Seeding Goals:** Seed installation employs multiple seed rains to ensure adequate coverage, staggered germination periods, facilitative of ongoing herbicide treatments, and increases potential for genetic diversity. Supplemental seed rains are ¼ (by seed count) of the initial seed rain. Seed installation also employs dense swath seeding of aggregate species to create large forb patches that provide quality pollinator resources that increases seed production and expands forb patches.

    - **Objective:** Concepts of multiple seed rains are employed to generate a minimum of two seedings

    - **Objective:** Concepts of dense swath seeding aggregate species are employed for a minimum of five species.

        - **Tasks:** Work with seed mix design contractor who can conceptualize site specific strategic seed rains.

        - **Tasks:** Work with seed mix design contractor who can identify aggregate species and appropriate patches for seeding and timings of seed installation.

5. **Additional Species Goals:** Installation design includes plant species that were once common in grassland-savanna ecosystems but are difficult by seed; nonetheless, should be included. These species are best included by plants, either by plugs, pots, or bare root. These species include both herbaceous and woody species, for example, Anemones and Hawthorn.

    - **Objective:** Identify a minimum of 10 species once common to regional grassland-savanna ecosystems, not available by seed, but available by plants.



- **Objective:** Identify planting patches for unique species that act as future nursery plots for their expansion.
    - **Tasks:** Work with ecologists who can identify once common species, unavailable by seed, but available by plants, both herbaceous and woody plants.

6. **Grow-in Maintenance Goals:** Grow-in maintenance practices are employed to maximize germination and establishment of desirable vegetation. This includes mowing 3 to 5 times and conducting 3 spot herbicide treatments for noxious weeds over the first 2 growing seasons. This also includes implementing prescribed fire to oxidize nitrogen and increase soil carbon to nitrogen (C:N) ratios.

    - **Objective:** The site is mowed 3 to 5 times over 2 years
    - **Objective:** Vegetation is not allowed to grow higher than 6 to 8 inches tall
        - **Tasks:** Monitor growth and implement mowing when vegetation achieves 8 inches in height
    - **Objective:** The site is visited 3 times to spot treat noxious and undesirable plants.
        - **Tasks:** Monitor vegetation for noxious weeds and treat before flower formation.
    - **Objective:** Site is burned as soon as enough fuel exists to carry fire.
        - **Tasks:** Monitor fuels loads and employ fire as soon as feasible

7. **Long-term Management (LTM) Goals:** LTM is the most important restoration activity to ensure long-term success. LTM strategies seek annual biomass reduction by prescribed fire, haying, grazing, and removing to biomass to organic recycling sites. Other LTM strategies include supplemental plantings of wildflower and savanna woody species difficult by seed.

    - **Objective:** Plans include a minimum of 20% annual biomass reduction by fire, haying, grazing, removing to organic recycling sites, and cleaning up dead down labile wood.

8. **Increase Aesthetic Quality and Recreational Goals:** Proper restoration planning and implementation creates a more diverse and interesting landscape for park visitors. The open, oligotrophic (low nutrient) conditions favor native plants, lower heat indexes, and less pestilence, including biting insects and ticks.

5.0 UNIT-SPECIFIC GOALS AND OBJECTIVES

This section provides management unit-specific goals, objectives, tasks, and methods for restoration and enhancement strategies.

5.1 SAVANNA UNIT (18 ACRES)

Goal: Increase soil surface sunlight intensities to help facilitate ground layer vegetation.

- **Objective:** Eliminate 90 - 95% of non-native plant species.
- **Objective:** Reduce low quality native woody species between 70 - 80%.
- **Objective:** Create canopy gaps to increase soil surface sunlight intensities by 80 - 90%.

Goal: Increase native plant species cover across the project site.

- **Objective:** Native species make up 90 - 95% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- **Objective:** 90% of seeded species provide either food or structural resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, removal of excess down wood, and grazing in ways that reduce the amount of nitrogen entering the system.

Restoration of the Savanna Unit begins with an inventory to identify trees to save and remove. Large woody stems, $\geq$ 3" dbh, are harvested by a feller-buncher machine or by hand. Following harvest, stems are removed by either burning on site or chipping and hauling away. Woody biomass harvest prevents excessive thatch and nitrogen build-up. Forestry mowing follows feller buncher cutting, with the goal of shredding small ($\leq$ 3" dbh) stems. Cut stumps are treated with appropriate herbicide. Unit seed mixes are based on enhanced diversity and forb to grass ratio versions of State mixes, blending Woodland 36-211 (U7) with Dry Mesic Prairie 35-621 (U6). Seeding begins with broadcasting graminoid seed in early spring. Initial seeding of only graminoids allows ongoing broadleaf herbicide treatments to eliminate broadleaf herbaceous and woody species. Graminoid mixes also develop fuel loads for prescribed fire to control weedy species, volatize nitrogen and increase soil C:N ratios. Wildflowers are dormant-season broadcast seeded when broadleaf weed control achieves objectives. A percent of aggregate species seed is sown in dense swaths to create self-reinforcing single species wildflower patches. Wildflower seedlings are mowed and burned into community membership. Grow-in maintenance includes broadleaf overspray, mowing, and prescribed fire. Initial mowing may require forestry mowers to counter woody resprouts. Initial mowing should occur 5-6 mowings over the grow-in maintenance phase. Aspen stems will require multiple cuttings and biomass reduction to reduce nitrogen loads and resprouting potential. Some aspen stems may require herbicide treatment, not to kill the clone (genets), but to suppress ramets.

Long-term management includes supplemental plantings of wildflowers and grassland-woody species (e.g. *Anemone* and *Crataegus*) difficult by seed, and annual 30% litter reductions by prescribed fire, haying, or grazing.

5.2 PRAIRIE UNIT (1.9 ACRES)

Goal: Replace existing non-native vegetation with native vegetation.

- **Objective:** Eliminate 90 – 95% of non-native plant species.
- **Objective:** Native species make up 90 - 95% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- **Objective:** 90% of seeded species provide either food or structural resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, haying, and grazing in ways that reduce the amount of nitrogen entering the system.

Restoration of the Prairie Unit starts by prepping the existing vegetation for elimination. This includes removing standing biomass to prep for herbicide treatments, by either mowing or prescribed fire. Following standing biomass removal, the re-greening vegetation should be treated with appropriate herbicides. Except a minimum of 2 herbicide treatments. Herbicide type and timing is dependent upon existing vegetation, timing, and vegetation response. All herbicide is applied when vegetation is vibrant green and healthy. Dead vegetation, created by herbicide, should be burned-off to reduce available soil nitrogen. Final herbicide treatment employs a formulation that has no known soil residual impacts on germinating native seeds. Seeding follows weed suppression. Seed mixes are based on native local ecotype seed, with enhanced diversity and forb to grass ratio version of State mix, General Dry Prairie 35-421. Seed installation occurs via two seed rains and a percent of aggregate species are seeded in dense swaths to create self-reinforcing single species patches. Seed should be drilled seeded. Following seeding, the site undergoes grow-in maintenance including 5-6 mowings, 3-5 spot herbicide treatments for noxious weeds, and prescribe fire. Long-term management includes biannual biomass reductions by prescribed fire, haying, and grazing.

5.3 POND UNIT (6.25 ACRES)

Goal: Replace existing non-native vegetation with native vegetation.

- **Objective:** Eliminate 80 - 85% of non-native plant species.
- **Objective:** Native species make up > 70% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- Objective: 90% of seeded species provide either food or structural resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, removal of excess down wood, haying, and grazing in ways that reduce the amount of nitrogen entering the system.

Pond Unit restoration begins with tree harvest of smaller dbh trees (e.g. ≤ 12" dbh) to increase sunlight and decrease biomass inputs. The site is delineated by soil types and shade intensities to determine high quality planting areas and areas more suitable to low-maintenance, native, non-native blends of desirable species. Areas determined suitable to native restoration are treated with herbicide. Expect a minimum of 2 herbicide treatments and plan for 3. Herbicide type and timing is dependent upon existing vegetation, timing, and vegetation response. All herbicide is applied when vegetation is vibrant green and healthy. Dead vegetation, created by herbicide, should be burned-off to reduce available soil nitrogen. The final herbicide treatment employs a formulation that has no known soil residual impacts on germinating native seeds. Seeding follows weed suppression. Seed mixes for native restoration areas are based on native local ecotype seed, with enhanced diversity and forb to grass ratio version of State mix, General Dry Prairie 35-421. Seed installation occurs via two seed rains and a percent of aggregate species are seeded in dense swaths to create self-reinforcing single species patches. Seed mixes for blended native and non-native low maintenance areas are based on final shade intensities and soil hydrology. A combination of State mixes 25-131, 36-211, and 33-261 provides a good base. Seed should be drill seeded or culti-pack seeded. Following seeding, the site undergoes grow-in maintenance procedures including 5-6 mowings, 3-5 spot herbicide treatments for noxious weeds, and prescribe fire. Long-term management includes biannual biomass reductions by prescribed fire, haying, and grazing.

5.4 APPLE GROVE UNIT (2.25 ACRES)

Goal: Enhance vegetation by eliminating noxious and undesirable plant species while at the same time increasing desirable and native species.

- **Objective:** Eliminate 95% of noxious and undesirable plant species.
- **Objective:** Desirable species make up 95% of vegetation cover.
- **Objective:** Native species make up 25% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- Objective: 90% of seeded species provide either food or structural shelter resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Eliminate fertilizer use.

- **Objective:** Develop a diverse seed mix composed of native and native and introduced (both) species that are not obligate to synthetic fertilizers.
- **Objective:** Work with a contractor that can design seed mixes that are scientifically valid, technically feasible, economically viable, and suitable for site conditions that capture goals.



Unit-Specific Goals and Objectives

Goal: Decrease mowing.

- **Objective:** Mow 3 times per-season. Set mower at 3" high. Collect and remove as much biomass as possible.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, removal of excess down wood, haying, and grazing in ways that reduce the amount of nitrogen entering the system.

Achieving better quality vegetation within the Apple Grove Unit will require overseeding a diverse seed mix composed of both native and non-native species. Recommended non-native species are suspected to have native analogs, e.g., a cultivar Poa (bluegrass) replaces a native Poa not available by seed. Achieving better quality vegetation requires biomass harvest to reduce internal soil nitrogen loads. Prescribed fire offers a good biomass / nitrogen reduction method, but is difficult in apple groves, as apple trees are susceptible to fire top-kill and associated high nitrogen soils facilitate nonflammable vegetation difficult to burn. Other nutrient regulating methods include mowing with clipping-catcher-bags or haying between rows. Small walk behind hay-balers are available and will become increasingly popular for restoration. Current weedy vegetation is unsuitable for animal feed (hay) and bedding (straw), but the bales provide an efficient removal method to organic recycling centers. When possible, excess apples should be raked up and similarly removed. Best use for harvested biomass is local organic recycling into soil that can be used for both local community and commercial grade gardens. In this case, the waste product of the restoration project becomes the feedstock to the next high-quality product, the ultimate form of sustainability. It is important not to add fertilizer to this unit. This includes pet excrement. Use of herbicides to treat noxious weeds should be used with extreme caution as fruit trees are susceptible to herbicide volatization. Some non-native cultivars could be replaced by native crab apple trees, such as (*Malus ioensis*), or spineless cultivars of hawthorn (*Crataegus*) species. Over time, with a different variety of plant species and a focus on biomass harvest, this site can transform into a very pleasant apple grove.



6.0 FUNDING ECOLOGICAL RESTORATION IMPLEMENTATION

Cottage Grove recognizes the value of restoring plant communities and improving the ecosystems in Woodridge Park as part of its overall goal of connecting restored and remnant native plant communities within the City via ecological restoration of diverse native habitats. Woodridge Park provides an excellent opportunity to add more habitat to Cottage Grove natural areas. This restoration project is important to protect the significant investment that had been made restoring surrounding areas.

6.1 PROJECT TIMELINES AND FUNDING

This section provides a schedule and estimated costs associated with the restorations recommended for the park. Restoration project work is proposed to begin late fall 2022 but can be easily modified by changing the years in the timeline presented below (but not the season(s)). Costs have been estimated by internal bid calculators and quotes provided by qualified service providers and include mobilization. The estimates factor in contingency costs related to inflation and other unforeseen variables. An economy of scale can be realized by including more than 1 Unit in a similar task. For example, the cost of prescribed fire in the Prairie Unit can be reduced by including it with a burn of the Oak Savanna Unit, thus avoiding extra mobilization fees.

Table 2: Project Tasks and Timelines

Savanna Unit (18 Acres)	
Time Frame	**Goal**
Fall 2022	Site preparation: Tree inventory and editing layout
Winter 2023	Site preparation: Tree editing, biomass harvest, forestry mow, treat stems
Early Spring 2023	Installation: Broadcast graminoid seed mix and cover crop
Mid-Summer 2023	Maintenance: Mow 1
Fall 2023	Maintenance: Foliar-broadleaf over-spray 1
Winter 2024	Installation: Broadcast forb seed & and dense swath seeding
Summer 2024	Maintenance: Foliar-broadleaf overspray 2
Fall 2024	Maintenance: Foliar-broadleaf overspray 3
Spring 2025	Maintenance: Prescribed burn
Prairie Unit (1.9 Acres)	
Fall 2022	Site preparation: Mow
Fall 2022	Site preparation: Herbicide treatment 1
Early-Spring 2023	Site preparation: Burn-off dead vegetation
Spring 2023	Site preparation – Herbicide treatment 2
Late-Spring / Early-Summer 2023	Installation - Drill seed local ecotype native seed
Summer 2023	Maintenance - Mow 1
Fall 2023	Maintenance - Mow 2
Fall 2023	Maintenance – Herbicide 1
Late-Fall 2023	Installation – Broadcast 2nd second seed rain and dense swath seeding
Spring 2024	Maintenance - Mow 3
Summer 2024	Maintenance – Mow 4
Summer 2024	Maintenance – Herbicide 2
Spring 2025	Maintenance – Mow 5 (Optional)

Summer 2024	Maintenance – Herbicide 3
Spring 2025	Maintenance – Prescribed burn
Pond Unit (6.25 Acres)	
Fall 2022	City conducts tree harvest, remove 25% existing trees
Fall 2022	Site preparation: Mow turf to stimulate strong regrowth
Fall 2022	Site preparation: Herbicide treatment 1
Early-Spring 2023	Site preparation: Burn off dead vegetation
Late-Spring 2023	Site preparation: Apply herbicide treatment 2
Late-Spring / Early Summer 2023	Installation: Drill seed local ecotype native seed
Summer 2023	Maintenance: Mow 1
Summer 2023	Maintenance: Mow 2
Late-Fall 2022 or Winter 2023	Installation - Broadcast 2nd second seed rain and dense swath seeding
Late-Spring 2023	Maintenance - Mow 3
Summer 2023	Maintenance - Mow 4
Late-Summer of Fall 2023	Maintenance: Herbicide spot treat noxious weeds 1
Spring 2024	Maintenance: Mow 5
Summer 2024	Maintenance: Herbicide spot treat noxious weeds 2
Fall 2024	Maintenance: Herbicide spot treat noxious weeds 3
Spring 2025	Maintenance: Prescribed burn
Apple Grove Unit (2.25 Acres)	
Spring 2023	Site Preparation: Mow short
Spring 2023	Installation: Slit-seed diverse mix
Early-Summer 2023	Maintenance: Mow with clipping catching bag
Summer 2023	Maintenance: Mow with clipping catching bag
Fall 2023	Maintenance: Mow with clipping catching bag
Spring 2024	Maintenance: Mow with clipping catching bag
Summer 2024	Maintenance: Spot herbicide treat noxious weeds
Fall 2024	Maintenance: Mow with clipping catching bag

Table 3: Project Budget for the Savana Unit

Savanna Unit (18 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Woody inventory, tree harvest forestry mow, herbicide stumps	AC	18	$4,145	$74,610
Native seed & seeding (2x)	AC	18	$1,600	$28,800
Grow-in mowing (1x)	AC	18	$925	$16,650
Herbicide treatment (3x)	AC	18	$850	$15,300
Prescribed burn	EA	1	$835	$15,020
		TOTAL	$9,875	**$150,380**

Table 4: Project Budget for the Prairie Unit

Prairie Unit (1.9 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Site preparation mow	AC	1.9	$475	$902
Site preparation herbicide treatments (2x)	AC	3.8	$408	$1,550
Prescribed burn thatch reduction	EA	1	$1,342	$2,550
Native seed & seeding (2x)	AC	3.8	$875	$3,325
Grow-in mow (4x)	AC	7.6	$375	$2,850
Grow-in spot herbicide (3x)	AC	5.7	$442	$2,520
Prescribed burn	EA	1	$1,553	$2,950
		TOTAL	$8,761	**$16,647**

Table 5: Project Budget for the Pond Unit

Pond Unit (6.25 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Tree editing	EA	20	City	City
Site preparation mow	AC	6.25	$355	$2,281
Site preparation herbicide (2x)	AC	12.5	$175	$2,187
Prescribed burn thatch reduction	EA	1	$461	$5,760
Diverse prairie seed/seeding (2x)	AC	12.5	$988	$12,350
Grow-in mow (5x)	AC	31.25	$240	$7,520
Grow-in spot herbicide (3x)	AC	6.25	$1,162	$7,260
Prescribed burn	EA	1	$864	$5,400
		TOTAL	$6,841	**$42,758**

Table 6: Project Budget for the Apple Grove Unit

Apple Grove Unit (2.25 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Site preparation short mow (1x)	AC	2.25	City	City
Seed mix and seeding	AC	2.25	$910	$2,047
Grow-in mow (5x)	AC	2.25	City	City
Long-term mowing / haying (1 – 3xs annually)	AC	2.25	City	City
		TOTAL	**$910**	**$2,047**

7.0 SUMMARY

The Woodridge Park Project will add 19.9 acres of restored short grass oak savanna to help the City of Cottage Grove achieve its goal of connecting restored and remnant native plant communities via ecological restoration of diverse native habitats. Existing soils, aspect, and vegetation are conducive to high-quality restoration for the Oak Savanna Unit, and the Prairie Unit. Another 6.25 acres (Pond Unit) are suitable for good-quality short grass prairie, cottonwood grove, and wetland buffer vegetation restoration. And lastly, 2.25 acres are suitable for an alternative lawn mix, composed of a mixture of native and non-native species that require no synthetic fertilizers, pesticides, and little maintenance outside occasional hygienic mowing / haying to maintain heathy soils.

In summary, the benefits of this project will include:

- Adding 26 acres of restored habitat to an existing 740 acres of remanent / restored lands within Cottage Grove,
- Increasing habitat for pollinators,
- Increasing habitat for MN Special Concern and Species in Greatest Conservation Need,
- Increasing biological connectivity,
- Increasing soil health, including carbon sequestration and water infiltration,
- Increasing water quality in the Pond Unit,
- Increasing efficiency for long-term management of the park's natural resources, and
- Decreasing the potential for invasive species to spread through the corridor.

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Oakwood Park Natural Resource Management Brief

Cottage Grove NRMP

September 6, 2022

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1.0 INTRODUCTION

Cottage Grove Park & Recreation Department has established a long-term goal of connecting restored and remnant native plant communities within the City via ecological restoration of diverse native habitats. Oakwood Park provides an excellent opportunity to add more habitat to Cottage Grove natural areas.

Oakwood Park is a 36-acre multi-use city park located at 7851, Harkness Ave South. Cottage Grove MN, in the NE ¼ - SW ¼ of Section 8, Township 27, Range 21. The park is bordered by residential neighborhoods on three sides and commercial property to the south. Oakwood park's amenities include picnic shelters, a softball diamond, and a disc golf course (DGC) **(Figure 1)**. Natural amenities include 8 acres of degraded grassland (Prairie Unit) and 24 acres of degraded oak savanna (Savanna Unit). The DGC occupies approximately 1 acre of the Prairie Unit and approximately 4 acres of the Savanna Unit. This provides approximately 7 acres of prairie and 20 acres of savanna that are good candidates for state grant funding.

In most cases, ecological enhancement of degraded lands within the DGC areas would be subjected to the same management as the contextual Unit. For example, DGC areas within the Prairie Unit are managed as prairie and DGC areas within the Savanna Unit are managed as savanna. The few management exceptions within the DGC are focused on providing more resilient turf for soil health.

The City of Cottage Grove seeks to enhance and restore the current conditions of both savanna and grassland units. Existing open-grown oaks, herbaceous vegetation, excessively well-drained soils, aspect, topography, and adjacency to other managed natural areas (**Figure 2**) make these restoration opportunities good candidates for State funding.

OAKWOOD PARK NATURAL RESOURCE MANAGEMENT BRIEF

Introduction

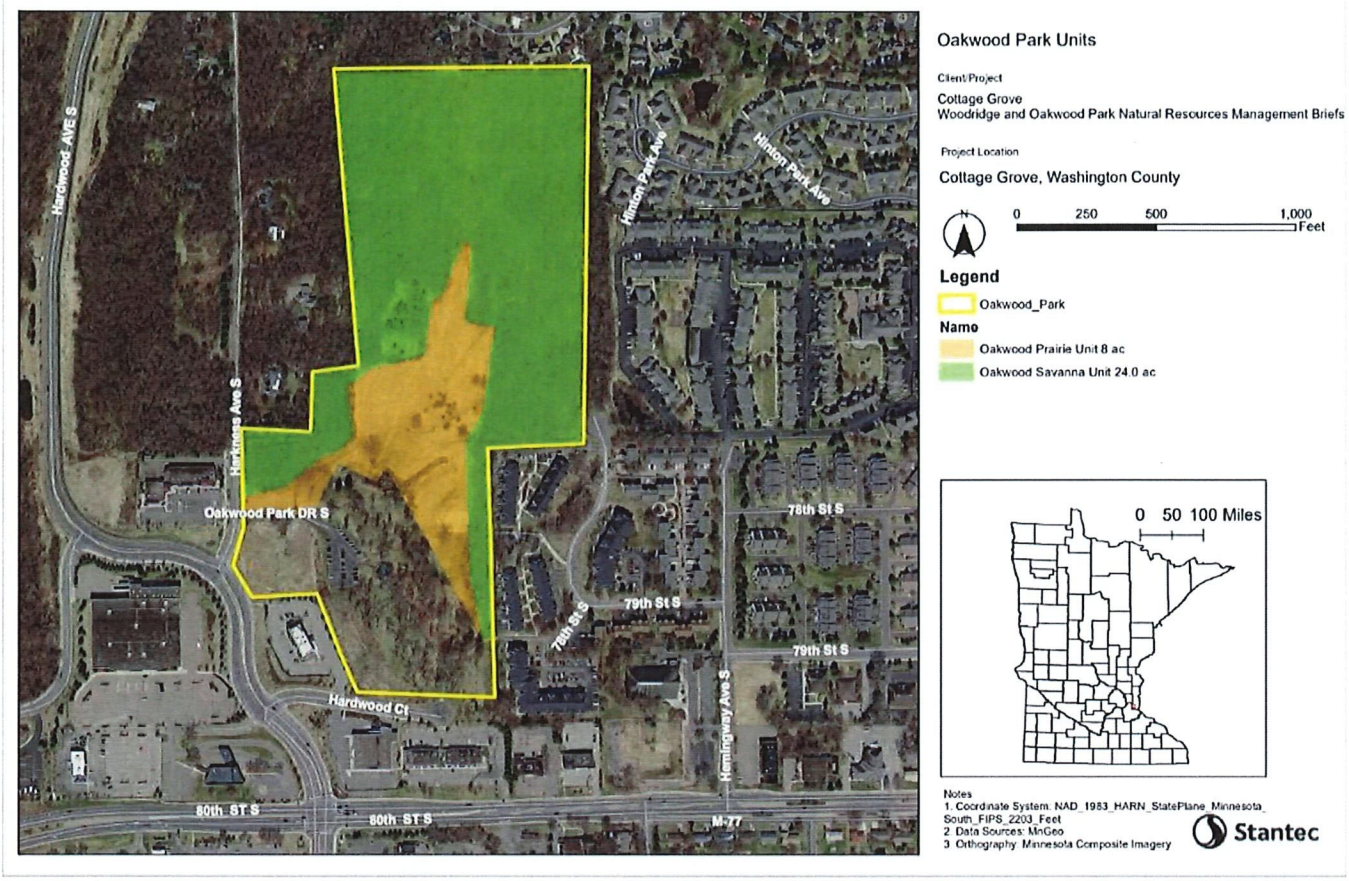


Figure 1: Oakwood Park restoration and enhancement opportunities. Ecological restoration opportunities include the dry Savanna Unit (24 acres) and Prairie Unit (8 acres).

Introduction

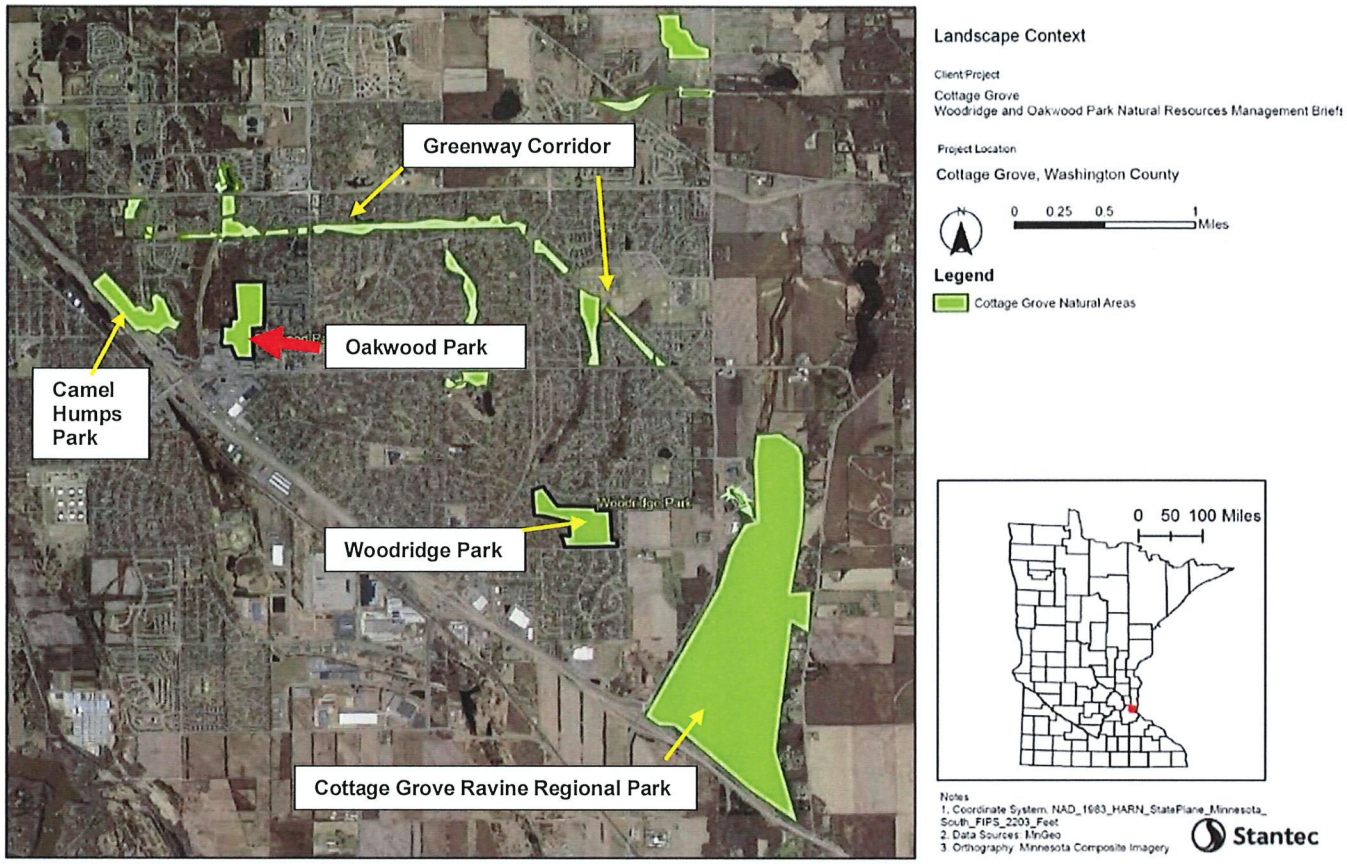
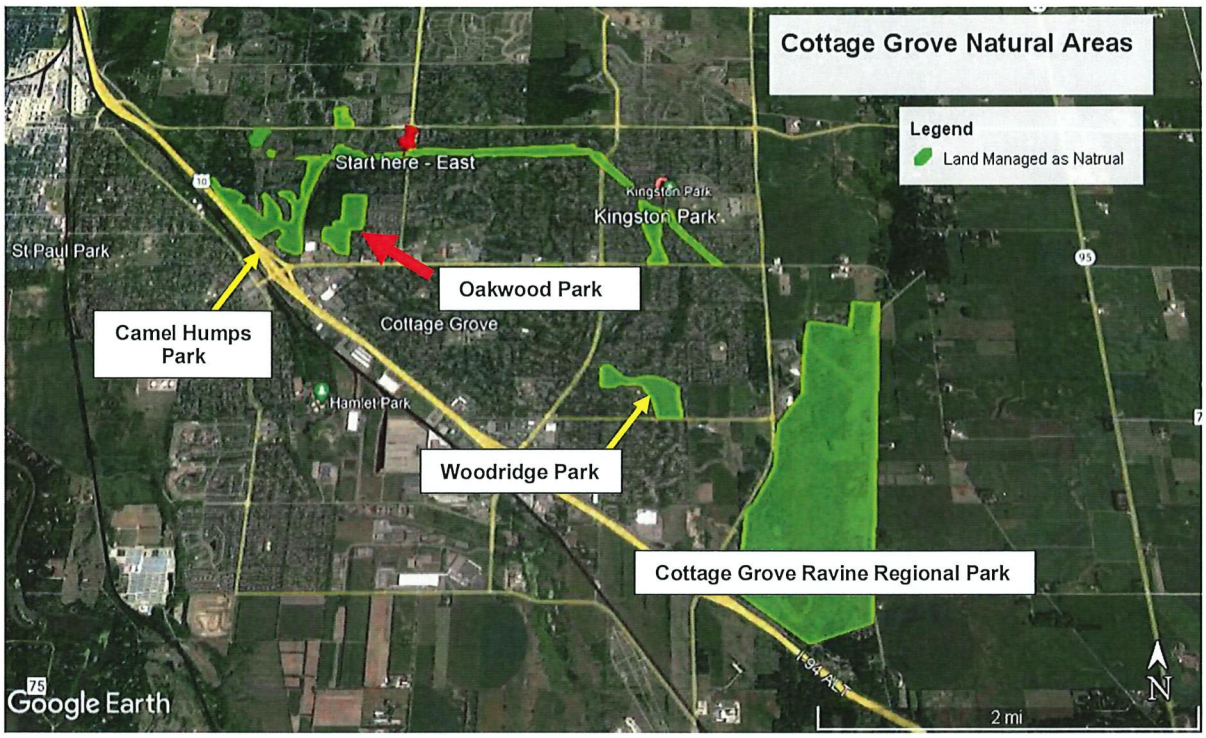


Figure 2: Oakwood Park Landscape Context. Oakwood Park is situated 0.2 miles from Camel Humps Park to the west and 0.2 miles south of the Cottage Grove Greenway Corridor. The park is indicated by the red arrow. Adjacent lands managed for native habitats are indicated by yellow arrows.

OAKWOOD PARK NATURAL RESOURCE MANAGEMENT BRIEF

Introduction



2.0 SITE BACKGROUND

2.1 ECOLOGICAL SIGNIFICANCE

Ecological restoration of habitats at Oakwood Park will add 20 acres of good quality oak savanna and 7 acres of dry-mesic prairie to Cottage Grove's portfolio of natural areas. This includes the 140-acre Cottage Grove Greenway Corridor that runs between the 515-acre Cottage Grove Ravine Regional Park on the east side to the 67-acre Camel Humps Park, a MN Biological Survey-mapped high-quality prairie, on the west side (**Figure 2**). Restoring Oakwood Park with local ecotype seed would enhance connectivity between green spaces and remnant habitats within Cottage Grove. This would benefit plant, wildlife, and Species in Greatest Conservation Need (SGCN) documented in the area, as well as improving water quality by reducing runoff rates and decreasing the amount of nutrients reaching surface water bodies.

2.2 HISTORIC ANALYSIS

Concepts of ecosystem phenomenology (Ulanowicz 2012) allow us to understand historic ecosystems as the exemplar outcome of millions of years of natural selection producing the most functional (sunlight captured and transformed, as measured by calories (Odum, 1955, 1969, 2007)), and provisional of ecosystem services (United Nations 2005) for this particular time-space continuum (Manzano 2020). Therefore, understanding historic biological assemblages and keystone processes that maintained and renewed system integrity is critical to the restoration process. Although we cannot restore all historic species and processes, understanding species configurations and processes allows us to consider which species and processes are restorable and which processes need to be mimicked for system maintenance and renewal.

Explorer observations (Carver 1770) and the United States Original Public Land Survey (OPLS) records (1854) indicate regional historic flora was dominated by grassland-savanna vegetation **(Figure 3)** (Aaseng 2011). Keystone species included native grasses such as big bluestem (*Andropogon gerardii*), Indiangrass (*Sorghastrum nutans*), little bluestem (*Schizachyrium scoparium*) and side oats grama (*Bouteloua curtipendula*), native wildflowers, such as asters and legumes, and woody species, such as bur oak (*Quercus macrocarpa*), pin oak (*Quercus ellipsoidalis*), aspen (*Populus tremuloides*), and hazel (*Corylus americana*) (Wendt and Coffin 1988). The OPLS bearing trees **(Figure 4)** (Almendinger 1996) and surveyor field notes contain numerous landscape descriptors such as "rolling prairie" and "bur oak".

The vegetation was maintained and renewed by a variety of grazing animals and fire. Keystone grazers included bison and elk (Seton 1909) which in turn facilitated a variety of smaller grazers. Fire in Washington County was primarily driven by humans managing the landscape to increase herbivore populations. Grazing and fire prevented afforestation and soil eutrophication. Grazing and fire maintained an open park-like structure with both sunny and shady patches occupied by both grassland and woodland plants and a variety of wildlife species.

Historic aerial photographs between 1936 and 1964 **(Figure 5)** suggest the Prairie Unit was cropped for hay, while the Savanna Unit experienced afforestation.

Site Background

Historic analysis of Oakwood Park's regional landscape provides an epitome target for restoration planning. Historic open-park-like structure and keystone plant species are restorable. To maintain desirable structure and species requires restoring keystone processes such as grazing and fire. However, in the current landscape context, these historic processes may not restorable, but they can be mimicked. The principle process to restore is biomass harvest. This can occur via more frequent but less intense fire, cleaning up deadfall, haying, mowing, and grazing small ruminants such as sheep. Restoration of these processes provides the framework for long-term management.

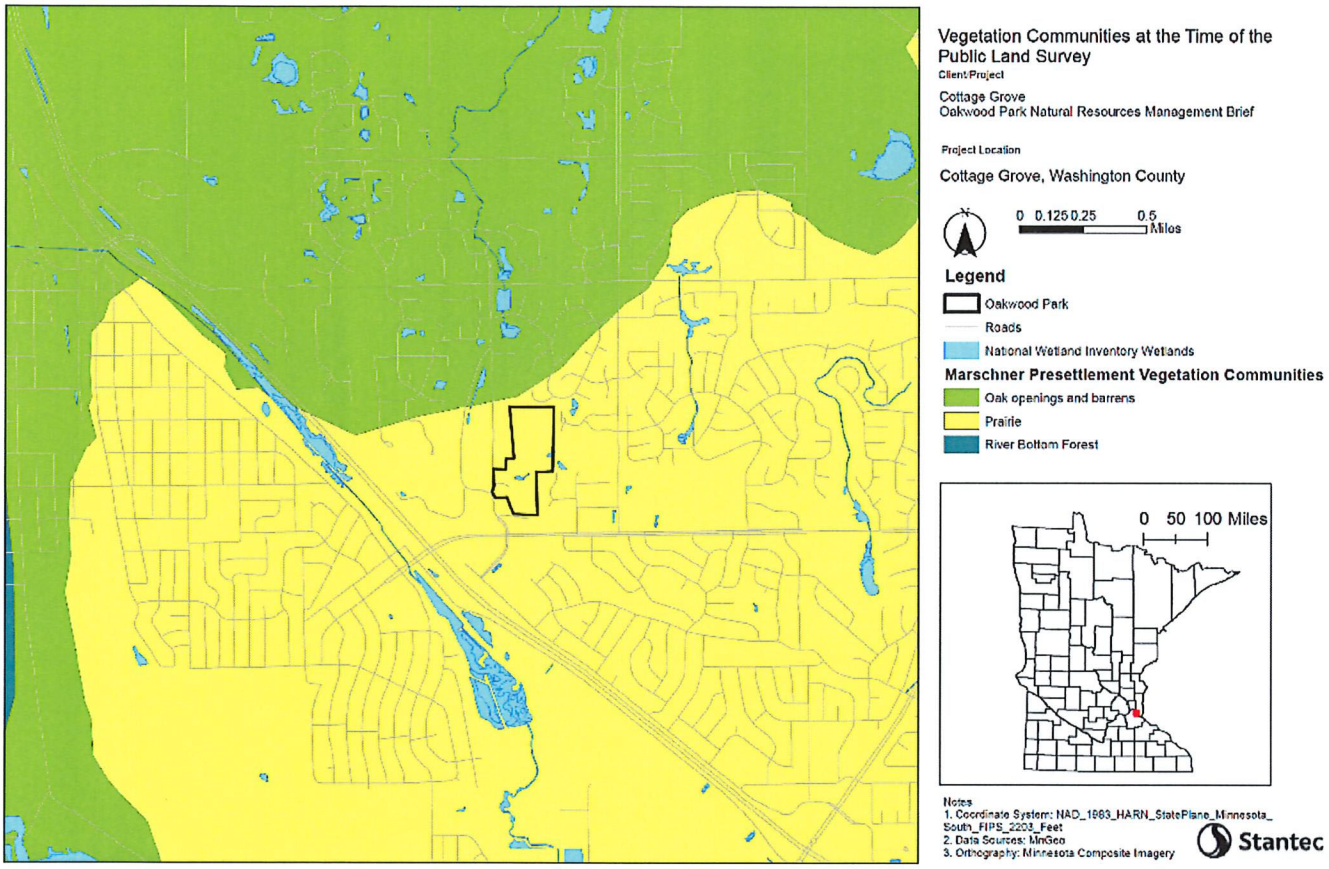


Figure 3: Oakwood Park Vegetation at the Time of the Original Public Land Survey (OPLS 1854). Oakwood Park vegetation at the time of the OPLS was regionally dominated by native grassland-savanna vegetation.

Site Background

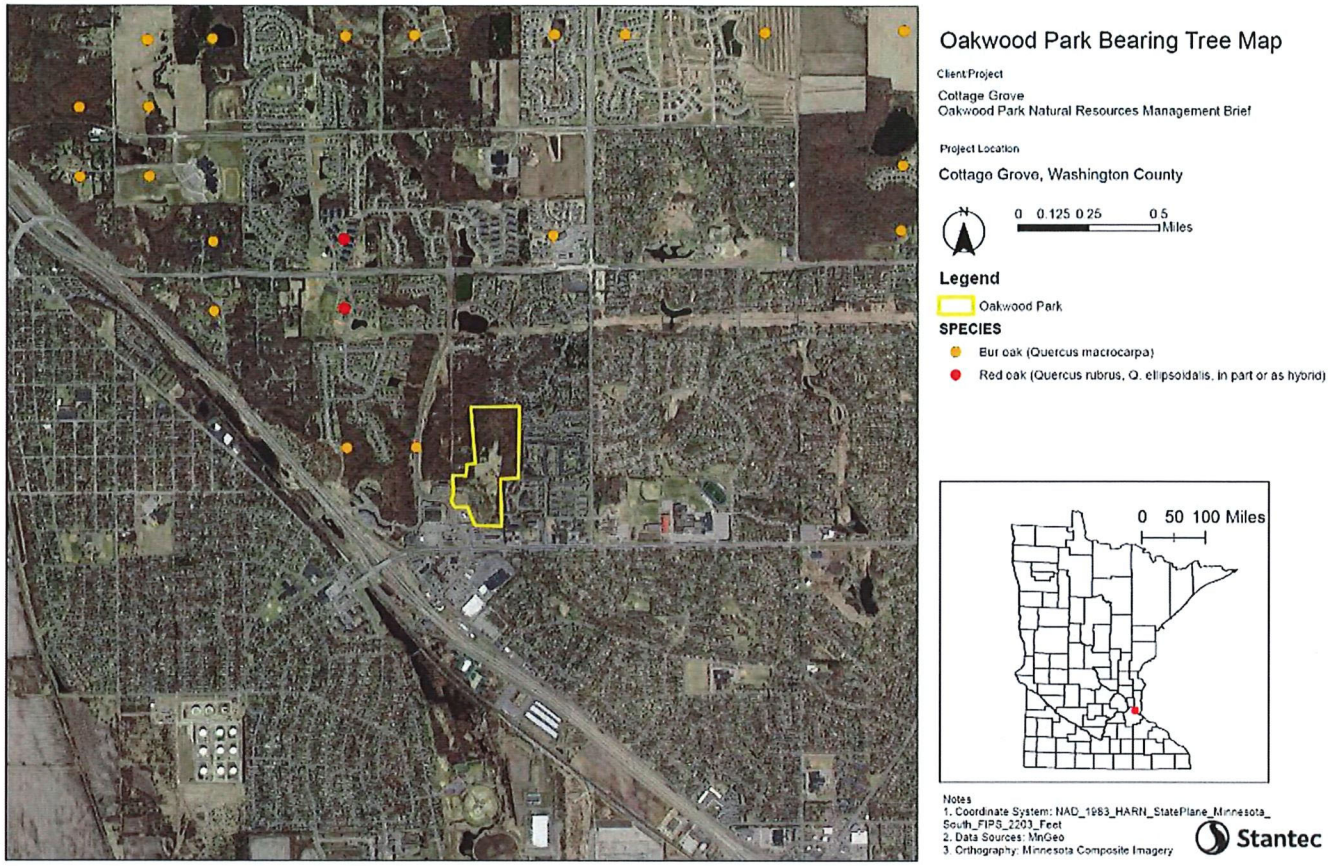
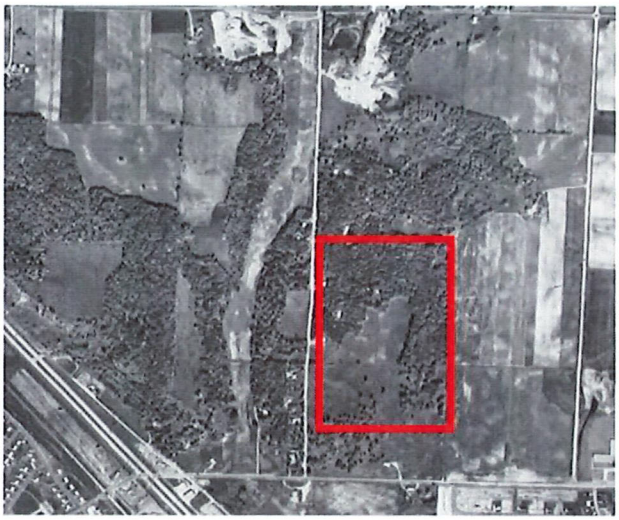


Figure 4: Oakwood Park Bearing Tree Data at the Time of the OPLS (1854). Oakwood Park bearing tree data at the time of the OPLS indicates the predominant trees were oak and especially bur oak (*Quercus macrocarpa*).



Oakwood Park 1936



Oakwood Park 1964

Figure 5: Oakwood Park Historic Aerial Photographs. Oakwood Park historic aerial photographs show agriculture dominates the level landscape while slopes are dominated by oak savanna that increasingly becomes afforested between 1936 and 1964.

2.3 SOILS

Oakwood Park is located on glacial outwash plains laid down at the retreat of the Wisconsin glaciation. Regional outwash deposits are composed of sand, gravel, and overlayed by wind deposited glacial loess, a German word for "rock flour". Eventually, these glacial parent materials, in association with grassland-savanna vegetation, grazing mammals, and fire, helped formed a series of "prairie" soils within the Mollisol order. Mollisols are the most fertile earth soils, and as such, the principle agricultural soils in the Northern Hemisphere (Retallack 2001).

Figure 6, **Figure** 7, and **Table** 1 provide Natural Resource Conservation Service (NRCS) Web Soil Survey data including soil series boundaries, drainage attributes, and associated vegetation types (NRCS Soil Web Survey 2022). The Chetek sandy loam soils (155 / 858) and Mahtomedi loamy sand soils (454) are excessively drained and provide excellent potential for restoration and enhancement. The Lindstrom silt loam soils (301) are also well drained and provide good potential for restoration and enhancement.

Better drained soils hold less nitrogen and are therefore less susceptible to invasion by many noxious weeds. Lower nitrogen soils are more likely to display high native diversity (Bobbink 2010, Clark 2008,

Site Background

Curtis 1959, Galloway 2003, Tilman 1987, 1991, Wedin 1996). The combination of well-drained soils and low nutrient soils provides excellent foundations for restoration projects.

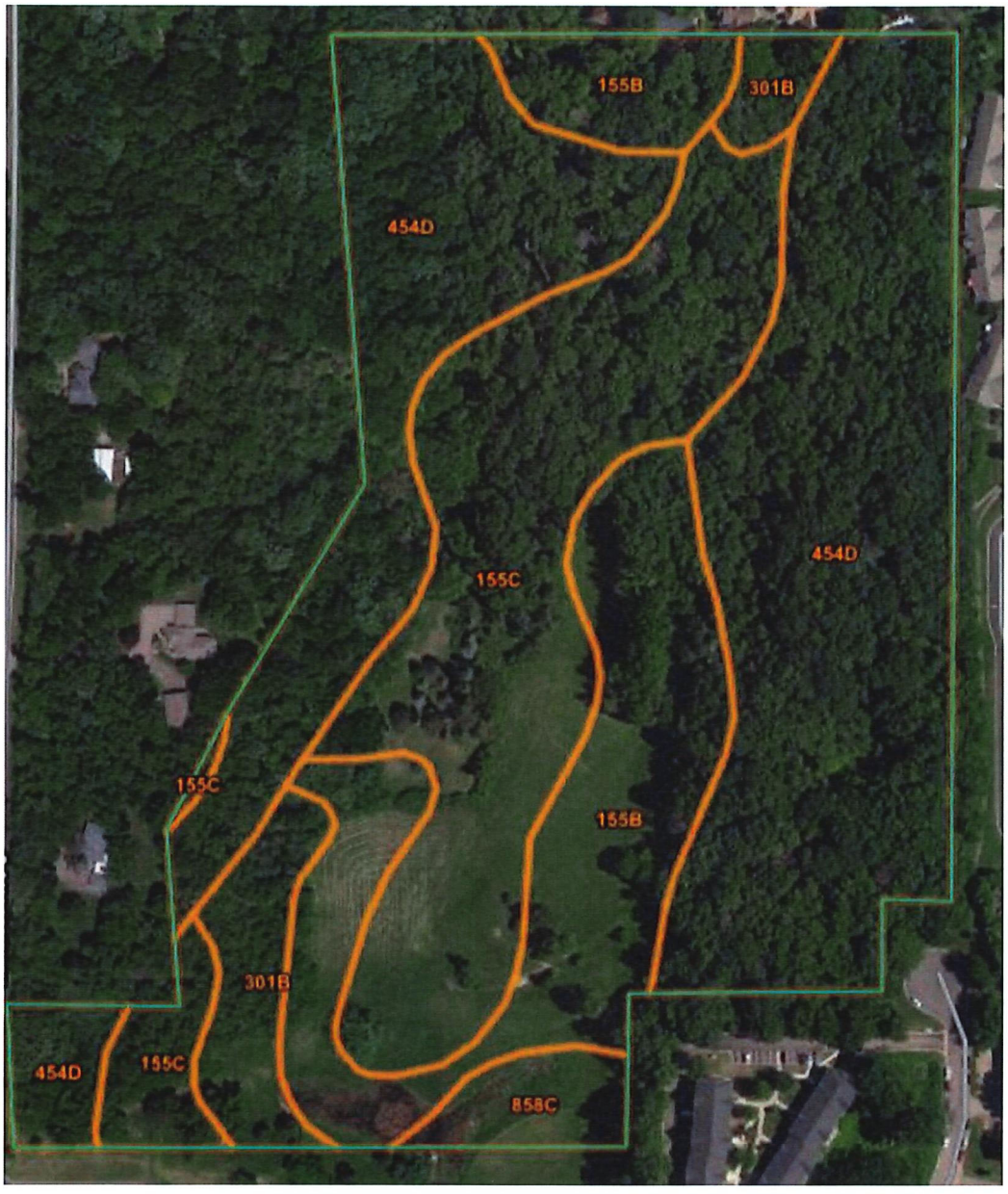


Figure 6: Oakwood Park Soils. USDA-NRCS Web Soil Survey (2022).

Site Background

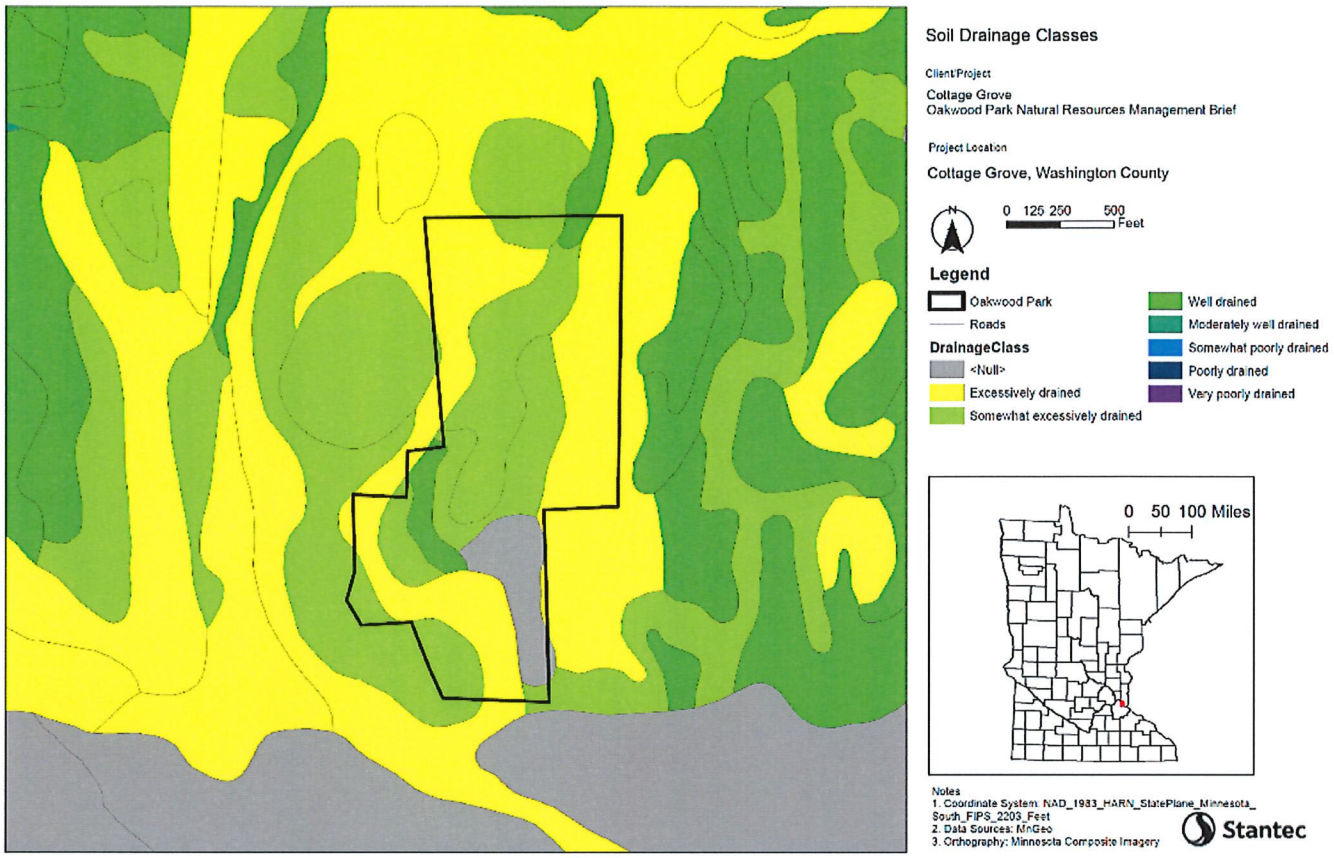


Figure 7: Oakwood Park Soils. Yellow polygons display excessively drained soils, light green polygons display somewhat-excessively drained soils and dark green polygons display well drained soils.

Site Background

Table 1: Oakwood Park Soil Attributes and Corresponding Vegetation.

Soil Map Unit	Soil Name	Percent Cover	Drainage	Water Holding	Vegetation	Potential Restoration
155 / 858	Chetek sandy loam	47.9%	Somewhat Excessively Drained	Low	**Dry Mesic – short grassland-savanna**	**High**
454	Mahtomedi loamy sand	47.2%	Excessively Drained	Low	**Dry – short grassland-savanna**	**High**
301	Lindstrom silt loam	5.3%	Well Drained	High	**Moist Mesic – tall grassland-savanna**	**Low**

3.0 CURRENT CONDITIONS AND RESTORATION POTENTIAL

Understanding current conditions is critical for successful restoration. Important current constraints include vegetation, soil hydrology, soil nutrient loads, aspect, sunlight availability, post-settlement disturbance, site context, and feedbacks between these constraints.

3.1 PRAIRIE UNIT

3.1.1 Prairie Unit Current Condition:

The primary degradation associated with the Prairie Unit is dominance by non-native weedy herbaceous species including Canada thistle (*Cirsium arvense*), quack-grass (*Elymus repens*), leafy spurge (*Euphorbia esula*), curly dock (*Rumex crispus*), tall fescue and meadow fescue (*Schedonorus arundinaceus* and *S. pratensis*), and burning nettles (*Urtica dioica*). Without mowing, the grassland unit will rapidly transition into an afforested condition, dominated by box elder (*Acer negundo*), hackberry (*Celtis occidentalis*), green ash (*Fraxinus pennsylvanica*), common buckthorn (*Rhamnus cathartica*), and red elm (*Ulmus rubra*), making restoration more difficult and expensive.

The primary long-term threat to the Prairie Unit is eutrophication. Eutrophication is caused by excessive nutrients, primarily by nitrogen and phosphorus. Nitrogen eutrophication in terrestrial ecosystems facilitates noxious weeds and invasive species. Nitrogen loving plants, known as Nitrophiles and or Nitrophytes, (Curtis 1959) are non-edible to toxic, therefore detrimental to wildlife. Many so called "invasive" weeds are symptomatic of high nitrogen soils. Since the Prairie Unit occupies the lowest park elevations, it is vulnerable to water-soluble nitrogen accumulation. Excessively drained soils help prevent nitrogen saturation; however, the current shallow rooted vegetation fails to provide critical soil fracturing services that were historically provided by deep rooted native species. The lack of deep root penetration will decrease soil drainage and soil nitrogen will increase. Leading indicator species of high nitrogen soil include burdock (*Arctium minus*), Canada thistle, quack grass, curly dock, tall fescue and meadow fescue, burning nettles, and reed canary grass (*Phalaris arundinacea*).

3.1.2 Prairie Unit Restoration Potential – High Priority

The Prairie Unit provides good potential for restoration for two reasons. First, existing vegetation is dominated by species that are feasible to control in nitrogen limited environments. Second, excessively drained soils, to date, have prevented excessive nitrogen buildup, therefore limiting site invasibility by nitrophilic species. Restoration of native grassland-savanna will restore deep rooted species that will increase soil porosity, drainage, and nitrogen export to the benefit of native biological diversity. Restoration of the Prairie Unit also offers a passive educational experience for park users. Areas within the Prairie Unit associated with fairways should be planted with a blended native / non-native, non-invasive, low maintenance turf that is resilient to foot traffic and mutualistic with native wildflowers and grasses. These seed mixes are low growing, not exceeding 12" in height, and tolerant to mowing.

Target Native Plant Community: Dry-Mesic Prairie. Using Minnesota's native plant community classification system (Aaseng *et al.* 2011), the Prairie Unit would respond well to a Southern Mesic Prairie

target (UPs23), with components of Southern Dry Prairie (Ups13) on the higher elevations and Southern Wet Prairie (WPs54) on the lowest elevations. Mixing dry, mesic, and wet prairie species together provides resilience to climate alterations. Likewise, planting widely spaced savanna trees and shrubs, such as oak, aspen, hawthorn, and plum, softens artificial lines between existing wooded and open areas. Planting woody species in the Prairie Unit also provides a needed younger age class of oaks and other woody species while also offering park visitors shady patches for reprieve from hot sun. Likewise, mixing grassland and savanna species provides a higher level of resilience to future climate change and potential pestilence.

3.2 SAVANNA UNIT

3.2.1 Savanna Unit Current Condition:

The primary degradation associated with the Savanna Unit in Oakwood Park is afforestation. Afforestation is defined as, "The establishment of woods where the preceding vegetation was not woods". Too many trees and too much shade. Excessive shade eliminates ground layer vegetation and prevents oak regeneration. The resulting bare soils are susceptible to erosion, nutrient loss, and vulnerable to invasion by shade tolerant species, such as buckthorn (*Rhamnus cathartica*) and garlic mustard (*Alliaria petiolate*). Buckthorn currently exists in medium densities throughout the 24 acres of afforested savanna. Lack of native ground layer vegetation equates to a lack of edible vegetation that cancels-out once common wildlife species such as, woodchucks (*Marmota monax*), native voles and mice (*Microtus* and *Peromyscus*), cottontail rabbits (*Sylvilagus floridanus*), and pollinators. he collapse of foodwebs facilitates the collapse of energy flows and nutrient cycles. The loss of nutrient cycling is one primary driver of soil eutrophication.

Afforestation occurs in grassland-savanna ecosystems that have lost historic disturbance-renewal regimes, primarily grazing by native herbivores and fire by indigenous cultures. Lacking grazing and-or fire, grassland-savannas become afforested. During afforestation, vegetation transitions from oak, aspen, hawthorn, plum, hazel, grasses, asters, and legumes, all edible nutrient regulating species, to soft maple, red elm, green ash, buckthorn, garlic mustard and bare soil, all non-edible and non-nutrient regulating species. Another outcome of afforestation is the loss of stored natural capital, including the disintegration of highly evolved foodwebs, erosion of soils and loss of nutrients. The afforestation process begins slowly at first, but like any complex system, thresholds of nutrient and propagules are elapsed, and system behavior goes non-linear, and the historic condition is rapidly dissolved into a dysfunctional state (Scheffer 2003, Folke *et* 2004).

Many afforested grassland-savannas still contain remnant oaks surrounded by less desirable trees. Although mature oaks remain, there is no oak regeneration. This is likely due to competition by faster growing weedy trees and shrubs, both native and non-native, that rapidly saturate canopy openings, creating excessive shade that prevents oak regeneration. Since oaks are long lived, they are the last to die in afforested savannas. Within a few decades oaks will disappear from most afforested landscapes. Trees that will remain include ash, red elm, and hackberry. These trees, relative to oaks, provide low quality food for wildlife, are short lived, have a low wood value, and contribute copious litter loads that rapidly decompose excessive nitrogen into the soils, favoring noxious weeds and invasive species.

3.2.2 Oak Savanna Unit Restoration Potential – High Priority

Target Native Plant Community: Upland Dry-Mesic Savanna. Using Minnesota's native plant community classification system (Aaseng *et al.* 2011) the Savanna Unit would respond well to blending concepts of Southern Dry-Mesic Oak Forest - MHs37 with Southern Dry Prairie (Ups13), to create a shifting mosaic of short grass oak aspen savanna. The dry soils are low in nitrogen, and plant growth will be low, averaging less than 36" in height.

The Oak Savanna Unit offers an excellent opportunity for a high-quality restoration and is recommended as a high priority. There are three reasons the Savanna Unit offers quality restoration: (1) the savanna still maintains healthy populations of oak, (2) the unit is underlain by excessively well-drained soils that prevent nitrogen accumulation, and (3) the southwest aspect, which favors diverse short grass savanna.

The benefits of the excessively well-drained soils cannot be understated. In heavy soils, nitrogen tends to build up following the loss of grazing and fire. In turn, excess nitrogen facilitates afforestation and dominance by noxious species. Nitrogen is water soluble and leaches out of excessively drained soils. Therefore, excessively drained soils offer excellent opportunities for high quality restorations. All three attributes contribute to excellent potential for savanna-grassland restoration of the Savana Unit.

3.3 DISC GOLF COURSE UNIT

3.3.1 Disc Golf Course Unit Current Conditions:

The current condition of the disc golf course (DGC) in the savanna unit is bare soil. The bare soils are the combination of too much shade and heavy foot traffic. Excessive shade throughout the savanna unit has eliminated ground layer vegetation. Heavy foot traffic in the DGC only exacerbates the bare soil condition. The current condition where the DGC unit overlaps with the Prairie Unit is mainly dominated by non-native weedy herbaceous species with bare soil walking trails used by the disc golfers.

3.2.2 Disc Golf Course Unit Restoration Potential – High Priority

Restoring vegetation cover to bare soils within the Savanna Unit is a high priority. Restoring native vegetation in the high foot traffic of the DGC may not be feasible. Seed mix blends of native grasses, sedges, and wildflowers are feasible over the majority of DGC area, but areas that receive the highest foot travel require creative solutions. Some of the best grasses for high foot traffic conditions are cool season turf species. Native, wild-type varieties exist but are not available by seed. Using cultivars to substitute for native cool season species to cover soils is ecologically a better outcome than bare soils. A good seed contractor can design mixes for high foot traffic areas that are composed of both native and non-native – non-noxious species. These seed mixes are low growing, not exceeding 12" in height, and tolerant to mowing. These blends provide the benefit of both prairie and turf lawns and are good choices for DGC areas.

Establishing native and cultivar vegetation will likely require temporary closure of golf links. Perhaps the park closes 1/3 each year, for an entire season, and then reopens, while temporarily retiring another 1/3 to restoration. Even in the best conditions, areas that receive the most foot traffic will wear to bare soils again. This might occur on 5% of the seeded site, which is more preferable than the current 100% bare



soil conditions. Bare patches, likely in linear patterns between the tee and basket, would benefit from a layer of sand, or sand mixed with woodchips. The problem with woodchips is nitrogen and weeds. Corridors along woodchipped trails eventually develop a toxic assemblage of vegetation that spreads over time. Long term management includes frequent fire to reduce leaf litter which can eliminate ground layer vegetation.

Target Native Plant Community: Upland Dry-Mesic Savanna and Upland Dry-Mesic Prairie. The corresponding vegetation target within the DGC footprint is the same as its contextual setting. DGC vegetation within the Savanna Units targets Upland Dry-Mesic Savanna, while DGC vegetation within the Prairie Unit targets Upland Dry-Mesic Prairie. Areas within the DGC fairways seek a blended solution, using native and non-native, non-invasive cultivars that fill a functional group noy currently available from regional native seed vendors.

An appropriate target community for DGC fairway areas is the grazing lawn concept (McNaughton 1984). Grazing lawns are native vegetation patches grazed in seasonal patterns. From this disturbance emerged specific plant communities that facilitated specific foodwebs. Common Midwest plants associated with historic grassland-savanna grazing lawns may have included wild strawberry (*Fragaria virginiana*), pussy toes (*Antennaria spp.*), kittentails (*Besseya bullii*), and various ephemerals such as rue anemone (*Thalictrum thalictroides*). Grazing lawn ecology is discussed in African and European scientific literature, but not yet in North American literature. In a thermodynamic sense, grazing lawns represent one of the most powerful terrestrial ecosystems ever.

Grazing small ruminants, such as sheep, was once a common method to maintain park lawns. Minneapolis used sheep until post World War Two. The sheep lawns of Central Park, NY, were famous for attaching Sunday crowds to watch sheep dogs compete. Sheep are starting to be used again in solar projects. This will make sheep available to maintain low maintenance lawns and grassland-savanna restoration. Time will tell if grazing small ruminants in Oakwood Park for maintenance is feasible.

4.0 GENERAL GOALS AND OBJECTIVES

This section describes general goals and objectives applicable across the entire Project.

1. **Site Preparation Goals:** Decrease cover and dominance by non-native, noxious, and undesirable species. Non-native and undesirable woody and herbaceous species are suppressed to acceptable levels. Non-native and undesirable species do not dominant system energy flows and nutrient cycles.

    - **Objective:** Decrease cover of non-native and undesirable species to < 10%.
    - **Objective:** Increase cover by desirable species to > 90%.

        - **Tasks:** Suppression methods include cutting, removing, herbicide, mowing and prescribed fire.

2. **Biomass Harvest Goal:** Decrease standing biomass and implement long term biomass harvest management techniques. Remove excess biomass where it hinders restoration activities such as seeding and provides a source of excess nutrients. Methods include burning, haying, and grazing. Excess biomass can be stacked on site and burned in winter burn piles. Another option is to develop municipal organic recycling centers for biomass, where biomass is transformed into soils for community and commercial grade food gardens. This option represents an ultimate sustainable model where the waste product for one cycle become the feedstock for the next quality product.

    - **Objective:** Site preparation removes 50% of cut and chemically treated biomass.
    - **Objective:** Long term management is focused on biomass harvest, seeking annual biomass reductions of 20%.

        - **Tasks:** Biomass reduction methods include cut-harvest, burning, haying, and grazing. Excess biomass can be stacked on site and burned in winter burn piles or transported to organic recycling sites.

3. **Seed Mix Goal:** Seed mixes exceed state mix specifications in terms of species diversity, forb-to-graminoid ratios, and seeds per square foot. Seed mixes are based on regional genetics. When possible, different genotypes should be used to enhance genetic diversity. Seed mixes should contain a minimum of 15 native grasses and 40 native flower species. Seeds per square foot should exceed 40 seeds. Seed mixes are customized to fill multiple site-specific niche time-space continuums to discourage undesirable species recolonization.

    - **Objective:** A minimum of 3 species (redundancy) fill the following functional niches spaces: Spring, Summer, Shade, Sun, and Dry to Wet-Mesic soils.

        - **Tasks:** Work with seed mix design contractor who can conceptualize site specific environmental gradients into site specific seed mixes.

4. **Seeding Goals:** Seed installation employs multiple seed rains to ensure adequate coverage, staggered germination periods, facilitative of ongoing herbicide treatments, and increases potential



for genetic diversity. Supplemental seed rains are ¼ (by seed count) of the initial seed rain. Seed installation also employs dense swath seeding of aggregate species to create large forb patches that provide quality pollinator resources that increases seed production and expands forb patches.

- **Objective:** Concepts of multiple seed rains are employed to generate a minimum of two seedings

- **Objective:** Concepts of dense swath seeding aggregate species are employed for a minimum of five species.

    - **Tasks:** Work with seed mix design contractor who can conceptualize site specific strategic seed rains.
    - **Tasks:** Work with seed mix design contractor who can identify aggregate species and appropriate patches for seeding and timings of seed installation.

5. **Additional Species Goals:** Installation design includes plant species that were once common in grassland-savanna ecosystems but are difficult by seed; nonetheless, should be included. These species are best included by plants, either by plugs, pots, or bare root. These species include both herbaceous and woody species, for example, anemones and hawthorn.

    - **Objective:** Identify a minimum of 10 species once common to regional grassland-savanna ecosystems, not available by seed, but available by plants.
    - **Objective:** Identify planting patches for unique species that act as future nursery plots for their expansion.

        - **Tasks:** Work with ecologists who can identify once common species, unavailable by seed, but available by plants, both herbaceous and woody plants.

6. **Grow-in Maintenance Goals:** Grow-in maintenance practices are employed to maximize germination and establishment of desirable vegetation. This includes mowing 3 to 5 times and conducting 3 spot herbicide treatments for noxious weeds over the first 3 growing seasons. This also includes implementing prescribed fire to oxidize nitrogen and increase soil carbon to nitrogen (C:N) ratios.

    - **Objective:** The site is mowed 3 to 5 times over 3 years
    - **Objective:** Vegetation is not allowed to grow higher than 6 to 8 inches tall during the first two years

        - **Tasks:** Monitor growth and implement mowing when vegetation achieves 8 inches in height

    - **Objective:** The site is visited 3 times to spot treat noxious and undesirable plants.

        - **Tasks:** Monitor vegetation for noxious weeds and treat before flower formation.

    - **Objective:** Site is burned as soon as enough fuel exists to carry fire.

- **Tasks:** Monitor fuels loads and employ fire as soon as feasible

7. **Long-term Management (LTM) Goals:** LTM is the most important restoration activity to ensure long-term success. LTM strategies seek annual biomass reduction by prescribed fire, haying, grazing, and removing to biomass to organic recycling sites. Other LTM strategies include supplemental plantings of wildflower and species difficult by seed.

   - **Objective:** Plans include a minimum of 20% annual biomass reduction by fire, haying, grazing, removing to organic recycling sites, and cleaning up dead down labile wood.

8. **Increase Aesthetic Quality and Recreational Goals:** Proper restoration planning, and implementation creates a more diverse and interesting landscape for park visitors. The restored landscape is dominated by aesthetically pleasing native wildflowers and grasses, the open structure facilitates cool breezes, lower heat indexes, and less pestilence, including biting insects and ticks. These attributes provide the park visitor a sense of wonder and a space for respite and renewal.



5.0 UNIT-SPECIFIC GOALS, OBJECTIVES, AND TASKS

This section provides management unit-specific goals, objectives, tasks, and methods for restoration and enhancement strategies.

5.1 SAVANNA UNIT (24 ACRES)

Goal: Increase soil surface sunlight intensities to help facilitate ground layer vegetation.

- **Objective:** Eliminate 90 - 95% of non-native plant species.
- **Objective:** Reduce low quality native woody species between 70 - 80%.
- **Objective:** Create canopy gaps to increase soil surface sunlight intensities by 80 - 90%.

Goal: Increase native plant species cover across the project site.

- **Objective:** Native species make up 90 - 95% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- **Objective:** 90% of seeded species provide either food or structural resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, removal of excess down wood, and grazing in ways that reduce the amount of nitrogen entering the system.

Restoration of the Savanna Unit begins with an inventory to identify trees to save and remove. Large woody stems, $\geq$ 3" dbh, are harvested by a feller-buncher machine or by hand. The goal is to remove enough trees to create enough sunlight to establish a robust ground layer vegetation. Most low-quality trees, under 14" dbh should be removed, including box elder, hackberry (Celtis occidentalis), and red elm. Remove almost all understory shrubs, including both non-native and native species. Stems of these trees and shrubs should be chemically treated to prevent resprouts. Trees besides oak to save include aspen and birch. Mature aspen and birch should be coppiced to reset to sapling stage. Shrubs that should be saved, if they exist, include hawthorn (Crataegus spp.), hazel (Corylus americana), and American plum (Prunus americana). Some oak thinning should occur. When choosing between a red or white oak, select the latter, as white oaks are longer lived, provide high quality food resources for wildlife, provide higher quality wood, and are less disease prone. Oaks smaller than 12" can be cut flush and allowed to resprout, creating a new age class while allowing the standing trees more sunlight. Clean up as much deadfall as possible, piling and burning as the best solution. Excess dead fall hinders management and is a source of unwanted nitrogen. Following harvest, stems are removed by either burning on site or chipping and hauling away. Woody biomass harvest prevents excessive thatch and nitrogen build-up. Forestry mowing follows feller buncher cutting, with the goal of shredding small ($\leq$ 3" dbh) stems missed by the feller buncher. Cut stumps are treated with appropriate herbicide. Unit seed mixes are based on



enhanced diversity and forb to grass ratio versions of State mixes, blending Woodland 36-211 with Dry Mesic Prairie 35-621. Seeding begins with broadcasting graminoid seed in early spring. Initial seeding of only graminoids allows ongoing broadleaf herbicide treatments to eliminate weedy non-native broadleaf herbaceous and woody species. Graminoid mixes also develop fuel loads for prescribed fire to control weedy species, volatize nitrogen and increase soil C:N ratios. Wildflowers are dormant-season broadcast seeded when broadleaf weed control achieves objectives. A percent of aggregate species seed is sown in dense swaths to create self-reinforcing single species wildflower patches. Wildflower seedlings are mowed and burned into community membership. Grow-in maintenance includes broadleaf overspray, mowing, and prescribed fire. Initial mowing may require forestry mowers to counter woody resprouts. Initial mowing should occur 5-6 times over the grow-in maintenance phase. Aspen stems will require multiple cuttings and biomass reduction to reduce nitrogen loads and resprouting potential. Some aspen stems may require herbicide treatment, not to kill the clone (genets), but to suppress ramets. Long-term management includes supplemental plantings of wildflowers and grassland-woody species (e.g. *Anemone* and *Crataegus*) difficult by seed, and annual 30% litter reductions by prescribed fire, haying, or grazing, and conducting occasional oak harvest for wood products or fire wood. There is currently a market for oak, for barrel staves, created by the craft brewing industry.

5.2 PRAIRIE UNIT (8 ACRES)

Goal: Replace existing non-native vegetation with native vegetation.

- **Objective:** Eliminate 90 – 95% of non-native plant species.
- **Objective:** Native species make up 90 - 95% of vegetation cover.

Goal: Increase native animal diversity across the project site.

- **Objective:** 90% of seeded species provide either food or structural resources for pollinators, beneficial insects, small mammals, and birds.

Goal: Design and implement long-term restoration processes that reduce and maintain low soil nitrogen levels.

- **Objective:** Design long term management plans that include forms of biomass harvest, e.g., fire, haying, and grazing in ways that reduce the amount of nitrogen entering the system.

Restoration of the Prairie Unit starts by prepping the existing vegetation for elimination. This includes removing standing biomass to prep the vegetation for herbicide treatments, by either mowing or prescribed fire. Following standing biomass removal, the re-greening vegetation should be treated with appropriate herbicides. Except a minimum of 2 herbicide treatments. Herbicide type and timing is dependent upon existing vegetation, timing, and vegetation response. All herbicide is applied when vegetation is vibrant green and healthy. Dead vegetation, created by herbicide, should be burned-off to reduce available soil nitrogen and allow even regrowth of surviving vegetation, for the second herbicide treatment. Final herbicide treatment employs a formulation that has no known soil residual impacts on germinating native seeds. Seeding follows weed suppression. Seed mixes are based on native local ecotype seed, with enhanced diversity and forb to grass ratio version of State mix, General Dry Prairie 35-421. Seed installation occurs via two seed rains and a percent of aggregate species are seeded in dense swaths to create self-reinforcing single species patches. Seed should be drilled seeded. Following

seeding, the site undergoes grow-in maintenance including 5-6 mowings, 3-5 spot herbicide treatments for noxious weeds, and prescribe fire. Long-term management includes biannual biomass reductions by prescribed fire, haying, and grazing.

5.3 DISC GOLF COURSE UNIT (6 ACRES)

Goal: Establish ground layer vegetation on bare soils within the Savanna Unit.

- **Objective:** Ground layer vegetation covers 90 – 100% of the bare soils associated with the DGC within the Savanna Unit.

Goal: Increase sunlight availability to the soils to establish ground layer vegetation.

- **Objective:** Harvest 35 – 50% of exiting trees to increase sunlight to bare soils.

Goal: Decrease undesirable vegetation within the DGC associated with the Prairie Unit.

- **Objective:** 90% of noxious and invasive plant species within the DGC Unit associated with the Prairie Unit are eliminated via herbicide prep of the Prairie Unit.

Goal: Work with a contractor who can design site specific seed mixes tolerant to site specific conditions including soils, sunlight intensities and foot traffic.

- **Objective:** Seed mix includes native and non-invasive domestic grasses that fill the following niche spaces: Cool, Warm, and Evergreen species, Shade, and Sun tolerant, Edible to herbivores, Low growing and Low maintenance, and Resilient to foot traffic. Seed mix needs to include a cover crop.
- **Objective:** Seed mix rate should supply 240 – 300 seeds per square foot.

Disc Golf Course areas in the Savanna Unit receive the same site prep tasks as the Savanna Unit. Unlike the Savanna Unit, tree removal is specific to allow more sunlight to areas of high foot traffic by disc golfer. In addition, bare soils associated with high foot traffic are slightly scarified to create a shallow seed bed. Seed is spread over scarified soils and packed. Seeded areas over direct foot traffic should be blanketed with straw erosion mats. Seeded areas are excluded from disc golf for the period of establishment, a minimum of one growing season. Plan to retire 30 to 50% of the disc link for this period of time. Germinating seed should be mowed 3 – 5 times during the establishment phase. Spot herbicide, targeting noxious weeds, occurs twice during the same period. Thin areas are over seeded during the establishment period. Remove leaf fall early spring after the first growing season. Long-term management includes mowing 2 times each season and biomass reductions by prescribed fire, haying, and grazing.

6.0 FUNDING ECOLOGICAL RESTORATION IMPLEMENTATION

Cottage Grove recognizes the value of restoring plant communities and improving the ecosystems in Oakwood Park as part of its overall goal of connecting restored and remnant native plant communities within the City via ecological restoration of diverse native habitats. Oakwood Park provides an excellent opportunity to add more habitat to Cottage Grove natural areas. This restoration project is important to protect the significant investment that has been made restoring surrounding areas.

6.1 PROJECT TIMELINES AND FUNDING

This section provides a schedule and estimated costs associated with the restorations recommended for the park. Restoration project work is proposed to begin late fall 2022 but can be easily modified by changing the years in the timeline presented below (but not the season(s)). Costs have been estimated by internal bid calculators and quotes provided by qualified service providers and include mobilization. The estimates factor in contingency costs related to inflation and other unforeseen variables. An economy of scale can be realized by including more than 1 Unit in a similar task. For example, the cost of prescribed fire in the Prairie Unit can be reduced by including it with a burn of the Oak Savanna Unit, thus avoiding extra mobilization fees.

Table 2: Project Tasks and Timelines

Savanna Unit (24 Acres)	
Time Frame	**Goal**
Fall 2022	Site preparation: Tree inventory and editing layout
Winter 2023	Site preparation: Tree editing, biomass harvest, forestry mow, treat stems
Early Spring 2023	Installation: Broadcast graminoid seed mix and cover crop
Mid-Summer 2023	Maintenance: Mow 1
Fall 2023	Maintenance: Foliar-broadleaf over-spray 1
Winter 2024	Installation: Broadcast forb seed and dense swath seeding
Early Summer 2024	Maintenance: Mow 2
Summer 2024	Maintenance: Foliar-broadleaf overspray 2
Fall 2024	Maintenance: Foliar-broadleaf overspray 3
Spring 2025	Maintenance: Prescribed burn
Prairie Unit (8 Acres)	
Fall 2022	Site preparation: Mow
Fall 2022	Site preparation: Herbicide treatment 1
Early-Spring 2023	Site preparation: Burn-off dead vegetation
Spring 2023	Site preparation: Herbicide treatment 2
Late-Spring / Early-Summer 2023	Installation: Drill seed local ecotype native seed
Summer 2023	Maintenance: Mow 1
Fall 2023	Maintenance: Mow 2
Fall 2023	Maintenance: Herbicide 1
Late-Fall 2023	Installation: Broadcast 2nd second seed rain and dense swath seeding
Spring 2024	Maintenance: Mow 3
Summer 2024	Maintenance: Mow 4

6.1 PROJECT TIMELINES AND FUNDING

Summer 2024	Maintenance: Herbicide 2
Spring 2025	Maintenance: Mow 5 (Optional)
Summer 2024	Maintenance: Herbicide 3
Spring 2025	Maintenance: Prescribed burn
Disc Golf Course (6 Acres)	
Fall 2022	Site preparation: Tree inventory and editing layout
Winter 2023	Site preparation: Tree editing, biomass harvest, forestry mow, treat stems
Spring 2023	Installation: Broadcast and pack graminoid seed mix
Early-Spring 2023	Installation: Install erosion control over high foot traffic patches
Early Summer 2023	Maintenance: Mow 1
Mid Summer 2023	Maintenance: Mow 2
Late-Summer 2023	Maintenance - Mow 3
Late-Summer of Fall 2023	Maintenance: Herbicide spot treat noxious weeds 1
Early Spring 2024	Maintenance – Leaf removal (Savanna Unit)
Mid Summer 2024	Maintenance: Mow 4
Spring 2025	Maintenance: Prescribed burn

Table 3: Project Budget for the Savana Unit

Savanna Unit (24 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Woody inventory, tree harvest forestry mow, herbicide stumps	AC	24	$4,145	$99,480
Native seed & seeding (2x)	AC	24	$1,600	$38,400
Grow-in mowing (1x)	AC	24	$925	$22,200
Herbicide treatment (3x)	AC	24	$850	$20,400
Prescribed burn	EA	1	$835	$16,700
		TOTAL	$8,355	**$200,520**

Table 4: Project Budget for the Prairie Unit

Prairie Unit (8 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Site preparation mow	AC	8	$475	$3,802
Site preparation herbicide treatments (2x)	AC	8	$610	$4,880
Prescribed burn thatch reduction	EA	1	$875	$7,000
Native seed & seeding (2x)	AC	8	$1850	$14,800
Grow-in mow (4x)	AC	8	$1132	$9,056
Grow-in spot herbicide (3x)	AC	8	$860	$6,880
Prescribed burn	EA	1	$875	$7,000
		TOTAL	**$6,677**	**$53,416**

Table 5: Project Budget for the Disc golf course

Prairie Unit (5 Acres)				
Restoration Activity/Task	**Units**	**Quantity**	**Unit Cost/Acre**	**TOTAL**
Erosion Control Mats	Rolls	10	$600	$6,000
Leaf Removal	AC	4	$900	$3,600
		TOTAL	**$1,500**	**$9,600**

7.0 SUMMARY

The Oakwood Park Project will add 20 acres of restored short grass oak savanna and 7 acres of prairie to help the City of Cottage Grove achieve its goal of connecting restored and remnant native plant communities via ecological restoration of diverse native habitats. The acres added represent acres not impacted by the disc golf course.

Throughout the site, existing soils, aspect, and vegetation are conducive to good-quality restoration. Long-term management focuses on biomass harvest in ways that reduce internal nitrogen loads to the benefit of project nativeness. Strategies and tools to regulate nitrogen are emerging, including new concepts for burning, small hay balers and small ruminants for grazing.

Perhaps the best parts of this project are the impacts these restorations will have on visitors. Oakwood is a popular disc golf course. Imagine throwing the disc with ancient oaks, among prairie grasses and wildflowers.

In summary, the benefits of this project include:

- Adding 27 acres of restored habitat to an existing 740 acres of remanent / restored lands within Cottage Grove
- Increasing habitat for pollinators
- Increasing habitat for MN Special Concern and Species in Greatest Conservation Need
- Increasing biological connectivity
- Increasing the efficiency for long-term management of the park's natural resources
- Increasing soil health
- Increasing water quality
- Decreasing the potential for invasive species to spread through the corridor, and.
- Inspiring humans with a sense of wonder for native vegetation and healthy functional ecosystems.

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City Council Action Request

7K

Meeting Date	12/7/2022
Department	Parks and Recreation
Agenda Category	Consent Agenda
Title	Service Agreement - Pine Tree Pond and Ideal Park
Staff Recommendation	Authorize service agreement with Power Play LT Farmington, Inc. for the purchase and installation of playground equipment at Pine Tree Pond and Ideal Park.
Budget Implication	Total Project Cost is $168,358. $160,000 allocated in Park Improvement Fund. Sufficient funds are available for total project cost.
Attachments	Council Report-PT Pond Ideal Playground.tif 156.28MB

Cottage Grove
Where Pride and Prosperity Meet

To:	Honorable Mayor and City Council Jennifer Levitt, City Administrator
From:	Zac Dockter, Parks and Recreation Director
CC:	
Date:	November 28, 2022
Subject:	Service Agreements - Pine Tree Pond and Ideal Park Playgrounds

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Introduction/Background
The 2023 capital improvements plan includes funding for replacement of the Pine Tree Pond and Ideal Park playground equipment. Pine Tree Pond and Ideal Parks are neighborhood parks which carry a budget of $80,000 per playground replacement. All units are to include a dynamic playground, concrete border, wood fiber safety surfacing and a 6' park bench (on a concrete slab).

Four playground proposals per park were received from four different companies. All designs were put into an online survey to gauge community response on the proposals. Survey links were put on postcards and mailed directly to residents in the adjacent neighborhoods.

The Parks, Recreation and Natural Resources Commission reviewed all proposals and survey data at their November 14, 2022 public meeting. They recommended acceptance of the proposals from Power Play LT Farmington, Inc. (Little Tikes) for both parks. They further recommended the following add-ons for each playground:

1. *Pine Tree Pond Park* – Balancing pods, Stand & Spin unit. These add-ons were proposed to utilize voided space within the playground container.
2. *Ideal Park* – Poured in place rubber (501 square feet). This add-on was proposed in response to survey data concerning handicap accessibility needs of the neighborhood to improve access to ground level structures.

With the additional equipment requests, the total project cost is proposed at $168,358.00. This is 8,358 over the original budget. Recommended total project funding is available within the park improvement fund.

Staff Recommendation
Authorize service agreement with Power Play LT Farmington, Inc. for the purchase and installation of playground equipment at Pine Tree Pond and Ideal Parks.

AGREEMENT FOR SERVICES

THIS AGREEMENT ("Agreement") is made and executed this _____day of _____, 2022, by and between the City of Cottage Grove, 12800 Ravine Parkway, Cottage Grove, Minnesota 55016, ("City") and PlayPower LT Farmington, Inc., 878 East U.S. Highway 60, Monett, MO 65708 ("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. Two proposals dated September 30, 2022, incorporated herein as Exhibit 1 and Exhibit 2;
      ii. Two proposals dated November 22, 2022, labeled as "Add on to original quote", incorporated herein as Exhibit 3 and Exhibit 4;

      iii. Where the terms and conditions of this Agreement and those terms and conditions included in Exhibit 1, 2, 3 and 4 specifically conflict, the terms of this Agreement shall apply;

   (Hereinafter "Exhibits.")

   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 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. City shall not make any payments due to the Contractor under this Agreement until after the Contractor has completed all Services specified in the Exhibits. 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 shall commence on the date written in the initial paragraph of this Agreement and shall continue until the Services described in the Exhibits are completed to the satisfaction of the City. This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as herein stated.

4. BONDS. If the Services provided by 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 thirty (30) days' written notice delivered to the other party at the addresses listed in Section 15 of this Agreement. Upon termination under this provision, if there is no default by the Contractor, Contractor shall be paid for Services rendered and reimbursable expenses through the effective date of termination.

   b. Termination Due to Default. This Agreement may be terminated by either party upon written notice in the event of substantial failure by the other party to perform in accordance with the terms of this Agreement. The non-performing party shall have

fifteen (15) calendar days from the date of the termination notice to cure or to submit a plan for cure that is acceptable to the other party.

c. Remedies. Notwithstanding the above, the Contractor shall not be relieved of liability to the City for damages sustained by the City as a result of any breach of this Agreement by the Contractor. The City may, in such event,

   i. Withhold payments due to the Contractor for the purpose of set-off until such time as the exact amount of damages due to the City is determined.

   ii. Perform the Services, in which case, the Contractor shall within thirty (30) days after written billing by the City, reimburse the City for any costs and expenses incurred by the City.

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

d. Upon termination of this Agreement, the Contractor shall furnish to the City copies or duplicate originals of all documents or memoranda prepared for the City not previously furnished.

6. SUBCONTRACTORS. Contractor shall not enter into subcontracts for any of the Services provided for in this Agreement without the express written consent of the City, unless specifically provided for in the Exhibits. The Contractor shall pay any subcontractor involved in the performance of this Agreement within 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 Zac Dockter to act as the City's representative with respect to the Services to be performed under this Agreement. He 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 Jeff Prangler to be the primary contact for the City in the performance of the Services. He 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 the 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 when all Services under this Agreement have been performed by Contractor. 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: Zac Dockter
If to Contractor:	PlayPower LT Farmington, Inc. 878 East U.S. Highway 60 Monett, MO 65708 Attention: Jeff Prangler

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

17. RESPONSIBLE CONTRACTOR.

    a. In accordance with Minnesota Statutes, Section 16C.285, Contractor is hereby advised that the City cannot award a construction contract in excess of $50,000 unless Contractor is a "responsible contractor" as defined in Minnesota Statutes, Section 16C.285, subdivision 3. Contractor must complete a Responsible Contractor Certificate verifying compliance with the minimum criteria specified in Minnesota Statutes, Section 16C.285, subdivision 3, to be eligible to provide the Services outlined in this Agreement. A Responsible Contractor Certificate must be signed under oath by an owner or officer of Contractor. Contractor is responsible for obtaining the required verifications of compliance with Minnesota Statute, Section 16C.285, subdivision 3 from all subcontractors, using a form provided by the City. Contractor must submit signed verifications from subcontractors upon the City's request.

    b. Contractor or subcontractor who does not meet the minimum criteria established in Minnesota Statutes, Section 16C.285, subdivision 3, or who fails to verify

compliance with the minimum requirements of this statute, will not be considered a "responsible contractor" and will be ineligible to provide the Services under this Agreement or otherwise work on the project in any capacity. Contractor and any subcontractor are advised that making any false statements verifying compliance with Minnesota Statutes, Section 16C.285 will render the Contractor or subcontractor ineligible to perform the Services of this Agreement and may result in termination of this Agreement by the City.

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

18. GENERAL PROVISIONS.

a. Assignment. This Agreement is not assignable without the mutual written agreement of the parties.

b. Waiver. A waiver by either City or Contractor of any breach of this Agreement shall be in writing. Such a waiver shall not affect the waiving party's rights with respect to any other or further breach.

c. Nondiscrimination. Contractor agrees that in the hiring of employees to perform Services under this Agreement, Contractor shall not discriminate against any person by reason of any characteristic protected by state or federal law.

d. Governing Law. This Agreement shall be construed in accordance with the laws of the State of Minnesota and any action must be venued in Washington County District Court.

e. Amendments. Any modification or amendment to this Agreement shall require a written agreement signed by both parties.

f. Severability. If any term of this Agreement is found be void or invalid, such invalidity shall not affect the remaining terms of this Agreement, which shall continue in full force and effect.

g. Data Practices Compliance. All data collected by the City pursuant to this Agreement shall be subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13.

h. Entire Agreement. This Agreement constitutes the entire agreement of the parties and supersedes all prior communications, understandings and agreements relating to the subject matter hereof, whether oral or written.

CITY OF COTTAGE GROVE

By: _____
Myron A. Bailey, Mayor

By:_____
Tamara Anderson, City Clerk

Date:_____

PLAYPOWER LT FARMINGTON, INC.

Signature:_____

Date:_____

Name:_____

Its:_____

EXHIBIT 1

PlayPower LT Farmington, Inc.
878 E. US Hwy 60
Monett, MO 65708
1-800-325-8828

Northland Recreation LLC
10085 Bridgewater Bay
Woodbury, MN 55129
(651) 815-4097 (phone)
(414) 395-8538 (fax)

Bill To: City of Cottage Grove
Parks and Recreation
8635 W Point Douglas Rd
Cottage Grove, MN 55016
Contact Name: Zac Dockter
Email: ZDockter@Cottagegrovemn.gov
Phone: 651-458-2847

Project Name & Location:
Pine Tree Pond Park
8300 Isleton Ct S
Cottage Grove, MN 55016

Ship To Address:
same

Quote Date: 9/30/2022
Valid For: 30 Days

Part Number	Description	Qty	Unit Price	Total
1	Little Tikes Custom Kid Builder Playstructure 2-12 Includes NRG Freestyle, 4 Unit Swing and 6' Bench			$43,180.15
1	Installation			$22,759.85
236 l/f	Concrete Border 8" x 12" and Concrete Bench Pad			$9,060.00

Notes

Totals:

Equipment List:	$ 43,180.15
Products by Other:	$ 9.060.00
Installation:	$ 22,759.85
Estimated Sales Tax*:	Exempt
Freight:	Included
Grand Total:	**$ 75,000.00**

Make Purchase Orders Out To:

PlayPower LT Farmington, Inc.
Remit Purchase Orders To:
PlayPower LT Farmington, Inc.
Attention: Sales Administration
878 E US Hwy 60
Monett, Missouri, USA 65708
1-800-325-8828

Make Checks Payable To:

PlayPower LT Farmington, Inc.
Remit Checks To:
PlayPower LT Farmington, Inc.
P.O. 734155
Dallas, TX 75373-4155

NOTE:

* Applicable sales taxes will be confirmed once order and any tax certificates are received
† Denotes drop ship item.
Unloading, storage, installation, surfacing and site work are not included unless specifically noted on quotation.
Not responsible for filter cloth, irrigation rerouting, grass damage, or checking for underground utilities.
If installation is quoted, it is assumed that the site has been prepared and that any grade slope in any direction does not exceed 2%. In the event that unexpected soil conditions, such as subsurface rock, are encountered during installation, additional costs to the customer will be applicable.
The acceptance signature below serves as authorization to order the items quoted and indicates acceptance of the prices listed. All terms are subject to credit approval.

COMMENTS:

This playground contains 96.69% recycled content
This playground qualifies for 2 LEED point(s)

This Quote shall not become a binding contract until signed and delivered by both Customer and PlayPower LT Farmington Inc ("PPLT"). Sales Representative is not authorized to sign this Quote on behalf of PPLT or Customer, and signed Quotes cannot be accepted from Sales Representative. To submit this offer, please sign below and forward a complete signed copy of this Quote directly to "PPLT Sales Administration" via fax (417)354-2273 or email outdoordes@LTCPS.com. Upon acceptance, PPLT will return a fully-signed copy of the Quote to Customer (with copy to Sales Representative) via fax or e mail.

THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN. PPLT objects to any other terms proposed by Customer, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Customer authorizes PPLT to ship the Equipment and agrees to pay PPLT the total amount specified. Shipping terms are FOB the place of shipment via common carrier designated by PPLT. Payment terms are Net-30 days from invoice date with approved credit and all charges are due and payable in full at PO Box 204713, Dallas, TX 75320-4713, unless notified otherwise by PPLT in writing. Customer agrees to pay all additional service charges for past due invoices. Customer must provide proper tax exemption certificates to PPLT, and shall promptly pay and discharge all otherwise applicable taxes, license fees, levies and other impositions on the Equipment at its own expense.

CUSTOMER HEREBY SUBMITS ITS OFFER TO PURCHASE THE EQUIPMENT ACCORDING TO THE TERMS STATED IN THIS QUOTE AND SUBJECT TO FINAL APPROVAL BY PPLT.

Submitted By	**Printed Name and Title**	**Date**

THE FOREGOING QUOTE AND OFFER ARE HEREBY APPROVED AND ACCEPTED BY PLAYPOWER LT FARMINGTON INC.

By: _____ Date: _____

ADDITIONAL TERMS & CONDITIONS OF SALE

1. Use & Maintenance. Customer agrees to regularly inspect and maintain the Equipment, and to provide, inspect and maintain appropriate safety surfacing under and around the Equipment, in accordance with PPLT's product literature and the most current Consumer Product Safety Commission Handbook for Public Playground Safety.

2. Default, Remedies & Delinquency Charges. Customer's failure to pay any invoice when due, or its failure to otherwise comply with the terms of this Quote, shall constitute a default under all unsatisfied invoices ("Event of Default"). Upon an Event of Default, PPLT shall have all remedies available to it at law or equity, including, without limitation, all remedies afforded a secured creditor under the Uniform Commercial Code. Customer agrees to assist and cooperate with PPLT to accomplish its filing and enforcement of mechanic's or other liens with respect to the Equipment or its location or its repossession of the Equipment, and Customer expressly waives all rights to possess the Equipment after an Event of Default. All remedies are cumulative and not alternative, and no exercise by PPLT of a remedy will prohibit or waive the exercise of any other remedy. Customer shall pay all reasonable attorneys' fees plus any costs of collection incurred by PPLT in enforcing its rights hereunder. Subject to any limitations under law, Customer shall pay to PPLT as liquidated damages, and not as a penalty, an amount equal to 1.5% per month of any payment that is delinquent in such month and is not received by PPLT within ten (10) days after the date on which due.

3. Limitation of Warranty/ Indemnity. PPLT MAKES NO EQUIPMENT WARRANTIES EXCEPT FOR THOSE STANDARD WARRANTIES ISSUED WITH THE EQUIPMENT, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE. PPLT SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. CUSTOMER AGREES TO DEFEND, INDEMNIFY AND SAVE PPLT HARMLESS FROM ALL CLAIMS OF ANY KIND FOR DAMAGES OF ANY KIND ARISING OUT OF CUSTOMER'S ALTERATION OF THE EQUIPMENT, ITS FAILURE TO MAINTAIN THE EQUIPMENT, ITS FAILURE TO PROPERLY SUPERVISE EQUIPMENT USE, OR ITS FAILURE TO PROVIDE AND MAINTAIN APPROPRIATE TYPES AND DEPTHS OF SAFETY SURFACING BENEATH AND AROUND THE EQUIPMENT IN ACCORDANCE WITH PPLT'S INSTALLATION AND OWNER'S MANUALS AND THE MOST CURRENT CONSUMER PRODUCT SAFETY COMMISSION HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.

4. Restrictions. Until all amounts due hereunder are paid in full, Customer shall not: (i) permit the Equipment to be levied upon or attached under any legal process; (ii) transfer title to the Equipment or any of Customer's rights therein; or (iii) remove or permit the removal of the Equipment to any location not specified in this Quote.

5. Purchase Money Security Interest. Customer hereby grants, pledges and assigns to PPLT, and PPLT hereby reserves a purchase money security interest in, the Equipment in order to secure the payment and performance in full of all of Customer's obligations hereunder. Customer agrees that PPLT may file one or more financing statements, in order to allow it to perfect, acquire and maintain a superior security interest in the Equipment.

6. Choice of Law and Jurisdiction. All agreements between Customer and PPLT shall be interpreted, and the parties' obligations shall be governed, by the laws of the State of Missouri without reference to its choice of law provisions. Customer hereby consents to the personal jurisdiction of the state and federal courts located in the city and county of St. Louis, Missouri.

7. Title; Risk of Loss; Insurance. PPLT Retains full title to all Equipment until full payment is received by PPLT. Customer assumes all risk of loss or destruction of or damage to the Equipment by reason of theft, fire, water, or any other cause, and the occurrence of any such casualty shall not relieve the Customer from its obligations hereunder and under any invoices. Until all amounts due hereunder are paid in full, Customer shall insure the Equipment against all such losses and casualties.

8. Waiver; Invalidity. PPLT may waive a default hereunder, or under any invoice or other agreement between Customer and PPLT, or cure such a default at Customer's expense, but shall have no obligation to do either. No waiver shall be deemed to have taken place unless it is in writing, signed by PPLT. Any one waiver shall not constitute a waiver of other defaults or the same kind of default at another time, or a forfeiture of any rights provided to PPLT hereunder or under any invoice. The invalidity of any portion of this Quote shall not affect the force and effect of the remaining valid portions hereof.

9. Entire Agreement; Amendment; Binding Nature. This fully-executed Quote, as supplemented by Change Orders and invoices containing exact amounts of estimates provided herein, constitutes the complete and exclusive agreement between the parties. A Change Order is a written instrument signed by the Customer and PPLT stating their agreement as to any amendment in the terms of this Quote. Customer acknowledges that Change Orders may result in delays and additional costs. The parties agree that all Change Orders shall include appropriate adjustments in price and time frames relating to any requested amendments. Upon full execution, this Quote shall be binding upon and inure to the benefit of the parties and their successors and assigns.

10. Counterparts; Electronic Transmission. This Quote, any invoice, and any other agreement between the parties, may be executed in counterparts, each of which shall constitute an original. The facsimile or other electronic transmission of any signed original document, and retransmission of any signed facsimile or other electronic transmission, shall be the same as the transmission of an original. At the request of either party, the parties will confirm facsimile or other electronically transmitted signatures by signing an original document.



Pine Tree Pond Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Pine Tree Pond Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Pine Tree Pond Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Pine Tree Pond Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL

EXHIBIT 2

PlayPower LT Farmington, Inc.
878 E. US Hwy 60
Monett, MO 65708
1-800-325-8828

Northland Recreation LLC
10085 Bridgewater Bay
Woodbury, MN 55129
(651) 815-4097 (phone)
(414) 395-8538 (fax)

Bill To: City of Cottage Grove
Parks and Recreation
8635 W Point Douglas Rd
Cottage Grove, MN 55016
Contact Name: Zac Dockter
Email: ZDockter@Cottagegrovemn.gov
Phone: 651-458-2847

Project Name & Location:
Ideal Park
8227 Ideal Ave S
Cottage Grove, MN 55016

Ship To Address:
same

Quote Date: 9/30/2022
Valid For: 30 Days

Part Number	Description	Qty	Unit Price	Total
1	Little Tikes Custom NRG Playstructure, Accessible Whirl and 4 Unit Swing.			$32,888.05
1	Little Tikes Custom Tot Builder Playhouse, Friendly Fence and Perch Perfect.			$9,936.55
1	Installation			$12,513.45
255 l/f	Concrete Border 8” x 12” and Concrete Bench Pad			$9,725.00

Notes

Totals:

Equipment List:	$ 42,824.60
Products by Other:	$ 9.725.00
Installation:	$ 22,450.40
Estimated Sales Tax*:	Exempt
Freight:	Included
Grand Total:	**$ 75,000.00**

Make Purchase Orders Out To:

PlayPower LT Farmington, Inc.

Remit Purchase Orders To:

PlayPower LT Farmington, Inc.
Attention: Sales Administration
878 E US Hwy 60
Monett, Missouri, USA 65708
1-800-325-8828

Make Checks Payable To:

PlayPower LT Farmington, Inc.

Remit Checks To:

PlayPower LT Farmington, Inc.
P.O. 734155
Dallas, TX 75373-4155

NOTE:

* Applicable sales taxes will be confirmed once order and any tax certificates are received
† Denotes drop ship item.
Unloading, storage, installation, surfacing and site work are not included unless specifically noted on quotation.
Not responsible for filter cloth, irrigation rerouting, grass damage, or checking for underground utilities.
If installation is quoted, it is assumed that the site has been prepared and that any grade slope in any direction does not exceed 2%. In the event that unexpected soil conditions, such as subsurface rock, are encountered during installation, additional costs to the customer will be applicable.
The acceptance signature below serves as authorization to order the items quoted and indicates acceptance of the prices listed. All terms are subject to credit approval.

COMMENTS:

This playground contains 96.69% recycled content
This playground qualifies for 2 LEED point(s)

This Quote shall not become a binding contract until signed and delivered by both Customer and PlayPower LT Farmington Inc ("PPLT"). Sales Representative is not authorized to sign this Quote on behalf of PPLT or Customer, and signed Quotes cannot be accepted from Sales Representative. To submit this offer, please sign below and forward a complete signed copy of this Quote directly to "PPLT Sales Administration" via fax (417)354-2273 or email outdoordes@LTCPS.com. Upon acceptance, PPLT will return a fully-signed copy of the Quote to Customer (with copy to Sales Representative) via fax or e mail.

THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN. PPLT objects to any other terms proposed by Customer, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Customer authorizes PPLT to ship the Equipment and agrees to pay PPLT the total amount specified. Shipping terms are FOB the place of shipment via common carrier designated by PPLT. Payment terms are Net-30 days from invoice date with approved credit and all charges are due and payable in full at PO Box 204713, Dallas, TX 75320-4713, unless notified otherwise by PPLT in writing. Customer agrees to pay all additional service charges for past due invoices. Customer must provide proper tax exemption certificates to PPLT, and shall promptly pay and discharge all otherwise applicable taxes, license fees, levies and other impositions on the Equipment at its own expense.

CUSTOMER HEREBY SUBMITS ITS OFFER TO PURCHASE THE EQUIPMENT ACCORDING TO THE TERMS STATED IN THIS QUOTE AND SUBJECT TO FINAL APPROVAL BY PPLT.

Submitted By	**Printed Name and Title**	**Date**

THE FOREGOING QUOTE AND OFFER ARE HEREBY APPROVED AND ACCEPTED BY PLAYPOWER LT FARMINGTON INC.

By: _____ Date: _____

ADDITIONAL TERMS & CONDITIONS OF SALE

1. Use & Maintenance. Customer agrees to regularly inspect and maintain the Equipment, and to provide, inspect and maintain appropriate safety surfacing under and around the Equipment, in accordance with PPLT's product literature and the most current Consumer Product Safety Commission Handbook for Public Playground Safety.

2. Default, Remedies & Delinquency Charges. Customer's failure to pay any invoice when due, or its failure to otherwise comply with the terms of this Quote, shall constitute a default under all unsatisfied invoices ("Event of Default"). Upon an Event of Default, PPLT shall have all remedies available to it at law or equity, including, without limitation, all remedies afforded a secured creditor under the Uniform Commercial Code. Customer agrees to assist and cooperate with PPLT to accomplish its filing and enforcement of mechanic's or other liens with respect to the Equipment or its location or its repossession of the Equipment, and Customer expressly waives all rights to possess the Equipment after an Event of Default. All remedies are cumulative and not alternative, and no exercise by PPLT of a remedy will prohibit or waive the exercise of any other remedy. Customer shall pay all reasonable attorneys' fees plus any costs of collection incurred by PPLT in enforcing its rights hereunder. Subject to any limitations under law, Customer shall pay to PPLT as liquidated damages, and not as a penalty, an amount equal to 1.5% per month of any payment that is delinquent in such month and is not received by PPLT within ten (10) days after the date on which due.

3. Limitation of Warranty/ Indemnity. PPLT MAKES NO EQUIPMENT WARRANTIES EXCEPT FOR THOSE STANDARD WARRANTIES ISSUED WITH THE EQUIPMENT, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE. PPLT SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. CUSTOMER AGREES TO DEFEND, INDEMNIFY AND SAVE PPLT HARMLESS FROM ALL CLAIMS OF ANY KIND FOR DAMAGES OF ANY KIND ARISING OUT OF CUSTOMER'S ALTERATION OF THE EQUIPMENT, ITS FAILURE TO MAINTAIN THE EQUIPMENT, ITS FAILURE TO PROPERLY SUPERVISE EQUIPMENT USE, OR ITS FAILURE TO PROVIDE AND MAINTAIN APPROPRIATE TYPES AND DEPTHS OF SAFETY SURFACING BENEATH AND AROUND THE EQUIPMENT IN ACCORDANCE WITH PPLT'S INSTALLATION AND OWNER'S MANUALS AND THE MOST CURRENT CONSUMER PRODUCT SAFETY COMMISSION HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.

4. Restrictions. Until all amounts due hereunder are paid in full, Customer shall not: (i) permit the Equipment to be levied upon or attached under any legal process; (ii) transfer title to the Equipment or any of Customer's rights therein; or (iii) remove or permit the removal of the Equipment to any location not specified in this Quote.

5. Purchase Money Security Interest. Customer hereby grants, pledges and assigns to PPLT, and PPLT hereby reserves a purchase money security interest in, the Equipment in order to secure the payment and performance in full of all of Customer's obligations hereunder. Customer agrees that PPLT may file one or more financing statements, in order to allow it to perfect, acquire and maintain a superior security interest in the Equipment.

6. Choice of Law and Jurisdiction. All agreements between Customer and PPLT shall be interpreted, and the parties' obligations shall be governed, by the laws of the State of Missouri without reference to its choice of law provisions. Customer hereby consents to the personal jurisdiction of the state and federal courts located in the city and county of St. Louis, Missouri.

7. Title; Risk of Loss; Insurance. PPLT Retains full title to all Equipment until full payment is received by PPLT. Customer assumes all risk of loss or destruction of or damage to the Equipment by reason of theft, fire, water, or any other cause, and the occurrence of any such casualty shall not relieve the Customer from its obligations hereunder and under any invoices. Until all amounts due hereunder are paid in full, Customer shall insure the Equipment against all such losses and casualties.

8. Waiver; Invalidity. PPLT may waive a default hereunder, or under any invoice or other agreement between Customer and PPLT, or cure such a default at Customer's expense, but shall have no obligation to do either. No waiver shall be deemed to have taken place unless it is in writing, signed by PPLT. Any one waiver shall not constitute a waiver of other defaults or the same kind of default at another time, or a forfeiture of any rights provided to PPLT hereunder or under any invoice. The invalidity of any portion of this Quote shall not affect the force and effect of the remaining valid portions hereof.

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Ideal Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Ideal Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Ideal Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL



Ideal Park

City of Cottage Grove

NORTHLAND RECREATION

little tikes COMMERCIAL

EXHIBIT 3

PlayPower LT Farmington, Inc.
878 E. US Hwy 60
Monett, MO 65708
1-800-325-8828

Northland Recreation LLC
10085 Bridgewater Bay
Woodbury, MN 55129
(651) 815-4097 (phone)
(414) 395-8538 (fax)

Bill To: City of Cottage Grove
Parks and Recreation
8635 W Point Douglas Rd
Cottage Grove, MN 55016
Contact Name: Zac Dockter
Email: ZDockter@Cottagegrovemn.gov
Phone: 651-458-2847

Project Name & Location:
Pine Tree Pond Park
8300 Isleton Ct S
Cottage Grove, MN 55016

Ship To Address:
same

Quote Date: 11/22/22
Valid For: 30 Days

Add on to original quote

Part Number	Description	Qty	Unit Price	Total
1	Little Tikes NRG Giants Causeway Balance Pods			$2,795.00
1	Little Tikes Stand & Spin			$1,205.00

Notes

Totals:

Equipment List:	$ 4,000.00
Products by Other:	$
Installation:	$ Included
Estimated Sales Tax*:	Exempt
Freight:	Included
Grand Total:	**$ 4,000.00**

Make Purchase Orders Out To:

PlayPower LT Farmington, Inc.
Remit Purchase Orders To:
PlayPower LT Farmington, Inc.
Attention: Sales Administration
878 E US Hwy 60
Monett, Missouri, USA 65708
1-800-325-8828

Make Checks Payable To:

PlayPower LT Farmington, Inc.
Remit Checks To:
PlayPower LT Farmington, Inc.
P.O. 734155
Dallas, TX 75373-4155

NOTE:

* Applicable sales taxes will be confirmed once order and any tax certificates are received
† Denotes drop ship item.
Unloading, storage, installation, surfacing and site work are not included unless specifically noted on quotation.
Not responsible for filter cloth, irrigation rerouting, grass damage, or checking for underground utilities.
If installation is quoted, it is assumed that the site has been prepared and that any grade slope in any direction does not exceed 2%. In the event that unexpected soil conditions, such as subsurface rock, are encountered during installation, additional costs to the customer will be applicable.
The acceptance signature below serves as authorization to order the items quoted and indicates acceptance of the prices listed. All terms are subject to credit approval.

COMMENTS:

This playground contains 96.69% recycled content
This playground qualifies for 2 LEED point(s)

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THIS QUOTE IS LIMITED TO AND GOVERNED BY THE TERMS CONTAINED HEREIN. PPLT objects to any other terms proposed by Customer, in writing or otherwise, as material alterations, and all such proposed terms shall be void. Customer authorizes PPLT to ship the Equipment and agrees to pay PPLT the total amount specified. Shipping terms are FOB the place of shipment via common carrier designated by PPLT. Payment terms are Net-30 days from invoice date with approved credit and all charges are due and payable in full at PO Box 204713, Dallas, TX 75320-4713, unless notified otherwise by PPLT in writing. Customer agrees to pay all additional service charges for past due invoices. Customer must provide proper tax exemption certificates to PPLT, and shall promptly pay and discharge all otherwise applicable taxes, license fees, levies and other impositions on the Equipment at its own expense.

CUSTOMER HEREBY SUBMITS ITS OFFER TO PURCHASE THE EQUIPMENT ACCORDING TO THE TERMS STATED IN THIS QUOTE AND SUBJECT TO FINAL APPROVAL BY PPLT.

_____	_____	_____
Submitted By	**Printed Name and Title**	**Date**

THE FOREGOING QUOTE AND OFFER ARE HEREBY APPROVED AND ACCEPTED BY PLAYPOWER LT FARMINGTON INC.

By: _____ Date:_____

_____

_____

ADDITIONAL TERMS & CONDITIONS OF SALE

1. Use & Maintenance. Customer agrees to regularly inspect and maintain the Equipment, and to provide, inspect and maintain appropriate safety surfacing under and around the Equipment, in accordance with PPLT's product literature and the most current Consumer Product Safety Commission Handbook for Public Playground Safety.

2. Default, Remedies & Delinquency Charges. Customer's failure to pay any invoice when due, or its failure to otherwise comply with the terms of this Quote, shall constitute a default under all unsatisfied invoices ("Event of Default"). Upon an Event of Default, PPLT shall have all remedies available to it at law or equity, including, without limitation, all remedies afforded a secured creditor under the Uniform Commercial Code. Customer agrees to assist and cooperate with PPLT to accomplish its filing and enforcement of mechanic's or other liens with respect to the Equipment or its location or its repossession of the Equipment, and Customer expressly waives all rights to possess the Equipment after an Event of Default. All remedies are cumulative and not alternative, and no exercise by PPLT of a remedy will prohibit or waive the exercise of any other remedy. Customer shall pay all reasonable attorneys' fees plus any costs of collection incurred by PPLT in enforcing its rights hereunder. Subject to any limitations under law, Customer shall pay to PPLT as liquidated damages, and not as a penalty, an amount equal to 1.5% per month of any payment that is delinquent in such month and is not received by PPLT within ten (10) days after the date on which due.

3. Limitation of Warranty/ Indemnity. PPLT MAKES NO EQUIPMENT WARRANTIES EXCEPT FOR THOSE STANDARD WARRANTIES ISSUED WITH THE EQUIPMENT, WHICH ARE INCORPORATED HEREIN BY THIS REFERENCE. PPLT SPECIFICALLY DISCLAIMS ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE AND ANY LIABILITY FOR INCIDENTAL OR CONSEQUENTIAL DAMAGES. CUSTOMER AGREES TO DEFEND, INDEMNIFY AND SAVE PPLT HARMLESS FROM ALL CLAIMS OF ANY KIND FOR DAMAGES OF ANY KIND ARISING OUT OF CUSTOMER'S ALTERATION OF THE EQUIPMENT, ITS FAILURE TO MAINTAIN THE EQUIPMENT, ITS FAILURE TO PROPERLY SUPERVISE EQUIPMENT USE, OR ITS FAILURE TO PROVIDE AND MAINTAIN APPROPRIATE TYPES AND DEPTHS OF SAFETY SURFACING BENEATH AND AROUND THE EQUIPMENT IN ACCORDANCE WITH PPLT'S INSTALLATION AND OWNER'S MANUALS AND THE MOST CURRENT CONSUMER PRODUCT SAFETY COMMISSION HANDBOOK FOR PUBLIC PLAYGROUND SAFETY.

4. Restrictions. Until all amounts due hereunder are paid in full, Customer shall not: (i) permit the Equipment to be levied upon or attached under any legal process; (ii) transfer title to the Equipment or any of Customer's rights therein; or (iii) remove or permit the removal of the Equipment to any location not specified in this Quote.

5. Purchase Money Security Interest. Customer hereby grants, pledges and assigns to PPLT, and PPLT hereby reserves a purchase money security interest in, the Equipment in order to secure the payment and performance in full of all of Customer's obligations hereunder. Customer agrees that PPLT may file one or more financing statements, in order to allow it to perfect, acquire and maintain a superior security interest in the Equipment.

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EXHIBIT 4

PlayPower LT Farmington, Inc.
878 E. US Hwy 60
Monett, MO 65708
1-800-325-8828

Northland Recreation LLC
10085 Bridgewater Bay
Woodbury, MN 55129
(651) 815-4097 (phone)
(414) 395-8538 (fax)

Bill To: City of Cottage Grove
Parks and Recreation
8635 W Point Douglas Rd
Cottage Grove, MN 55016
Contact Name: Zac Dockter
Email: ZDockter@Cottagegrovemn.gov
Phone: 651-458-2847

Project Name & Location:
Ideal Park
8227 Ideal Ave S
Cottage Grove, MN 55016

Ship To Address:
same

Quote Date: 11/22/22
Valid For: 30 Days

Add on to original quote

Part Number	Description	Qty	Unit Price	Total
501 Sq.Ft.	No Fault Poured in Place Rubber Surfacing with concrete base. Installed			$14,358.00

Notes

Totals:

Equipment List:	$ 14,358.00
Products by Other:	$
Installation:	$
Estimated Sales Tax*:	Exempt
Freight:	Included
Grand Total:	**$ 14,358.00**

Make Purchase Orders Out To:

PlayPower LT Farmington, Inc.
Remit Purchase Orders To:
PlayPower LT Farmington, Inc.
Attention: Sales Administration
878 E US Hwy 60
Monett, Missouri, USA 65708
1-800-325-8828

Make Checks Payable To:

PlayPower LT Farmington, Inc.
Remit Checks To:
PlayPower LT Farmington, Inc.
P.O. 734155
Dallas, TX 75373-4155

NOTE:

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Unloading, storage, installation, surfacing and site work are not included unless specifically noted on quotation.
Not responsible for filter cloth, irrigation rerouting, grass damage, or checking for underground utilities.
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_____	_____	_____
Submitted By	**Printed Name and Title**	**Date**

THE FOREGOING QUOTE AND OFFER ARE HEREBY APPROVED AND ACCEPTED BY PLAYPOWER LT FARMINGTON INC.

By: _____ Date:_____

_____

_____

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Second Quote

MIDWEST PLAYSCAPES
8632 Eagle Creek Circle, Savage, MN 55378
www.MIDWESTPLAYSCAPES.com

direct: 952.895.8888
fax:952.895.8889
toll free: 800.747.1452

playscapes@earthlink.net

THE BETTER BUSINESS BUREAU

Quotation

Project: City of Cottage Grove / Pinetree Pond and Ideal Park
Contact: Zac Dockter
Ship To: 8635 W Pt Douglas Rd
Cottage Grove, MN 55016
Email: zdockter@cottagegrovemn.gov

Phone: 651-458-2847
Fax:
Bill To:
Cottage Grove, MN 55016

Shipping Contact Name:

Date: 9/30/2022

Qty	Design/Item #	Description		Total
		Pinetree Pond Park		
1	DD092922-01	Playworld Playground	$	55,512.00
		**Price includes all Play Equipment and Bench shown in Design #DD092922-01 (List Price $71,701 / Coop Disc -$12,189 / Additional Disc -$4,000)		
246 linear ft		6" x 12" Concrete Curb	$	10,332.00
185 cu yds	EWF	Engineered Wood Fiber	$	3,457.50
		**To cover 3776 sq ft with approximately 12" of material		
		Ideal Park		
1	DD093022-01	Playworld Playground	$	49,009.00
		**Price includes all Play Equipment and Bench shown in Design #DD093022-01 (List Price $62,661 / Coop Disc -$10,652 / Additional Disc -$3,000)		
273 linear ft		6" x 12" Concrete Curb	$	11,466.00
225 cu yds	EWF	Engineered Wood Fiber	$	3,997.50
		**To cover 4572 sq ft with approximately 12" of material		

Cooperative Purchasing Contract #20.9-MWP

Subtotal	$	133,774.00
Freight	$	3,450.00
Sales Tax	$	-
Local Sales Tax	$	-
Total	$	137,224.00

Tax Exempt #_____ * Please provide certificate

Options

☐ **Add $12,776 for installation of all above play equipment and benches shown in Design #DD092922-01 and DD093022-02, all necessary grading, earthwork and erosion correction, and restoration of disturbed areas with black dirt and seed.**

☐ **Add $500 if customer would like Midwest Playscapes to unload equipment when it arrives.**

☐ **Add $800 for Dumpster if customer would like Midwest Playscapes to dispose of packaging material.**

NOTE: Freight Quotes are good for 20 days from quote date above, due to rising fuel costs. Quote will need to be re-evaluated after this time frame.

NOTE: Customer is responsible for unloading, freight inventory, storage, removal of existing equipment and disposal of packaging material.

NOTE: Any Insurance requirements above $1,000,000 General Liability will be subject to a surcharge

NOTE: UNLESS OTHERWISE NOTED, prices shown are material only. They **DO NOT** include: assembly, installation, border, safety surfacing, drain tile, geotextile fabric, removal of existing equipment, site preparation, excavation or site restoration, unloading of equipment, disposal of packaging material, storage of equipment, additional insurance and bonding would be extra, unless otherwise stated above. If playground

equipment or materials are stored off site, customer is responsible for transporting equipment to job site.

Prices firm for 30 days, subject to review thereafter. Our terms are net 30. A finance charge of 1.5% will be imposed on the outstanding balance unpaid for more than 30 days after the shipment of materials. Equipment shall be invoiced seperately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.Once customer has signed quotation, your order cannot be changed or canceled.Please allow TBD weeks for delivery after receipt of order. Standard manufacturing design, specification, and construction apply unless noted otherwise. Customer is responsible for the identification and marking of all underground utilities (public or private) to include drain tile and sprinkler systems. Area must be accessible to Bobcat and other equipment necessary for installation or additional fees will be charged. Freight quote is based on customer unloading equipment and checking in all equipment for any missing parts. If product is refused by customer upon delivery for any reason (unless damaged), without prior authorization from Midwest Playscapes, Inc., the customer agrees to pay 20% restocking fee plus freight charges.
Price does not include prevailing wages, unless otherwise noted. If we can be of Other Assistance, please feel free to contact us.

Signed: _____
Dominic Dvorak

Accepted _____
Date: _____
Printed Name: _____

City Council Action Request

7L

Meeting Date	12/7/2022
Department	Parks and Recreation
Agenda Category	Consent Agenda
Title	Service Agreement - Peter Thompson Park Playground
Staff Recommendation	Authorize service agreement with Flagship Recreation for the installation of playground equipment at Peter Thompson Park.
Budget Implication	Installation cost for this service agreement is $30,477.06. Funds are allocated within the Park Improvement fund for $110,000.00.
Attachments	Council Report-P Thompson Playground.tif 115.66MB

Cottage Grove
Where Pride and Prosperity Meet

To:	Honorable Mayor and City Council Jennifer Levitt, City Administrator
From:	Zac Dockter, Parks and Recreation Director
CC:	
Date:	November 28, 2022
Subject:	Service Agreements – Peter Thompson Park Playground

Introduction/Background
The 2023 capital improvements plan includes funding for replacement of the Peter Thompson Park playground equipment. Peter Thompson Park is a community park which carries a budget of $110,000 per playground replacement. All units are to include a dynamic playground, concrete border, wood fiber safety surfacing and a 6' park bench (on a concrete slab).

Four playground proposals per park were received from four different companies. All designs were put into an online survey to gauge community response on the proposals. Survey links were put on postcards and mailed directly to residents in the adjacent neighborhoods.

The Parks, Recreation and Natural Resources Commission reviewed all proposals and survey data at their November 14, 2022 public meeting. They recommended acceptance of the proposal from Flagship Recreation. They further recommended adding shade to the center-piece of the structure to reduce sun exposure and hot surfaces for users. Additionally, it was determined that the sand play equipment was no longer able to be salvaged and needed to be replaced. These two add-ons resulted in an additional $6,541 to the project.

The play equipment will be purchased utilizing a purchase order to Landscape Structures, Inc. for a total of $86,064.50. The installation of the equipment will be administered by a service agreement with Flagship Recreation for the amount of $30,477.06.

Funding for this project is available within the Park Improvement Fund.

Staff Recommendation
Authorize service agreement with Flagship Recreation for the installation of playground equipment at Peter Thompson Park.

AGREEMENT FOR SERVICES

THIS AGREEMENT ("Agreement") is made and executed this _____day of _____, 2022, by and between the City of Cottage Grove, 12800 Ravine Parkway, Cottage Grove, Minnesota 55016, ("City") and Flagship Recreation, 11123 Upper 33rd Street North, Lake Elmo, Minnesota 55042 ("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 November 28, 2022, incorporated herein as Exhibit 1;

        ii. Where the terms and conditions of this Agreement and those terms and conditions included in Exhibit 1 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 Exhibit 1, subject to Section 8 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 and the Contractor agrees to receive and accept payment for Services as set forth in Exhibit 1.

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. City shall not make any payments due to the Contractor under this Agreement until after the Contractor has completed to the satisfaction of the City at the location specified in Exhibit 1. 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 shall commence on the date written in the initial paragraph of this Agreement and shall continue until the Services described in Exhibit 1 are completed to the satisfaction of the City. This Agreement may be extended upon the written mutual consent of the parties for such additional periods as they deem appropriate, and upon the same terms and conditions as herein stated.

4. TERMINATION AND REMEDIES.

a. Termination for Convenience. This Agreement may be terminated by either party upon thirty (30) days' written notice delivered to the other party at the addresses listed in Section 14 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.

5. 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 Exhibit 1. 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.

6. 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.

7. 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.

8. 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.

9. CITY'S REPRESENTATIVE. The City has designated Zac Dockter to act as the City's representative with respect to the Services to be performed under this Agreement. He shall have complete authority to transmit instructions, receive information, interpret, and

define the City's policy and decisions with respect to the Services covered by this Agreement.

10. PROJECT MANAGER AND STAFFING. The Contractor has designated Emily Maloney to be the primary contact for the City in the performance of the Services. He 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 the designated staff without the approval of the City.

11. INDEMNIFICATION.

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

    b. Contractor shall indemnify City against legal liability for damages arising out of claims by Contractor's employees or subcontractors, including all liens. City shall indemnify Contractor against legal liability for damages arising out of claims by City's employees or subcontractors.

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

    a. Commercial General Liability Insurance, with a limit of $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.

13. WARRANTIES. Contractor warrants and guarantees that title to all work, materials, and equipment covered by any invoice, will pass to City no later than the completion date when all Services under this Agreement have been performed by Contractor. Contractor warrants that all work will be free from defects and that all materials will be new and of

first quality. If within one (1) year after final payment any work or material is found to be defective, Contractor shall promptly, without cost to the City, correct such defect.

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

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

If to Contractor: Flagship Recreation
11123 Upper 33rd Street North
Lake Elmo, MN 55042
Attention: Chad Simich

15. 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.

16. 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.

17. 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.

[The remainder of this page is intentionally left blank]

CITY OF COTTAGE GROVE

By: _____
Myron A. Bailey, Mayor

By:_____
Tamara Anderson, City Clerk

Date:_____

FLAGSHIP RECREATION

Signature:_____

Date:_____

Name:_____

Its:_____

EXHIBIT 1

Date 11/28/2022
Expires 12/12/2022
Quote: City of Cottage Grove
Contact: Zac Dockter, Parks & Recreation Director
Phone: 651-458-2847
Email: zdockter@cottagegrovemn.gov

Ship To:	**Please Make PO's & Contracts Out To:**
Peter Thompson Park 6327 Highland Hills Blvd S, Cottage Grove, MN 55016	Flagship Recreation 11123 Uppder 33rd St. N Lake Elmo, MN 55042
Bill To:	**Please Remit Payment To:**
City of Cottage Grove 8635 W Point Douglas Rd Cottage Grove, MN 55016	Flagship Recreation 11123 Uppder 33rd St. N Lake Elmo, MN 55042

We are pleased to submit this proposal to supply the following products/services:

QTY	ITEM #	Description	UNIT PRICE	EXT. PRICE
1		Mobilization		$750.00
1		Dumpster - Disposal / Equipment Packing (30 Yard)		$750.00
0		Demo Equipment & Excavation (existing container)		By Owner
0		Concrete Border (6"W x 12"D)		Existing
0		Concrete Flatwork		Existing
1		Playground Installation by Landscape Structures Certified Installers		$18,647.25
		Standard Equipment - CG PeterThompson 112222 Rev		
200		Engineered Wood Fiber (EWF) & Installation		$9,000.00
709		Site Restoration		1,329.81
			Subtotal	$30,477.06
			Freight	-
			Sales Tax	Tax Exempt Cert
			Total	$30,477.06

Quotes from Flagship Recreation, Inc. are subject to current Flagship Recreation, Inc. policies as well as Terms & Conditions, Inclusions & Exclusions outlined below unless noted otherwise on this quote. Changes are subject to price adjustment. Sales tax, if applicable, will be applied unless a tax-exempt certificate is provided at the time of order entry. Customer deposits, if required, must be received before orders will be entered & installation scheduled. Purchases in excess of $1,000.00 must be supported by a formal Purchase Order made out to Flagship Recreation, Inc.

Terms: Net 30 days; 1.5% finance charge on balances over 30 days

Terms & Conditions

Contract: Seller's Copy of signed quote represents the contract between Seller and Buyer. This form supersedes all previous communications and negotiations and constitutes the entire agreement between the parties. Any changes to this contract are not binding unless jointly agreed in writing via Change Order.

Project Scope *(This Section For Quotes Including Installation)*

Inclusions:

- One Mobilization
- Accepting & Unloading of Order Prior to Installation
- Unpacking of Play Equipment
- Assembly of Play Equipment
- Placing, Digging or Surface Mounting Equipment (as specificed)
- Concrete for Play Equipment Footings
- Standard Insurance Offer (Detail Provided Upon Request)
- Standard Warranty Offer (Detail Provided Upon Request)
- Standard Wage Rates

Exclusions (Unless Specifically Quoted):

- Storage or Security of Equipment
- Private Utility Locates (irrigation, low voltage, lighting, etc.)
- Additional Labor Due to Site Access. Require 8' Wide Clearance from Staging Area to Play Space.
- Additional Labor and/or Related Costs Due to Subsurface Conditions (Rock, Hardpan, Heavy Clay, Ground Water, etc.)
- Additional Labor and/or Related Costs Due to Working in Unstable Soils (Sand, Pea Rock, Mud, Poor Site Drainage, etc.)
- Offsite Removal of Spoils From Footing Holes or Other Excavation. Can be stockpiled for owner removal or left in play space
- Disposal of Packing Material. Can be Stockpiled for Owner Removal or Deposited in Owners Onsite Dumpster
- Removal of Existing Play Equipment, Border or Safety Surfacing Material
- Site Work of Any Kind. Exclusions include, site grading (owner to provide max slope of 1%), site restoration, drainage, etc.
- Border for Play Space
- Bonding of Any Type
- Permits of Any Kind

Force Majeure: In the event performance of this Agreement, or any obligation hereunder, is either directly or indirectly prevented, restricted, or interfered with by reason of fire, flood, tornado or like acts of God, wars, civil commotion, explosion, acts of public enemy, embargo, acts of the government, labor difficulties, including without limitation, strikes, slowdowns, picketing, or boycotts, unavailability of equipment from vendor, changes requested by Customer, or any other circumstances beyond the reasonable control and without the fault or negligence of Flagship Recreation, Flagship Recreation, upon giving prompt notice to the Customer, shall be excused from such performance on a day-to-day basis to the extent of such prevention, restriction, or interference (and the Customer shall likewise be excused from performance of its obligations on a day-to-day basis until the delay, restriction or interference has ceased); provided however, that Flagship Recreation so affected shall use diligent efforts to avoid or remove such causes of non-performance and both Parties shall proceed whenever such causes are removed or cease.

Material Cost Escalation: If, during the performance of this contract, the cost of materials significantly increases, through no fault of Flagship Recreation, the price of this contract shall be equitably adjusted by an amount reasonably necessary to cover any such significant increase in the costs of materials. As used herein, a significant cost increase shall mean any increase in cost of materials exceeding 5% experienced by contractor from the date of the contract signing. Such increase in material costs shall be documented through quotes, invoices, or receipts. Where the delivery of materials delayed, through no fault of the contractor, as a result of the shortage or unavailability of the materials, contractor shall not be liable for any additional costs or damages associated with such delay(s).

Acceptance of Quotation:

Accepted By (Print)	Zac Dockter, Parks & Recreation Director	**PO#:**	
Signature:		**Email:**	zdockter@cottagegrovemn.gov
Title:		**Phone:**	
Date:		**Purchase Amount:**	$30,477.06

FLAGS-1 OP ID: KA

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/24/2021

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER 877-834-5676 USI Midwest Youngstown 570 Polaris Parkway Suite 500 Westerville, OH 43082 USI Midwest	CONTACT NAME: USI Midwest PHONE (A/C, No, Ext): 877-834-5676 FAX (A/C, No): 614-796-7840 E-MAIL ADDRESS: USIpers@westfieldservices.com
INSURED Sawtooth Holdings Inc DBA Flagship Recreation; Simich IV 1340 Paris Tril N West Lakeland, MN 55082	INSURER(S) AFFORDING COVERAGE — NAIC # INSURER A : Westfield Insurance Company — 24112 INSURER B : Westfield National Insurance — 24120 INSURER C : INSURER D : INSURER E : INSURER F :

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY CLAIMS-MADE X OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: POLICY X PRO-JECT LOC OTHER:	X	X	CWP4635072	07/14/2021	07/14/2022	EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) MED EXP (Any one person) PERSONAL & ADV INJURY GENERAL AGGREGATE PRODUCTS - COMP/OP AGG $	$ 1,000,000 $ 500,000 $ 5,000 $ 1,000,000 $ 2,000,000 $ 2,000,000 $
A	AUTOMOBILE LIABILITY X ANY AUTO OWNED AUTOS ONLY SCHEDULED AUTOS HIRED AUTOS ONLY NON-OWNED AUTOS ONLY	X	X	CWP4635072	07/14/2021	07/14/2022	COMBINED SINGLE LIMIT (Ea accident) BODILY INJURY (Per person) BODILY INJURY (Per accident) PROPERTY DAMAGE (Per accident) $	$ 1,000,000 $ $ $ $
A	X UMBRELLA LIAB X OCCUR EXCESS LIAB CLAIMS-MADE DED X RETENTION $ 0	X	X	CWP4635072	07/14/2021	07/14/2022	EACH OCCURRENCE AGGREGATE $	$ 3,000,000 $ 3,000,000 $
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y/N: N If yes, describe under DESCRIPTION OF OPERATIONS below	N / A	X	WCP4635175	07/14/2021	07/14/2022	X PER STATUTE OTH-ER E.L. EACH ACCIDENT E.L. DISEASE - EA EMPLOYEE E.L. DISEASE - POLICY LIMIT	$ 1,000,000 $ 1,000,000 $ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Project Number 21035F (005069009) Highland Bridge Park C Hidden Falls - Play Equipment - 2230 Montreal Avenue Saint Paul, MN 55116
See Attached:

CERTIFICATE HOLDER

PETCH-7

Peterson Companies Inc.
8326 Wyoming Trail
Chisago City, MN 55013

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Kim Otter

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Peterson Companies Inc., Ryan Companies US Inc, Confluence, Project Paul LLC, its officers, directors, employees, agents and representatives are included as additional insured for ongoing and completed operations on the General Liability and as additional insured on the Auto Liability with respect to operations of the named insured for the certificate holder as required by written contract or agreement. General Liability coverage is primary and non-contributory. General Liability, Auto Liability and Workers Compensation coverages include waivers of subrogation. 30 day notice of cancellation applies with the exception of 10 days for nonpayment of premium. Umbrella is follow form of the additional insured, primary and noncontributory and waiver of subrogation. All policy terms, conditions and exclusions apply.



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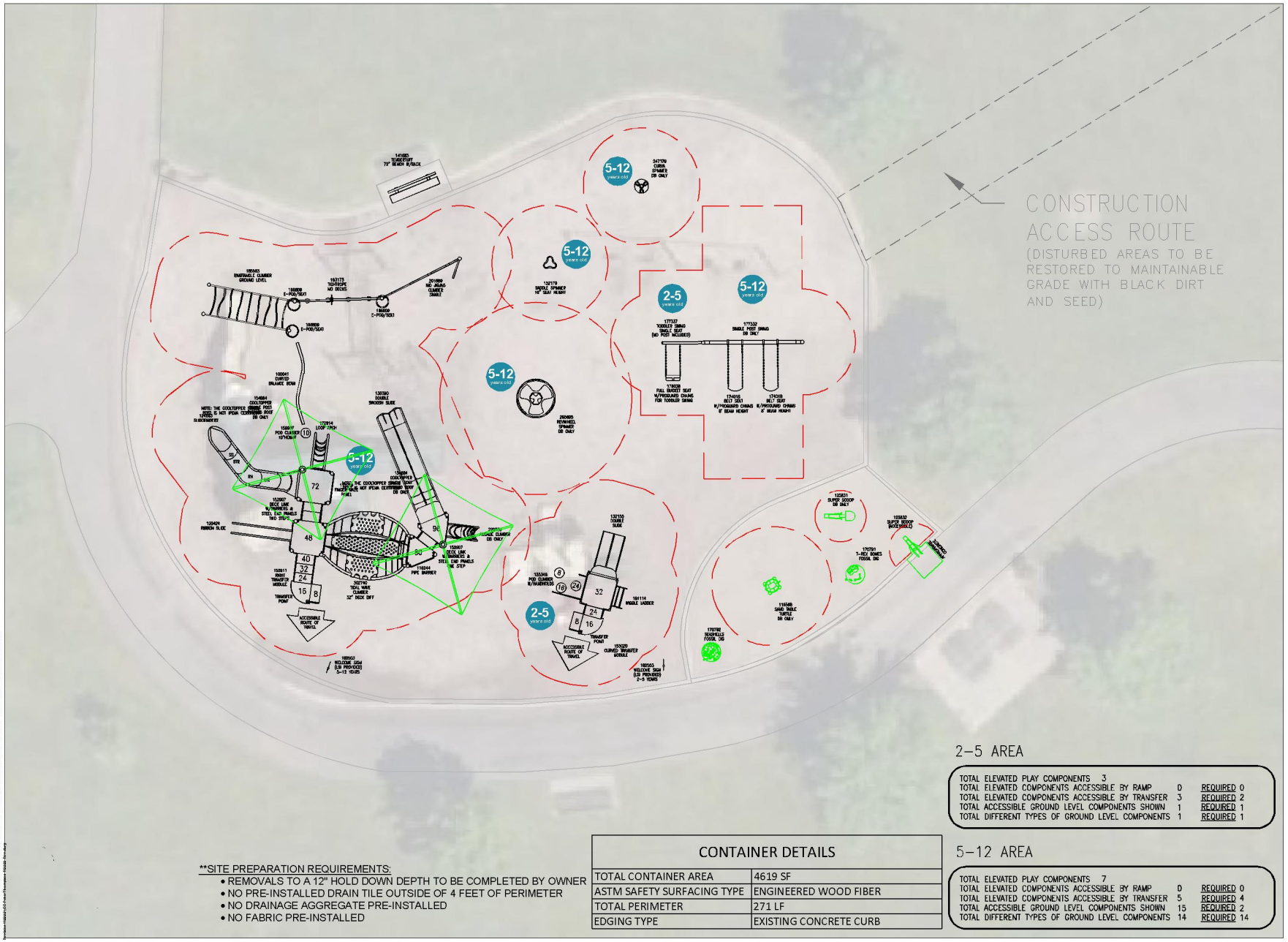
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**SITE PREPARATION REQUIREMENTS:

- REMOVALS TO A 12" HOLD DOWN DEPTH TO BE COMPLETED BY OWNER
- NO PRE-INSTALLED DRAIN TILE OUTSIDE OF 4 FEET OF PERIMETER
- NO DRAINAGE AGGREGATE PRE-INSTALLED
- NO FABRIC PRE-INSTALLED

CONTAINER DETAILS	
TOTAL CONTAINER AREA	4619 SF
ASTM SAFETY SURFACING TYPE	ENGINEERED WOOD FIBER
TOTAL PERIMETER	271 LF
EDGING TYPE	EXISTING CONCRETE CURB

2-5 AREA

TOTAL ELEVATED PLAY COMPONENTS 3		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	3	REQUIRED 2
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	1	REQUIRED 1
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	1	REQUIRED 1

5-12 AREA

TOTAL ELEVATED PLAY COMPONENTS 7		
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY RAMP	0	REQUIRED 0
TOTAL ELEVATED COMPONENTS ACCESSIBLE BY TRANSFER	5	REQUIRED 4
TOTAL ACCESSIBLE GROUND LEVEL COMPONENTS SHOWN	15	REQUIRED 2
TOTAL DIFFERENT TYPES OF GROUND LEVEL COMPONENTS	14	REQUIRED 14

flagship recreation

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

landscape structures

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

PETER THOMPSON PARK PLAYGROUND

6327 HIGHLAND HILLS BLVD S
COTTAGE GROVE, MN

SALES REPRESENTATIVE:
EMILY MALONEY

DESIGNED BY:
AO
11/22/22

3/32" = 1'-0"

SHEET
LS101

Quote 2

MIDWEST PLAYSCAPES
8632 Eagle Creek Circle, Savage, MN 55378
www.MIDWESTPLAYSCAPES.com

direct: 952.895.8888
fax:952.895.8889
toll free: 800.747.1452

playscapes@earthlink.net

THE BETTER BUSINESS BUREAU

Quotation

Project: City of Cottage Grove / Peter Thompson Park
Contact: Zac Dockter
Ship To: 8635 W Pt Douglas Rd
Cottage Grove, MN 55016
Email: zdockter@cottagegrovemn.gov
Shipping Contact Name:

Phone: 651-458-2847
Fax:
Bill To:
Cottage Grove, MN 55016

Date: 9/30/2022

Qty	Design/Item #	Description		Total
1	DD092822-01	Playworld Playground **Price includes 5-12 Play Structure, 2-5 Play Structure, Swings, (2) EZ Diggers, and (1) Bench as seen in Design #DD092822-01	$	88,821.00
		Less Coop Discount	$	(15,099.00)
215 cu yds	EWF	Engineered Wood Fiber **To cover 4339 sq ft with approximately 12" of material	$	4,062.50
		Cooperative Purchasing Contract #20.9-MWP		
			Subtotal $	77,784.50
			Freight $	3,450.00
	Tax Exempt #_____	* Please provide certificate	Sales Tax $	-
			Local Sales Tax $	-
			Total $	81,234.50

Options

☐ **Add $18,765 for installation of all Equipment and Engineered Wood Fiber shown in design #DD092822-01, and for restoration of all disturbed areas with black dirt and seed.**

☐ **Add $500 if customer would like Midwest Playscapes to unload equipment when it arrives.**

☐ **Add $800 for Dumpster if customer would like Midwest Playscapes to dispose of packaging material.**

NOTE: Freight Quotes are good for 20 days from quote date above, due to rising fuel costs. Quote will need to be re-evaluated after this time frame.

NOTE: Customer is responsible for unloading, freight inventory, storage, site prep and disposal of packaging material.

NOTE: Any Insurance requirements above $1,000,000 General Liability will be subject to a surcharge

NOTE: UNLESS OTHERWISE NOTED, prices shown are material only. They **DO NOT** include: assembly, installation, border, safety surfacing, drain tile, geotextile fabric, removal of existing equipment, site preparation, excavation or site restoration, unloading of equipment, disposal of packaging material, storage of equipment, additional insurance and bonding would be extra, unless otherwise stated above. If playground equipment or materials are stored off site, customer is responsible for transporting equipment to job site.

Prices firm for 30 days, subject to review thereafter. Our terms are net 30. A finance charge of 1.5% will be imposed on the outstanding balance unpaid for more than 30 days after the shipment of materials. Equipment shall be invoiced seperately from other services and shall be payable in advance of those services and project completion. Retainage not accepted.Once customer has signed quotation, your order cannot be changed or canceled.Please allow TBD weeks for delivery after receipt of order. Standard manufacturing design, specification, and construction apply unless noted otherwise. Customer is responsible for the identification and marking of all underground utilities (public or private) to include drain tile and sprinkler systems. Area must be accessible to Bobcat and other equipment necessary for installation or additional fees will be charged. Freight quote is based on customer unloading equipment and checking in all equipment for any missing parts. If product is refused by customer upon delivery for any reason (unless damaged), without prior authorization from Midwest Playscapes, Inc., the customer agrees to pay 20% restocking fee plus freight charges. Price does not include prevailing wages, unless otherwise noted. If we can be of Other Assistance, please feel free to contact us.

Signed: _____
Dominic Dvorak

Accepted _____
Date: _____
Printed Name: _____

City Council Action Request

7M

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	Glacial Valley Park – Permanent Trail Easement
Staff Recommendation	Approve the Permanent Trail Easement agreement with the South Washington Watershed District for the bituminous trail west of Glacial Valley Park.
Budget Implication	N/A
Attachments	Glacial Valley Park Permanent Trail Easement CC Memo.tif — 2.27MB Glacial Valley Park Permanent Trail Easement Agreement.tif — 37.98MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Joe Fox, PE, Project Engineer

Date: November 29, 2022

Re: Glacial Valley Park – Approve Permanent Trail Easement

Background/Discussion

At the April 6, 2022 City Council meeting, the Council approved a Temporary Construction Easement with the South Washington Watershed District for a trail construction as part of the Glacial Valley Park Project. The trail extends from Ravine Parkway, through watershed district property just west of the new park, and connects to the newly constructed trail in the Rolling Meadows development.

Now that trail construction is complete, the construction easement is no longer needed. The Temporary Construction Easement expires once the Permanent Trail Easement is signed and recorded.

Recommendation

It is recommended that the City Council approve the Permanent Trail Easement with the South Washington Watershed District for the bituminous trail west of Glacial Valley Park.

PERMANENT TRAIL EASEMENT

THIS PERMANENT TRAIL EASEMENT ("Easement") is made, granted and conveyed this _____ day of _____, 2022, by and between South Washington Watershed District, a Minnesota municipal corporation ("Landowner"), and the City of Cottage Grove, a Minnesota municipal corporation ("City").

PROPERTY DESCRIPTION

Landowner owns real property in Washington County, Minnesota, legally described on the attached Exhibit A (the "Landowner's Property"), attached hereto and incorporated herein by reference.

PERMANENT EASEMENT DESCRIPTION

Landowner for and in consideration of One Dollar and other good and valuable consideration, the receipt whereof is hereby acknowledged, does hereby grant and convey to the City, its successors and assigns, forever the following:

> A permanent easement for sidewalk and trail purposes and all such purposes ancillary, incident or related thereto, including but not limited to a retaining wall, for construction, maintenance, improvement, repair and replacement, and restoration purposes and all such purposes ancillary thereto ("Permanent Easement"), under, over, across, through and upon that real property legally described on Exhibit B and depicted on Exhibit C ("Permanent Easement Area"), attached hereto and incorporated herein by reference.

EXEMPT FROM STATE DEED TAX

The rights of the City also include the right of the City, its contractors, agents and servants:

(a) To enter upon the Permanent Easement Area at all reasonable times for the purposes of construction, reconstruction, inspection, repair, replacement, grading, sloping, and restoration relating to the purposes of the Permanent Easement; and

(b) To maintain the Permanent Easement Area, together with the right to excavate and refill

ditches or trenches for the location of such sidewalks, trails, right-of-way, retaining walls, streetlights, hydrants, curb, gutter or other project improvements; and

(c) To remove from the Permanent Easement Area trees, brush, herbage, aggregate, undergrowth and other obstructions interfering with the location, construction and maintenance of the sidewalks, trails, retaining walls, streetlights, hydrants, and to deposit earthen material in and upon the Permanent Easement Area; and

(d) To remove or otherwise dispose of all earth or other material excavated from the Permanent Easement Area as the City may deem appropriate.

The City shall not be responsible for any costs, expenses, damages, demands, obligations, penalties, attorneys' fees and losses resulting from any claims, actions, suits, or proceedings based upon a release or threat of release of any hazardous substances, petroleum, pollutants, and contaminants which may have existed on, or which relate to, the Permanent Easement Area or the Landowner's Property prior to the date hereof.

Nothing contained herein shall be deemed a waiver by the City of any governmental immunity defenses, statutory or otherwise. Further, any and all claims brought by Landowner or its successors or assigns, shall be subject to any governmental immunity defenses of the City and the maximum liability limits provided by Minnesota Statute, Chapter 466.

The Landowner, for itself and its successors and assigns, does hereby warrant to and covenant with the City, its successors and assigns, that it is well seized in fee of the Landowner's Property described on Exhibit A, the Permanent Easement Area described on Exhibit B and depicted on Exhibit C and has good right to grant and convey the Permanent Easement herein to the City.

This Easement is binding upon the heirs, successors, executors, administrators and assigns of the parties hereto.

This Easement may be executed in any number of counterparts, each of which shall be deemed an original but all of which shall constitute one and the same instrument.

[Remainder of this page has been intentionally left blank]

IN TESTIMONY WHEREOF, the parties have caused this Easement to be executed as of the day and year first above written.

CITY:
CITY OF COTTAGE GROVE

By: _____
Myron Bailey
Mayor

By: _____
Tamara Anderson
City Clerk

STATE OF MINNESOTA)
) ss.
COUNTY OF WASHINGTON)

On this _____ day of _____, 2022, 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 the City Clerk of the City of Cottage Grove, the Minnesota municipal corporation named in the foregoing instrument, and that it was signed on behalf of said municipal corporation by authority of its City Council and said Mayor and City Clerk acknowledged said instrument to be the free act and deed of said municipal corporation.

_____
Notary Public

LANDOWNER:
SOUTH WASHINGTON WATERSHED DISTRICT

By: _____
Brian Johnson
Its: President

By: _____
Matt Moore
Its: Administrator

STATE OF MINNESOTA)
) ss.
COUNTY OF_____)

The foregoing instrument was acknowledged before me on _____ day of _____, 2022, by Brian Johnson as President and by Matt Moore as Administrator, of South Washington Watershed District, a Minnesota municipal corporation, on behalf of said municipal corporation.

_____
Notary Public

THIS INSTRUMENT WAS DRAFTED BY
AND AFTER RECORDING RETURN TO:

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

EXHIBIT A
LEGAL DESCRIPTION OF LANDOWNER'S PROPERTY

PARCEL B

Those parts of the West One Half of the Northeast Quarter and the Northwest Quarter of the Southeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

> Commencing at the northwest corner of the Northeast Quarter of said Section 3; thence North 89 degrees 49 minutes 33 seconds East assumed, along the north line of said Northeast Quarter, a distance of 493.26 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter, a distance of 1724.07 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter and parallel with the west line of the Southeast Quarter of said Section 3, a distance of 1070.50 feet to the center line Military Road; thence South 49 degrees 34 minutes 57 seconds East, along said center line, a distance of 80.61 feet to the point of beginning of the land to be described; thence North 49 degrees 34 minutes 57 seconds West along said center line, a distance of 80.61 feet; thence North 01 degrees 12 minutes 45 seconds East parallel with said west line of the Northeast Quarter, a distance of 579.11 feet to the north line of the South 220.00 feet of said West One Half of the Northeast Quarter; thence South 89 degrees 15 minutes 18 seconds East along said north line of the South 220.00 feet, a distance of 819.37 feet to the east line of said West One Half of the Northeast Quarter; thence South 01 degrees 22 minutes 27 seconds West along said east line, a distance of 220.01 feet to the northeast corner of said Northwest Quarter of the Southeast Quarter; thence North 89 degrees 15 minutes 18 seconds West along the north line of said Northwest Quarter of the Southeast Quarter a distance of 66.00 feet; thence southwesterly along a non-tangential curve concave to the southeast having a radius of 1564.15 feet, central angle of 21 degrees 50 minutes 53 seconds and a chord bearing of South 61 degrees 25 minutes 01 seconds West; thence southwesterly along a reverse curve concave to the northwest having a radius of 1015.27 feet, central angle of 12 degrees 05 minutes 09 seconds and a chord bearing of South 56 degrees 32 minutes 09 seconds West to the point of beginning.

Subject to that portion taken for Military Road and easements of record, if any.

PARCEL C

That part of the Northwest Quarter of the Southeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

> Commencing at the northwest corner of the Northeast Quarter of said Section 3; thence North 89 degrees 49 minutes 33 seconds East assumed, along the north line of said Northeast Quarter, a distance of 493.26 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter, a distance of 1724.07 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of

said Northeast Quarter and parallel with the west line of the Southeast Quarter of said Section 3, a distance of 1070.50 feet to the center line Military Road; thence South 49 degrees 34 minutes 57 seconds East, along said center line, a distance of 80.61 feet to the point of beginning of the land to be described; thence continuing South 49 degrees 34 minutes 57 seconds East, along said center line, a distance of 634.75 feet; thence easterly, along said center line, on a tangential curve, concave to the northeast, having a radius of 24,202.06 feet, a central angle of 00 degrees 47 minutes 41 seconds, a distance of 335.67 feet to the east line of said Northwest Quarter of the Southeast Quarter; thence North 01 degrees 22 minutes 14 seconds East, along said east line, a distance of 1028.33 feet to the northeast corner of said Northwest Quarter of the Southeast Quarter; North 89 degrees 15 minutes 18 seconds West along the north line of said Northwest Quarter of the Southeast Quarter a distance of 66.00 feet, thence southwesterly along a non-tangential curve concave to the southeast having a radius of 1564.15 feet; central angle of 21 degrees 50 minutes 53 seconds and chord bearing of South 61 degrees 25 minutes 01 seconds West; thence southwesterly along a reverse curve concave to the northwest having a radius of 1015.27 feet, central angle of 12 degrees 05 minutes 09 seconds and a chord bearing of South 56 degrees 32 minutes 09 seconds West to the point of beginning.

Subject to that portion taken for Military Road and easements of record, if any.

EXCEPT

That part of the Northwest Quarter of the Southeast Quarter of Section 03, Township 027, Range 21, Washington County, Minnesota, described as follows:

Beginning at the northeast corner of said Northwest Quarter of the Southeast Quarter; thence North 89 degrees 15 minutes 18 seconds West assumed bearing along the north line of said Northwest Quarter of the Southeast Quarter, 66.00 feet to the west line of the East 66.00 feet, thereof; thence South 01 degree 22 minutes 14 seconds West, along said west line of the East 66.00 feet, a distance of 888.57 feet; thence South 39 degrees 57 minutes 01 seconds West, 67.93 feet to the center line of Military Road; thence southeasterly 138.30 feet along said center line to the east line of said Northwest Quarter of the Southeast Quarter; thence North 01 degree 22 minutes 14 seconds East along said east line, a distance of 1028.32 feet to the point of beginning.

EXCEPT

That part of the West half of the Northeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

Beginning at the northeast corner of the South 220.00 feet of said West half of the Northeast Quarter; thence North 01 degree 22 minutes 27 seconds East assumed bearing along the east line of said West half of the Northeast Quarter, 101.18 feet; thence North 89 degrees 15 minutes 18 seconds West, 130.39 feet; thence southwesterly 297.82 feet along a non-tangential curve concave to the southeast

having a radius of 978.37 feet, central angle of 17 degrees 26 minutes 28 seconds and a chord bearing of South 79 degrees 22 minutes 34 seconds West; thence South 68 degrees 00 minutes 26 seconds West not tangent to last described curve, 110.45 feet to north line of said South 220.00 feet of the West half of the Northeast Quarter; thence South 89 degrees 15 minutes 18 seconds East along said north line of the South 220.00 feet thereof, a distance of 521.99 feet to the point of beginning.

Abstract Property
PID: 03.027.21.13.0008

EXHIBIT B
LEGAL DESCRIPTION OF PERMANENT EASEMENT AREA

A 20-foot-wide perpetual easement for public trail purposes over, under and across a portion of the following described property:

Those parts of the West One Half of the Northeast Quarter and the Northwest Quarter of the Southeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

The centerline of said strip of land is described as commencing at the northwest corner of the Northeast Quarter of said Section 3; thence North 89 degrees 49 minutes 33 seconds East, bearing assumed, along the north line of said Northeast Quarter, a distance of 493.26 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter, a distance of 1724.07 feet to the point of beginning of the centerline to be described; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter and parallel with the west line of the Southeast Quarter of said Section 3, a distance of 1070.50 feet to the center line Military Road; thence South 49 degrees 34 minutes 57 seconds East, along said center line, a distance of 715.36 feet; thence easterly, along said center line, on a tangential curve, concave to the northeast, having a radius of 24202.06 feet, a central angle of 00 degrees 47 minutes 41 seconds, a distance of 335.67 feet to the east line of said Northwest Quarter of the Southeast Quarter; thence North 01 degrees 22 minutes 14 seconds East, along said east line, a distance of 1028.33 feet to the northeast corner of said Northwest Quarter of the Southeast Quarter; thence North 01 degrees 22 minutes 26 seconds East, along the east line of said West One Half of the Northeast Quarter, a distance of 2448.78 feet to the northeast corner of said West One Half of the Northeast Quarter; thence South 89 degrees 49 minutes 33 seconds West, along the north line of said West One Half of the Northeast Quarter, a distance of 406.90 feet; thence South 29 degrees 53 minutes 27 seconds East a distance of 166.19 feet; thence South 21 degrees 04 minutes 01 seconds East a distance of 86.70 feet; thence South 17 degrees 19 minutes 25 seconds East a distance of 83.34 feet; thence South 06 degrees 46 minutes 45 seconds West a distance of 68.28 feet; thence South 17 degrees 52 minutes 01 seconds West a distance of 73.14 feet; thence South 18 degrees 12 minutes 11 seconds West a distance of 159.45 feet; thence South 20 degrees 22 minutes 41 seconds East a distance of 223.80 feet; thence South 31 degrees 16 minutes 47 seconds East a distance of 105.48 feet; thence South 17 degrees 40 minutes 09 seconds East a distance of 173.07 feet; thence South 66 degrees 36 minutes 43 seconds West a distance of 207.35 feet; thence South 41 degrees 02 minutes 56 seconds West a distance of 774.86 feet to the point of beginning.

Which lies northerly of and contiguous with the following described Parcel A;

That part of the West half of the Northeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

Beginning at the northeast corner of the South 220.00 feet of said West half of the Northeast Quarter, thence North 01 degrees 22 minutes 27 seconds East assumed bearing along the east line of said West half of the Northeast Quarter, 101.18 feet; thence North 89 degrees 15 minutes

18 seconds West, 130.39 feet; thence southwesterly 297.82 feet along a non-tangential curve concave to the southeast having a radius of 978.37 feet, central angle of 17 degrees 26 minutes 28 seconds and a chord bearing of South 79 degrees 22 minutes 34 seconds West; thence South 68 degrees 00 minutes 26 seconds West not tangent to last described curve, 110.45 feet to north line of said South 220.00 feet of the West half of the Northeast Quarter; thence South 89 degrees 15 minutes 18 seconds East along said north line of the South 220.00 feet thereof, a distance of 521.99 feet to the point of beginning.

And which lies northerly of and contiguous with the following described Parcel B;

That part of the West One Half of the Northeast Quarter of Section 3, Township 27 North, Range 21 West, Washington County, Minnesota, described as follows:

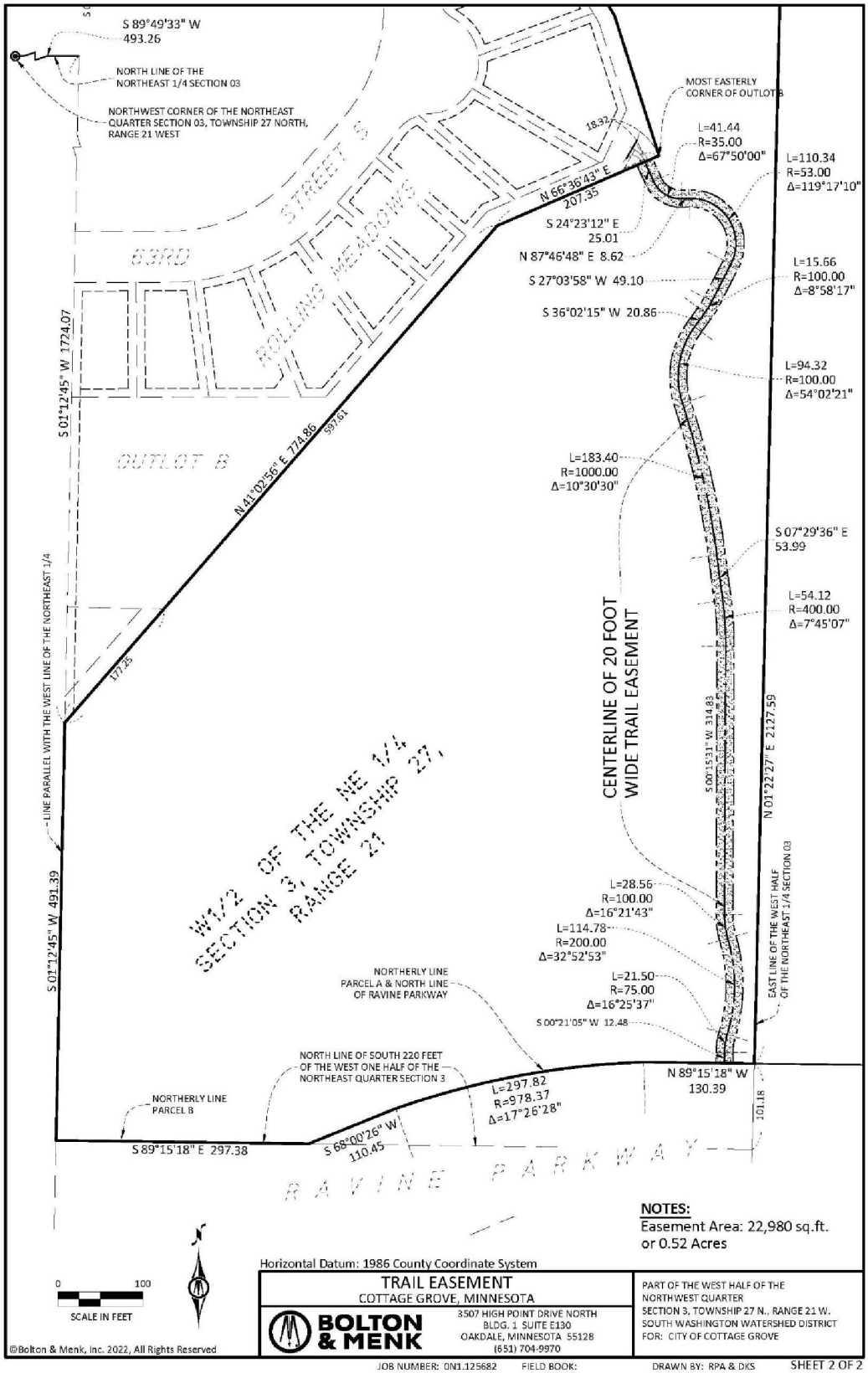
Commencing at the northwest corner of the Northeast Quarter of said Section 3; thence North 89 degrees 49 minutes 33 seconds East assumed, along the north line of said Northeast Quarter, a distance of 493.26 feet; thence South 01 degrees 12 minutes 45 seconds West, parallel with the west line of said Northeast Quarter, a distance of 1724.07 feet; thence continuing South 01 degrees 12 minutes 45 seconds West, along said line parallel with the west line of the Northeast Quarter 491.39 feet to the north line of the South 220.00 feet of said West One Half of the Northeast Quarter and the point of beginning; thence continuing South 01 degrees 12 minutes 45 second West along said line parallel with the west line of the Northeast Quarter, 125.06 feet; thence North 68 degrees 00 minutes 26 seconds East, 323.54 feet to said north line of the South 220.00 feet of the West One Half of the Northeast Quarter; thence North 89 degrees 15 minutes 18 seconds West along said north line of the South 220.00 feet of the West One Half of the Northeast Quarter, a distance of 297.38 feet to the point of beginning.

The centerline of said easement is described as commencing at the most easterly corner of Outlot B, ROLLING MEADOWS, according to said plat on file and of record in the office of the County Recorder, in and for, Washington County, Minnesota; thence South 66 degrees 36 minutes 43 seconds West, assumed bearing along the southerly line of said Outlot B, 18.32 feet to the point of beginning of the 25.01 feet; thence southeasterly 41.44 feet along a tangential curve concave to the northeast having a radius of 35.00 feet and a central angle of 67 degrees 50 minutes 01 seconds; thence North 87 degrees 46 minutes 48 seconds East, tangent to the last described curve, 8.62 feet; thence southeasterly 110.34 feet, along a tangential curve, concave to the southwest having a radius of 53.00 feet and a central angle of 119 degrees 17 minutes 10 seconds; thence South 27 degrees 03 minutes 58 seconds West, tangent to the last described curve, 49.10 feet; thence southwesterly 15.66 feet, along a tangential curve, concave to the northwest having a radius of 100.00 feet and a central angle of 8 degrees 58 minutes 17 seconds; thence South 36 degrees 02 minutes 15 seconds West, tangent to the last described curve, 20.86 feet; thence southerly 94.32 feet along a tangential curve concave to the East having a radius of 100.00 feet and a central angle of 54 degrees 02 minutes 21 seconds to a point of reverse curvature; thence southeasterly 183.40 feet along said reverse curve having a radius of 100.00 feet and a central angle of 10 degrees 30 minutes 30 seconds; thence South 7 degrees 29 minutes 36 seconds East, tangent to the last described curve, 53.99 feet; thence southerly 54.12 feet along a tangential curve concave the West having

a radius of 400.00 feet and a central angle of 7 degrees 45 minutes 07 seconds; thence South 00 degrees 15 minutes 31 seconds West, tangent to the last described curve, 314.83 feet; thence southerly, 28.56 feet along a tangential curve, concave to the East having a radius of 100.00 feet and a central angle of 16 degrees 21 minutes 43 seconds to a point of reverse curvature; thence southerly 114.78 feet along said reverse curve, having a radius of 200.00 feet and a central angle of 32 degrees 52 minutes 53 seconds to a point of reverse curvature; thence southerly 21.50 feet along said reverse curve, having a radius of 75.00 feet and a central angle of 16 degrees 25 minutes 37 seconds; thence South 00 degrees 21 minutes 05 seconds West, 12.48 feet to the south line of the above described property and said centerline there terminating.

Said easement is to extend by its full width from the southerly line of said Outlot B to the northerly line of Ravine Parkway.

EXHIBIT C
DEPICTION OF PERMANENT EASEMENT AREA



City Council Action Request

7N

Meeting Date	12/7/2022
Department	Parks and Recreation
Agenda Category	Consent Agenda
Title	River Oaks Staffing Structure Proposal
Staff Recommendation	Approve River Oaks staffing structure proposal.
Budget Implication	Increase payroll by approximately $32,000. Revenue will offset expenses.

Attachments

River Oaks Staffing Proposal.tif	2.29MB
Executive Chef Job Description.tif	2.75MB
Golf Manager Professional Job Description.tif	2.49MB
Events Manager Job Description.tif	3.09MB
Grill Manager_Line Cook Job Description.tif	3.11MB

To:	Honorable Mayor and City Council Jennifer Levitt, City Administrator
From: **CC:**	Zac Dockter, Parks and Recreation Director Dennis Neitz, River Oaks General Manager
Date:	November 21, 2022
Subject:	River Oaks Staffing Structure Proposal

Introduction

The River Oaks Golf Course and Event Center business model continues to evolve to meet the needs of our customers while also adapting to rapidly changing employment expectations within the industry. Finding the right skill set and quantity of staff to deliver our service expectations has become increasingly challenging in an operation that relies so heavily on seasonal and itinerant staffing. In response to those challenges, the River Oaks team has developed a staffing structure proposal for Council consideration.

Background

Over the last 5 years, River Oaks has experienced revenue growth from $1.5M to $2.7M. Because we are a service industry, revenue growth needs the support of additional personnel services. Historically, we have met service growth needs by utilizing seasonal and part-time staff. However, as wages for these positions escalate rapidly, it is becoming apparent that investing into full-time employees will achieve a more stable operation and increase our service levels with nominal financial impact to our expenses.

By moving to a more full-time based staffing matrix, we believe the following benefits are achieved:

1. Recruit and retain superior talent.
2. Reduce unemployment expenses.
3. Increase cross-training across skilled positions.
4. Reduce exposure to coverage concerns from employee illness, departure or other.
5. Reduce exposure to employee burnout and turnover.
6. By splitting the events and grill positions, we can drive equal focus to both operations to assure consistent service levels, innovation and growth.
7. Grow all three pillars (Golf, Grill, Events) of the business to better serve the community.

Staffing Proposal
2022 Current Staff Structure:

Position	Annual Salary	Benefits Cost	Unemployment	Total Compensation
Events/Grill Manager	$67,000 (level 15)	$15,000	$0	$82,000
Executive Chef	$70,000 (level 15)	$15,000	$0	$85,000
Cook Lead (seasonal)	$33,000	$0	$0	$33,000
Grill Lead (Seasonal)	$30,000	$0	$0	$30,000
Golf Pro (Seasonal)	$37,000	$0	$8,000	$45,000
		2022 Total Compensation		**$275,000**

2023 Proposed Staff Structure:

Position	Annual Salary	Benefits Cost	Unemployment	Total Compensation
Executive Chef	$70,000 (level 16)	$15,000	$0	$85,000
Events Manager	$56,000 (level 14)	$15,000	$0	$71,000
Grill Manager/Cook	$56,000 (level 14)	$15,000	$0	$71,000
Golf Pro	$65,000 (level 16)	$15,000	$0	$80,000
		2023 Total Compensation		**$307,000**

It is also worth noting that River Oaks experienced nearly $25,000 in unemployment expenses in 2022 that was paid out to previous full-time employees who have since left our operation. Those expenses will not be experienced in 2023 and will further reduce the overall personnel expense. Additionally, we are forecasting a reduction of approximately 1,600 hours or $25,000 in part-time/seasonal staffing as a result of this new staffing structure. Lastly, with an anticipated hiring date of March 1 for the Golf Professional position, an additional $10,000 in 2023 payroll expenses will be saved from the 2023 tabulations above. In total, these three reductions should put our payroll expenses at or near 2022 expense projections.

It is very important that all of these new positions are revenue-generating. By adding just one event per month (golf, grill, program, wedding or other), River Oaks will add over $60,000 in revenue per year to help offset any additional payroll expenses. Management is confident that finding the right people to fill these positions will better serve our community and customers while improving our business model.

If the plan is approved, the full job descriptions included with this report will be utilized. The following is a summary of each position:

- Executive Chef:
  An Executive Chef is responsible for overseeing kitchen staff and ensuring the quality of food items. Their duties include hiring and training staff to cook their dishes, expediting orders to maintain a steady flow of dishes and creating dishes to add to the menu. This position also oversees all back of the house operations for our grill and event services. Assuring the highest attention to customer experience is the top priority of this position while maintaining food and staffing costs are also of key importance.

- Events Manager:
  An Event Manager plans and organizes promotional, business, and social events. They're responsible for running a range of events, ensuring the audiences every need is taken care of along with hiring, training, and overseeing event operations. The Events Manager will report to the General Manager and Executive Chef.

- Grill Manager/Cook:
  A Grill Manager/Cook uses skills in project management and leadership to ensure customers have a great experience. Their duties are to recruit and train employees along with creating the atmosphere and service to provide an exceptional customer experience. This position would also cook in the grill area and also assist the Chef when needed for events. The Grill Manager/Cook will report to the General Manager and Executive Chef.

- Golf Professional earning 60K:
  Present a professional and positive image of River Oaks while promoting and managing all golf-related activities. Responsible for ensuring that all members and their guests have an exceptional golfing experience. A major role in this position is operating our leagues, lessons, and tournaments. The Golf Professional will report to the General Manager.

It is important to note that River Oaks places great value on cross-training employees across the multiple functions of the facility. We would expect all employees to have sufficient knowledge to support services to golf, grill and events regardless of job title.

If the staffing model is approved by City Council, management would attempt to fill each position by February of 2023. As aforementioned, the Golf Professional position would not begin until after March 1. The Executive Chef position is filled with a current City employee.

Staff Recommendation
Approve River Oaks staffing structure proposal.

TITLE: Executive Chef

DEPARTMENT: River Oaks Golf Course and Event Center

ACCOUNTABLE TO: General Manager

FLSA STATUS: Exempt

JOB OBJECTIVES

The Executive Chef is responsible for the efficient, economical, and customer-focused operation and management of the Eagles Bar & Grill and Event Center. This position will work mainly nights and weekends.

ESSENTIAL JOB FUNCTIONS

a. Plans and directs food preparation and culinary activities. Cooks daily and maintains a clean kitchen.
b. Manages, schedules, trains and monitors the performance of clubhouse staff. Responsible for assisting in the recruiting, hiring and disciplining of clubhouse staff. This position is a lead staff person that opens, closes and leads back of house (BOH) and front of house (FOH) staff. May be asked to assist in other areas of the golf course when needed.
c. Meets with sales representatives when negotiating prices and ordering food and supplies.
d. Collaborates with other personnel to plan and develop recipes and creates menus based on seasonal availability and customer volume.
e. Coordinates meal preparations for the grill, banquets and special events.
f. Works with the Events & Grill Managers to develop profitable menu pricing while providing value and quality to the customer.
g. Monitors sanitation practices to ensure employees follow standards and regulations. Operates the facility within the requirements of the Washington County Health Department.
h. Maintains effective internal quality controls.
i. Develops and implements banquet/grill kitchen operation manuals.
j. Recommends and assists in the selection of all equipment to be used. Schedules repairs and regular maintenance on equipment.
k. Assists in preparing the operations budget of the banquet/grill kitchen.
l. Demonstrates new cooking techniques and equipment to staff.
m. Creates new and maintains existing programs that ensure the highest possible quality food service.
n. Reviews departmental reports, monitors cash flow and makes adjustments as necessary.

o. Publicizes products and services by networking within the community, posting to social media, conversing with guests, designing appropriate marketing materials and creating instructional cooking videos. The position is active in the community and in front of customers.
p. Performs other duties as required.

MINIMUM REQUIREMENTS

a. Two years of progressively responsible experience in the supervision and operation of a public or private event operation with an establishment that serves food and beverages.
b. Certified food and beverage handler and previous experience as it relates to food and beverage operations or can obtain within 6 months.

PREFERRED QUALIFICATIONS

a. Associate's degree or higher in Recreation, Business Administration, or related field.

KNOWLEDGE, SKILLS AND EXPERIENCE

a. Thorough knowledge and be current in all aspects of the event industry.
b. Ability to develop, coordinate, and promote a wide range of golf programs.
c. Ability to communicate effectively with customers and staff.
d. Ability to operate the Eagles Bar & Grill and Event Center in the most efficient and economical manner possible without adversely affecting the experience of the customer.
e. Ability to establish and implement procedures for analyzing business data and implementing positive changes to adapt to needs and trends that will make the business as financially responsible to the City as possible.
f. Ability to establish and maintain effective working relationships with elected officials, City employees and the public.

DEFINITION OF PHYSICAL DEMANDS

DEFINITION		OUT OF AN 8 HR DAY
Rarely	Less than 10% of time on a shift	Up to 48 minutes
Occasionally	Up to 33% of time on a shift	Up to 2 1/3 hours
Frequently	Up to 66% of time on a shift	Up to 5 1/2 hours
Continuously	67-100% of time on a shift	Up to 8 hours

PHYSICAL DEMANDS

STANDING: To take or maintain an upright position on the feet.

FREQUENTLY, when performing the essential job functions.

SITTING: To rest with the body supported upon the buttocks and the torso vertical.

OCCASIONALLY, when performing the essential job functions.

WALKING: To go or advance on foot; move by steps.

FREQUENTLY, on tile, black top and grass operating the course.

TALKING: To articulate in words.

CONTINUOUSLY, when interacting with customers.

SEEING: To perceive with the eye; visualize.

OCCASIONALLY, when performing the essential job functions.

HEARING: To perceive sound by the ear.

FREQUENTLY, when performing the essential job functions.

LIFTING: To exert strength necessary to move objects from one level to another.

	NEVER	RARELY	OCCAS	FREQ	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX			
Over 100#		XX			

LIFTING ACTIVITY:

Lifting of various food and golf supply products.

CARRYING: Transporting an object, usually holding it in the hands or arms or shoulders.

	NEVER	RARELY	OCCAS	FREQ	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX	XX		
Over 100#		XX			

PUSHING\PULLING: To exert force on or against an object, to move it away, or draw it to oneself.

RARELY, when performing the essential job functions.

CLIMBING: To ascend or descend ladders, scaffolding, stairs, poles or inclined surfaces.

RARELY, when performing the essential job functions.

WORKING ABOVE GROUND:

Activity is NEVER done.

BENDING: To flex an upper trunk forward.

OCCASIONALLY, when performing the essential job functions.

BALANCING: To maintain body equilibrium.

CONTINUOUSLY, when performing the essential job functions.

CROUCHING\STOOPING: To flex an upper trunk forward at the waist; partial flexion of knees.

RARELY, when performing the essential job functions.

KNEELING: Bending the legs at the knees to come to rest on the knee or knees.

Activity is NEVER done.

CRAWLING: To move entire body along a surface with hip\knee flexion and arm extension\flexion.

Activity is NEVER done.

TWISTING: To rotate upper trunk to right or left from neutral, while sitting or standing.

RARELY, when performing the essential job functions.

REACHING: To position arms with any degree of elbow flexion.

FREQUENTLY, when performing the essential job functions.

COORDINATION (eye, hand, foot): Operation of foot and hand controls.

Activity is RARELY done.

HAND COORDINATION	Right	Left	Both	How Often
Power Grip			XX	Rarely
Pinch Grip			XX	Rarely
Fine Manipulation			XX	Rarely
Wrist Rotation			XX	Rarely

MACHINES, TOOLS, EQUIPMENT

Refreshment equipment.

MATERIALS AND PRODUCTS HANDLED

Golf products, food and beverages.

VEHICLES AND EQUIPMENT USED

Golf carts.

ENVIRONMENTAL CONDITIONS

Inside 50 % Outside 50 %

Position will be both inside the clubhouse and outside on the golf course. This position is subject to intense heat from weather conditions.

REVIEWED BY:

_____ _____

Employee Date

_____ _____

Supervisor Date

CREATED NOVEMBER 2022

TITLE: Golf Professional

DEPARTMENT: Parks & Recreation

ACCOUNTABLE TO: General Manager

FLSA STATUS: Exempt

JOB OBJECTIVES

This is a supervisory position of exempt classification responsible for the operation and management of the River Oaks Golf Course golf operations division.

ESSENTIAL JOB FUNCTIONS

a. Responsible for the administration and operation of the golf operation, driving range and pro shop.
b. Develop and maintain positive relationships and communications along with assist the Restaurant/Banquet Facility staff.
c. Develop and maintain positive relationships and communications with the Golf Maintenance staff.
d. Prepare and interpret golf course rules, policies and regulations.
e. Assist with the annual budget and administer that budget in a fiscally responsible manner.
f. Supervise, plan, direct and organize the work and performance of all employees, including recruitment, supervision, discipline, establishment of wage rates, development of employee policies and job descriptions, establishing performance objectives and conducting employee evaluations in the Pro Shop.
g. Responsible for daily cash receipts and account for safekeeping of the same according to established written policy and procedures. Certify and categorize all invoices for payment.
h. Promote various functions of the organization which will generate operating revenues and create interest, to include: men's, ladies, seniors, couples and junior golf programs.
i. Work with community organizations and develop a strong community awareness.
j. Ensure cooperation and coordinate all construction projects and course scheduling.
k. Coordinate and supervise all rental equipment.
l. Be current on developments in the world of golf.
m. Work closely with allied associations of golf and others that might contribute to the facility's function.
n. On behalf of the facility, speak at various club, educational or civic functions as required.
o. Prepare, publish and distribute informational and promotional literature.
p. Effectively use the website and social media to positively promote River Oaks.
q. Monitor control purchasing policies and procedures: establish inventory control levels and ensure distribution of merchandise and supplies to assigned department. Prepare

related reports and records.

r. Perform all other necessary duties as apparent or assigned.

MINIMUM REQUIREMENTS

a. Prefer a membership with the PGA of America or other equivalent
b. Three years of progressively responsible experience in the supervision and operation of a public or private golf course.
c. The preferred candidate has a degree in Recreation, Business Administration, or related field.

KNOWLEDGE, SKILLS AND EXPERIENCE

a. Thorough knowledge and be current in all aspects of the golf course industry.
b. Ability to develop, coordinate, and promote a wide range of golf programs.
c. Ability to communicate effectively with customers and staff.
d. Ability to operate the golf course in the most efficient and economical manner possible without adversely effecting the experience of the customer.
e. Ability to establish and maintain effective working relationships with elected officials, City employees and the public.

DEFINITION OF PHYSICAL DEMANDS

DEFINITION		OUT OF AN 8 HR DAY
Rarely	Less than 10% of time on a shift	Up to 48 minutes
Occasionally	Up to 33% of time on a shift	Up to 2 1/3 hours
Frequently	Up to 66% of time on a shift	Up to 5 1/2 hours
Continuously	67-100% of time on a shift	Up to 8 hours

PHYSICAL DEMANDS

STANDING: To take or maintain an upright position on the feet.

FREQUENTLY, when performing the essential job functions.

SITTING: To rest with the body supported upon the buttocks and the torso vertical.

OCCASIONALLY, when performing the essential job functions.

WALKING: To go or advance on foot; move by steps.

FREQUENTLY, on tile, black top and grass operating the course.

TALKING: To articulate in words.

CONTINUOUSLY, when interacting with customers.

SEEING: To perceive with the eye; visualize.

OCCASIONALLY, when performing the essential job functions.

HEARING: To perceive sound by the ear.

FREQUENTLY, when performing the essential job functions.

LIFTING: To exert strength necessary to move objects from one level to another.

	NEVER	RARELY	OCCAS	FREQ`	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#		XX			
50 - 75#		XX			
75 - 100#		XX			
Over 100#		XX			

CARRYING: Transporting an object, usually holding it in the hands or arms or shoulders.

	NEVER	RARELY	OCCAS	FREQ`	CONT
Under 10#		XX			
10 - 25#		XX			
25 - 50#		XX			
50 - 75#		XX			
75 - 100#		XX			
Over 100#		XX			

PUSHING\PULLING: To exert force on or against an object, to move it away, or draw it to oneself.

RARELY, when performing the essential job functions.

CLIMBING: To ascend or descend ladders, scaffolding, stairs, poles or inclined surfaces.

RARELY, when performing the essential job functions.

WORKING ABOVE GROUND:

Activity is NEVER done.

BENDING: To flex an upper trunk forward.

OCCASIONALLY, when performing the essential job functions.

BALANCING: To maintain body equilibrium.

CONTINUOUSLY, when performing the essential job functions.

CROUCHING\STOOPING: To flex an upper trunk forward at the waist; partial flexion of knees.

RARELY, when performing the essential job functions.

KNEELING: Bending the legs at the knees to come to rest on the knee or knees.

Activity is NEVER done.

CRAWLING: To move entire body along a surface with hip\knee flexion and arm extension\flexion.

Activity is NEVER done.

TWISTING: To rotate upper trunk to right or left from neutral, while sitting or standing.

RARELY, when performing the essential job functions.

REACHING: To position arms with any degree of elbow flexion.

FREQUENTLY, when performing the essential job functions.

COORDINATION (eye, hand, foot): Operation of foot and hand controls.

Activity is NEVER done.

HAND COORDINATION:	Right	Left	Both	How Often
Power Grip	___	___	___	Never
Pinch Grip	___	___	___	Never
Fine Manipulation	___	___	___	Never
Wrist Rotation	___	___	___	Never

MACHINES, TOOLS, EQUIPMENT

Refreshment equipment.

MATERIALS AND PRODUCTS HANDLED

Golf products, food and beverages.

VEHICLES AND EQUIPMENT USED

Golf carts.

ENVIRONMENTAL CONDITIONS

Fifty percent of the work-related activities are performed inside.

Fifty percent of the work-related activities are performed outside.

Environmental conditions include intense heat from the sun.

REVIEWED BY:

_____	_____
Employee	Date
_____	_____
Supervisor	Date

REVIEWED NOVEMBER 2022

TITLE: Events Manager

DEPARTMENT: River Oaks Golf Course and Event Center

ACCOUNTABLE TO: Executive Chef

FLSA STATUS: Exempt

JOB OBJECTIVES

This is a supervisory position of exempt classification responsible for the operation and management of the River Oaks Golf Course Events Operations. Assures excellence in all customer service functions. Responsible for aggressively managing, marketing and selling all products and services to assure a successful business model.

ESSENTIAL JOB FUNCTIONS

a. Responsible for clubhouse activities, which includes events, banquets, weddings, parties, business meetings, conventions and more.
b. Responsible for the front of house (FOH) administration and operation of events.
c. Manage FOH staff. Supervise, plan, direct and organize the work and performance of all employees, including recruitment, supervision, discipline, establishment of wage rates, development of employee policies and job descriptions, establishing performance objectives and conducting seasonal employee evaluations. Develop staff team which is unified in providing the highest level of customer service and experience.
d. Assist in preparing the annual budget and administer the approved budget in a fiscally responsible manner.
e. Assist in coordinating marketing plan. Assists with creating promotional material, displays or presentations to promote the facility.
f. In conjunction with Chef, create and develop profitable menu pricing while also providing value and quality to the customer.
g. Create and maintain existing and new programs that ensure the highest possible quality services.
h. Responsible for daily cash receipts and account for safekeeping of the same according to established written policy and procedures. Certify and categorize all invoices for payment and establish and maintain effective internal controls for inventory, cash and all other relatable matters
i. Promote various functions of the organization which will generate operating revenues and create interest, such as: leagues, tournaments, lessons, golf special events, bocce ball, weddings, banquets, restaurant/banquet programming, trade shows/expos and more to market the facility.
j. Develops and initiates new sales by acquiring leads, establishing contacts and relationships inside and outside the community.
k. Meets with clients following initial contact, tours facility, determines rental rates, food and beverage expectations, conducts event follow through regarding all planning

and carrying out of actual event.

l. Coordinates and manages golf tournaments and outings
m. Represents the organization with the Cottage Grove Convention and Visitors Bureau.
n. Work with community organizations and develop a strong community awareness.
o. Be current on developments and trends in the golf, event and food and beverage industry.
p. On behalf of the facility, speak at various club, educational or civic functions as required.
q. Responsible for the preparation, interpretation and enforcement of all approved policies and procedures in the area of assignment.
r. Perform all other necessary duties as apparent or assigned.

MINIMUM REQUIREMENTS

a. Two years of progressively responsible experience in the supervision and operation of a public or private event operation with an establishment that serves food and beverages.
b. Certified food and beverage handler and previous experience as it relates to food and beverage operations or can obtain within 6 months.

PREFERRED QUALIFICATIONS

a. Associate's degree or higher in Recreation, Business Administration, or related field.

KNOWLEDGE, SKILLS AND EXPERIENCE

a. Thorough knowledge and be current in all aspects of the event industry.
b. Ability to develop, coordinate, and promote a wide range of golf programs.
c. Ability to communicate effectively with customers and staff.
d. Ability to operate the Eagles Bar & Grill and Event Center in the most efficient and economical manner possible without adversely affecting the experience of the customer.
e. Ability to establish and implement procedures for analyzing business data and implementing positive changes to adapt to needs and trends that will make the business as financially responsible to the City as possible.
f. Ability to establish and maintain effective working relationships with elected officials, City employees and the public.

DEFINITION OF PHYSICAL DEMANDS

DEFINITION		OUT OF AN 8 HR DAY
Rarely	Less than 10% of time on a shift	Up to 48 minutes
Occasionally	Up to 33% of time on a shift	Up to 2 1/3 hours
Frequently	Up to 66% of time on a shift	Up to 5 1/2 hours

Continuously 67-100% of time on a shift Up to 8 hours

PHYSICAL DEMANDS

STANDING: To take or maintain an upright position on the feet.

FREQUENTLY, when performing the essential job functions.

SITTING: To rest with the body supported upon the buttocks and the torso vertical.

OCCASIONALLY, when performing the essential job functions.

WALKING: To go or advance on foot; move by steps.

FREQUENTLY, on tile, black top and grass operating the course.

TALKING: To articulate in words.

CONTINUOUSLY, when interacting with customers.

SEEING: To perceive with the eye; visualize.

OCCASIONALLY, when performing the essential job functions.

HEARING: To perceive sound by the ear.

FREQUENTLY, when performing the essential job functions.

LIFTING: To exert strength necessary to move objects from one level to another.

	NEVER	RARELY	OCCAS	FREQ	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX			
Over 100#		XX			

LIFTING ACTIVITY:

Lifting of various food and golf supply products.

CARRYING: Transporting an object, usually holding it in the hands or arms or shoulders.

	NEVER	RARELY	OCCAS	FREQ	CONT

Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX	XX		
Over 100#		XX			

PUSHING\PULLING: To exert force on or against an object, to move it away, or draw it to oneself.

RARELY, when performing the essential job functions.

CLIMBING: To ascend or descend ladders, scaffolding, stairs, poles or inclined surfaces.

RARELY, when performing the essential job functions.

WORKING ABOVE GROUND:

Activity is NEVER done.

BENDING: To flex an upper trunk forward.

OCCASIONALLY, when performing the essential job functions.

BALANCING: To maintain body equilibrium.

CONTINUOUSLY, when performing the essential job functions.

CROUCHING\STOOPING: To flex an upper trunk forward at the waist; partial flexion of knees.

RARELY, when performing the essential job functions.

KNEELING: Bending the legs at the knees to come to rest on the knee or knees.

Activity is NEVER done.

CRAWLING: To move entire body along a surface with hip\knee flexion and arm extension\flexion.

Activity is NEVER done.

TWISTING: To rotate upper trunk to right or left from neutral, while sitting or standing.

RARELY, when performing the essential job functions.

REACHING: To position arms with any degree of elbow flexion.

FREQUENTLY, when performing the essential job functions.

COORDINATION (eye, hand, foot): Operation of foot and hand controls.

Activity is RARELY done.

HAND COORDINATION	Right	Left	Both	How Often
Power Grip			XX	Rarely
Pinch Grip			XX	Rarely
Fine Manipulation			XX	Rarely
Wrist Rotation			XX	Rarely

MACHINES, TOOLS, EQUIPMENT

Refreshment equipment.

MATERIALS AND PRODUCTS HANDLED

Golf products, food and beverages.

VEHICLES AND EQUIPMENT USED

Golf carts.

ENVIRONMENTAL CONDITIONS

Inside 50 % Outside 50 %

Position will be both inside the clubhouse and outside on the golf course. This position is subject to intense heat from weather conditions.

REVIEWED BY:

_____ _____

Employee Date

_____ _____

Supervisor Date

CREATED NOVEMBER 2022

TITLE: Grill Manager/Line Cook

DEPARTMENT: River Oaks Golf Course and Event Center

ACCOUNTABLE TO: Executive Chef

FLSA STATUS: Exempt

JOB OBJECTIVES

This is a supervisory position of exempt classification responsible for the operation and management of the River Oaks Golf Course Grill Operations. Assures excellence in all customer service functions. Responsible for aggressively managing, marketing and selling all products and services to assure a successful business model.

ESSENTIAL JOB FUNCTIONS

a. Responsible for grill activities, which includes Eagles Bar & Grill, will assist in events, banquets, weddings, parties, business meetings, conventions and more.
b. Responsible for the front of house (FOH and BOH) administration and operation of the grill including cooking.
c. Manage FOH staff. Supervise, plan, direct and organize the work and performance of all employees, including recruitment, supervision, discipline, establishment of wage rates, development of employee policies and job descriptions, establishing performance objectives and conducting seasonal employee evaluations. Develop staff team which is unified in providing the highest level of customer service and experience.
d. Assist in preparing the annual budget and administer the approved budget in a fiscally responsible manner.
e. Assist in coordinating marketing plan. Assists with creating promotional material, displays or presentations to promote the facility.
f. In conjunction with Chef, create and develop profitable menu pricing while also providing value and quality to the customer.
g. Create and maintain existing and new programs that ensure the highest possible quality services.
h. Responsible for daily cash receipts and account for safekeeping of the same according to established written policy and procedures. Certify and categorize all invoices for payment and establish and maintain effective internal controls for inventory, cash and all other relatable matters
i. Promote various functions of the organization which will generate operating revenues and create interest, such as: leagues, tournaments, lessons, golf special events, bocce ball, weddings, banquets, restaurant/banquet programming, trade shows/expos and more to market the facility.
j. Develops and initiates new sales by acquiring leads, establishing contacts and relationships inside and outside the community.
k. Meets with clients following initial contact, tours facility, determines rental rates, food

and beverage expectations, conducts event follow through regarding all planning and carrying out of actual event.

l. Coordinates and manages golf tournaments and outings
m. Represents the organization with the Cottage Grove Convention and Visitors Bureau.
n. Work with community organizations and develop a strong community awareness.
o. Be current on developments and trends in the golf, event and food and beverage industry.
p. On behalf of the facility, speak at various club, educational or civic functions as required.
q. Responsible for the preparation, interpretation and enforcement of all approved policies and procedures in the area of assignment.
r. Perform all other necessary duties as apparent or assigned.

MINIMUM REQUIREMENTS

a. Two years of progressively responsible experience in the supervision and operation of a public or private event operation with an establishment that serves food and beverages.
b. Certified food and beverage handler and previous experience as it relates to food and beverage operations or can obtain within 6 months.

PREFERRED QUALIFICATIONS

a. Associate's degree or higher in Recreation, Business Administration, or related field.

KNOWLEDGE, SKILLS AND EXPERIENCE

a. Thorough knowledge and be current in all aspects of the event industry.
b. Ability to develop, coordinate, and promote a wide range of golf programs.
c. Ability to communicate effectively with customers and staff.
d. Ability to operate the Eagles Bar & Grill and Event Center in the most efficient and economical manner possible without adversely affecting the experience of the customer.
e. Ability to establish and implement procedures for analyzing business data and implementing positive changes to adapt to needs and trends that will make the business as financially responsible to the City as possible.
f. Ability to establish and maintain effective working relationships with elected officials, City employees and the public.

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PHYSICAL DEMANDS

STANDING: To take or maintain an upright position on the feet.

FREQUENTLY, when performing the essential job functions.

SITTING: To rest with the body supported upon the buttocks and the torso vertical.

OCCASIONALLY, when performing the essential job functions.

WALKING: To go or advance on foot; move by steps.

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FREQUENTLY, when performing the essential job functions.

LIFTING: To exert strength necessary to move objects from one level to another.

	NEVER	RARELY	OCCAS	FREQ	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX			
Over 100#		XX			

LIFTING ACTIVITY:

Lifting of various food and golf supply products.

CARRYING: Transporting an object, usually holding it in the hands or arms or shoulders.

	NEVER	RARELY	OCCAS	FREQ	CONT
Under 10#			XX		
10 - 25#			XX		
25 - 50#			XX		
50 - 75#			XX		
75 - 100#		XX	XX		
Over 100#		XX			

PUSHING\PULLING: To exert force on or against an object, to move it away, or draw it to oneself.

RARELY, when performing the essential job functions.

CLIMBING: To ascend or descend ladders, scaffolding, stairs, poles or inclined surfaces.

RARELY, when performing the essential job functions.

WORKING ABOVE GROUND:

Activity is NEVER done.

BENDING: To flex an upper trunk forward.

OCCASIONALLY, when performing the essential job functions.

BALANCING: To maintain body equilibrium.

CONTINUOUSLY, when performing the essential job functions.

CROUCHING\STOOPING: To flex an upper trunk forward at the waist; partial flexion of knees.

RARELY, when performing the essential job functions.

KNEELING: Bending the legs at the knees to come to rest on the knee or knees.

Activity is NEVER done.

CRAWLING: To move entire body along a surface with hip\knee flexion and arm extension\flexion.

Activity is NEVER done.

TWISTING: To rotate upper trunk to right or left from neutral, while sitting or standing.

RARELY, when performing the essential job functions.

REACHING: To position arms with any degree of elbow flexion.

FREQUENTLY, when performing the essential job functions.

COORDINATION (eye, hand, foot): Operation of foot and hand controls.

Activity is RARELY done.

HAND COORDINATION	Right	Left	Both	How Often
Power Grip			XX	Rarely
Pinch Grip			XX	Rarely
Fine Manipulation			XX	Rarely
Wrist Rotation			XX	Rarely

MACHINES, TOOLS, EQUIPMENT

Refreshment equipment.

MATERIALS AND PRODUCTS HANDLED

Golf products, food and beverages.

VEHICLES AND EQUIPMENT USED

Golf carts.

ENVIRONMENTAL CONDITIONS

Inside 50 % Outside 50 %

Position will be both inside the clubhouse and outside on the golf course. This position is subject to intense heat from weather conditions.

REVIEWED BY:

_____ _____

Employee Date

_____ _____

Supervisor Date

CREATED NOVEMBER 2022

City Council Action Request

7O

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	Boulevard Tree Trimming Contract
Staff Recommendation	Adopt resolution 2022-151, awarding the quote for boulevard tree trimming services to Birch Tree Company in the amount of $36,884.00 for the 2023-2024 trimming season, and authorize the service agreement for the two-year tree trimming project.
Budget Implication	$36,884.00 budgeted expense in forestry budget

Attachments

Tree Trimming Memo.tif	504.78KB
Resolution 2022-151.tif	403.13KB
Birch Tree Care Service Agreement Final.tif	6.43MB
Birch Quote.tif	1.74MB
Sorenson Quote.tif	1.57MB
Sav A Tree Quote.tif	3.15MB

Cottage Grove
Where Pride and Prosperity Meet

To: Honorable Mayor and City Council
Jennifer Levitt, City Administrator
From: Gavin Hochstetler, City Forester

Date: 12/01/2022

Subject: Two Year Boulevard Tree Trimming Contract

Introduction/Background
Recently, the City solicited quotes for tree trimming services for the next two years. As part of the quote process, trimming companies provided unit prices that will be held for the two year period. The City of Cottage Grove will be trimming over 1,100 trees from 2023-2024. The number of trees trimmed in the winter of 2024-2025 will be determined during next year's tree inventory. A new service agreement will be executed at that time for the second contract year. This is a budgeted expense that is accounted for in the forestry budget each year.

Quotes were accepted from licensed area contractors for the trimming of the trees for the two-year contract. The results of those quotes for the 2023-2024 year are as follows:

	2023
Birch Tree Company	$ 36,884.00
Sorenson Tree Services, LLC	$ 39,582.00
Save A Tree	$152,585.00

Recommendation
Adopt resolution number 2022-151, awarding the quote for boulevard tree trimming services to Birch Tree Company in the amount of $36,884.00 for the 2023-2024 trimming season, and authorize the service agreement for the two-year tree trimming project.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-151

RESOLUTION AWARDING THE TREE TRIMMING CONTRACT TO BIRCH TREE CARE IN THE AMOUNT OF $ 36,884.00

WHEREAS, quotes were requested to provide the necessary work for the Tree Trimming Contract; and

WHEREAS, three firms submitted quotes; and

WHEREAS, it appears that Birch Tree Care provided the lowest accepted quote; and

WHEREAS, it is the recommendation of the City Engineer that the quote be awarded to Birch Tree Care in the amount of $ $36,884.00.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the Boulevard Tree Trimming Project be awarded to Birch Tree Care, in the amount of $36,884.00.

Passed this 7th day of December, 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

AGREEMENT FOR SERVICES

Boulevard Tree Trimming 2023-2024

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 _____ (name), _____ (address) ("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 November 29, 2022, 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 $36,884.00, 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 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 Tony Sylvester 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.

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:

If to Contractor:

Or emailed:

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

BIRCH TREE CARE

Signature: _____

Date: _____

Name: _____

Its: _____

Exhibit A

November 16, 2022

To Whom it may concern:

RE: Request for Quotation for Tree Trimming and Cleanup Services

The City of Cottage Grove is soliciting quotations for tree trimming and clean-up services. The City intends to enter into a contract for tree trimming services based upon the quotations that it receives.

If you are interested in performing these services for the City, please submit your quotation to the City by November 29th, 2022 at 11:00 a.m. You may submit the quotation by email, mail, fax, or personal delivery, as follows:

Email: ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Department of Public Works
Attn: Gavin Hochstetler
8635 West Point Douglas Road South
Cottage Grove, MN 55016-3318
Office Hours: 7:30 a.m.-4:00 p.m., Monday-Friday
Fax No: 651-458-6080

The quotation that you submit will be handled in accordance with Minn. Stat. § 13.591, subdivision 3(b). Quotations will be opened upon receipt, but only the name of the person or entity that submits the quotation is public at that time. All other information in the quotation is classified as private or nonpublic until the City has negotiated a contract with the selected vendor. The City will select a contractor with whom the City will negotiate a final contract, based upon the City's evaluation of the quotations received. The City reserves the right to reject all quotations, to waive irregularities, and to award a contract based on the City's best interests. In the event that the contract should take longer to complete due to weather conditions or equipment breakdowns, no oaks shall be trimmed after April 15th.

The submittal of this quote is for a **two year trimming service agreement** with the City of Cottage Grove. The bid unit price cannot change, but the quantities of trees to be trimmed will not be known until fall of 2023 for the pruning cycle of 2023/24. The quantities of tree to be pruned will be different from the previous year.

To assist you in preparing your quotation, the following information is enclosed:

- List of City insurance requirements for the selected contractor
- Detailed Specifications for Tree Trimming and Pruning
- Form of Quotation

Please contact Gavin Hochstetler at 651-458-2849 if you have any questions.

Sincerely,

Gavin Hochstetler, City Forester
CITY OF COTTAGE GROVE

QUOTATION FOR TREE TRIMMING AND CLEANUP

City of Cottage Grove, Minnesota

The undersigned, being familiar with your local conditions, having made the field inspections and investigations deemed necessary, having studied the specifications for the work and being familiar with all factors and other conditions affecting the work and cost thereof, hereby proposes to furnish all labor, tools, materials, skills, equipment, and all else necessary to complete the project in accordance with the Detailed Specifications for Tree Trimming and Pruning, on file with the Director of Public Works, 8635 West Point Douglas Road South, Cottage Grove, Minnesota 55016-3318.

Price quotation: (quote includes all of the trees in the area specified for 2022/23 season)

Diameter Class	Number of Trees	Cost/Tree	Total
8-15"	301	$88	$26,488
16-22"	71	$101	$7,171
23-29"	17	$175	$2,975
30" plus	1	$250	$250
TOTAL	**390**		**$36,884**

- Quantities may be increased or decreased at the time of operations, however, no adjustment in the Bid Unit Price will be allowed.
- All other work and cost shall be incidental to the Project and included in the Total Bid.
- The submittal of this quote is for a **two year service agreement 2022/23 and 2023/24.**

Time for Performance:
The City desires to have the work begin as soon after December 11, 2022 as possible and to have the work completed by April 14, 2023. Work for 2023/24 will be between December 10, 2023 and April 12, 2024.

The undersigned proposes as follows:

Date available to commence work: January, 2023
Date work will be completed: March, 2023

Performance and Payment Bonds The undersigned will provide the City with performance and payment bonds as required by Minnesota Statutes, Section 574.26 at the time a contract is executed, or, if approved by the City, with an irrevocable bank letter of credit in lieu of the performance bond, as permitted by Minnesota Statutes, Section 574.261.

Insurance The undersigned will provide proof of insurance to City at the time a contract is executed, in accordance with the insurance requirements provided by City in its request for quotation.

No bidder may withdraw the bid within thirty (30) days after the scheduled closing time for the receipt of bids. The City Council of Cottage Grove reserves the right to reject any and all bids and to waive informalities.

Respectfully submitted

(A corporation)

(An Individual)
(A Partnership)

Tony Sylvester
Name

Email, mail, fax or deliver quote to:
ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Public Works Department
Attn: Gavin Hochstetler
8635 West Pt. Douglas Road South
Cottage Grove, MN 55016

Fax No: 651-458-6080

November 16, 2022

To Whom it may concern:

RE: Request for Quotation for Tree Trimming and Cleanup Services

The City of Cottage Grove is soliciting quotations for tree trimming and clean-up services. The City intends to enter into a contract for tree trimming services based upon the quotations that it receives.

If you are interested in performing these services for the City, please submit your quotation to the City by November 29th, 2022 at 11:00 a.m. You may submit the quotation by email, mail, fax, or personal delivery, as follows:

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City of Cottage Grove
Department of Public Works
Attn: Gavin Hochstetler
8635 West Point Douglas Road South
Cottage Grove, MN 55016-3318
Office Hours: 7:30 a.m.-4:00 p.m., Monday-Friday
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The submittal of this quote is for a **two year trimming service agreement** with the City of Cottage Grove. The bid unit price cannot change, but the quantities of trees to be trimmed will not be known until fall of 2023 for the pruning cycle of 2023/24. The quantities of tree to be pruned will be different from the previous year.

To assist you in preparing your quotation, the following information is enclosed:

- List of City insurance requirements for the selected contractor
- Detailed Specifications for Tree Trimming and Pruning
- Form of Quotation

Please contact Gavin Hochstetler at 651-458-2849 if you have any questions.

Sincerely,

Gavin Hochstetler, City Forester
CITY OF COTTAGE GROVE

QUOTATION FOR TREE TRIMMING AND CLEANUP

City of Cottage Grove, Minnesota

The undersigned, being familiar with your local conditions, having made the field inspections and investigations deemed necessary, having studied the specifications for the work and being familiar with all factors and other conditions affecting the work and cost thereof, hereby proposes to furnish all labor, tools, materials, skills, equipment, and all else necessary to complete the project in accordance with the Detailed Specifications for Tree Trimming and Pruning, on file with the Director of Public Works, 8635 West Point Douglas Road South, Cottage Grove, Minnesota 55016-3318.

Price quotation: (quote includes all of the trees in the area specified for 2022/23 season)

Diameter Class	Number of Trees	Cost/Tree	Total
8-15"	301	$88	$26,488
16-22"	71	$101	$7,171
23-29"	17	$175	$2,975
30" plus	1	$250	$250
TOTAL	**390**		**$36,884**

- Quantities may be increased or decreased at the time of operations, however, no adjustment in the Bid Unit Price will be allowed.
- All other work and cost shall be incidental to the Project and included in the Total Bid.
- The submittal of this quote is for a **two year service agreement 2022/23 and 2023/24.**

Time for Performance:
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The undersigned proposes as follows:

Date available to commence work: January, 2023
Date work will be completed: March, 2023

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Insurance The undersigned will provide proof of insurance to City at the time a contract is executed, in accordance with the insurance requirements provided by City in its request for quotation.

No bidder may withdraw the bid within thirty (30) days after the scheduled closing time for the receipt of bids. The City Council of Cottage Grove reserves the right to reject any and all bids and to waive informalities.

Respectfully submitted

(A corporation)

(An Individual)
(A Partnership)

Tony Sylvester
Name

Email, mail, fax or deliver quote to:
ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Public Works Department
Attn: Gavin Hochstetler
8635 West Pt. Douglas Road South
Cottage Grove, MN 55016

Fax No: 651-458-6080

November 16, 2022

To Whom it may concern:

RE: Request for Quotation for Tree Trimming and Cleanup Services

The City of Cottage Grove is soliciting quotations for tree trimming and clean-up services. The City intends to enter into a contract for tree trimming services based upon the quotations that it receives.

If you are interested in performing these services for the City, please submit your quotation to the City by November 29th, 2022 at 11:00 a.m. You may submit the quotation by email, mail, fax, or personal delivery, as follows:

Email: ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Department of Public Works
Attn: Gavin Hochstetler
8635 West Point Douglas Road South
Cottage Grove, MN 55016-3318
Office Hours: 7:30 a.m.-4:00 p.m., Monday-Friday
Fax No: 651-458-6080

The quotation that you submit will be handled in accordance with Minn. Stat. § 13.591, subdivision 3(b). Quotations will be opened upon receipt, but only the name of the person or entity that submits the quotation is public at that time. All other information in the quotation is classified as private or nonpublic until the City has negotiated a contract with the selected vendor. The City will select a contractor with whom the City will negotiate a final contract, based upon the City's evaluation of the quotations received. The City reserves the right to reject all quotations, to waive irregularities, and to award a contract based on the City's best interests. In the event that the contract should take longer to complete due to weather conditions or equipment breakdowns, no oaks shall be trimmed after April 15th.

The submittal of this quote is for a **two year trimming service agreement** with the City of Cottage Grove. The bid unit price cannot change, but the quantities of trees to be trimmed will not be known until fall of 2023 for the pruning cycle of 2023/24. The quantities of tree to be pruned will be different from the previous year.

To assist you in preparing your quotation, the following information is enclosed:

- List of City insurance requirements for the selected contractor
- Detailed Specifications for Tree Trimming and Pruning
- Form of Quotation

Please contact Gavin Hochstetler at 651-458-2849 if you have any questions.

Sincerely,

Gavin Hochstetler, City Forester
CITY OF COTTAGE GROVE

QUOTATION FOR TREE TRIMMING AND CLEANUP

City of Cottage Grove, Minnesota

The undersigned, being familiar with your local conditions, having made the field inspections and investigations deemed necessary, having studied the specifications for the work and being familiar with all factors and other conditions affecting the work and cost thereof, hereby proposes to furnish all labor, tools, materials, skills, equipment, and all else necessary to complete the project in accordance with the Detailed Specifications for Tree Trimming and Pruning, on file with the Director of Public Works, 8635 West Point Douglas Road South, Cottage Grove, Minnesota 55016-3318.

Price quotation: (quote includes all of the trees in the area specified for 2022/23 season)

Diameter Class	Number of Trees	Cost/Tree	Total
8-15"	301	$92.00	$27,692
16-22"	71	$115.00	$8,165
23-29"	17	$200.00	$3,400
30" plus	1	$325.00	$325
TOTAL	**390**		**$39,582**

- Quantities may be increased or decreased at the time of operations, however, no adjustment in the Bid Unit Price will be allowed.
- All other work and cost shall be incidental to the Project and included in the Total Bid.
- The submittal of this quote is for a **two year service agreement 2022/23 and 2023/24.**

Time for Performance:
The City desires to have the work begin as soon after December 11, 2022 as possible and to have the work completed by April 14, 2023. Work for 2023/24 will be between December 10, 2023 and April 12, 2024.

The undersigned proposes as follows:

Date available to commence work: Dec. 11th, 2022
Date work will be completed: April 12th, 2022

Performance and Payment Bonds The undersigned will provide the City with performance and payment bonds as required by Minnesota Statutes, Section 574.26 at the time a contract is executed, or, if approved by the City, with an irrevocable bank letter of credit in lieu of the performance bond, as permitted by Minnesota Statutes, Section 574.261.

Insurance The undersigned will provide proof of insurance to City at the time a contract is executed, in accordance with the insurance requirements provided by City in its request for quotation.

No bidder may withdraw the bid within thirty (30) days after the scheduled closing time for the receipt of bids. The City Council of Cottage Grove reserves the right to reject any and all bids and to waive informalities.

Respectfully submitted

(A corporation)

(An Individual)
(A Partnership)

Mitch Bauer- Sorenson Tree Service, LLC.
Name

Email, mail, fax or deliver quote to:
ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Public Works Department
Attn: Gavin Hochstetler
8635 West Pt. Douglas Road South
Cottage Grove, MN 55016

October 28, 2022

To Whom it may concern:

RE: Request for Quotation for Tree Trimming and Cleanup Services

The City of Cottage Grove is soliciting quotations for tree trimming and clean-up services. The City intends to enter into a contract for tree trimming services based upon the quotations that it receives.

If you are interested in performing these services for the City, please submit your quotation to the City by November 10th, 2022 at 11:00 a.m. You may submit the quotation by email, mail, fax, or personal delivery, as follows:

Email: ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Department of Public Works
Attn: Gavin Hochstetler
8635 West Point Douglas Road South
Cottage Grove, MN 55016-3318
Office Hours: 7:30 a.m.-4:00 p.m., Monday-Friday
Fax No: 651-458-6080

The quotation that you submit will be handled in accordance with Minn. Stat. § 13.591, subdivision 3(b). Quotations will be opened upon receipt, but only the name of the person or entity that submits the quotation is public at that time. All other information in the quotation is classified as private or nonpublic until the City has negotiated a contract with the selected vendor. The City will select a contractor with whom the City will negotiate a final contract, based upon the City's evaluation of the quotations received. The City reserves the right to reject all quotations, to waive irregularities, and to award a contract based on the City's best interests. In the event that the contract should take longer to complete due to weather conditions or equipment breakdowns, no oaks shall be trimmed after April 15th.

The submittal of this quote is for a **two year trimming service agreement** with the City of Cottage Grove. The bid unit price cannot change, but the quantities of trees to be trimmed will not be known until fall of 2023 for the pruning cycle of 2023/24. The quantities of tree to be pruned will be different from the previous year.

To assist you in preparing your quotation, the following information is enclosed:

- List of City insurance requirements for the selected contractor
- Detailed Specifications for Tree Trimming and Pruning
- Form of Quotation

Please contact Gavin Hochstetler at 651-458-2849 if you have any questions.

Sincerely,

Gavin Hochstetler, City Forester
CITY OF COTTAGE GROVE

QUOTATION FOR TREE TRIMMING AND CLEANUP

City of Cottage Grove, Minnesota

The undersigned, being familiar with your local conditions, having made the field inspections and investigations deemed necessary, having studied the specifications for the work and being familiar with all factors and other conditions affecting the work and cost thereof, hereby proposes to furnish all labor, tools, materials, skills, equipment, and all else necessary to complete the project in accordance with the Detailed Specifications for Tree Trimming and Pruning, on file with the Director of Public Works, 8635 West Point Douglas Road South, Cottage Grove, Minnesota 55016-3318.

Price quotation: (quote includes all of the trees in the area specified for 2022/23 season)

Diameter Class	Number of Trees	Cost/Tree	Total
9-15"	163	$290	47,270
16-22"	159	$435	69,165
23-29"	61	$580	35,380
30" plus	1	$770	770
TOTAL	413		$ 152,585

- Quantities may be increased or decreased at the time of operations, however, no adjustment in the Bid Unit Price will be allowed.
- All other work and cost shall be incidental to the Project and included in the Total Bid.
- The submittal of this quote is for a **two year service agreement 2022/23 and 2023/24.**

Time for Performance:
The City desires to have the work begin as soon after December 11, 2022 as possible and to have the work completed by April 14, 2023. Work for 2023/24 will be between December 10, 2023 and April 12, 2024.

The undersigned proposes as follows:

Date available to commence work: 12/11/22
Date work will be completed: 4/14/23

Performance and Payment Bonds The undersigned will provide the City with performance and payment bonds as required by Minnesota Statutes, Section 574.26 at the time a contract is executed, or, if approved by the City, with an irrevocable bank letter of credit in lieu of the performance bond, as permitted by Minnesota Statutes, Section 574.261.

Insurance The undersigned will provide proof of insurance to City at the time a contract is executed, in accordance with the insurance requirements provided by City in its request for quotation.

No bidder may withdraw the bid within thirty (30) days after the scheduled closing time for the receipt of bids. The City Council of Cottage Grove reserves the right to reject any and all bids and to waive informalities.

Respectfully submitted
SavATree, LLC (A corporation)
(An Individual)
(A Partnership)

Donald C. Becker

Name: Donald Becker
Chief Operating Officer

Email, mail, fax or deliver quote to:
ghochstetler@cottagegrovemn.gov
City of Cottage Grove
Public Works Department
Attn: Gavin Hochstetler
8635 West Pt. Douglas Road South
Cottage Grove, MN 55016
Fax No: 651-458-6080

Detailed Specifications for Tree Trimming and Pruning

Work

The Contractor shall trim and prune boulevard trees in areas designated by City Forester. Contractor shall remove all trash within the area limits of trimming. Trimmings shall be picked up within 24 hours of removal and none shall remain on the boulevard over a weekend. During the contract period, the City Forester and/or Director of Streets Department or Public Works will make available to the Contractor a location where chips may be deposited.

Trimming

The Contractor shall trim all boulevard trees listed for trimming within the boundary specified. Trimming shall be performed by experienced pruners and with the proper tools in a good workmanlike manner. All cuts shall be made sufficiently close to the parent stem, yet leaving the branch collar intact, so that healing can readily start under normal conditions (Shigo cut). All limbs one inch in diameter and over must be pre-cut to prevent splitting and tearing of bark.

Trimming, in general, shall consist of removal of the dead, broken, fungus and insect-infected branches. Stubs, suckers, rubbing and crossing branches should also be removed. Low branches overhanging sidewalks/house side shall be removed to give a clearance of **fifteen feet**; over roadways, **eighteen feet** at the curb. No climbing irons shall be used to climb trees. All cracks and defects in the trees trimmed should be reported to the City Forester if determined to be a serious hazard to the public or you as workers.

Whenever streets are to be blocked off, the Public Works, Public Safety and Fire Departments shall be notified of location and length of time the street will be blocked.

Public Works	(651) 458-2808
Public Safety	(651) 458-2850
Fire Departments	(651) 458-2809

The Contractor shall furnish all barricades and warning signs required to protect the public from danger according to the State of Minnesota Manual on Uniform Traffic Control Devices (May 2005). The Contractor shall erect and maintain those barricades and signs at locations according to the State of Minnesota Manual on Uniform Traffic Control Devices (May 2005).

Contractor Experience & References

Contractors must have a minimum of 4 year of Municipal tree trimming experience and be able to provide references of other community's if requested by the City Forester. Also, must have one certified Arborist on staff at the time of work being performed.

E.H.A.P. Certification

At any time that a tree growing near or under an electrical power transmission line is to be trimmed, only a qualified line clearance tree trimmer or line clearance tree trimmer trainee can perform the work, as per ANSI Z133.1-1994, 4.2.2., these workers need to have completed

training required under OSHA's Electrical Safety Related Work Practices Standard 1910.331; The Electrical Hazard Awareness Program offered by the National Arborist Association, Inc. or similar program is required.

Measurement and Payment
The quantity of tree trimming to be paid for under this contract shall be the number of trees trimmed in each area including the disposal of all debris and cleanup in accordance with the specifications and direction of the City Forester and/or Director of Parks and Recreation or Public Works. Multi-stemmed trees will be listed as single trees and should be quoted as such unless the split is higher or near diameter at breast height (DBH).

The price quote shall be unit price per tree and shall include the cost of all labor, materials, and equipment necessary for tree trimming including the disposal of all debris, signs, and all other incidentals necessary or required to complete the work in accordance with the specifications and to the satisfaction of the City Forester and Director of Parks and Recreation or Public Works.

Pre-construction Meeting
To set the stage for a successful partnership, a pre-construction meeting with the Forester and Project Manager must take place prior to work beginning.

Cottage Grove

Where Pride and Prosperity Meet

INSURANCE REQUIREMENTS

In order for your firm to provide products or services to the City of Cottage Grove, we require that a Certificate of Insurance be provided and approved prior to the onset of any work.

Insurance Requirements: Contractor shall furnish the City of Cottage Grove with a certificates of insurance which shall include a provision that such insurance shall not be canceled without written notice to the City.

Certificate Holder: City of Cottage Grove
12800 Ravine Parkway
Cottage Grove, MN 55016
Attn: City Clerk

Commercial General Liability: Limits (Pursuant to Minnesota Statutes 466.04, or as may be amended)

$2,000,000 per Occurrence
$2,000,000 Personal & Advertising Injury
$2,000,000 Products-Completed Operations Aggregate
$2,000,000 General Aggregate

Automobile Liability: $2,000,000 (Any Auto) Combined Single Limit (Each Accident)

Workers Compensation & Employers' Liability: Statutory Limit

Contractor must provide a certificate of workers compensation insurance or they must obtain an Independent Contractor Exemption Certificate from the Minnesota Department of Labor & Industry.

Additional Insured

Contractor shall also name the City of Cottage Grove as an additional insured. Additional Insured coverage shall apply as Primary Insurance with respect to any other insurance afforded to the City.

City Council Action Request

7P

Meeting Date	12/7/2022
Department	Community Development
Agenda Category	Consent Agenda
Title	Preserve at Prairie Dunes – Final Plat
Staff Recommendation	Adopt Resolution 2022-158 approving the final plat for The Preserve at Prairie Dunes.
Budget Implication	N/A

Attachments

Preserve at Prairie Dunes FP CC Memo.tif	11.52MB
Preserve at Prairie Dunes Final Plat.tif	3.61MB
Preserve at Prairie Dunes FP Resolution.tif	6.76MB

Cottage Grove
Where Pride and Prosperity Meet

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

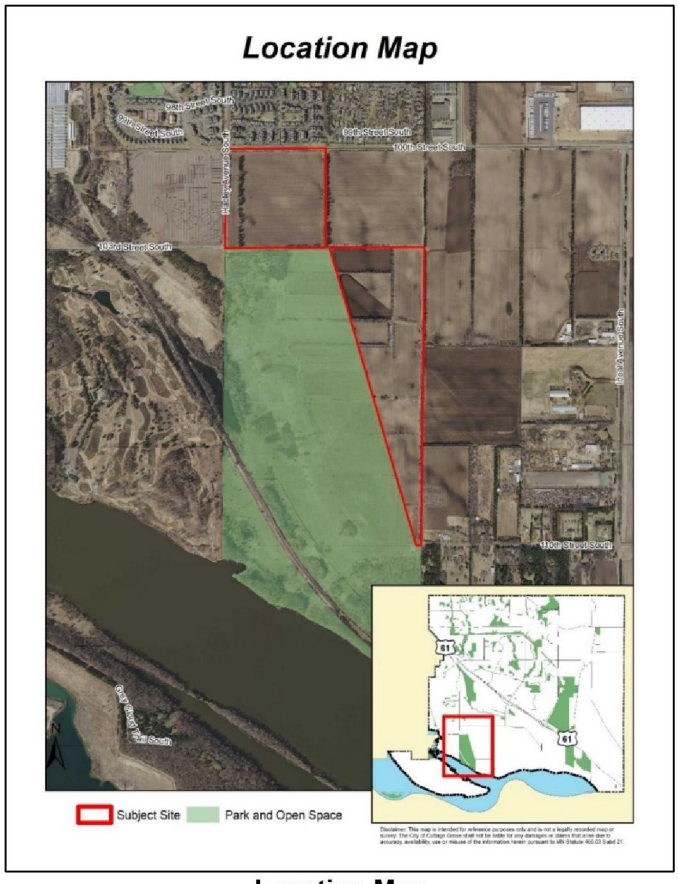
FROM: Emily Schmitz, Senior Planner

DATE: November 30, 2022

RE: Preserve at Prairie Dunes – Final Plat

Introduction

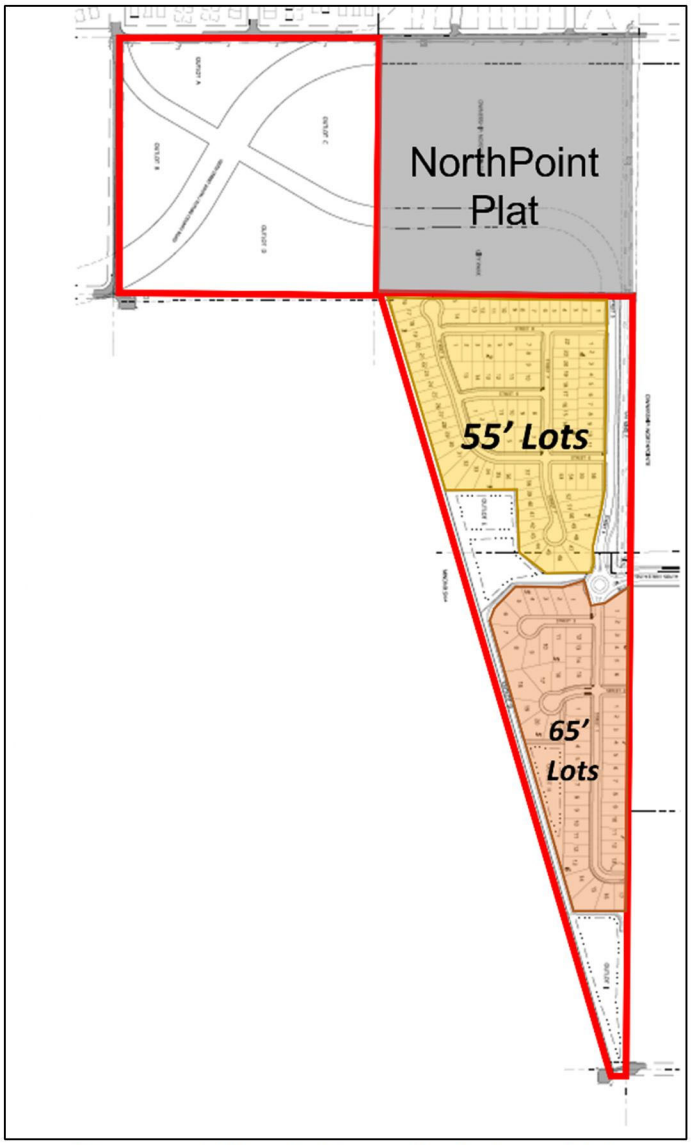
The City Council is requested to adopt a resolution approving the final plat for Preserve at Prairie Dunes. The location for the proposed Preserve at Prairie Dunes subdivision is shown on the map below:



Location Map

Background

In April of 2022, Summergate Development submitted for review and approval of the Preserve at Prairie Dunes preliminary plat. At that time, the plat included a total of approximately 100 acres and platted 161 single-family homes and 4 lots for future development.

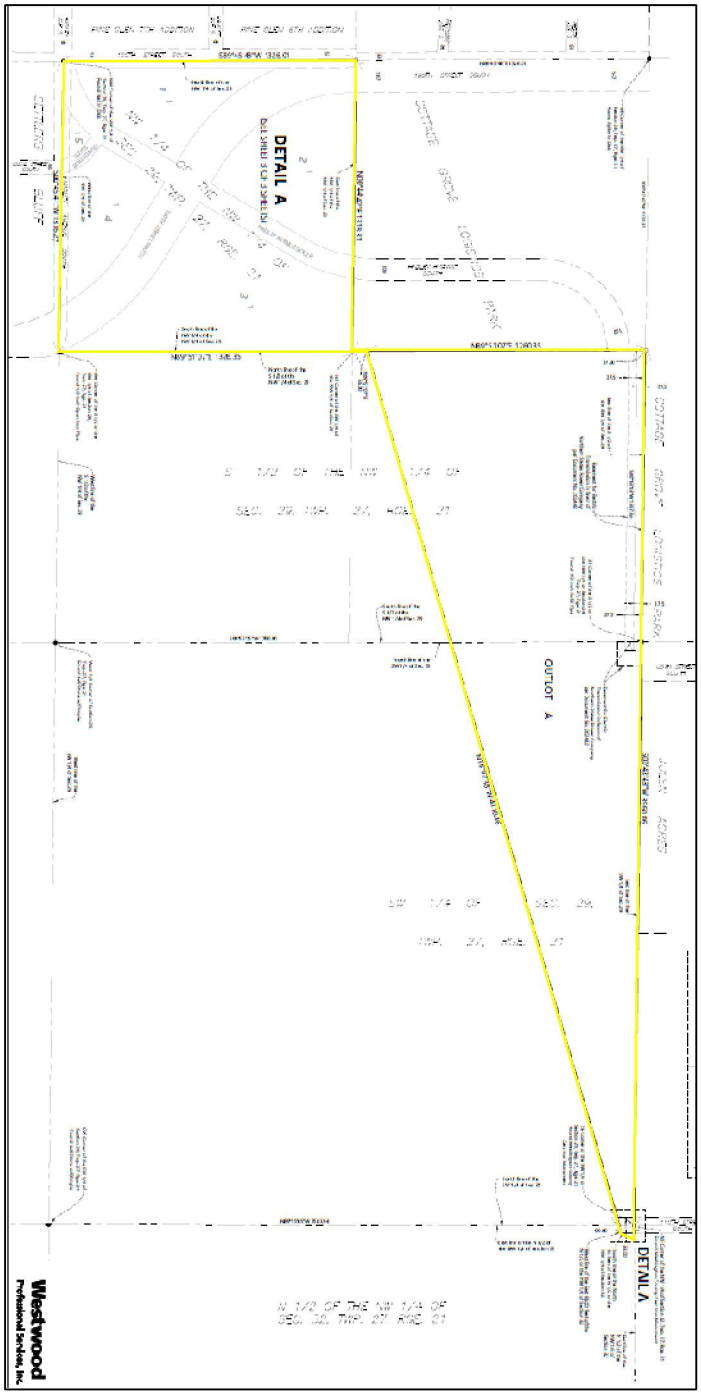


Preserve At Prairie Dunes Preliminary Plat

The preliminary plat was approved by the City Council with Resolution 2022-086. The Developer, at the time, did not pursue a final plat application for the project. The landowners continued to market the parcels including the preliminary four lots at the southeast corner of 100th Street and Hadley Avenue ("Zyweic 40"). Prior to the review of a project on any of the lots, a final plat is required to be recorded creating the lots and dedicating the required right-of-way for the planned realignment of 100th Street and Hadley Avenue through the parcel. The area south of the North-Point Development (proposed on the preliminary plat as low density residential development) will be platted as an oultot and will require a final plat prior to review and approval of development of the outlot.

Final Plat Review

The final plat is in conformance with all other conditions of the preliminary plat as approved by the City Council and as stipulated in City Resolution 2022-086 (see attached). The Preserve at Prairie Dunes final plat development area is outlined below in yellow and the final plat in its entirety is attached.

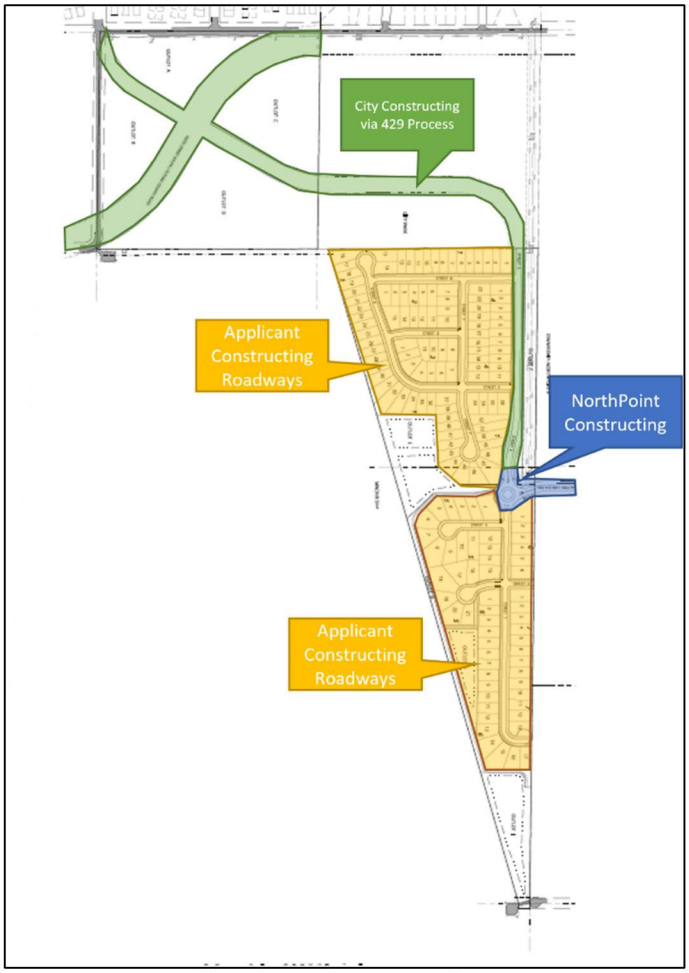


Preserve At Prairie Dunes Final Plat

Transportation

As part of the preliminary plat, the north-south segment of Hadley Avenue north of the 105th Street roundabout was designed as a residential collector with homes fronting the roadway. The City has begun the construction of the South District Street and Utility project to extend streets and utilities to the Zywiec 40 parcel. The extent of the construction for the public improvements will be determined once development application(s) have been received for the developable parcels. The City is utilizing Minnesota Statutes Chapter 429 to fund the project. Minnesota Statutes Chapter 429 gives municipalities the authority to levy special assessments for public improvement projects to

the benefitting properties. On April 20, 2022, the City Council approved the deferred assessment waivers. The assessments are required to be paid at the time of sale of any of the land for development.



Roadway Construction

Development Agreement
A Development Agreement will be required as part of the site plan review for each of the developable platted lots.

Development Plan Review
The City Engineer will review plans for each development as they are submitted for each parcel.

Recommendation

The City Council is recommended to adopt a resolution approving the final plat for The Preserve at Prairie Dunes.

Attachments
The Preserve at Prairie Dunes Final Plat
Resolution 2020-086 (The Preserve at Prairie Dunes Preliminary Plat)

PRESERVE AT PRAIRIE DUNES

KNOW ALL PERSONS BY THESE PRESENTS: *that Joseph J. Zywiec, joined in by his wife Nora J. Scribner and Joseph J. Zywiec as Personal Representative of the estate of Deborah A. Zywiec, and also as Trustee of the Zywiec Family Trust, dated September 24, 2003, owners of the following described property situated in the County of Washington, State of Minnesota, to wit:*

The Northwest Quarter of the Northwest Quarter of Section 29, Township 27, Range 21, Washington County, Minnesota.

AND

That part of the South Half of the Northwest Quarter (S 1/2 NW 1/4) and the Southwest Quarter (SW 1/4) in Section 29, lying Easterly of a straight line drawn from a point on the South line of said Southwest Quarter (SW 1/4) a distance of 66 feet West of the Southeast corner of said Southwest Quarter (SW 1/4) to a point on the North line of said South Half of the Northwest Quarter (S 1/2 NW 1/4) a distance of 66 feet East of the Northeast corner of the Southwest Quarter of the Northwest Quarter (SW 1/4 NW 1/4); and the North 33 feet of the East 66 feet of the North Half of the Northwest Quarter in Section 32, all in Township 27, Range 21, Washington County, Minnesota.

Together with an easement for ingress and egress over and across the North 33 feet of the Southwest Quarter of the Northwest Quarter and the North 33 feet of the West 91 feet of the Southeast Quarter of the Northwest Quarter in Section 29, Township 27, Range 21.

Has caused the same to be surveyed and platted as ***PRESERVE AT PRAIRIE DUNES*** *and does hereby donate and dedicate the public ways, as shown on this plat and also dedicate the easements as created by this plat for drainage and utility purposes only.*

In witness whereof said Joseph J. Zywiec, as Personal Representative of the estate of Deborah A. Zywiec, and Trustee of the Zywiec Family Trust, dated September 24, 2003, has hereunto set his hands this _____ day of _____, 20_____.

_____ _____

Joseph J. Zywiec *Nora J. Scribner*

STATE OF _____
COUNTY OF _____
The foregoing instrument was acknowledged before me on this _____ day of _____, 20_____, by Joseph J. Zywiec, joined in by his wife Nora J. Scribner and Joseph J. Zywiec as Personal Representative of the estate of Deborah A. Zywiec, and also as Trustee of the Zywiec Family Trust, dated September 24, 2003.

_____ _____

(Signature) *(Name Printed)*

Notary Public, _____ County, _____

My Commission Expires _____

I hereby certify that I have surveyed and platted or directly supervised the survey and platting of the property described on this plat as ***PRESERVE AT PRAIRIE DUNES*** *that I am a duly Licensed Land Surveyor in the State of Minnesota; that this plat is a correct representation of the boundary survey; that all mathematical data and labels are correctly designated on the plat; that all monuments depicted on the plat have been or will be correctly set within one year as indicated on the plat; that all water boundaries and wet lands as defined in MS Section 505.01, Subd. 3 existing as of the date of this certification are shown and labeled on the plat; and that all public ways are shown and labeled on the plat.*

Dated this _____, day of _____, 20_____

_____
Chris Amboum, Licensed Land Surveyor
Minnesota License No. 43055

STATE OF MINNESOTA
COUNTY OF _____
The foregoing Surveyor's Certificate was acknowledged before me on this _____ day of _____, 20_____, by Chris Amboum, Licensed Land Surveyor, Minnesota License No. 43055.

_____ _____

(Signature) *(Name Printed)*

Notary Public, _____ County, Minnesota

My Commission Expires _____

CITY OF COTTAGE GROVE, MINNESOTA
This plat was approved by the City Council of the City of Cottage Grove, Minnesota this _____ day of _____, 20_____, and hereby certifies compliance with all requirements as set forth in Minnesota Statutes, Section 505.03, Subdivision 2.

By _____ *By _____*
Mayor *Clerk*

COUNTY SURVEYOR
Pursuant to Chapter 820, Laws of Minnesota, 1971, and in accordance with Minnesota Statutes, Section 505.021, Subd. 11, this plat has been reviewed and approved this _____ day of _____, 20_____.

By _____ *By _____*
Washington County Surveyor

COUNTY AUDITOR/TREASURER
Pursuant to Minnesota Statutes, Section 505.021, Subd. 9, taxes payable in the year 20_____ on the land hereinbefore described have been paid. Also, pursuant to Minnesota Statutes, Section 272.12, there are no delinquent taxes and transfer entered on this _____ day of _____, 20_____.

By _____ *By _____*
Washington County Auditor/Treasurer *Deputy*

COUNTY RECORDER
Document Number _____

I hereby certify that this instrument was recorded in the office of the County Recorder for record on this _____ day of _____, 20_____, at _____ o'clock _____.M., and was duly recorded in Washington County Records.

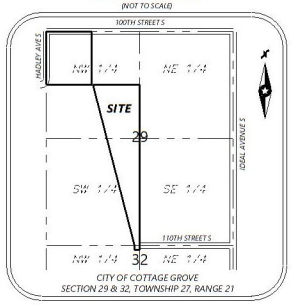
By _____ *By _____*
Washington County Recorder *Deputy*

Westwood
Professional Services, Inc.

PRESERVE AT PRAIRIE DUNES

VICINITY MAP

(NOT TO SCALE)



CITY OF COTTAGE GROVE
SECTION 29 & 32, TOWNSHIP 27, RANGE 21

SCALE IN FEET

0 200 400 600

SCALE: 1 INCH = 200 FEET

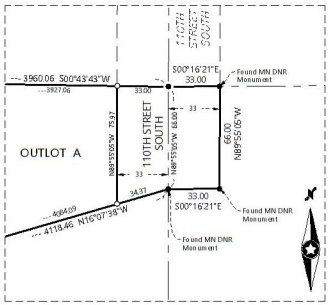
SET 1/2 INCH BY 14 INCH IRON PIPE WITH CAP INSCRIBED #53596

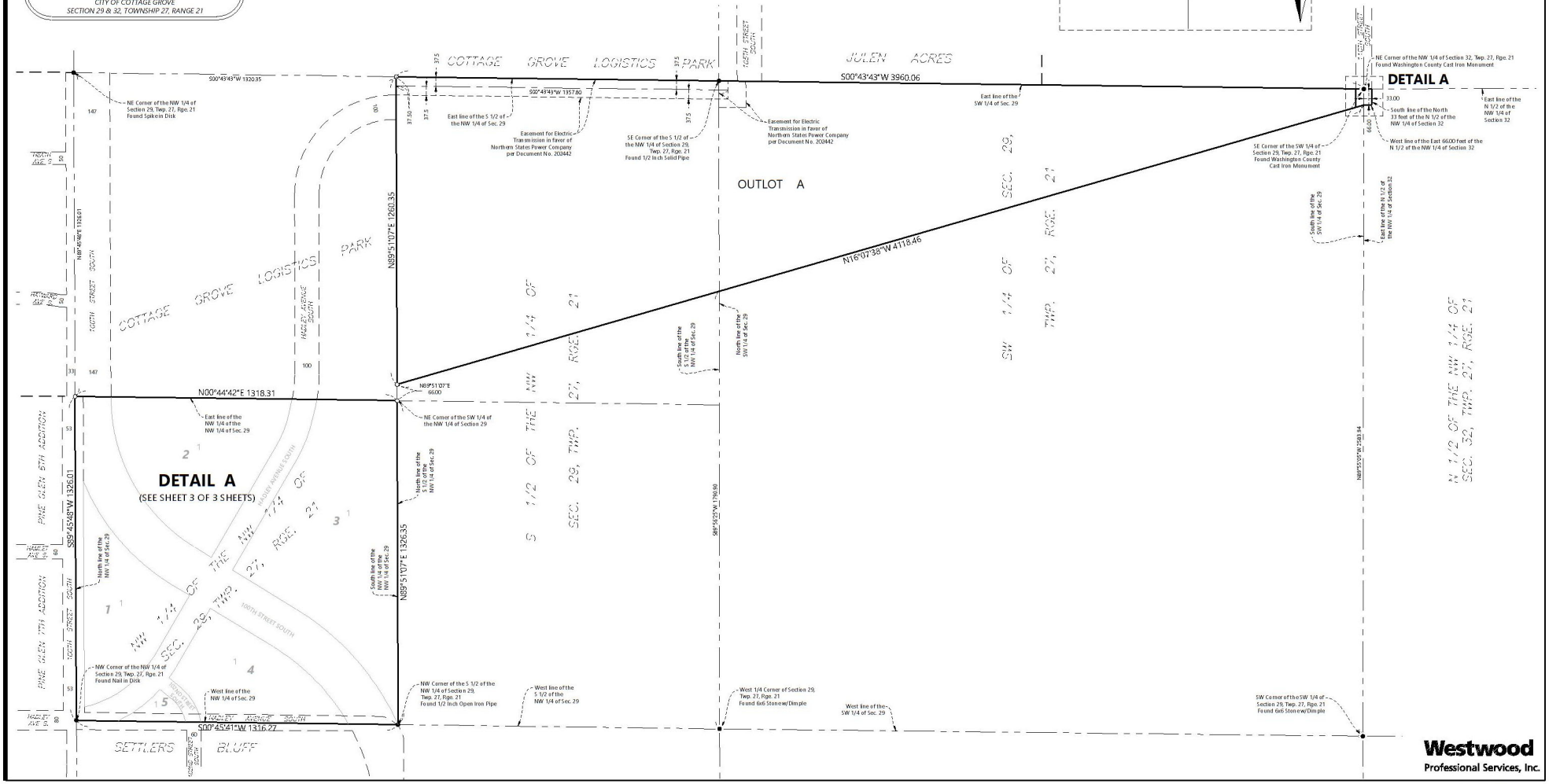
FOUND MONUMENT AS NOTED ON PLAT

THE ORIENTATION ON THIS BEARING SYSTEM IS BASED ON THE NORTH LINE OF THE NORTHWEST QUARTER OF THE NORTHWEST QUARTER OF SECTION 29, TOWNSHIP 27, RANGE 21, WHICH IS ASSUMED TO BEAR S 89°45'48" W

DETAIL A

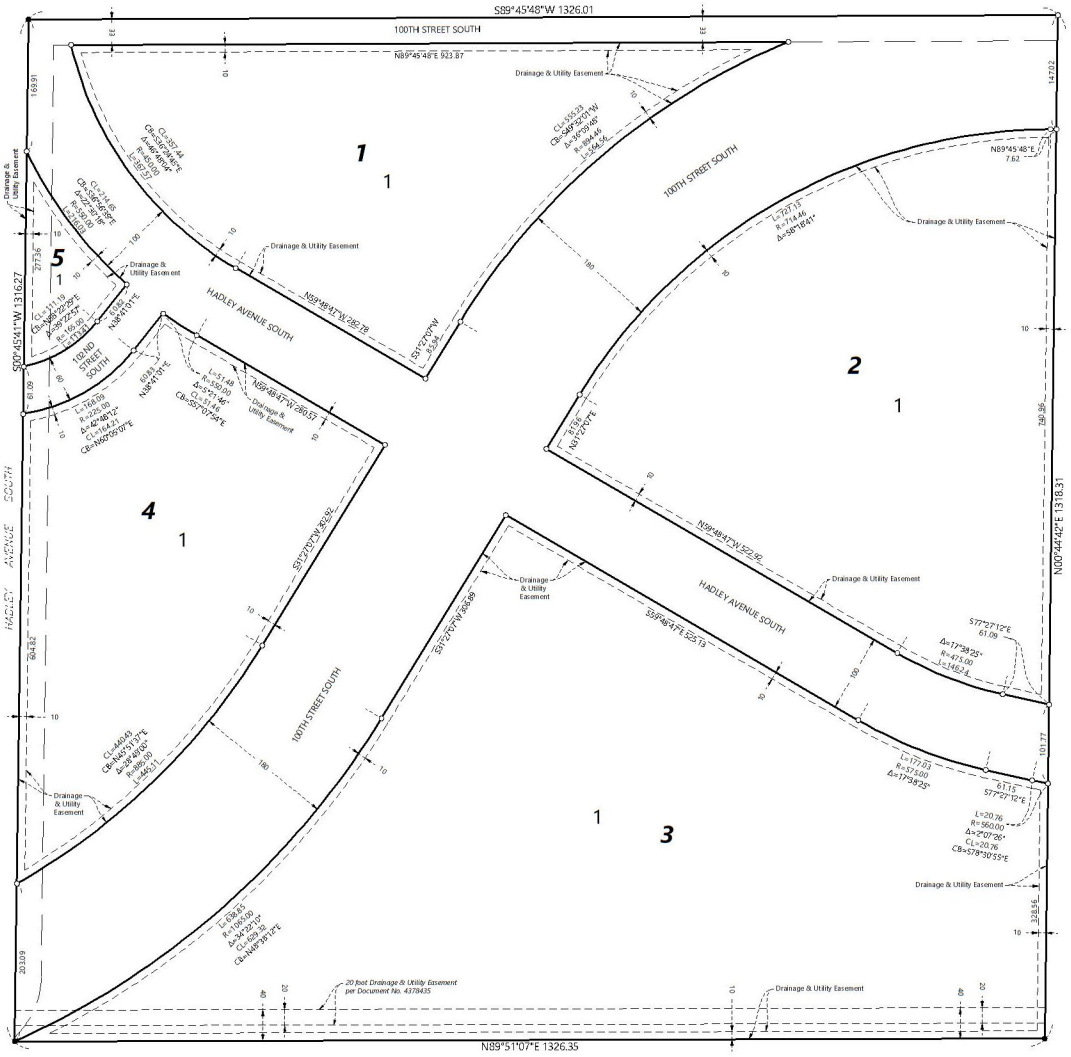
(SCALE: 1 INCH = 40 FEET)





Westwood
Professional Services, Inc.

PRESERVE AT PRAIRIE DUNES


S89°45'48"W 1326.01
100TH STREET SOUTH
N89°45'48"E 923.87
Drainage & Utility Easement
1
1
5
1
2
1
3
1
4
1
100TH STREET SOUTH
HADLEY AVENUE SOUTH
102ND STREET SOUTH
HADLEY AVENUE SOUTH
S00°45'41"W 1316.27
N00°44'42"E 1318.31
N89°51'07"E 1326.35
N89°48'47"W 280.57
S31°27'07"W 302.42
S31°27'07"W 786.89
S59°48'47"E 525.13
N89°48'47"W 522.92
S77°27'12"E 61.09
Δ=17°38'25"
R=475.00
L=146.24
CL=N68°59'00"E
CB=145.65
L=177.03
R=574.00
Δ=17°38'25"
CL=N68°59'00"E
CB=176.33
L=20.76
R=560.00
Δ=2°07'26"
CL=20.76
CB=S78°33'55"E
L=764.09
R=525.00
Δ=42°48'12"
CL=747.21
CB=N65°09'07"E
L=1.48
R=530.00
Δ=0°09'36"
CL=1.48
CB=S57°07'24"E
L=626.85
R=1040.00
Δ=34°32'10"
CL=617.32
CB=N48°38'17"E
L=444.43
R=285.00
Δ=89°20'00"
CL=400.71
CB=N44°51'07"E
L=214.85
R=225.00
Δ=54°42'09"
CL=206.80
CB=N62°22'59"E
L=111.10
R=165.00
Δ=38°34'41"
CL=109.04
CB=N38°27'25"E
20 foot Drainage & Utility Easement per Document No. 4378435
Drainage & Utility Easement
Drainage & Utility Easement
Drainage & Utility Easement

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-158

RESOLUTION APPROVING THE FINAL PLAT NAMED THE PRESERVE AT PRAIRIE DUNES

WHEREAS, Norhart Architecture applied for a final plat to create developable parcels and two outlots for future development, located on property legally described as:

The Northwest Quarter of the Northwest Quarter of Section 29, Township 27, Range 21, Washington County, Minnesota.

AND

That part of the South Half of the Northwest Quarter (S ½ NW ¼) and the Southwest Quarter (SW ¼) in Section 29, lying Easterly of a straight line drawn from a point on the South line of said Southwest Quarter (SW ¼) a distance of 66 feet West of the Southeast corner of said Southwest Quarter (SW ¼) to a point on the North line of said South Half of the Northwest Quarter (S ½ NW ¼) a distance of 66 feet East of the Northeast corner of the Southwest Quarter of the Northwest Quarter (SW ¼ NW ¼); and the North 33 feet of the East 66 feet of the North Half of the Northwest Quarter in Section 32, all in Township 27, Range 21, Washington County, Minnesota.

Together with an easement for ingress and egress over and across the North 33 feet of the Southwest Quarter of the Northwest Quarter and the North 33 feet of the West 91 feet of the Southeast Quarter of the Northwest Quarter in Section 29, Township 27, Range 21.

WHEREAS, the Planning Commission held the public hearing for the preliminary plat and a zoning amendment to change the zoning from AG-2, Agricultural, and R-1, Rural Residential, to R-3, Single Family Residential, with a PUD, Planned Unit Development, on May 18, 2022; and

WHEREAS, the City Council subsequently accepted the Planning Commission's recommendations and approved the preliminary plat (Resolution No. 2022-086) and the rezoning (Ordinance No. 1057) on May 18, 2022; and

WHEREAS, City staff found the Preserve At Prairie Dunes final plat substantially consistent with the approved preliminary plat; and

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby approves the final plat for a residential plat named Preserve At Prairie Dunes located on the property legally described above. Approval of this final plat is subject to the following conditions:

1. The Developer and builders must comply with all City ordinances and policies.

2. The Developer must abide by the conditions stipulated in Resolution No. 2022-086, which approved the Preserve at Prairie Dunes preliminary plat, except as hereafter modified.

3. Development on any of the lots must comply with grading and erosion control plans approved by the City Engineer.

4. After the site is rough graded, but before any building permits are issued, the erosion control plan shall be implemented by the Developer and inspected and approved by the City. The City may impose additional erosion control requirements if it is determined that the methods implemented are insufficient to properly control erosion.

5. Park dedication will be required as part of development of each of the proposed parcels.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

7Q

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Modifications: No Parking Restriction
Staff Recommendation	1) Adopt Resolution 2022-153 to restrict parking along both sides of East Point Douglas Road from Inwood Avenue to the east leg of East Point Douglas Lane. 2) Adopt Resolution 2022-152 to restrict parking along both sides of Jamaica Avenue from Highway 61 to 90th Street.
Budget Implication	N/A
Attachments	EPDR & Jamaica Poject No Parking CC Memo.tif 3.57MB EPDR & Jamaica Project No Parking on East Point Douglas Resolution.tif 2.59MB EPDR & Jamaica Project No Parking on Jamaica Resolution.tif 2.28MB

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

From: Amanda Meyer, PE, Assistant City Engineer

Date: November 29, 2022

Re: East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Modifications: No Parking Restriction East Point Douglas Road and Jamaica Avenue

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Background

On October 19, 2022, the City Council approved a feasibility report for the East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Modifications project and authorized preparation of plans and specifications. As construction plans are being developed, the City will be working with the Minnesota Department of Transportation (MnDOT) State Aid Office on a review. The review is required as both East Point Douglas and Jamaica Avenue are Municipal State Aid (MSA) streets, and the City will be using Municipal State Aid funds for the project.

Discussion

In order for the City to obtain approval from the MnDOT to utilize Municipal State Aid funds for construction, parking restrictions for East Point Douglas Road and Jamaica Avenue must be memorialized in a resolution. To satisfy this requirement, a restricted parking resolution must be adopted by the City Council banning parking of motor vehicles on East Point Douglas Road and Jamaica Avenue within the project limits

Recommendation

It is recommended the City Council adopt Resolution 2022-153 to restrict parking along both sides of East Point Douglas Road from Inwood Avenue to the east leg of East Point Douglas Lane and Resolution 2022-152 to restrict parking along both sides of Jamaica Avenue from Highway 61 to 90th Street.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-153

A RESOLUTION RESTRICTING PARKING ON EAST POINT DOUGLAS ROAD SOUTH FROM INWOOD AVENUE SOUTH TO THE EAST LEG OF EAST POINT DOUGLAS LANE SOUTH (SAP 180-112-013)

WHEREAS, the City of Cottage Grove has planned the improvement of East Point Douglas Road from Inwood Avenue to the east leg of East Point Douglas Lane, State Aid Project No. 180-112-013; and

WHEREAS, the City of Cottage Grove will be expending Municipal State Aid Funds on the improvements on East Point Douglas Road; and

WHEREAS, this improvement does not provide adequate width for parking on both sides of the street, and approval of the proposed construction as a Municipal State Aid street project must therefore be conditioned upon a resolution restricting parking.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, Minnesota, hereby prohibits the parking of vehicles along both sides of East Point Douglas Road South from Inwood Avenue South to the east leg of East Point Douglas Lane South.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-152

A RESOLUTION RESTRICTING PARKING ON JAMAICA AVENUE SOUTH FROM HIGHWAY 61 TO 90TH STREET SOUTH (SAP 180-110-014)

WHEREAS, the City of Cottage Grove has planned the improvement of Jamaica Avenue from Highway 61 to 90th Street, State Aid Project No. 180-110-014; and

WHEREAS, the City of Cottage Grove will be expending Municipal State Aid Funds on the improvements on Jamaica Avenue; and

WHEREAS, this improvement does not provide adequate width for parking on both sides of the street, and approval of the proposed construction as a Municipal State Aid street project must therefore be conditioned upon a resolution restricting parking.

NOW THEREFORE BE IT RESOLVED, the City Council of The City of Cottage Grove, Minnesota, hereby prohibits the parking of vehicles along both sides of Jamaica Avenue South from Highway 61 to 90th Street South.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

7R

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	Old Cottage Grove Wayfinding Signage
Staff Recommendation	Adopt Resolution 2022-159 authorizing staff to furnish and install wayfinding signage for the Old Cottage Grove Business District.
Budget Implication	N/A
Attachments	Old Cottage Grove Wayfinding Signage CC Memo.tif 5.95MB Old Cottage Grove Wayfinding Signage Resolution.tif 2.49MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Amanda Meyer, PE, Assistant City Engineer
Jared Juth, Graduate Engineer

Date: November 29, 2022

Re: Old Cottage Grove Wayfinding Signage

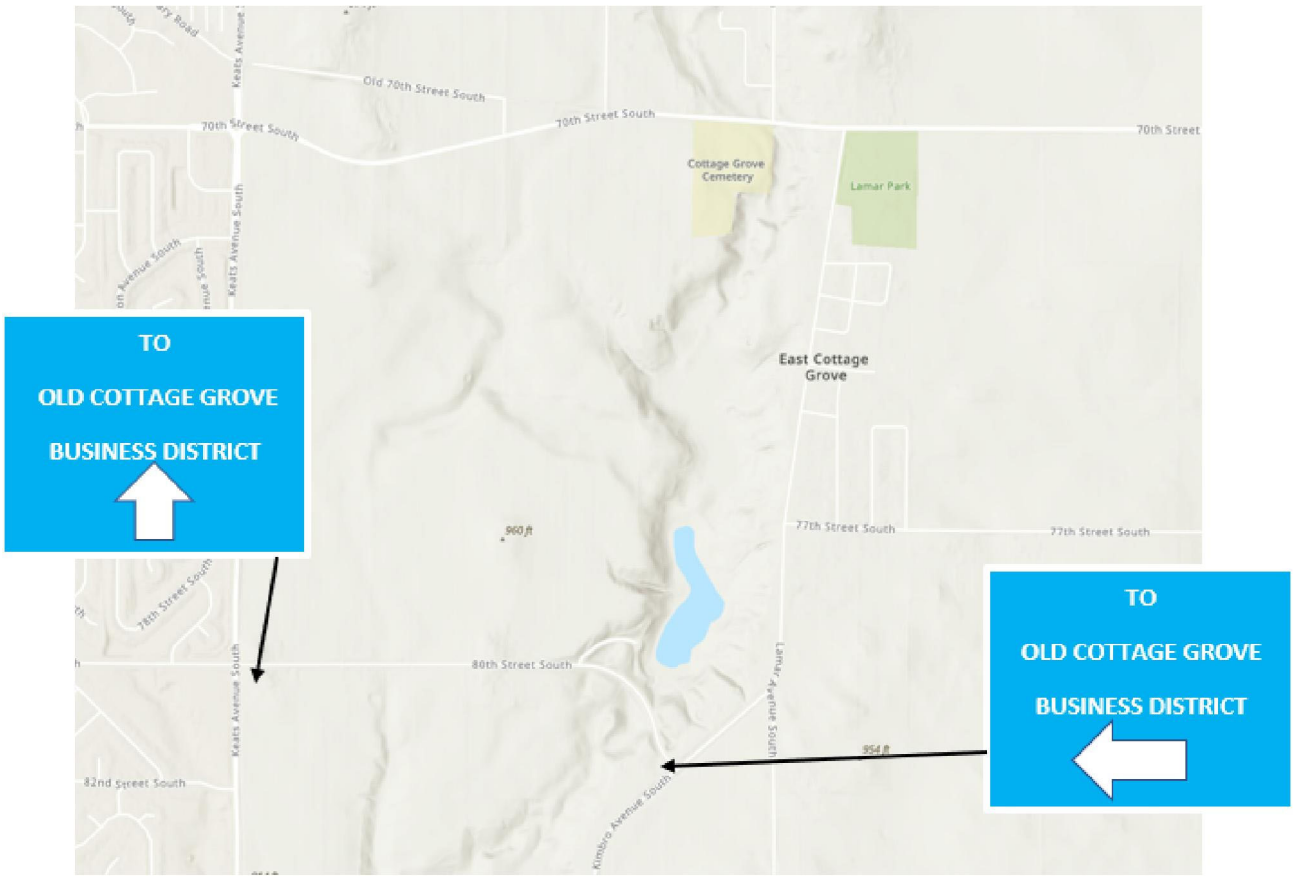
Background/Discussion

As more small businesses begin operating in the Old Cottage Grove neighborhood, it is important that this part of the city sees traffic beyond the residents living in the area. Wayfinding signage that directs drivers to the Old Cottage Grove Business District would ensure higher visibility for these businesses.

Wayfinding signage is a type of destination guide sign for roads in a community that have a common color or theme to direct drivers to a specific area of attraction or commerce. These signs are vital for areas that may not be visible from major roadways and have generally less through traffic.

Currently, Washington County maintains two "Business District" signs on 70th Street (County Road 22) directing drivers south on Lamar Avenue towards Old Cottage Grove. City staff is proposing two signs along 80th Street that will guide motorists to the area as shown in the image below. One of the signs is proposed east of Keats Avenue on eastbound 80th Street, directing drivers straight towards Old Cottage Grove. The other proposed sign is also on eastbound 80th Street, just short of the intersection with Kimbro Avenue, directing drivers to turn left towards the business district. The color of a wayfinding sign may be any other than what is used for regulatory and warning signs.

On November 21, 2022, the Public Services Commission reviewed and discussed the proposed additional wayfinding signage for the Old Cottage Grove Business District. Following the discussion, the Commission voted 7-0 in favor of recommending the installation of wayfinding signage for the Old Cottage Grove Business District.



**Sign diagrams are for displaying location only. Signage to be designed by city staff upon recommendation.*

Recommendation

It is recommended the City Council adopt Resolution 2022-159 authorizing staff to furnish and install wayfinding signage for the Old Cottage Grove Business District.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-159

RESOLUTION AUTHORIZING THE INSTALLATION OF WAYFINDING SIGNAGE ON 80TH STREET FOR THE OLD COTTAGE GROVE BUSINESS DISTRICT

WHEREAS, the Old Cottage Grove neighborhood has several businesses in operation that may benefit from wayfinding signage; and

WHEREAS, City staff has determined two locations for signs on 80th Street between Keats Avenue and Kimbro Avenue that will provide the highest visibility for motorists; and

WHEREAS, the Public Services Commission has reviewed the proposed installation of the wayfinding signage and voted unanimously in favor of the installation; and

WHEREAS, it is the recommendation of the City Engineer that wayfinding signage be installed for the Old Cottage Grove Business District.

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, approves the installation of wayfinding signage on 80th Street for the Old Cottage Grove Business District.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

7S

Meeting Date	12/7/2022
Department	Community Development
Agenda Category	Consent Agenda
Title	6525 Hadley Avenue Lot Split – Minor Subdivision
Staff Recommendation	Adopt Resolution 2022-156 approving a minor subdivision to subdivide a 4.26-acre parcel of land located at 6525 Hadley Avenue into one 2.51-acre parcel and one 1.75-acre parcel.
Budget Implication	N/A
Attachments	Lot Split at 6525 Hadley CC Memo.tif 28.04MB Lot Split at 6525 Hadley Exhibits.tif 5.75MB Lot Split at 6525 Hadley Resolution.tif 10.09MB

Cottage Grove
Where Pride and Prosperity Meet

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

FROM: Conner Jakes, Associate Planner

DATE: December 7, 2022

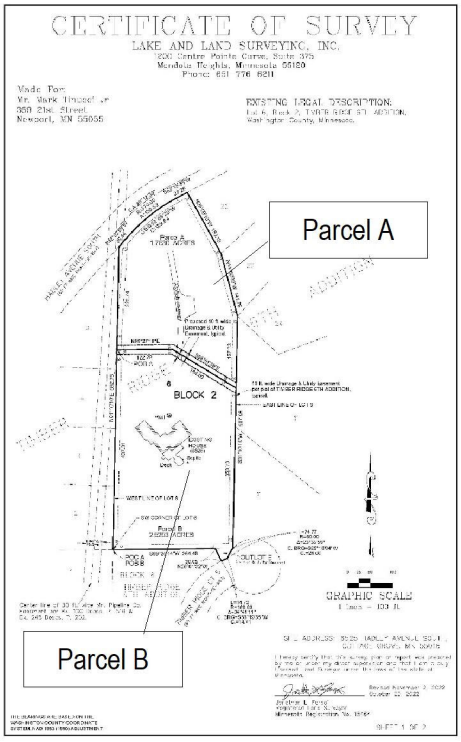
RE: Tinucci Lot Split – Minor Subdivision

Proposal

Mark Tinucci Sr. (Applicant) has applied for a minor subdivision in order to subdivide a 4.26-acre parcel located at 6525 Hadley Avenue South into two parcels: one 2.51-acre parcel and one 1.75-acre parcel.



Current Site



Proposed Site

Review Schedule

Application Received: September 28, 2022
Acceptance of Completed Application: September 28, 2022
60-Day Review Deadline: November 27, 2022
Planning Commission Meeting: November 28, 2022
Tentative City Council Meeting: December 7, 2022
60-Day Extension Deadline: January 26, 2023

Planning Commission

The Planning Commission reviewed the request at their November 28, 2022 meeting. Three residents participated in the public hearing and expressed concerns about the proposed minor subdivision. Below is a summary of the comments provided, along with findings. All the supporting findings can be found in the Planning Considerations section of this memo.

- Concern about potential impacts from grading on the newly created parcel.
    - *Prior to any grading activity on site, the property owner will be required to submit and receive approval of the grading permit. As part of the grading permit review process, Engineering will complete a detailed review of the submitted drainage plan.*

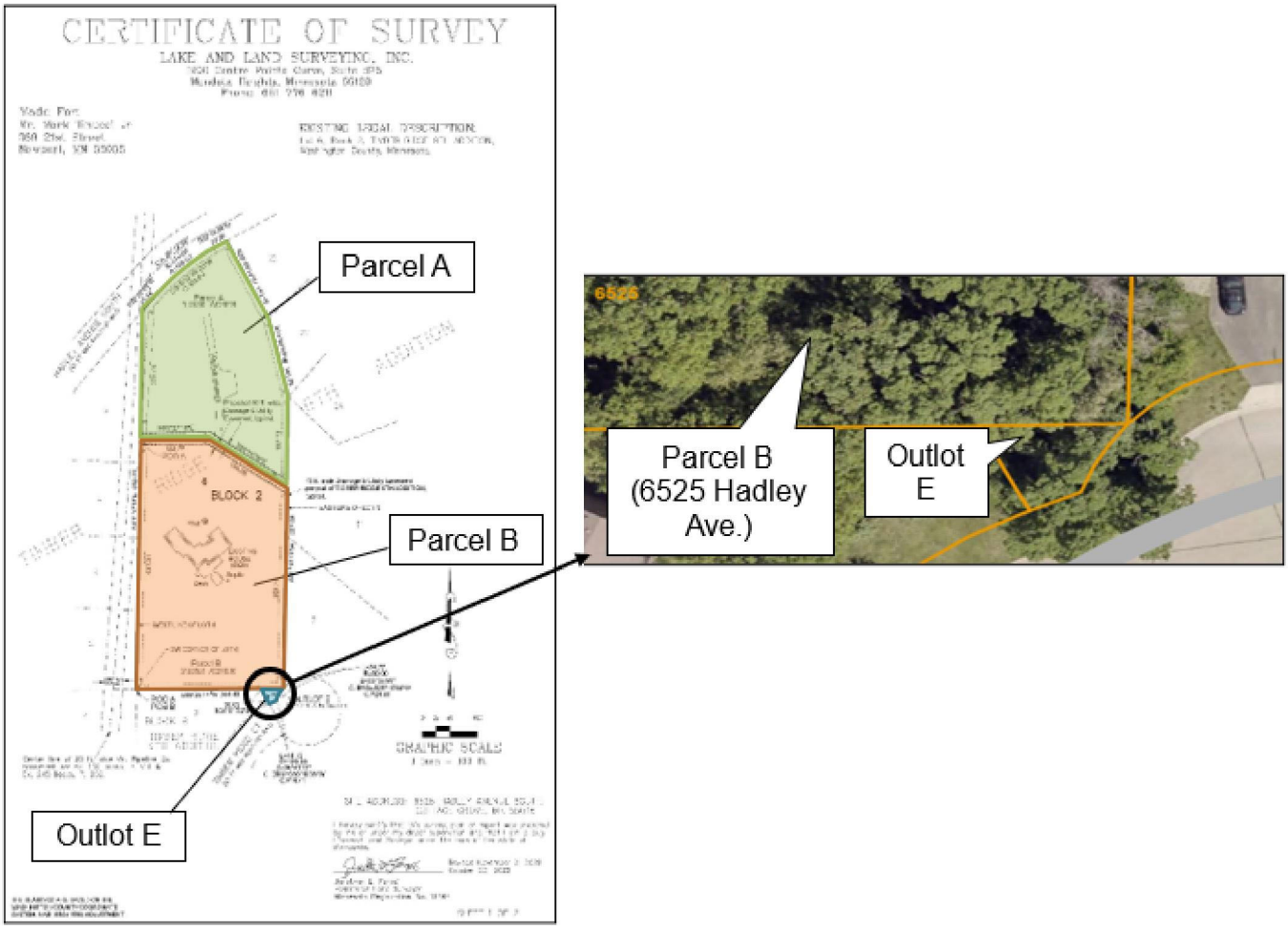
- Concern about potential tree removal.
    - *City Code allows for removal of 35 percent of existing qualifying inches on a residential lot that is less than 10 acres in size (Title 11-6-19.E.). At such time permits are submitted for a new dwelling, the applicant will be required to supply a tree inventory prior to issuance of a building permit in order to ensure the 35 percent permitted tree removal threshold is not being exceeded. If the permitted tree removal threshold were to be exceeded, mitigation efforts would be required.*

- Concern about house setback from the east property line.
    - *The applicant submitted a preliminary site and grading plan that shows a 50-foot setback from the house to the east property line, which is in conformance with the required setbacks for the zoning district.*

After hearing the discussion, the Planning Commission recommended approval of the minor subdivision on a 7-0 vote.

Planning Considerations

Background/Property Characteristics
The Applicant has owned the parcel located at 6525 Hadley Avenue South prior to the time the surrounding subdivision, Timber Ridge, was completed. The parcel currently contains one single-family residence with an attached garage. The lot is heavily wooded, although the applicant has noted numerous trees are diseased and have been removed. Topographically, the lot limits the buildable areas for the newly created Parcel A due to elevation changes on the west side of the lot. The Applicant currently owns the subject parcel as well as the 0.010-acre parcel to the south referred to as Outlot E. The intent at the time of the Timber Ridge plat was for Outlot E and the subject parcel to be combined.



Land Use and Zoning

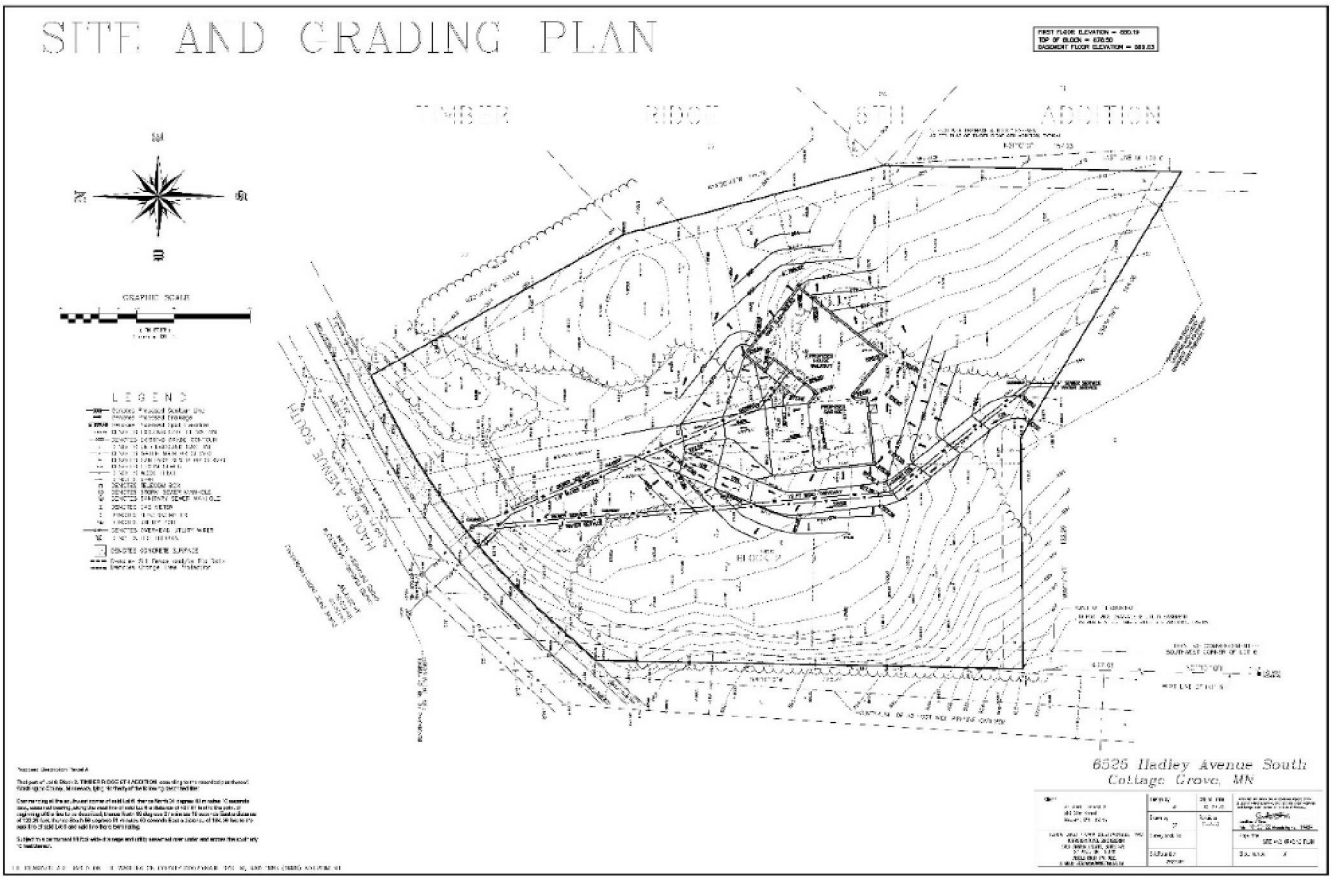
The City's Zoning Code allows for the division of land without a platting process when the proposed lot division is a simple, easily described division or boundary adjustment of a previously platted lot and block of record. A minor subdivision process is still required when dividing land to ensure minimum zoning code standards are met as the City wants to ensure any newly created lots meet the minimum buildable standards. The parcel is currently zoned R-2.5, Residential Single Family. The City's 2040 Land Use Plan guides this area of the community as Low Density Residential, which the current zoning district meets. A condition of approval will require the combination of Outlot E and Parcel B which would provide the 40-foot minimum street frontage for the newly created parcel. Any new structure proposed on Parcel A would be required to meet all appropriate setbacks and zoning codes, which will be reviewed as part of the building permit process.



2040 Land Use Plan

Site Plan

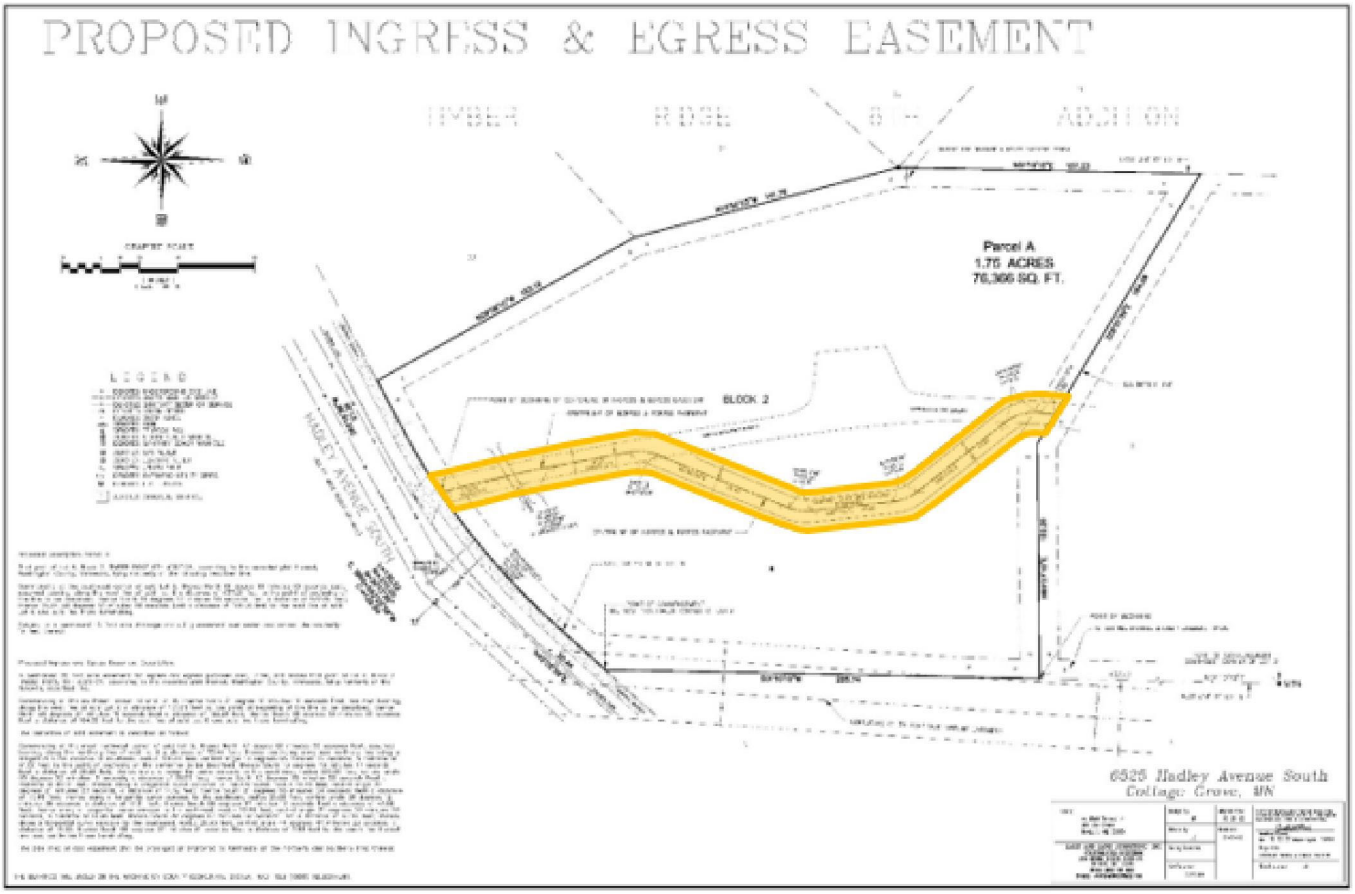
In order to ensure the newly created lots meet minimum buildable standards, the Applicant has submitted a preliminary Site and Grading Plan for Parcel A. The submitted plan shows that the newly created Parcel A is a buildable lot that meets minimum planning and engineering standards such as, but not limited to, grading, drainage, utility connections, building pad location, setbacks, road frontage, and driveway location. Staff conducted a preliminary review of the proposed Site and Grading Plan shown below and found that it does conform to the minimum buildable standards. A more detailed review will be conducted at such time the official grading and building permits have been submitted.



Preliminary Site and Grading Plan

Transportation Access and Right-of-Way

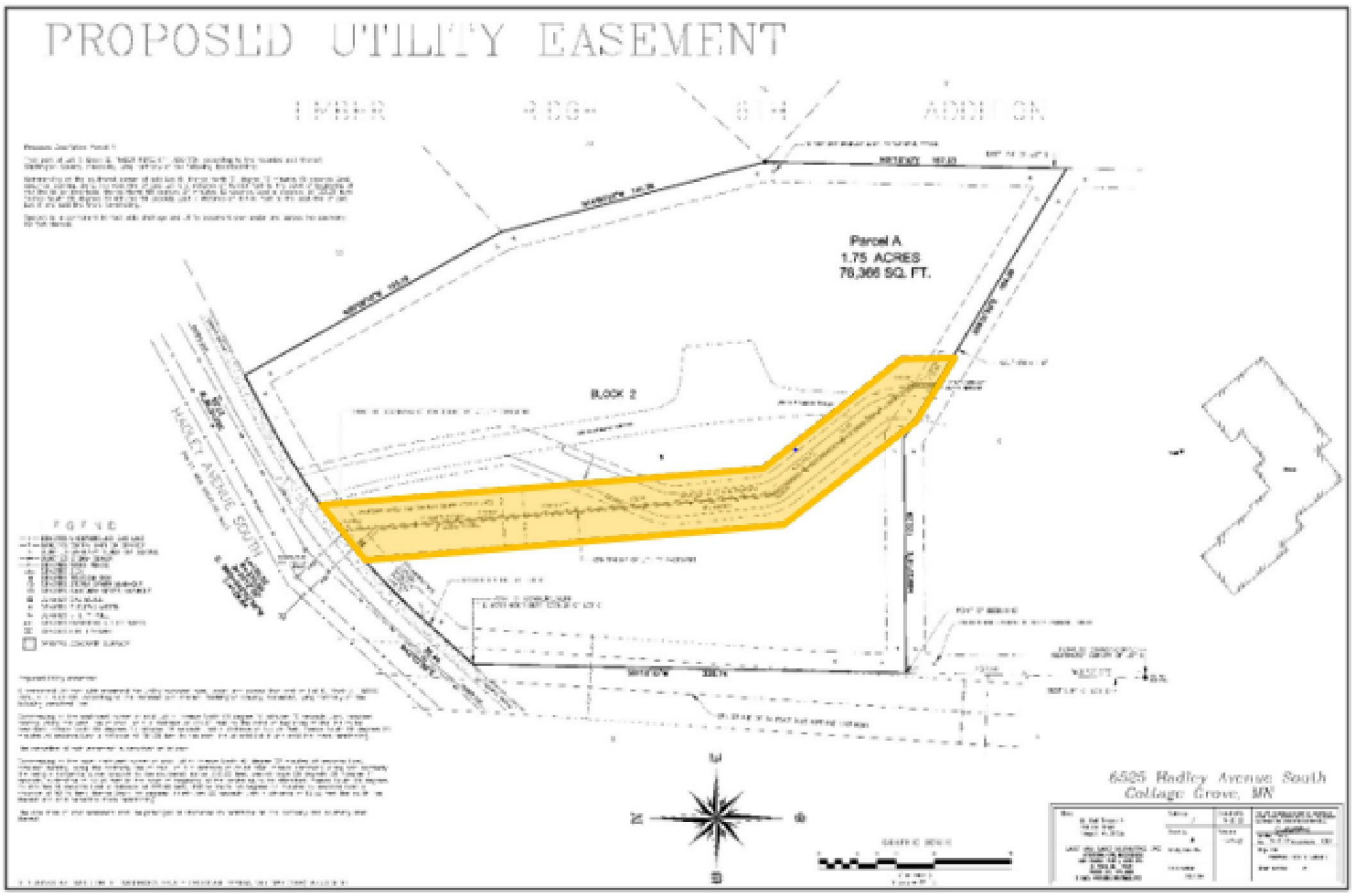
The current access for the subject parcel is located on Hadley Avenue. City standards state that each parcel is required and allowed to have one access to the public right-of-way. The Applicant has proposed that both Parcels A and B will utilize a shared driveway access using the existing curb cut on Hadley Avenue South. The proposal indicates that the existing driveway will serve the newly created Parcel A, while a new driveway is proposed to be installed to provide access to Parcel B. Any newly installed driveway must have less than a 10 percent grade, which would be reviewed as part of the permit submittal. In order for the owner of Parcel B to utilize the driveway on the property of Parcel A, a 20-foot-wide ingress and egress easement as well as a Maintenance Agreement will be required to be recorded against both Parcel's A and B. Both the ingress and egress easement as well as the Shared Driveway Maintenance Agreement will be required to be recorded in conjunction with the deeds creating Parcels A and B.



Proposed Ingress & Egress Easement

Utilities and Area Charges

The existing dwelling is currently served by a private well and sewer system. Any newly constructed dwellings on Parcel A or B will be required to connect to city services. At such time the existing systems serving the existing dwelling on Parcel B fail, the existing dwelling will be required to connect to city services. In order for Parcel B to connect to City services when the existing services fail, utilities will be stubbed from Hadley Avenue to the property line between Parcels A and B. A 30-foot-wide utility easement will be provided to ensure that Parcel B has access to Parcel A in order to maintain the utilities serving its property. A Maintenance Agreement will also be required to clearly state who is responsible for future maintenance of the shared portion of the utilities. The utility easement and Utility Maintenance Agreement will be required to be recorded in conjunction with the deeds creating Parcels A and B and the Applicant is required to draft these agreements. Sewer and water area charges were paid for as part of the Timber Ridge development, though connection fees will still be required at such time each parcel connects to City utilities.



Proposed Utility Easement

Park Dedication

State Statute and the City's Subdivision Ordinance allow the City the ability to require the dedication of land up to 10 percent of the property for public parkland purposes. If no land dedication is required, a cash payment in lieu of land dedication is required. The Applicant, as part of this minor subdivision, is not proposing to dedicate land in lieu of the 2022 park dedication fee, which is $4,000 per lot. Given the proposed minor subdivision will create one additional buildable lot, the park dedication fee required to be paid prior to the issuance of a building permit will be one unit of park dedication.

	Number of lots	Total due prior to building permit approval
Park dedication fee (per lot) - $4,000.00	1	$4,000.00

Stormwater Management

The City Engineer has reviewed the proposed lot division to evaluate any drainage issues that should be addressed. No grading is proposed as a part of the subdivision, although at such time a building permit for a new dwelling is proposed, a grading permit and more detailed grading plan would be required for review. Existing surface water drainage patterns are not proposed to be impacted. Area charges for the parcel were paid at the time of the Timber Ridge Plat.

Public Hearing Notices

The public hearing notice was mailed to 82 property owners within 500 feet of the proposed minor subdivision and published in the *St. Paul Pioneer Press* on November 16, 2022.

Recommendation

That the City Council adopt the resolution approving a minor subdivision to subdivide a 4.26-acre parcel of land located at 6525 Hadley Avenue into one 2.51-acre parcel and one 1.75-acre parcel.

Attachments:

Applicant Narrative
Certificate of Survey
Site and Grading Plan
Proposed Utility Easement
Proposed Ingress & Egress Easement

Wednesday, September 28th, 2022

Minor Subdivision

Written narrative explaining the reason for the application:

I, Mark Tinucci Sr, would like to split my lot at 6525 Hadley Ave S, Cottage Grove, MN into two parcels with the intent to sell the north parcel to my son.

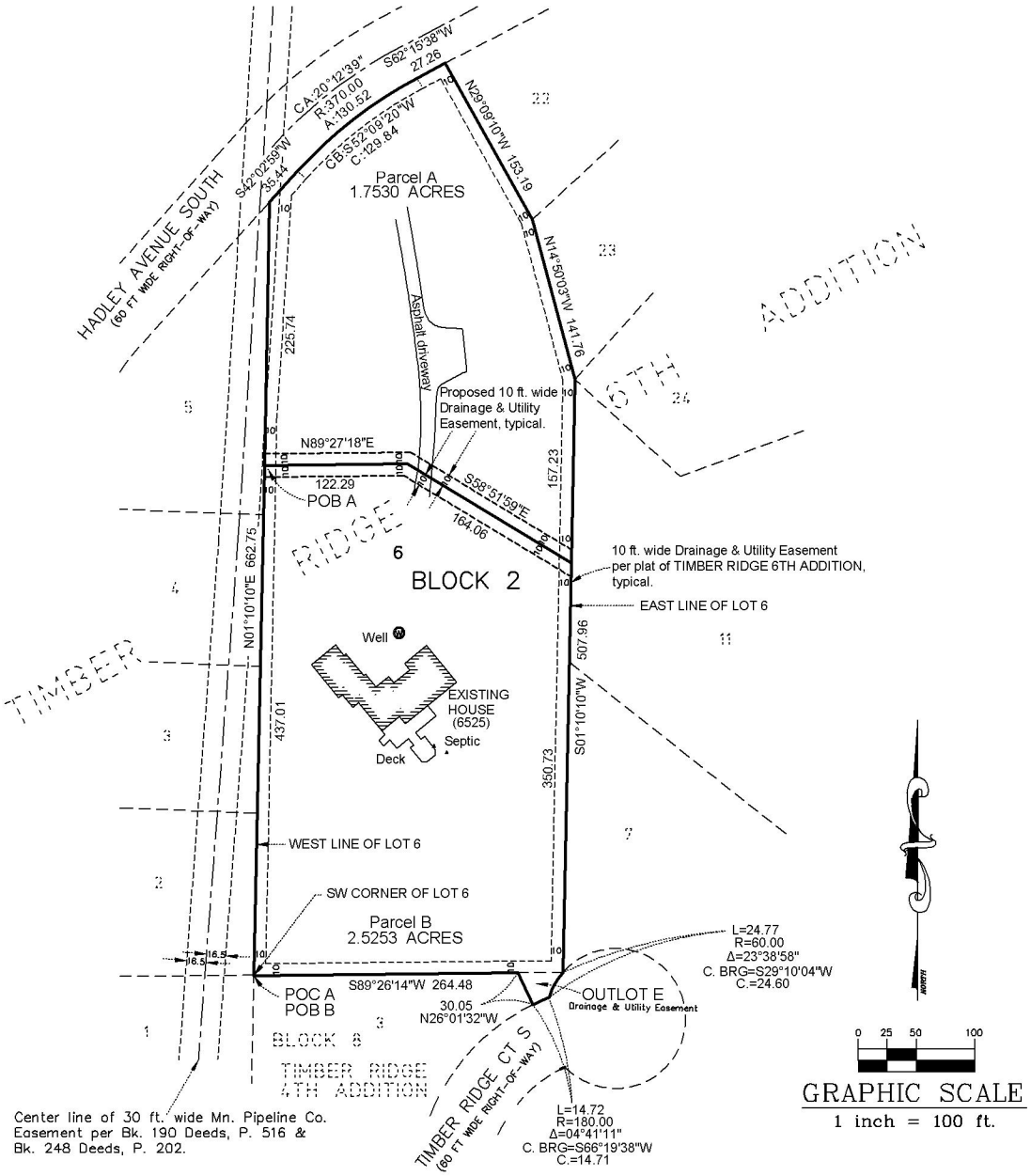
Mark Tinucci Sr.

CERTIFICATE OF SURVEY

LAKE AND LAND SURVEYING, INC.
1200 Centre Pointe Curve, Suite 375
Mendota Heights, Minnesota 55120
Phone: 651-776-6211

Made For:
Mr. Mark Tinucci Jr
369 21st Street
Newport, MN 55055

EXISTING LEGAL DESCRIPTION:
Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION,
Washington County, Minnesota.



SITE ADDRESS: 6525 HADLEY AVENUE SOUTH,
COTTAGE GROVE, MN 55016

I hereby certify that this survey, plan or report 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.

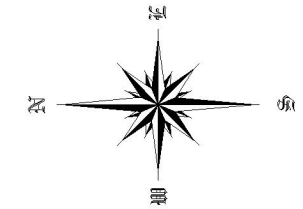
Revised November 2, 2022
October 20, 2022

Jonathan L. Faraci
Registered Land Surveyor
Minnesota Registration No. 16464

THE BEARINGS ARE BASED ON THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD 1983 (1996) ADJUSTMENT.

SITE AND GRADING PLAN

FIRST FLOOR ELEVATION = 880.19
TOP OF BLOCK = 876.50
BASEMENT FLOOR ELEVATION = 869.83

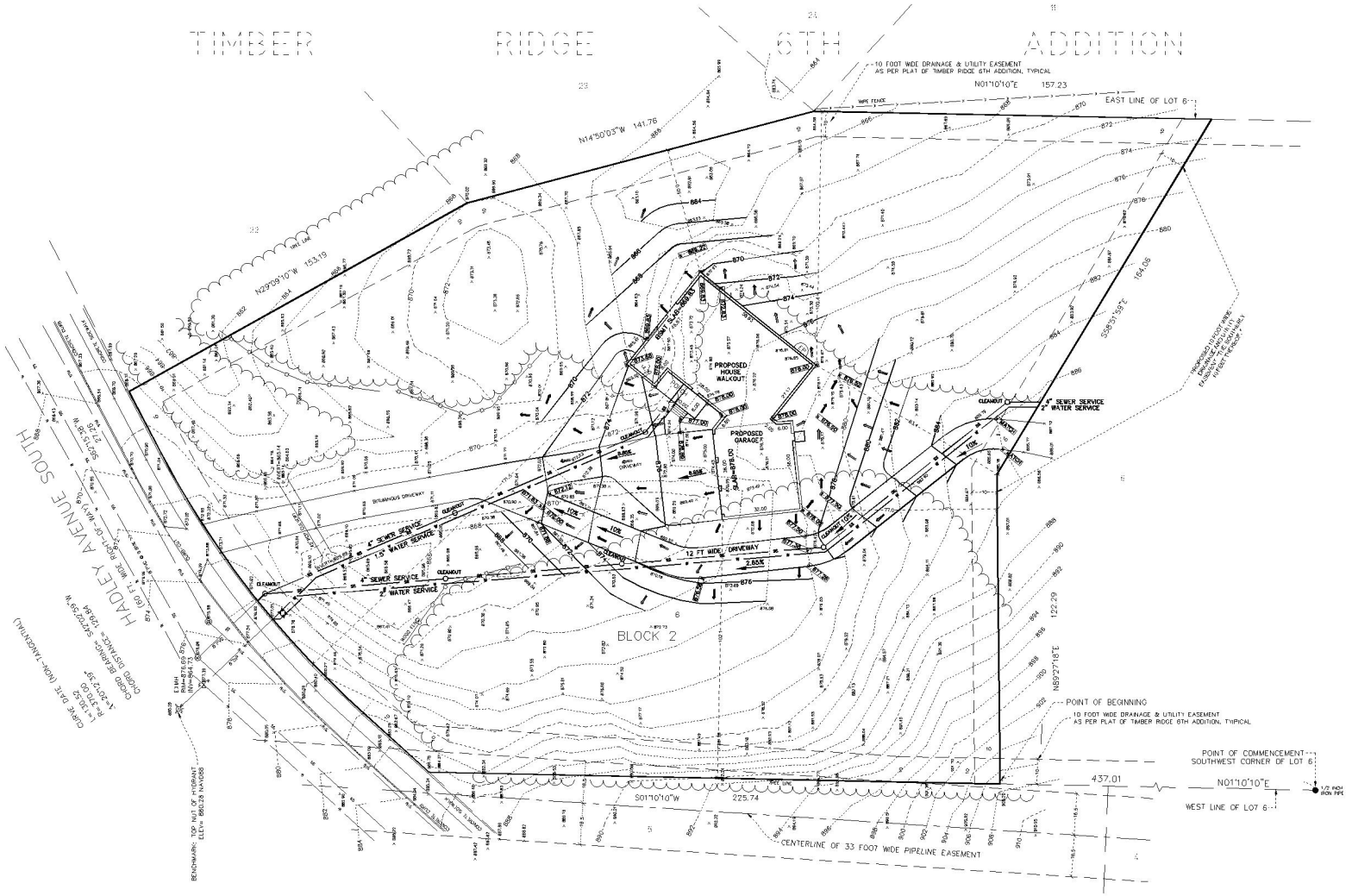


GRAPHIC SCALE

(IN FEET)
1 inch = 20 ft.

LEGEND

- XXX Denotes Proposed Contour Line
- Denotes Proposed Drainage
- 876.48 Denotes Proposed Spot Elevation
- DENOTES EXISTING SPOT ELEVATION
- DENOTES EXISTING GRADE CONTOUR
- DENOTES UNDERGROUND GAS LINE
- DENOTES WATER MAIN OR SERVICE
- DENOTES SANITARY SEWER OR SERVICE
- DENOTES STORM SEWER
- DENOTES WOOD FENCE
- DENOTES SIGN
- DENOTES TELECOM BOX
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES GAS METER
- DENOTES ELECTRIC METER
- DENOTES UTILITY POLE
- DENOTES OVERHEAD UTILITY WIRES
- DENOTES FIRE HYDRANT
- DENOTES CONCRETE SURFACE
- Denotes Silt Fence and/or Bio Rolls
- Denotes Orange Tree Protection



Proposed Description Parcel A

That part of Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION, according to the recorded plat thereof, Washington County, Minnesota, lying Northerly of the following described line.

Commencing at the southwest corner of said Lot 6; thence North 01 degree 10 minutes 10 seconds East, assumed bearing, along the west line of said Lot 6 a distance of 437.01 feet to the point of beginning of the line to be described; thence North 89 degrees 27 minutes 18 seconds East a distance of 122.29 feet; thence South 58 degrees 51 minutes 59 seconds East a distance of 164.06 feet to the east line of said Lot 6 and said line there terminating.

Subject to a permanent 10 foot wide drainage and utility easement over under and across the southerly 10 feet thereof.

THE BEARINGS ARE BASED ON THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD 1983 (1996) ADJUSTMENT.

6525 Hadley Avenue South
Cottage Grove, MN

Client: Mr. Mark Tinnucci Jr. 569 21st Street Newport, MN. 55055	Design by JF	Original date 10-20-22	I certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota. Jonathan P. Fiske Date 10-20-22 Minnesota Reg. No. 16464
	Drawn by DF	Revisions 11-2-22	
LAKE AND LAND SURVEYING, INC. SURVEYING/CIVIL ENGINEERING 1029 CENTRE POINTE, SUITE 205 ST PAUL, MN. 55120 PHONE (651) 779-8211 E-MAIL: JONFARACHER@GMAIL.COM	Survey book No.		Page title SITE AND GRADING PLAN
	SJA P number 2022-394		Sheet number of

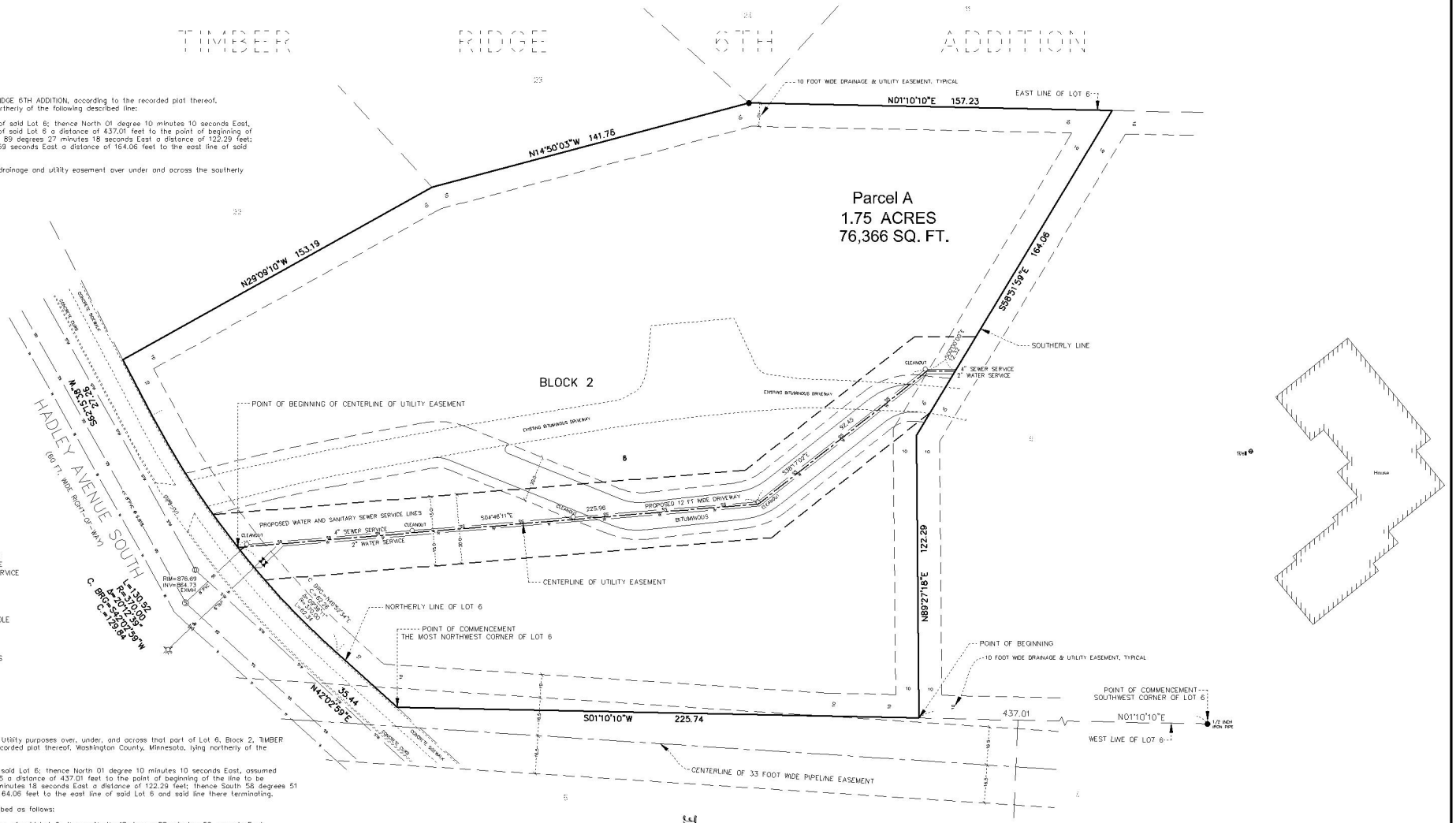
PROPOSED UTILITY EASEMENT

Proposed Description Parcel A

That part of Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION, according to the recorded plat thereof, Washington County, Minnesota, lying northerly of the following described line:

Commencing at the southwest corner of said Lot 6; thence North 01 degree 10 minutes 10 seconds East, assumed bearing, along the west line of said Lot 6 a distance of 437.01 feet to the point of beginning of the line to be described; thence North 89 degrees 27 minutes 18 seconds East a distance of 122.29 feet; thence South 58 degrees 51 minutes 59 seconds East a distance of 164.06 feet to the east line of said Lot 6 and said line there terminating.

Subject to a permanent 10 foot wide drainage and utility easement over under and across the southerly 10 feet thereof



LEGEND

- DENOTES UNDERGROUND GAS LINE
- DENOTES WATER MAIN OR SERVICE
- DENOTES SANITARY SEWER OR SERVICE
- DENOTES STORM SEWER
- DENOTES WOOD FENCE
- DENOTES SIGN
- DENOTES TELECOM BOX
- DENOTES STORM SEWER MANHOLE
- DENOTES SANITARY SEWER MANHOLE
- DENOTES GAS METER
- DENOTES ELECTRIC METER
- DENOTES UTILITY POLE
- DENOTES OVERHEAD UTILITY WIRES
- DENOTES FIRE HYDRANT
- DENOTES CONCRETE SURFACE

Proposed Utility easement:

A permanent 30 foot wide easement for Utility purposes over, under, and across that part of Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION, according to the recorded plat thereof, Washington County, Minnesota, lying northerly of the following described line:

Commencing at the southwest corner of said Lot 6; thence North 01 degree 10 minutes 10 seconds East, assumed bearing, along the west line of said Lot 6 a distance of 437.01 feet to the point of beginning of the line to be described; thence North 89 degrees 27 minutes 18 seconds East a distance of 122.29 feet; thence South 58 degrees 51 minutes 59 seconds East a distance of 164.06 feet to the east line of said Lot 6 and said line there terminating.

The centerline of said easement is described as follows:

Commencing at the most northwest corner of said Lot 6; thence North 42 degree 02 minutes 59 seconds East, assumed bearing, along the northerly line of said Lot 6 a distance of 35.44 feet; thence continuing along said northerly line being a tangential curve concave to the southeast, radius 370.00 feet, central angle 09 degrees 39 minutes 11 seconds, a distance of 62.34 feet to the point of beginning of the centerline to be described; thence South 04 degrees 46 minutes 11 seconds East a distance of 225.96 feet; thence South 38 degrees 17 minutes 02 seconds East a distance of 92.45 feet; thence South 00 degrees 00 minutes 00 seconds East a distance of 12.32 feet the south line thereof and said centerline there terminating.

The side lines of said easement shall be prolonged or shortened to terminate on the northerly and southerly lines thereof.

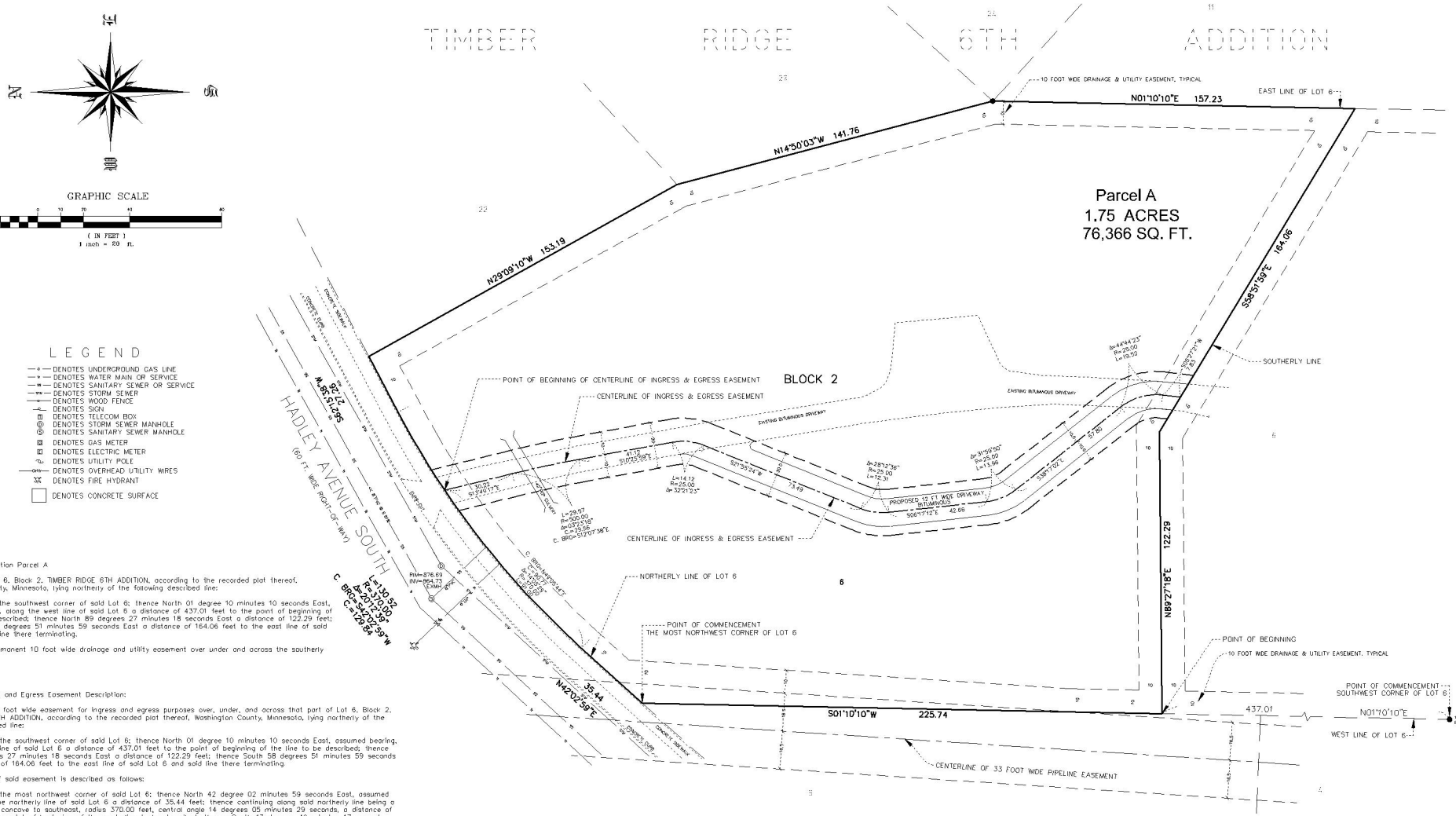
GRAPHIC SCALE
(IN FEET)
1 inch = 20 ft.

THE BEARINGS ARE BASED ON THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD 1983 (1996) ADJUSTMENT.

6525 Hadley Avenue South
Cottage Grove, MN

Client: Mr. Mark Tinnucci Jr. 369 21st Street Newport, MN, 55055	Design by JF	Original date 10-20-22	I certify that this survey, plan or report was prepared by me or under my direct supervision, and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota
	Drawn by JK	Revisions 11-15-22	Jonathan F. Forsell Date 10-20-22 Minnesota Reg. No. 16464
LAKE AND LAND SURVEYING, INC. SURVEYING/CIVIL ENGINEERING 1200 CENTRE POINTE, SUITE 375 ST PAUL, MN. 55120 PHONE (651) 776-6231 E-MAIL: JONFARACI@HOTMAIL.COM	Survey book No.		Page title PROPOSED UTILITY EASEMENT
	S.A.P.number 2022-394		Sheet number: of

PROPOSED INGRESS & EGRESS EASEMENT



Proposed Description Parcel A

That part of Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION, according to the recorded plat thereof, Washington County, Minnesota, lying northerly of the following described line:

Commencing at the southwest corner of said Lot 6; thence North 01 degree 10 minutes 10 seconds East, assumed bearing, along the west line of said Lot 6 a distance of 437.01 feet to the point of beginning of the line to be described; thence North 89 degrees 27 minutes 18 seconds East a distance of 122.29 feet; thence South 58 degrees 51 minutes 59 seconds East a distance of 164.06 feet to the east line of said Lot 6 and said line there terminating.

Subject to a permanent 10 foot wide drainage and utility easement over under and across the southerly 10 feet thereof.

Proposed Ingress and Egress Easement Description:

A permanent 20 foot wide easement for ingress and egress purposes over, under, and across that part of Lot 6, Block 2, TIMBER RIDGE 6TH ADDITION, according to the recorded plat thereof, Washington County, Minnesota, lying northerly of the following described line:

Commencing at the southwest corner of said Lot 6; thence North 01 degree 10 minutes 10 seconds East, assumed bearing, along the west line of said Lot 6 a distance of 437.01 feet to the point of beginning of the line to be described; thence North 89 degrees 27 minutes 18 seconds East a distance of 122.29 feet; thence South 58 degrees 51 minutes 59 seconds East a distance of 164.06 feet to the east line of said Lot 6 and said line there terminating.

The centerline of said easement is described as follows:

Commencing at the most northwest corner of said Lot 6; thence North 42 degree 02 minutes 59 seconds East, assumed bearing, along the northerly line of said Lot 6 a distance of 35.44 feet; thence continuing along said northerly line being a tangential curve concave to southeast, radius 370.00 feet, central angle 14 degrees 05 minutes 29 seconds, a distance of 91.00 feet to the point of beginning of the centerline to be described; thence South 13 degrees 49 minutes 17 seconds East a distance of 30.22 feet; thence along a tangential curve concave to the southwest, radius 500.00 feet, central angle 03 degrees 23 minutes 18 seconds, a distance of 29.57 feet; thence South 10 degrees 25 minutes 59 seconds East a distance of 41.12 feet; thence along a tangential curve concave to the northwest, radius 25.00 feet, central angle 32 degrees 21 minutes 23 seconds, a distance of 14.12 feet; thence South 21 degrees 55 minutes 24 seconds West a distance of 73.49 feet; thence along a tangential curve concave to the southeast, radius 25.00 feet, central angle 28 degrees 12 minutes 36 seconds, a distance of 12.31 feet; thence South 06 degrees 17 minutes 12 seconds East a distance of 42.66 feet; thence along a tangential curve concave to the northeast, radius 25.00 feet, central angle 31 degrees 59 minutes 50 seconds, a distance of 13.96 feet; thence South 38 degrees 17 minutes 02 seconds East a distance of 57.80 feet; thence along a tangential curve concave to the southwest, radius 25.00 feet, central angle 44 degrees 44 minutes 25 seconds, a distance of 19.52; thence South 06 degrees 27 minutes 21 seconds West a distance of 7.83 feet to the south line thereof and said centerline there terminating.

The side lines of said easement shall be prolonged or shortened to terminate on the northerly and southerly lines thereof.

THE BEARINGS ARE BASED ON THE WASHINGTON COUNTY COORDINATE SYSTEM, NAD 1983 (1996) ADJUSTMENT.

6525 Hadley Avenue South
Cottage Grove, MN

Client: Mr. Mark Tinnucci Jr. 369 21st Street Newport, MN, 55055	Design by JF	Original date 10-20-22	I certify that this survey, plan or report was prepared by me or under my direct supervision and that I am a duly Registered Land Surveyor under the laws of the State of Minnesota
	Drawn by JK	Revisions 11-15-22	Jonathan F. Forand Date 10-20-22 Minnesota Reg. No. 16464
LAKE AND LAND SURVEYING, INC. SURVEYING/CIVIL ENGINEERING 1880 CENTRE POINTE, SUITE 375 ST PAUL, MN. 55120 PHONE (651) 776-6231 E-MAIL: JONFARACI@HOTMAIL.COM	Survey book No.		Page title PROPOSED INGRESS & EGRESS EASEMENT
	S.A.P.number 2022-394		Sheet number: of

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-156

A RESOLUTION APPROVING A MINOR SUBDIVISION TO SUBDIVIDE A 4.26-ACRE PARCEL OF LAND LOCATED AT 6525 HADLEY AVENUE SOUTH INTO TWO LOTS

WHEREAS, Mark Tinucci, Sr. applied for a minor subdivision to subdivide a 4.26-acre parcel of land into two lots of 2.51 acres and 1.75 acres on property legally described below.

Lot 6, Block 2, Timber Ridge 6th Addition, Cottage Grove, Washington County, State of Minnesota.

Commonly known as 6525 Hadley Avenue South, Cottage Grove, Washington County, State of Minnesota.

WHEREAS, the Planning Commission reviewed this application at their meeting on November 28, 2022 and

WHEREAS, a planning staff report which detailed specific information about the property and the minor subdivision application was prepared and presented; and

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

WHEREAS, the public hearing was open for public testimony and testimony from the public was received and entered into the public record; and

WHEREAS, the Planning Commission unanimously (7-to-0 vote) recommended that the City Council approve the minor subdivision subject to the conditions listed in the Planning Staff Report.

NOW, THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, Washington County, Minnesota, hereby approves a minor subdivision to subdivide a 4.26-acre parcel of land into two lots of 2.51 acres and 1.75 acres, on property legally described above subject to the following conditions:

1) Prior to the City stamping deeds for the recording of the lot split, an executed Ingress and Egress Easement, Shared Driveway Maintenance Agreement, and a Private Utility Easement with a Maintenance Agreement shall be recorded against Parcel's A and B. Prior to the release of any permits for either lot, verification of the recording of these documents shall be provided to the City.

2) Outlot E, Timber Ridge 4th Addition shall be combined with Lot 6 Block 2, Timber Ridge 6th Addition (Proposed Parcel B) prior to the recording of the deeds for the lot split. No permits shall be issued on either lot prior to these lots being combined; verification of the combination of these lots shall be provided to the City.

3) The park dedication fee in lieu of land dedication amounting to the annual rate applicable at the time of building permit (currently $4,000.00/unit) shall be paid to the City prior to the release of a building permit.

4) All applicable permits (i.e., building, electrical, grading, and mechanical) for the construction of a house on newly created parcel(s) must be completed, submitted, approved by the City, and paid for before any construction activities begin. Detailed construction plans must be reviewed and approved by the Building Official, Fire Marshal, and City Engineer.

5) Any structures proposed on Parcel A shall meet the minimum requirements of the zoning district.

6) Address identification for Parcels A and B shall be located adjacent to Hadley Avenue South and be plainly legible and visible from the street. Building Numbers shall follow the standards set forth in City Code 7-1-1.

7) A certificate of survey shall be required to be submitted with the building permits for Parcel A.

8) An as-built survey shall be required prior to a certificate of occupancy for a newly con-structed dwelling on Parcel A.

9) Grading and erosion control measures meeting City standards shall be utilized during construction or grading activity on Parcel A and Parcel B.

10) Prior to the issuance of a certificate of occupancy for a new dwelling constructed on Parcel A, all disturbed areas shall be sodded or have ground cover established to the satisfaction of the City Engineer.

11) An escrow of $2,000.00 shall be required to be submitted with the building permits for Parcel A to ensure ground cover/sod is established after construction occurs.

12) If the City Engineer determines that any additional drainage easements are necessary to direct off-site runoff onto or across the subject property, the property owner is required to dedicate such easements without cost to the City as recommended by the City Engineer.

13) At such time access is necessary for Parcel B off Timber Ridge Court, all applicable permits shall be submitted (driveway permit, right of way permit, grading permit, etc.) and driveway access to Hadley Avenue shall be removed. As part of the permit review process, review of addressing shall be required.

14) A tree inventory is required to be submitted prior to the issuance of a building permit.

Passed this 7th day of December 2022.

Myron Bailey, Mayor

Attest:

Tamara Anderson, City Clerk

City Council Action Request

7T

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	2021 Pavement Management Project - Final Payment
Staff Recommendation	Adopt Resolution 2022-155 approving the final payment in the amount of $91,563.53 is paid to Northwest Asphalt for the 2021 Pavement Management Project.
Budget Implication	$91,563.53 - Assessments, Utility Funds, Park Improvement Fund, General Levy
Attachments	2021 PM Final Payment Letter.tif 19.78MB 2021 PM Final Payment Resolution.tif 2.3MB

BOLTON & MENK
Real People. Real Solutions.

3507 High Point Dr. N
Bldg. 1 Suite E130
Oakdale, MN 55128

Ph: [651] 704-9970
Fax: [651] 704-9971
Bolton-Menk.com

November 29, 2022

Ryan Burfeind, PE
City Engineer
City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016

RE: Contractor's Pay Request No. 9 and Final
2021 Pavement Management Project

Dear Mr. Burfeind:

Attached is the signed copy of the Contractors Pay Request No. 9 and Final for the 2021 Pavement Management Project. Also included are the IC 134 forms and Lien Waivers as submitted by the Contractor. The Contractor for this project is Northwest Asphalt, Inc.

REVIEW OF PROJECT HISTORY

The contractor began this project in May of 2021 and the project was substantially completed in November of 2021. The contractor returned in the spring of 2022 to complete the remaining punch list work and restoration.

CONSTRUCTION COST OVERVIEW

As indicated on the final request for payment, the original contract amount was $3,354,292.69. The final construction cost as shown is $2,933,032.09, which is $421,260.60 less than the contract amount.

RECOMMENDATION

Northwest Asphalt, Inc in accordance with the contract plans and specifications has satisfactorily completed the work. Therefore, it is recommended that final payment of $91,563.53 be made and the City of Cottage Grove accept the project. After acceptance, please distribute all requests for payments as appropriate.

If you have any questions or require further information, please contact me.

Sincerely,
Bolton & Menk, Inc.

Mika Kinney
Construction Manager

CONTRACTOR'S PAY REQUEST **2021 PAVEMENT MANAGEMENT PROJECT** **CITY OF COTTAGE GROVE** **BMI PROJECT NO. N14.122421**	BOLTON & MENK Real People. Real Solutions.	**DISTRIBUTION:** CONTRACTOR (1) OWNER (1) ENGINEER (1)

TOTAL AMOUNT BID PLUS APPROVED CHANGE ORDERS	$3,354,292.69
TOTAL, COMPLETED WORK TO DATE	$2,932,032.09
TOTAL, STORED MATERIALS TO DATE	$0.00
DEDUCTION FOR STORED MATERIALS USED IN WORK COMPLETED	$0.00
TOTAL, COMPLETED WORK & STORED MATERIALS	$2,932,032.09
RETAINED AMOUNT	$0.00
TOTAL AMOUNT OF OTHER PAYMENTS OR (DEDUCTIONS)	$0.00
NET AMOUNT DUE TO CONTRACTOR TO DATE	$2,932,032.09
TOTAL AMOUNT PAID ON PREVIOUS ESTIMATES	$2,840,468.56
PAY CONTRACTOR AS ESTIMATE NO. 9 & Final	$91,563.53

CERTIFICATE FOR FINAL PAYMENT

I hereby certify that, to the best of my knowledge and belief, all items quantities and prices of work and material shown on this Estimate are correct and that all work has been performed in full accordance with the terms and conditions of the Contract for this project between the Owner and the undersigned Contractor, and as amended by any authorized changes, and that the foregoing is a true and correct statement of the amount for the Final Estimate, that applicable provisions of the Iowa Code have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: NORTHWEST ASPHALT
1451 STAGECOACH ROAD
SHAKOPEE, MN 55379

By _____ (Name) P.M. (Title)

Date 11/28/22

CHECKED AND APPROVED AS TO QUANTITIES AND AMOUNT:
ENGINEER: BOLTON & MENK, INC., 3507 HIGH POINT DRIVE NORTH BLDG. 1 SUITE E130, OAKDALE, MN 55128

By Mike Kemp, CONSULTING ENGINEER

Date 11/29/2022

APPROVED FOR PAYMENT:
OWNER:

By _____
Name Title Date

And _____
Name Title Date

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID			PREVIOUS ESTIMATE			COMPLETED TO DATE		
			ESTIMATED QUANTITY		ESTIMATED AMOUNT	ESTIMATED QUANTITY		ESTIMATED AMOUNT	ESTIMATED QUANTITY		ESTIMATED AMOUNT
	PINE MEADOWS AND SANDY HILLS NEIGHBORHOODS										
	PART 1 - PINE MEADOWS AND SANDY HILLS - STREET IMPROVEMENTS:										
1	MOBILIZATION	$41,326.00	1.00	LS	$41,326.00	0.90	LS	$37,193.40	1.00	LS	$41,326.00
2	TRAFFIC CONTROL	$17,000.00	1.00	LS	$17,000.00	0.90	LS	$15,300.00	1.00	LS	$17,000.00
3	REMOVE BITUMINOUS STREET PAVEMENT	$1.10	40,230.00	SY	$44,253.00	40,300.00	SY	$44,330.00	40,300.00	SY	$44,330.00
4	REMOVE BITUMINOUS DRIVEWAY OR TRAIL	$9.49	225.00	SY	$2,135.25	504.42	SY	$4,786.95	504.42	SY	$4,786.95
5	REMOVE CONCRETE DRIVEWAY PAVEMENT	$18.97	20.00	SY	$379.40	34.00	SY	$644.98	34.00	SY	$644.98
6	REMOVE CONCRETE PEDESTRIAN RAMP OR SIDEWALK	$2.10	1,225.00	SF	$2,572.50	1,777.00	SF	$3,731.70	1,777.00	SF	$3,731.70
7	SALVAGE LIGHTING SERVICE CABINET	$825.00	4.00	EA	$3,300.00	3.00	EA	$2,475.00	3.00	EA	$2,475.00
8	REMOVE EQUIPMENT PAD	$200.00	1.00	EA	$200.00	2.00	EA	$400.00	2.00	EA	$400.00
9	SAWING BITUMINOUS STREET PAVEMENT (FULL DEPTH)	$2.25	180.00	LF	$405.00	60.00	LF	$135.00	60.00	LF	$135.00
10	SAWING BITUMINOUS DRIVEWAY OR TRAIL PAVEMENT (FULL DEPTH)	$2.25	945.00	LF	$2,126.25	1,498.00	LF	$3,370.50	1,498.00	LF	$3,370.50
11	SAWING CONCRETE DRIVEWAY PAVEMENT (FULL DEPTH)	$4.50	165.00	LF	$742.50	0.00	LF	$0.00	0.00	LF	$0.00
12	EXCAVATION - COMMON (EV) - TRAIL OR WALK	$33.23	16.00	CY	$531.68	16.00	CY	$531.68	16.00	CY	$531.68
13	EXCAVATION - SUBGRADE (EV) - STREET	$24.68	1,340.00	CY	$33,071.20	100.00	CY	$2,468.00	100.00	CY	$2,468.00
14	AGGREGATE BACKFILL - STREET	$15.03	2,655.00	TN	$39,904.65	0.00	TN	$0.00	0.00	TN	$0.00
15	REMOVE AND REPLACE CONCRETE CURB AND GUTTER (HIGH EARLY)	$29.55	4,090.00	LF	$120,859.50	4,811.00	LF	$142,165.05	4,811.00	LF	$142,165.05
16	AGGREGATE BASE, VIRGIN CLASS 5 - STREET	$15.75	4,380.00	TN	$68,985.00	1,741.32	TN	$27,425.79	1,741.32	TN	$27,425.79
17	AGGREGATE BASE, VIRGIN CLASS 5 - TRAIL OR WALK	$15.75	20.00	TN	$315.00	20.00	TN	$315.00	20.00	TN	$315.00
18	MIX AND FINISH GRADE AGGREGATE BASE - STREET	$0.86	40,230.00	SY	$34,597.80	40,300.00	SY	$34,658.00	40,300.00	SY	$34,658.00
19	BITUMINOUS INCENTIVE	$20,000.00	1.00	LS	$20,000.00	0.57	LS	$11,400.00	0.57	LS	$11,400.00
20	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE (3,C) SPECIAL	$72.07	4,455.00	TN	$321,071.85	3,622.54	TN	$261,076.46	3,622.54	TN	$261,076.46
21	TYPE SP 9.5 LOWER WEARING COURSE MIXTURE (3,C)	$65.19	4,455.00	TN	$290,421.45	4,421.62	TN	$288,245.41	4,421.62	TN	$288,245.41
22	BITUMINOUS MATERIAL FOR TACK COAT	$2.50	2,815.00	GAL	$7,037.50	3,580.00	GAL	$8,950.00	3,580.00	GAL	$8,950.00
23	PATCH BITUMINOUS DRIVEWAY OR TRAIL	$27.16	225.00	SY	$6,111.00	505.00	SY	$13,715.80	505.00	SY	$13,715.80
24	MATURITY TESTING FOR COMPRESSIVE STRENGTH	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00
25	6 INCH CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	$85.50	20.00	SY	$1,710.00	34.10	SY	$2,915.55	34.10	SY	$2,915.55
26	4 INCH CONCRETE SIDEWALK	$57.60	85.00	SY	$4,896.00	77.00	SY	$4,435.20	77.00	SY	$4,435.20
27	6 INCH CONCRETE PEDESTRIAN CURB RAMP	$11.60	1,050.00	SF	$12,180.00	1,296.50	SF	$15,039.40	1,296.50	SF	$15,039.40
28	TRUNCATED DOMES	$60.00	160.00	SF	$9,600.00	144.00	SF	$8,640.00	144.00	SF	$8,640.00
29	LIGHTING SERVICE CABINET	$6,120.00	4.00	EA	$24,480.00	3.55	EA	$21,726.00	3.55	EA	$21,726.00
30	EQUIPMENT PAD	$1,200.00	1.00	EA	$1,200.00	2.00	EA	$2,400.00	2.00	EA	$2,400.00
31	1.5" NON-METALLIC CONDUIT	$8.50	430.00	LF	$3,655.00	30.00	LF	$255.00	30.00	LF	$255.00
32	UNDERGROUND WIRE 1/C 4 AWG	$2.50	860.00	LF	$2,150.00	100.00	LF	$250.00	100.00	LF	$250.00
33	UNDERGROUND WIRE 1/C 8 AWG	$1.50	430.00	LF	$645.00	0.00	LF	$0.00	0.00	LF	$0.00
34	EROSION CONTROL SUPERVISOR	$500.00	1.00	LS	$500.00	0.90	LS	$450.00	1.00	LS	$500.00
35	LOAM TOPSOIL BORROW (LV)	$41.73	300.00	CY	$12,519.00	116.00	CY	$4,840.68	116.00	CY	$4,840.68
36	SEEDING, INCL SEED MIX (25-151), FERTILIZER, AND HYDRAULIC MATRIX, TYP	$2.50	1,365.00	SY	$3,412.50	854.00	SY	$2,135.00	1,365.00	SY	$3,412.50
37	APPLICATION OF WATER FOR TURF ESTABLISHMENT	$50.00	115.00	MGAL	$5,750.00	123.50	MGAL	$6,175.00	123.50	MGAL	$6,175.00
38	REMOVE SIGN POST	$35.00	14.00	EA	$490.00	14.00	EA	$490.00	14.00	EA	$490.00
39	SIGN PANELS, TYPE C	$35.00	128.00	SF	$4,480.00	128.00	SF	$4,480.00	128.00	SF	$4,480.00
40	SALVAGE AND REINSTALL SIGNS	$150.00	2.00	EA	$300.00	5.40	EA	$810.00	9.20	EA	$1,380.00
41	PERMANENT BARRICADE	$300.00	2.00	EA	$600.00	2.00	EA	$600.00	2.00	EA	$600.00
42	STREET SWEEPER WITH OPERATOR	$135.00	40.00	HR	$5,400.00	37.50	HR	$5,062.50	37.50	HR	$5,062.50
43	SKIDSTEER (BOBCAT) WITH OPERATOR	$125.00	40.00	HR	$5,000.00	20.00	HR	$2,500.00	20.00	HR	$2,500.00
44	12" SOLID LINE - PREFORM THERMO (GR IN)	$11.30	74.00	LF	$836.20	74.00	LF	$836.20	74.00	LF	$836.20
	TOTAL PART 1 - PINE MEADOWS AND SANDY HILLS - STREET IMPROVEMENT				**$1,162,125.23**			**$992,334.25**			**$1,000,064.35**
	PART 2 - PINE MEADOWS AND SANDY HILLS - SANITARY SEWER:										
45	ADD 1' SECTION, 4' DIA SANITARY STRUCTURE	$2,430.00	1.00	EA	$2,430.00	1.00	EA	$2,430.00	1.00	EA	$2,430.00
46	REMOVE AND REPLACE 4' DIA MH CONE SECTION	$2,830.00	1.00	EA	$2,830.00	1.00	EA	$2,830.00	1.00	EA	$2,830.00
47	PATCH DOGHOUSE	$350.00	2.00	EA	$700.00	2.00	EA	$700.00	2.00	EA	$700.00
48	REPLACE EXISTING MH LID WITH NEW R-1642B SANITARY SEWER LID	$200.00	2.00	EA	$400.00	3.60	EA	$720.00	3.60	EA	$720.00

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
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CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID		PREVIOUS ESTIMATE		COMPLETED TO DATE	
			ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT	ESTIMATED QUANTITY	ESTIMATED AMOUNT
49	ADJUST SANITARY SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS-STREE	$787.50	54.00 EA	$42,525.00	54.00 EA	$42,525.00	54.00 EA	$42,525.00
50	PATCH GRAVEL STREET	$28.48	20.00 SY	$569.60	113.00 SY	$3,218.24	113.00 SY	$3,218.24
	TOTAL PART 2 - PINE MEADOWS AND SANDY HILLS - SANITARY SEWER:			**$49,454.60**		**$52,423.24**		**$52,423.24**
	PART 3 - PINE MEADOWS AND SANDY HILLS - WATER MAIN:							
51	RECONSTRUCT VALVE BOX	$241.00	40.00 LF	$9,640.00	20.00 LF	$4,820.00	20.00 LF	$4,820.00
52	REMOVE AND REPLACE 6" GATE VALVE AND BOX	$4,100.00	1.00 EA	$4,100.00	0.00 EA	$0.00	0.00 EA	$0.00
53	REMOVE AND REPLACE 8" GATE VALVE AND BOX	$4,692.00	1.00 EA	$4,692.00	0.00 EA	$0.00	0.00 EA	$0.00
54	REMOVE AND REPLACE 12" GATE VALVE AND BOX	$6,650.00	1.00 EA	$6,650.00	0.00 EA	$0.00	0.00 EA	$0.00
55	REMOVE AND REPLACE 18" BUTTERFLY VALVE AND BOX	$8,880.00	1.00 EA	$8,880.00	0.00 EA	$0.00	0.00 EA	$0.00
56	ADJUST VALVE BOX, INCL NEW TOP SECTION	$551.25	45.00 EA	$24,806.25	51.00 EA	$28,113.75	51.00 EA	$28,113.75
57	EXTEND HYDRANT BARREL	$1,000.00	2.00 LF	$2,000.00	1.50 LF	$1,500.00	1.50 LF	$1,500.00
58	WATERMAIN EVALUATION EXCAVATION	$650.00	5.00 EA	$3,250.00	4.00 EA	$2,600.00	4.00 EA	$2,600.00
59	WATERMAIN EVALUATION EXCAVATION, VALVE REPAIR AND VALVE BOX REPL	$2,990.00	5.00 EA	$14,950.00	1.00 EA	$2,990.00	1.00 EA	$2,990.00
60	HYDRANT RECONDITIONING AND PAINTING	$650.00	23.00 EA	$14,950.00	24.00 EA	$15,600.00	24.00 EA	$15,600.00
61	6 INCH CONCRETE HYDRANT ACCESS PAD	$11.00	310.00 SF	$3,410.00	384.00 SF	$4,224.00	384.00 SF	$4,224.00
62	PATCH GRAVEL STREET	$28.48	200.00 SY	$5,696.00	49.00 SY	$1,395.52	49.00 SY	$1,395.52
	TOTAL PART 3 - PINE MEADOWS AND SANDY HILLS - WATER MAIN:			**$103,024.25**		**$61,243.27**		**$61,243.27**
	PART 4 - PINE MEADOWS AND SANDY HILLS - STORM SEWER:							
63	REPLACE EXISTING MH LID WITH NEW R-1642 STORM SEWER LID	$200.00	3.00 EA	$600.00	4.60 EA	$920.00	4.60 EA	$920.00
64	REMOVE CATCH BASIN OR MANHOLE	$500.00	1.00 EA	$500.00	2.80 EA	$1,400.00	2.80 EA	$1,400.00
65	REMOVE CONCRETE FROM PIPE	$500.00	1.00 EA	$500.00	1.00 EA	$500.00	1.00 EA	$500.00
66	REMOVE AND REPLACE CASTING (R-3067 VB OR V)	$801.60	21.00 EA	$16,833.60	23.00 EA	$18,436.80	23.00 EA	$18,436.80
67	REMOVE AND REPLACE CASTING (R-3067-3001Q) WITH R-3067-C FRAME	$362.73	1.00 EA	$362.73	1.00 EA	$362.73	1.00 EA	$362.73
68	2'X3' CB, INCL R-3067-V CSTG AND HDPE ADJ RINGS	$950.00	4.00 LF	$3,800.00	4.00 LF	$3,800.00	4.00 LF	$3,800.00
69	CONNECT EXISTING PIPE TO NEW STRUCTURE	$2,000.00	1.00 EA	$2,000.00	1.00 EA	$2,000.00	1.00 EA	$2,000.00
70	4' CIPP, 15" RCP	$2,500.00	2.00 EA	$5,000.00	2.00 EA	$5,000.00	2.00 EA	$5,000.00
71	4' CIPP, 21" RCP	$2,900.00	2.00 EA	$5,800.00	2.00 EA	$5,800.00	2.00 EA	$5,800.00
72	4' CIPP, 24" RCP	$3,400.00	3.00 EA	$10,200.00	3.00 EA	$10,200.00	3.00 EA	$10,200.00
73	6' CIPP, 24" RCP	$3,850.00	1.00 EA	$3,850.00	1.00 EA	$3,850.00	1.00 EA	$3,850.00
74	4' CIPP, 30" RCP	$4,850.00	3.00 EA	$14,550.00	2.44 EA	$11,834.00	2.44 EA	$11,834.00
75	8' CIPP, 30" RCP	$7,000.00	1.00 EA	$7,000.00	6.65 EA	$46,550.00	6.65 EA	$46,550.00
76	ROTATE TOP SLAB, 2' X 3' STORM STRUCTURE	$1,350.00	1.00 EA	$1,350.00	1.00 EA	$1,350.00	1.00 EA	$1,350.00
77	PATCH DOGHOUSE	$350.00	2.00 EA	$700.00	2.00 EA	$700.00	2.00 EA	$700.00
78	PATCH INVERT	$500.00	2.00 EA	$1,000.00	2.00 EA	$1,000.00	2.00 EA	$1,000.00
79	ADJUST CATCH BASIN CASTING, INCL HDPE ADJ RINGS	$315.00	44.00 EA	$13,860.00	45.00 EA	$14,175.00	45.00 EA	$14,175.00
80	ADJUST STORM SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS	$787.50	17.00 EA	$13,387.50	17.00 EA	$13,387.50	17.00 EA	$13,387.50
81	STORM DRAIN INLET PROTECTION PER STANDARD DETAIL ERO-9	$100.00	45.00 EA	$4,500.00	45.00 EA	$4,500.00	45.00 EA	$4,500.00
82	PATCH GRAVEL STREET	$28.48	10.00 SY	$284.80	70.00 SY	$1,993.60	70.00 SY	$1,993.60
	TOTAL PART 4 - PINE MEADOWS AND SANDY HILLS - STORM SEWER:			**$106,078.63**		**$147,759.63**		**$147,759.63**
	TOTAL - PINE MEADOWS AND SANDY HILLS NEIGHBORHOODS			**$1,420,682.71**		**$1,253,760.39**		**$1,261,490.49**
	EAST MEADOW CLIFF NEIGHBORHOOD							
	PART 5 - EAST MEADOW CLIFF - STREET IMPROVEMENTS:							
83	MOBILIZATION	$22,000.00	1.00 LS	$22,000.00	0.90 LS	$19,800.00	1.00 LS	$22,000.00
84	TRAFFIC CONTROL	$11,850.00	1.00 LS	$11,850.00	0.90 LS	$10,665.00	1.00 LS	$11,850.00
85	REMOVE BITUMINOUS STREET PAVEMENT	$1.12	9,130.00 SY	$10,225.60	9,130.00 SY	$10,225.60	9,130.00 SY	$10,225.60
86	REMOVE BITUMINOUS DRIVEWAY OR TRAIL	$9.49	70.00 SY	$664.30	141.00 SY	$1,338.09	141.00 SY	$1,338.09
87	REMOVE CONCRETE DRIVEWAY PAVEMENT	$18.97	6.00 SY	$113.82	0.00 SY	$0.00	0.00 SY	$0.00
88	SALVAGE LIGHTING SERVICE CABINET	$825.00	1.00 EA	$825.00	1.00 EA	$825.00	1.00 EA	$825.00
89	SAWING BITUMINOUS STREET PAVEMENT (FULL DEPTH)	$2.25	60.00 LF	$135.00	61.00 LF	$137.25	61.00 LF	$137.25
90	SAWING BITUMINOUS DRIVEWAY OR TRAIL PAVEMENT (FULL DEPTH)	$2.25	310.00 LF	$697.50	288.00 LF	$648.00	288.00 LF	$648.00
91	SAWING CONCRETE DRIVEWAY PAVEMENT (FULL DEPTH)	$4.50	60.00 LF	$270.00	0.00 LF	$0.00	0.00 LF	$0.00

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
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CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID ESTIMATED QUANTITY		AS BID ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
92	EXCAVATION - SUBGRADE (EV) - STREET	$24.68	305.00	CY	$7,527.40	0.00	CY	$0.00	0.00	CY	$0.00
93	AGGREGATE BACKFILL - STREET	$15.03	605.00	TN	$9,093.15	0.00	TN	$0.00	0.00	TN	$0.00
94	REMOVE AND REPLACE CONCRETE CURB AND GUTTER (HIGH EARLY)	$29.55	1,030.00	LF	$30,436.50	1,030.00	LF	$30,436.50	1,030.00	LF	$30,436.50
95	AGGREGATE BASE, VIRGIN CLASS 5 - STREET	$15.75	830.00	TN	$13,072.50	504.00	TN	$7,938.00	504.00	TN	$7,938.00
96	MIX AND FINISH GRADE AGGREGATE BASE - STREET	$0.86	9,130.00	SY	$7,851.80	9,130.00	SY	$7,851.80	9,130.00	SY	$7,851.80
97	BITUMINOUS INCENETIVE	$5,000.00	1.00	LS	$5,000.00	0.81	LS	$4,050.00	0.81	LS	$4,050.00
98	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE (3,C) SPECIAL	$72.32	1,010.00	TN	$73,043.20	847.00	TN	$61,255.04	847.00	TN	$61,255.04
99	TYPE SP 9.5 LOWER WEARING COURSE MIXTURE (3,C)	$65.41	1,010.00	TN	$66,064.10	1,131.00	TN	$73,978.71	1,131.00	TN	$73,978.71
100	BITUMINOUS MATERIAL FOR TACK COAT	$2.50	640.00	GAL	$1,600.00	500.00	GAL	$1,250.00	500.00	GAL	$1,250.00
101	PATCH BITUMINOUS DRIVEWAY OR TRAIL	$27.16	70.00	SY	$1,901.20	141.00	SY	$3,829.56	141.00	SY	$3,829.56
102	MATURITY TESTING FOR COMPRESSIVE STRENGTH	$49.75	1.00	LS	$49.75	1.00	LS	$49.75	1.00	LS	$49.75
103	6 INCH CONCRETE DRIVEWAY PAVEMENT (RESIDENTIAL)	$85.50	6.00	SY	$513.00	0.00	SY	$0.00	0.00	SY	$0.00
104	LIGHTING SERVICE CABINET	$6,120.00	1.00	EA	$6,120.00	1.00	EA	$6,120.00	1.00	EA	$6,120.00
105	1.5" NON-METALLIC CONDUIT	$8.50	105.00	LF	$892.50	20.00	LF	$170.00	180.50	LF	$1,534.25
106	UNDERGROUND WIRE 1/C 4 AWG	$2.50	205.00	LF	$512.50	100.00	LF	$250.00	100.00	LF	$250.00
107	UNDERGROUND WIRE 1/C 8 AWG	$1.50	105.00	LF	$157.50	0.00	LF	$0.00	0.00	LF	$0.00
108	EROSION CONTROL SUPERVISOR	$500.00	1.00	LS	$500.00	0.50	LS	$250.00	1.00	LS	$500.00
109	LOAM TOPSOIL BORROW (LV)	$41.73	75.00	CY	$3,129.75	44.00	CY	$1,836.12	44.00	CY	$1,836.12
110	SEEDING, INCL SEED MIX (25-151), FERTILIZER, AND HYDRAULIC MATRIX, TYPI	$3.50	345.00	SY	$1,207.50	285.00	SY	$997.50	345.00	SY	$1,207.50
111	APPLICATION OF WATER FOR TURF ESTABLISHMENT	$50.00	30.00	MGAL	$1,500.00	21.00	MGAL	$1,050.00	21.00	MGAL	$1,050.00
112	REMOVE SIGN POST	$35.00	4.00	EA	$140.00	4.00	EA	$140.00	4.00	EA	$140.00
113	SIGN PANELS, TYPE C	$75.00	13.00	SF	$975.00	13.00	SF	$975.00	13.00	SF	$975.00
114	STREET SWEEPER WITH OPERATOR	$135.00	10.00	HR	$1,350.00	3.00	HR	$405.00	3.00	HR	$405.00
115	SKIDSTEER (BOBCAT) WITH OPERATOR	$125.00	10.00	HR	$1,250.00	0.00	HR	$0.00	0.00	HR	$0.00
	TOTAL PART 5 - EAST MEADOW CLIFF - STREET IMPROVEMENTS:				**$280,668.57**			**$246,471.92**			**$251,681.17**
	PART 6 - EAST MEADOW CLIFF - SANITARY SEWER:										
116	REMOVE DEBRIS FROM MH STRUCTURE	$350.00	1.00	EA	$350.00	1.00	EA	$350.00	1.00	EA	$350.00
117	REMOVE AND REPLACE 1' SECTION, 4' DIA SANITARY STRUCTURE	$2,430.00	1.00	EA	$2,430.00	1.00	EA	$2,430.00	1.00	EA	$2,430.00
118	ADJUST SANITARY SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS-STREE	$787.50	21.00	EA	$16,537.50	21.00	EA	$16,537.50	21.00	EA	$16,537.50
119	PATCH GRAVEL STREET	$28.48	10.00	SY	$284.80	10.00	SY	$284.80	10.00	SY	$284.80
	TOTAL PART 6 - EAST MEADOW CLIFF - SANITARY SEWER:				**$19,602.30**			**$19,602.30**			**$19,602.30**
											0
	PART 7 - EAST MEADOW CLIFF - WATER MAIN:										0
120	RECONSTRUCT VALVE BOX	$241.00	24.00	LF	$5,784.00	8.00	LF	$1,928.00	8.00	LF	$1,928.00
121	REMOVE AND REPLACE 6" GATE VALVE AND BOX	$4,150.00	1.00	EA	$4,150.00	0.00	EA	$0.00	0.00	EA	$0.00
122	ADJUST VALVE BOX, INCL NEW TOP SECTION	$551.25	8.00	EA	$4,410.00	8.00	EA	$4,410.00	8.00	EA	$4,410.00
123	WATERMAIN EVALUATION EXCAVATION	$750.00	1.00	EA	$750.00	1.00	EA	$750.00	1.00	EA	$750.00
124	WATERMAIN EVALUATION EXCAVATION, VALVE REPAIR AND VALVE BOX REPL	$3,350.00	1.00	EA	$3,350.00	0.00	EA	$0.00	0.00	EA	$0.00
125	HYDRANT RECONDITIONING AND PAINTING	$675.00	7.00	EA	$4,725.00	6.00	EA	$4,050.00	6.00	EA	$4,050.00
126	6 INCH CONCRETE HYDRANT ACCESS PAD	$11.00	130.00	SF	$1,430.00	144.00	SF	$1,584.00	144.00	SF	$1,584.00
127	PATCH GRAVEL STREET	$28.48	80.00	SY	$2,278.40	40.00	SY	$1,139.20	40.00	SY	$1,139.20
	TOTAL PART 7 - EAST MEADOW CLIFF - WATER MAIN:				**$26,877.40**			**$13,861.20**			**$13,861.20**
	PART 8 - EAST MEADOW CLIFF - STORM SEWER:										
128	REMOVE AND REPLACE CASTING (R-3067 VB OR V)	$801.60	11.00	EA	$8,817.60	11.00	EA	$8,817.60	11.00	EA	$8,817.60
129	REMOVE AND REPLACE TOP SLAB, 4' DIA STORM STRUCTURE	$2,500.00	2.00	EA	$5,000.00	2.00	EA	$5,000.00	2.00	EA	$5,000.00
130	RECONSTRUCT INVERT	$700.00	3.00	EA	$2,100.00	3.00	EA	$2,100.00	3.00	EA	$2,100.00
131	ADJUST CATCH BASIN CASTING, INCL HDPE ADJ RINGS	$315.00	11.00	EA	$3,465.00	11.00	EA	$3,465.00	11.00	EA	$3,465.00
132	ADJUST STORM SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS	$787.50	2.00	EA	$1,575.00	2.00	EA	$1,575.00	2.00	EA	$1,575.00
133	STORM DRAIN INLET PROTECTION PER STANDARD DETAIL ERO-9	$100.00	13.00	EA	$1,300.00	13.00	EA	$1,300.00	13.00	EA	$1,300.00
134	PATCH GRAVEL STREET	$28.48	20.00	SY	$569.60	20.00	SY	$569.60	20.00	SY	$569.60
	TOTAL PART 8 - EAST MEADOW CLIFF - STORM SEWER:				**$22,827.20**			**$22,827.20**			**$22,827.20**
	TOTAL - EAST MEADOW CLIFF NEIGHBORHOOD				**$349,975.47**			**$302,762.62**			**$307,971.87**

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID			PREVIOUS ESTIMATE			COMPLETED TO DATE		
			ESTIMATED QUANTITY		ESTIMATED AMOUNT	ESTIMATED QUANTITY		ESTIMATED AMOUNT	ESTIMATED QUANTITY		ESTIMATED AMOUNT
	JAMAICA AVENUE										
	PART 9 - JAMAICA AVENUE - STREET IMPROVEMENTS:										
135	MOBILIZATION	$30,365.00	1.00	LS	$30,365.00	0.90	LS	$27,328.50	1.00	LS	$30,365.00
136	TRAFFIC CONTROL	$23,166.00	1.00	LS	$23,166.00	0.90	LS	$20,849.40	1.00	LS	$23,166.00
137	SAWING BITUMINOUS STREET PAVEMENT (FULL DEPTH)	$2.25	375.00	LF	$843.75	375.00	LF	$843.75	375.00	LF	$843.75
138	REMOVE BITUMINOUS STREET PAVEMENT	$1.54	23,500.00	SY	$36,190.00	23,500.00	SY	$36,190.00	23,500.00	SY	$36,190.00
139	REMOVE CONCRETE PEDESTRIAN RAMP OR SIDEWALK	$2.10	685.00	SF	$1,438.50	759.00	SF	$1,593.90	759.00	SF	$1,593.90
140	EXCAVATION - COMMON (EV) - WALK	$33.23	5.00	CY	$166.15	5.00	CY	$166.15	5.00	CY	$166.15
141	EXCAVATION - SUBGRADE (EV)- STREET	$24.65	785.00	CY	$19,350.25	0.00	CY	$0.00	0.00	CY	$0.00
142	AGGREGATE BACKFILL - STREET	$15.03	1,550.00	TN	$23,296.50	0.00	TN	$0.00	0.00	TN	$0.00
143	REMOVE AND REPLACE CONCRETE CURB AND GUTTER (HIGH EARLY)	$29.55	2,115.00	LF	$62,498.25	2,132.00	LF	$63,000.60	2,132.00	LF	$63,000.60
144	AGGREGATE BASE, VIRGIN CLASS 5 - STREET	$15.75	2,265.00	TN	$35,673.75	200.88	TN	$3,163.86	200.88	TN	$3,163.86
145	AGGREGATE BASE, VIRGIN CLASS 5 - SIDEWALK	$15.75	15.00	TN	$236.25	12.00	TN	$189.00	12.00	TN	$189.00
146	GRAVEL JOINT REPAIR	$11.66	2,645.00	SY	$30,840.70	1,711.00	SY	$19,950.26	1,711.00	SY	$19,950.26
147	MIX AND FINISH GRADE AGGREGATE BASE - STREET	$0.86	23,500.00	SY	$20,210.00	23,500.00	SY	$20,210.00	23,500.00	SY	$20,210.00
148	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE SPECIAL (4,F)	$79.48	2,230.00	TN	$177,240.40	1,904.73	TN	$151,387.94	1,904.73	TN	$151,387.94
149	TYPE SP 12.5 LOWER WEARING COURSE MIXTURE (4,F)	$66.57	2,975.00	TN	$198,045.75	2,561.45	TN	$170,515.73	2,561.45	TN	$170,515.73
150	TYPE SP 12.5 NON-WEARING COURSE MIXTURE (4,B)	$52.84	2,975.00	TN	$157,199.00	2,963.55	TN	$156,593.98	2,963.55	TN	$156,593.98
151	BITUMINOUS MATERIAL FOR TACK COAT	$2.50	3,290.00	GAL	$8,225.00	1,900.00	GAL	$4,750.00	1,900.00	GAL	$4,750.00
152	BITUMINOUS INCENTIVE	$20,000.00	1.00	LS	$20,000.00	0.68	LS	$13,600.00	0.68	LS	$13,600.00
153	MATURITY TESTING FOR COMPRESSIVE STRENGTH	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00
154	6 INCH CONCRETE SIDEWALK	$85.50	120.00	SY	$10,260.00	86.00	SY	$7,353.00	86.00	SY	$7,353.00
155	6 INCH CONCRETE PEDESTRIAN CURB RAMP	$11.60	180.00	SF	$2,088.00	440.00	SF	$5,104.00	440.00	SF	$5,104.00
156	TRUNCATED DOMES	$60.00	36.00	SF	$2,160.00	64.00	SF	$3,840.00	64.00	SF	$3,840.00
157	EROSION CONTROL SUPERVISOR	$500.00	1.00	LS	$500.00	0.50	LS	$250.00	1.00	LS	$500.00
158	LOAM TOPSOIL BORROW (LV)	$41.73	510.00	CY	$21,282.30	100.72	CY	$4,203.05	100.72	CY	$4,203.05
159	SEEDING, INCL SEED MIX (25-151), FERTILIZER, AND HYDRAULIC MATRIX, TYP	$2.50	705.00	SY	$1,762.50	370.00	SY	$925.00	705.00	SY	$1,762.50
160	APPLICATION OF WATER FOR TURF ESTABLISHMENT	$50.00	100.00	MGAL	$5,000.00	21.00	MGAL	$1,050.00	21.00	MGAL	$1,050.00
161	REMOVE SIGN POST	$35.00	10.00	EA	$350.00	16.00	EA	$560.00	16.00	EA	$560.00
162	REMOVE SIGN	$35.00	17.00	EA	$595.00	17.00	EA	$595.00	17.00	EA	$595.00
163	SALVAGE AND REINSTALL SIGN	$150.00	4.00	EA	$600.00	13.10	EA	$1,965.00	13.10	EA	$1,965.00
164	SIGN PANELS, TYPE C	$35.00	185.00	SF	$6,475.00	197.75	SF	$6,921.25	197.75	SF	$6,921.25
165	STREET SWEEPER WITH OPERATOR	$135.00	23.00	HR	$3,105.00	23.00	HR	$3,105.00	23.00	HR	$3,105.00
166	SKIDSTEER (BOBCAT) WITH OPERATOR	$125.00	23.00	HR	$2,875.00	12.00	HR	$1,500.00	12.00	HR	$1,500.00
167	PAVEMENT MESSAGE - PREFORM THERMO (GR IN)	$300.00	8.00	EA	$2,400.00	8.00	EA	$2,400.00	8.00	EA	$2,400.00
168	4" SOLID LINE - MULTI COMP (GR IN)	$1.00	595.00	LF	$595.00	1,500.00	LF	$1,500.00	1,500.00	LF	$1,500.00
169	4" BROKEN LINE - MULTI COMP (GR IN)	$1.00	1,865.00	LF	$1,865.00	1,865.00	LF	$1,865.00	1,865.00	LF	$1,865.00
170	12" SOLID LINE - PREFORM THERMO (GR IN)	$11.30	815.00	LF	$9,209.50	815.00	LF	$9,209.50	815.00	LF	$9,209.50
171	24" SOLID LINE - PREFORM THERMO (GR IN)	$20.00	145.00	LF	$2,900.00	145.00	LF	$2,900.00	145.00	LF	$2,900.00
	TOTAL PART 9 - JAMAICA AVENUE - STREET IMPROVEMENTS:				**$923,982.55**			**$750,553.87**			**$756,994.47**
	PART 10 - JAMAICA AVENUE - SANITARY SEWER:										
172	ADJUST SANITARY SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS-STREE	$787.50	1.00	EA	$787.50	1.00	EA	$787.50	1.00	EA	$787.50
	TOTAL PART 10 - JAMAICA AVENUE - SANITARY SEWER:				**$787.50**			**$787.50**			**$787.50**
	PART 11 - JAMAICA AVENUE - WATER MAIN:										
173	ADJUST VALVE BOX	$551.25	1.00	EA	$551.25	1.00	EA	$551.25	1.00	EA	$551.25
174	RECONSTRUCT VALVE BOX	$241.00	12.00	LF	$2,892.00	3.00	LF	$723.00	3.00	LF	$723.00
	TOTAL PART 11 - JAMAICA AVENUE - WATER MAIN:				**$3,443.25**			**$1,274.25**			**$1,274.25**
	PART 12 - JAMAICA AVENUE - STORM SEWER:										
175	REMOVE CATCH BASIN OR MANHOLE	$500.00	1.00	EA	$500.00	1.00	EA	$500.00	1.00	EA	$500.00
176	REMOVE PIPE SEWER - 18" RCP	$20.00	24.00	LF	$480.00	24.00	LF	$480.00	24.00	LF	$480.00

CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID ESTIMATED QUANTITY		AS BID ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
177	2'X3' CB, INCL R-3067-V CSTG AND HDPE ADJ RINGS	$1,150.00	3.00	LF	$3,450.00	3.00	LF	$3,450.00	3.00	LF	$3,450.00
178	18" RC PIPE SEWER, CLASS 5	$70.00	24.00	LF	$1,680.00	13.00	LF	$910.00	13.00	LF	$910.00
179	CONNECT TO EXISTING PIPE - 18" RCP	$1,000.00	1.00	EA	$1,000.00	1.00	EA	$1,000.00	1.00	EA	$1,000.00
180	4' CIPP, 12" RCP	$1,800.00	3.00	EA	$5,400.00	3.00	EA	$5,400.00	3.00	EA	$5,400.00
181	4' CIPP, 15" RCP	$2,500.00	1.00	EA	$2,500.00	1.00	EA	$2,500.00	1.00	EA	$2,500.00
182	4' CIPP, 24" RCP	$3,400.00	1.00	EA	$3,400.00	1.00	EA	$3,400.00	1.00	EA	$3,400.00
183	REMOVE AND REPLACE CASTING (R-3067 VB OR V)	$801.60	10.00	EA	$8,016.00	17.00	EA	$13,627.20	17.00	EA	$13,627.20
184	REPLACE EXISTING MH LID WITH NEW R-1642 STORM SEWER LID	$200.00	1.00	EA	$200.00	1.00	EA	$200.00	1.00	EA	$200.00
185	PATCH DOGHOUSE	$350.00	5.00	EA	$1,750.00	5.00	EA	$1,750.00	5.00	EA	$1,750.00
186	PATCH INVERT	$500.00	2.00	EA	$1,000.00	2.00	EA	$1,000.00	2.00	EA	$1,000.00
187	PATCH BENCH	$400.00	1.00	EA	$400.00	1.00	EA	$400.00	1.00	EA	$400.00
188	RECONSTRUCT INVERT	$750.00	1.00	EA	$750.00	1.00	EA	$750.00	1.00	EA	$750.00
189	RECONSTRUCT DOGHOUSE	$500.00	1.00	EA	$500.00	1.00	EA	$500.00	1.00	EA	$500.00
190	ADD 1' SECTION, 4' DIA STORM STRUCTURE	$2,430.00	2.00	EA	$4,860.00	2.00	EA	$4,860.00	2.00	EA	$4,860.00
191	ADD 1' SECTION, 2'X3' STORM STRUCTURE	$1,950.00	1.00	EA	$1,950.00	1.00	EA	$1,950.00	1.00	EA	$1,950.00
192	REMOVE AND REPLACE TOP SLAB, 4' DIA STORM STRUCTURE	$2,500.00	3.00	EA	$7,500.00	3.00	EA	$7,500.00	3.00	EA	$7,500.00
193	LINE STRUCTURE, 4' DIA STORM STRUCTURE	$800.00	6.00	LF	$4,800.00	6.00	LF	$4,800.00	6.00	LF	$4,800.00
194	ADJUST CATCH BASIN CASTING, INCL HDPE ADJ RINGS	$315.00	16.00	EA	$5,040.00	17.00	EA	$5,355.00	17.00	EA	$5,355.00
195	ADJUST STORM SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS - STREET	$787.50	1.00	EA	$787.50	1.00	EA	$787.50	1.00	EA	$787.50
196	ADJUST STORM SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS - BOULEV	$737.50	1.00	EA	$737.50	0.00	EA	$0.00	0.00	EA	$0.00
197	STORM DRAIN INLET PROTECTION PER STANDARD DETAIL ERO-9	$100.00	22.00	EA	$2,200.00	22.00	EA	$2,200.00	22.00	EA	$2,200.00
	TOTAL PART 12 - JAMAICA AVENUE - STORM SEWER:				**$58,901.00**			**$63,319.70**			**$63,319.70**
	TOTAL - JAMAICA AVENUE				**$987,114.30**			**$815,935.32**			**$822,375.92**
	ARBOR MEADOWS PARK										
	PART 13 - ARBOR MEADOWS PARK - PARK IMPROVEMENTS:										
198	MOBILIZATION	$6,884.00	1.00	LS	$6,884.00	0.90	LS	$6,195.60	1.00	LS	$6,884.00
199	TRAFFIC CONTROL	$750.00	1.00	LS	$750.00	0.90	LS	$675.00	1.00	LS	$750.00
200	CLEAR AND GRUB TREE	$250.00	1.00	EA	$250.00	1.00	EA	$250.00	1.00	EA	$250.00
201	TRANSPLANT TREE	$500.00	1.00	EA	$500.00	2.00	EA	$1,000.00	2.00	EA	$1,000.00
202	REMOVE BITUMINOUS STREET PAVEMENT	$1.85	2,430.00	SY	$4,495.50	2,430.00	SY	$4,495.50	2,430.00	SY	$4,495.50
203	REMOVE BITUMINOUS TRAIL	$9.49	235.00	SY	$2,230.15	235.00	SY	$2,230.15	235.00	SY	$2,230.15
204	REMOVE CONCRETE PEDESTRIAN RAMP	$2.10	180.00	SF	$378.00	180.00	SF	$378.00	180.00	SF	$378.00
205	REMOVE AND REPLACE CONCRETE CURB AND GUTTER (HIGH EARLY)	$29.55	180.00	LF	$5,319.00	308.50	LF	$9,116.18	308.50	LF	$9,116.18
206	EXCAVATION - SUBGRADE (EV) - STREET	$24.68	80.00	CY	$1,974.40	0.00	CY	$0.00	0.00	CY	$0.00
207	EXCAVATION - SUBGRADE (EV) - TRAIL	$26.97	75.00	CY	$2,022.75	0.00	CY	$0.00	0.00	CY	$0.00
208	AGGREGATE BACKFILL - STREET	$15.03	160.00	TN	$2,404.80	0.00	TN	$0.00	0.00	TN	$0.00
209	AGGREGATE BACKFILL - TRAIL	$15.03	150.00	TN	$2,254.50	0.00	TN	$0.00	0.00	TN	$0.00
210	EXCAVATION - COMMON (EV) - TRAIL (P)	$26.97	560.00	CY	$15,103.20	630.00	CY	$16,991.10	630.00	CY	$16,991.10
211	AGGREGATE BASE, VIRGIN CLASS 5 - STREET	$15.75	350.00	TN	$5,512.50	111.00	TN	$1,748.25	111.00	TN	$1,748.25
212	AGGREGATE BASE, VIRGIN CLASS 5 - TRAIL	$23.83	815.00	TN	$19,421.45	604.00	TN	$14,393.32	604.00	TN	$14,393.32
213	MIX AND FINISH GRADE AGGREGATE BASE - STREET	$1.14	2,430.00	SY	$2,770.20	2,430.00	SY	$2,770.20	2,430.00	SY	$2,770.20
214	FINISH GRADING - TRAIL	$1.00	2,245.00	SY	$2,245.00	2,245.00	SY	$2,245.00	2,245.00	SY	$2,245.00
215	BITUMINOUS INCENTIVE	$1,500.00	1.00	LS	$1,500.00	0.56	LS	$840.00	0.56	LS	$840.00
216	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE SPECIAL (3,F)	$86.00	240.00	TN	$20,640.00	0.00	TN	$0.00	0.00	TN	$0.00
217	TYPE SP 9.5 LOWER WEARING COURSE MIXTURE (3,F)	$75.14	325.00	TN	$24,420.50	195.00	TN	$14,652.30	195.00	TN	$14,652.30
218	TYPE SP 9.5 WEARING COURSE (2,C)	$85.11	285.00	TN	$24,256.35	325.00	TN	$27,660.75	325.00	TN	$27,660.75
219	BITUMINOUS MATERIAL FOR TACK COAT	$2.50	170.00	GAL	$425.00	100.00	GAL	$250.00	100.00	GAL	$250.00
220	CONCRETE STRENGTH MATURITY TESTING	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00
221	6 INCH CONCRETE PEDESTRIAN CURB RAMP (HIGH EARLY)	$11.60	80.00	SF	$928.00	100.00	SF	$1,160.00	100.00	SF	$1,160.00
222	TRUNCATED DOMES	$60.00	16.00	SF	$960.00	20.00	SF	$1,200.00	20.00	SF	$1,200.00
223	ADJUST STORM SEWER MANHOLE CASTING, INCL HDPE ADJ RINGS	$787.50	2.00	EA	$1,575.00	2.00	EA	$1,575.00	2.00	EA	$1,575.00
224	ADJUST CATCH BASIN CASTING, INCL HDPE ADJ RINGS	$315.00	3.00	EA	$945.00	3.00	EA	$945.00	3.00	EA	$945.00
225	CLEAN DEBRIS FROM FLARED END SECTION	$500.00	1.00	EA	$500.00	1.00	EA	$500.00	1.00	EA	$500.00

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

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CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID ESTIMATED QUANTITY		AS BID ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
226	LOAM TOPSOIL BORROW (LV)	$41.73	325.00	CY	$13,562.25	72.00	CY	$3,004.56	72.00	CY	$3,004.56
227	SEEDING, INCL SEED MIX (25-151), FERTILIZER, AND HYDRAULIC MATRIX, TYPI	$2.50	1,950.00	SY	$4,875.00	825.00	SY	$2,062.50	1,950.00	SY	$4,875.00
228	APPLICATION OF WATER FOR TURF ESTABLISHMENT	$50.00	165.00	MGAL	$8,250.00	0.00	MGAL	$0.00	0.00	MGAL	$0.00
229	REMOVE SIGN POST	$35.00	2.00	EA	$70.00	2.00	EA	$70.00	2.00	EA	$70.00
230	SIGN PANELS, TYPE C	$75.00	10.00	SF	$750.00	10.00	SF	$750.00	10.00	SF	$750.00
231	STREET SWEEPER WITH OPERATOR	$135.00	2.00	HR	$270.00	2.00	HR	$270.00	2.00	HR	$270.00
232	SKIDSTEER (BOBCAT) WITH OPERATOR	$125.00	2.00	HR	$250.00	2.00	HR	$250.00	2.00	HR	$250.00
233	PAVEMENT MESSAGE - PAINT	$50.00	2.00	EA	$100.00	2.00	EA	$100.00	2.00	EA	$100.00
234	4" SOLID LINE - PAINT	$0.50	2,020.00	LF	$1,010.00	1,950.00	LF	$975.00	1,950.00	LF	$975.00
235	CONNECT TO EXISTING WATER MAIN (CUT IN 8" X 4" TEE)	$2,700.00	1.00	EA	$2,700.00	1.00	EA	$2,700.00	1.00	EA	$2,700.00
236	4" DIP IRRIGATION SERVICE LINE, INCL FITTINGS AND DEAD END LINE	$75.00	50.00	LF	$3,750.00	40.00	LF	$3,000.00	40.00	LF	$3,000.00
237	4" GATE VALVE & BOX	$1,455.00	1.00	EA	$1,455.00	1.00	EA	$1,455.00	1.00	EA	$1,455.00
238	6" PVC IRRIGATION CONDUIT, SCH 40	$40.00	48.00	LF	$1,920.00	48.00	LF	$1,920.00	48.00	LF	$1,920.00
239	HYDRANT RECONDITIONING AND PAINTING	$750.00	1.00	EA	$750.00	1.00	EA	$750.00	1.00	EA	$750.00
240	6 INCH CONCRETE HYDRANT ACCESS PAD	$11.00	80.00	SF	$880.00	80.00	SF	$880.00	80.00	SF	$880.00
241	STORM DRAIN INLET PROTECTION PER STANDARD DETAIL ERO-9	$100.00	6.00	EA	$600.00	6.00	EA	$600.00	6.00	EA	$600.00
242	DITCH CHECK - BIO LOG PER STANDARD DETAIL ERO-11	$5.00	10.00	LF	$50.00	10.00	LF	$50.00	10.00	LF	$50.00
	TOTAL PART 13 - ARBOR MEADOWS PARK - PARK IMPROVEMENTS:				**$196,882.55**			**$135,083.41**			**$138,659.31**
	RIVER OAKS GOLF COURSE										
	PART 14 - RIVER OAKS PARKING LOT IMPROVEMENTS:										
243	MOBILIZATION	$11,529.00	1.00	LS	$11,529.00	0.90	LS	$10,376.10	1.00	LS	$11,529.00
244	TRAFFIC CONTROL	$2,500.00	1.00	LS	$2,500.00	0.90	LS	$2,250.00	1.00	LS	$2,500.00
245	EARLY COMPLETION INCENTIVE	$2,000.00	6.00	DAY	$12,000.00	5.00	DAY	$10,000.00	5.00	DAY	$10,000.00
246	REMOVE BITUMINOUS PAVEMENT	$2.97	710.00	SY	$2,108.70	695.00	SY	$2,064.15	695.00	SY	$2,064.15
247	FULL DEPTH RECLAMATION (8")	$0.67	10,130.00	SY	$6,787.10	10,130.00	SY	$6,787.10	10,130.00	SY	$6,787.10
248	HAUL EXCESS RECLAIMED MATERIAL OFFSITE (LV)	$13.52	670.00	CY	$9,058.40	1,046.00	CY	$14,141.92	1,046.00	CY	$14,141.92
249	SAWING BITUMINOUS STREET PAVEMENT (FULL DEPTH)	$2.25	190.00	LF	$427.50	175.00	LF	$393.75	175.00	LF	$393.75
250	REMOVE CONCRETE CURB AND GUTTER	$4.70	700.00	LF	$3,290.00	782.00	LF	$3,675.40	782.00	LF	$3,675.40
251	REMOVE CONCRETE PEDESTRIAN RAMP OR SIDEWALK	$1.47	1,380.00	SF	$2,028.60	1,680.00	SF	$2,469.60	1,680.00	SF	$2,469.60
252	MATURITY TESTING FOR COMPRESSIVE STRENGTH	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00	1.00	LS	$4,975.00
253	CONCRETE CURB AND GUTTER - TYPE B612 (HIGH EARLY)	$19.50	1,160.00	LF	$22,620.00	1,242.00	LF	$24,219.00	1,242.00	LF	$24,219.00
254	6 INCH CONCRETE SIDEWALK - SPECIAL (HIGH EARLY)	$130.00	15.00	SY	$1,950.00	90.00	SY	$11,700.00	90.00	SY	$11,700.00
255	6 INCH CONCRETE SIDEWALK (HIGH EARLY)	$85.50	85.00	SY	$7,267.50	36.00	SY	$3,078.00	36.00	SY	$3,078.00
256	6 INCH CONCRETE PEDESTRIAN CURB RAMP (HIGH EARLY)	$11.60	105.00	SF	$1,218.00	126.00	SF	$1,461.60	126.00	SF	$1,461.60
257	TRUNCATED DOMES	$60.00	30.00	SF	$1,800.00	30.00	SF	$1,800.00	30.00	SF	$1,800.00
258	EXCAVATION - COMMON (EV)- TRAIL OR WALK	$33.23	22.00	CY	$731.06	24.00	CY	$797.52	24.00	CY	$797.52
259	EXCAVATION - COMMON (EV) - STREET	$33.23	15.00	CY	$498.45	15.00	CY	$498.45	15.00	CY	$498.45
260	EXCAVATION - SUBGRADE (EV)- TRAIL OR WALK	$33.23	10.00	CY	$332.30	20.00	CY	$664.60	20.00	CY	$664.60
261	AGGREGATE BACKFILL - TRAIL OR WALK	$15.03	20.00	TN	$300.60	0.00	TN	$0.00	0.00	TN	$0.00
262	AGGREGATE BASE, VIRGIN CLASS 5 - TRAIL OR WALK	$15.75	15.00	TN	$236.25	17.23	TN	$271.37	17.23	TN	$271.37
263	FINISH GRADING - STREET	$0.73	9,475.00	SY	$6,916.75	9,475.00	SY	$6,916.75	9,475.00	SY	$6,916.75
264	BITUMINOUS INCENTIVE	$5,500.00	1.00	LS	$5,500.00	0.72	LS	$3,960.00	0.72	LS	$3,960.00
265	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE SPECIAL (3,F)	$78.31	910.00	TN	$71,262.10	870.00	TN	$68,129.70	870.00	TN	$68,129.70
266	TYPE SP 9.5 LOWER WEARING COURSE MIXTURE (3,F)	$69.99	1,215.00	TN	$85,037.85	1,107.00	TN	$77,478.93	1,107.00	TN	$77,478.93
267	BITUMINOUS TACK COAT	$2.50	675.00	GAL	$1,687.50	370.00	GAL	$925.00	370.00	GAL	$925.00
268	STREET SWEEPER WITH OPERATOR	$135.00	10.00	HR	$1,350.00	25.50	HR	$3,442.50	25.50	HR	$3,442.50
269	SKIDSTEER (BOBCAT) WITH OPERATOR	$125.00	10.00	HR	$1,250.00	21.00	HR	$2,625.00	21.00	HR	$2,625.00
270	REMOVE SIGN POST	$35.00	6.00	EA	$210.00	6.00	EA	$210.00	6.00	EA	$210.00
271	SIGN PANELS, TYPE C	$75.00	14.00	SF	$1,050.00	14.00	SF	$1,050.00	14.00	SF	$1,050.00
272	PAVEMENT MESSAGE	$50.00	7.00	EA	$350.00	7.00	EA	$350.00	7.00	EA	$350.00
273	4" SOLID LINE - PAINT	$0.50	10,430.00	LF	$5,215.00	5,261.00	LF	$2,630.50	5,261.00	LF	$2,630.50
274	4" DOUBLE SOLID LINE - PAINT	$6.85	95.00	LF	$650.75	53.00	LF	$363.05	53.00	LF	$363.05
275	LOAM TOPSOIL BORROW (LV)	$41.73	130.00	CY	$5,424.90	262.00	CY	$10,933.26	262.00	CY	$10,933.26

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID ESTIMATED QUANTITY		AS BID ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
276	SODDING, TYPE LAWN	$25.00	190.00	SY	$4,750.00	475.00	SY	$11,875.00	475.00	SY	$11,875.00
277	2" PVC IRRIGATION CONDUIT, SCH 40	$11.50	228.00	LF	$2,622.00	360.00	LF	$4,140.00	360.00	LF	$4,140.00
278	3" PVC IRRIGATION CONDUIT, SCH 40	$13.00	40.00	LF	$520.00	13.00	LF	$169.00	13.00	LF	$169.00
279	REGRADE DRAINAGE SWALE	$500.00	1.00	LS	$500.00	1.00	LS	$500.00	1.00	LS	$500.00
280	REMOVE LIGHTING UNITS, FIXTURES AND FOUNDATIONS	$830.00	3.00	EA	$2,490.00	3.00	EA	$2,490.00	3.00	EA	$2,490.00
281	REMOVE CONDUIT AND WIRE	$8.75	405.00	LF	$3,543.75	405.00	LF	$3,543.75	405.00	LF	$3,543.75
282	LIGHTING UNIT (CITY SUPPLIED)	$750.00	4.00	EA	$3,000.00	4.00	EA	$3,000.00	4.00	EA	$3,000.00
283	LIGHT FOUNDATION, TYPE E MODIFIED	$1,300.00	4.00	EA	$5,200.00	4.00	EA	$5,200.00	4.00	EA	$5,200.00
284	HANDHOLE - SPECIAL	$725.00	2.00	EA	$1,450.00	2.00	EA	$1,450.00	2.00	EA	$1,450.00
285	1.5" NON-METALLIC CONDUIT	$8.50	670.00	LF	$5,695.00	947.00	LF	$8,049.50	947.00	LF	$8,049.50
286	UNDERGROUND WIRE 1/C 8 AWG GR	$1.50	745.00	LF	$1,117.50	860.00	LF	$1,290.00	860.00	LF	$1,290.00
287	UNDERGROUND WIRE 1/C 10 AWG	$1.25	4,400.00	LF	$5,500.00	5,160.00	LF	$6,450.00	5,160.00	LF	$6,450.00
288	DITCH CHECK - BIO LOG PER STANDARD DETAIL ERO-11	$5.00	60.00	LF	$300.00	60.00	LF	$300.00	60.00	LF	$300.00
	TOTAL PART 14 - RIVER OAKS PARKING LOT IMPROVEMENTS:				**$314,251.56**			**$329,095.50**			**$330,498.40**
	TOTAL PART 1 - PINE MEADOWS AND SANDY HILLS - STREET IMPROVEMENTS				$1,162,125.23			$992,334.25			$1,000,064.35
	TOTAL PART 2 - PINE MEADOWS AND SANDY HILLS - SANITARY SEWER:				$49,454.60			$52,423.24			$52,423.24
	TOTAL PART 3 - PINE MEADOWS AND SANDY HILLS - WATER MAIN:				$103,024.25			$61,243.27			$61,243.27
	TOTAL PART 4 - PINE MEADOWS AND SANDY HILLS - STORM SEWER:				$106,078.63			$147,759.63			$147,759.63
	TOTAL PINE MEADOWS AND SANDY HILLS NEIGHBORHOODS				**$1,420,682.71**			**$1,253,760.39**			**$1,261,490.49**
	TOTAL PART 5 - EAST MEADOW CLIFF - STREET IMPROVEMENTS:				$280,668.57			$246,471.92			$251,681.17
	TOTAL PART 6 - EAST MEADOW CLIFF - SANITARY SEWER:				$19,602.30			$19,602.30			$19,602.30
	TOTAL PART 7 - EAST MEADOW CLIFF - WATER MAIN:				$26,877.40			$13,861.20			$13,861.20
	TOTAL PART 8 - EAST MEADOW CLIFF - STORM SEWER:				$22,827.20			$22,827.20			$22,827.20
	TOTAL EAST MEADOW CLIFF NEIGHBORHOODS				**$349,975.47**			**$302,762.62**			**$307,971.87**
	TOTAL PART 9 - JAMAICA AVENUE - STREET IMPROVEMENTS:				$923,982.55			$750,553.87			$756,994.47
	TOTAL PART 10 - JAMAICA AVENUE - SANITARY SEWER:				$787.50			$787.50			$787.50
	TOTAL PART 11 - JAMAICA AVENUE - WATER MAIN:				$3,443.25			$1,274.25			$1,274.25
	TOTAL PART 12 - JAMAICA AVENUE - STORM SEWER:				$58,901.00			$63,319.70			$63,319.70
	TOTAL JAMAICA AVENUE				**$987,114.30**			**$815,935.32**			**$822,375.92**
	TOTAL PART 13 - ARBOR MEADOWS PARK - PARK IMPROVEMENTS:				**$196,882.55**			**$135,083.41**			**$138,659.31**
	TOTAL PART 14 - RIVER OAKS PARKING LOT IMPROVEMENTS:				**$314,251.56**			**$329,095.50**			**$330,498.40**
	TOTAL BASE BID				**$3,268,906.59**			**$2,836,637.24**			**$2,860,995.99**
	ALTERNATE 1 - ARBOR MEADOWS ELECTRICAL IMPROVEMENTS										
289	1.5" NON-METALLIC CONDUIT	$8.50	555.00	LF	$4,717.50	580.00	LF	$4,930.00	580.00	LF	$4,930.00
290	UNDERGROUND WIRE 1/C 10 AWG	$1.25	2,220.00	LF	$2,775.00	2,720.00	LF	$3,400.00	2,720.00	LF	$3,400.00
291	HANDHOLE - SPECIAL	$725.00	3.00	EA	$2,175.00	4.00	EA	$2,900.00	4.00	EA	$2,900.00
292	LIGHTING SERVICE CABINET	$6,120.00	1.00	EA	$6,120.00	1.00	EA	$6,120.00	1.00	EA	$6,120.00
293	EQUIPMENT PAD	$1,200.00	1.00	EA	$1,200.00	1.00	EA	$1,200.00	1.00	EA	$1,200.00
	TOTAL ALTERNATE 1:				**$16,987.50**			**$18,550.00**			**$18,550.00**
	ALTERNATE 3 - ARBOR MEADOWS PLAY COURT										
294	EXCAVATION - COMMON (EV) - TRAIL (P)	$26.97	50.00	CY	$1,348.50	50.00	CY	$1,348.50	50.00	CY	$1,348.50
295	EXCAVATION - SUBGRADE (EV)- TRAIL OR WALK	$26.97	60.00	CY	$1,618.20	60.00	CY	$1,618.20	60.00	CY	$1,618.20
296	AGGREGATE BACKFILL - TRAIL OR WALK	$15.03	115.00	TN	$1,728.45	0.00	TN	$0.00	0.00	TN	$0.00
297	AGGREGATE BASE, VIRGIN CLASS 5 - TRAIL OR WALK	$23.83	80.00	TN	$1,906.40	80.00	TN	$1,906.40	80.00	TN	$1,906.40
298	FINISH GRADING - STREET	$7.92	175.00	SY	$1,386.00	175.00	SY	$1,386.00	175.00	SY	$1,386.00
299	TYPE SP 9.5 WEARING COURSE (2,C)	$96.39	80.00	TN	$7,711.20	9.00	TN	$867.51	9.00	TN	$867.51

Pay Request No.: **9 & Final**

2021 PAVEMENT MANAGEMENT PROJECT

BOLTON & MENK
Real People. Real Solutions.

CITY OF COTTAGE GROVE
BMI PROJECT NO. N14.122421
WORK COMPLETED THROUGH WEDNESDAY, SEPTEMBER 28, 2022

ITEM NO.	ITEM	UNIT PRICE	AS BID ESTIMATED QUANTITY		AS BID ESTIMATED AMOUNT	PREVIOUS ESTIMATE ESTIMATED QUANTITY		PREVIOUS ESTIMATE ESTIMATED AMOUNT	COMPLETED TO DATE ESTIMATED QUANTITY		COMPLETED TO DATE ESTIMATED AMOUNT
300	TYPE SP 9.5 WEARING COURSE (2,B)	$122.21	10.00	TN	$1,222.10	10.00	TN	$1,222.10	10.00	TN	$1,222.10
301	TYPE SP 9.5 NON-WEARING COURSE (2,B)	$198.94	10.00	TN	$1,989.40	0.00	TN	$0.00	0.00	TN	$0.00
302	SURFACE COATING	$5.25	900.00	SF	$4,725.00	900.00	SF	$4,725.00	900.00	SF	$4,725.00
303	BITUMINOUS TACK COAT	$17.50	7.00	GAL	$122.50	7.00	GAL	$122.50	7.00	GAL	$122.50
304	BASKETBALL POLE AND BACKBOARD	$4,987.50	1.00	EA	$4,987.50	1.00	EA	$4,987.50	1.00	EA	$4,987.50
305	LOAM TOPSOIL BORROW (LV)	$41.73	30.00	CY	$1,251.90	24.00	CY	$1,001.52	30.00	CY	$1,251.90
306	SEEDING, INCL SEED MIX (25-151), FERTILIZER, AND HYDRAULIC MATRIX, TYP	$6.00	130.00	SY	$780.00	0.00	SY	$0.00	130.00	SY	$780.00
307	APPLICATION OF WATER FOR TURF ESTABLISHMENT	$50.00	6.00	MGAL	$300.00	0.00	MGAL	$0.00	0.00	MGAL	$0.00
	TOTAL ALTERNATE 3:				**$31,077.15**			**$19,185.23**			**$20,215.61**
	ALTERNATE 4 - RIVER OAKS GOLF COURSE SIDEWALK IMPROVEMENTS										
308	EXCAVATION - COMMON (EV)	$33.23	20.00	CY	$664.60	24.00	CY	$797.52	24.00	CY	$797.52
309	EXCAVATION - SUBGRADE (EV)	$33.23	25.00	CY	$830.75	0.00	CY	$0.00	0.00	CY	$0.00
310	AGGREGATE BACKFILL	$15.03	50.00	TN	$751.50	0.00	TN	$0.00	0.00	TN	$0.00
311	AGGREGATE BASE, VIRGIN CLASS 5	$23.83	30.00	TN	$714.90	56.00	TN	$1,334.48	56.00	TN	$1,334.48
312	6" CONCRETE SIDEWALK - SPECIAL (HIGH EARLY)	$136.50	90.00	SY	$12,285.00	85.00	SY	$11,602.50	85.00	SY	$11,602.50
313	LOAM TOPSOIL BORROW (LV)	$41.73	20.00	CY	$834.60	20.00	CY	$834.60	20.00	CY	$834.60
	TOTAL ALTERNATE 4:				**$16,081.35**			**$14,569.10**			**$14,569.10**
	ALTERNATE 5 - RIVER OAKS GOLF COURSE ACCESS ROAD										
314	FULL DEPTH RECLAMATION (8")	$1.00	595.00	SY	$595.00	595.00	SY	$595.00	595.00	SY	$595.00
315	SAWING BITUMINOUS STREET PAVEMENT (FULL DEPTH)	$2.25	20.00	LF	$45.00	20.00	LF	$45.00	20.00	LF	$45.00
316	FINISH GRADING - STREET	$3.00	595.00	SY	$1,785.00	595.00	SY	$1,785.00	595.00	SY	$1,785.00
317	TYPE SP 9.5 UPPER WEARING COURSE MIXTURE SPECIAL (3,F)	$78.31	60.00	TN	$4,698.60	45.00	TN	$3,523.95	45.00	TN	$3,523.95
318	TYPE SP 9.5 LOWER WEARING COURSE MIXTURE (3,F)	$69.99	75.00	TN	$5,249.25	60.00	TN	$4,199.40	60.00	TN	$4,199.40
319	BITUMINOUS TACK COAT	$2.50	45.00	GAL	$112.50	40.00	GAL	$100.00	40.00	GAL	$100.00
320	LOAM TOPSOIL BORROW (LV)	$41.73	75.00	CY	$3,129.75	48.00	CY	$2,003.04	48.00	CY	$2,003.04
321	SODDING, TYPE LAWN	$25.00	225.00	SY	$5,625.00	218.00	SY	$5,450.00	218.00	SY	$5,450.00
	TOTAL ALTERNATE 5:				**$21,240.10**			**$17,701.39**			**$17,701.39**
	TOTAL ALTERNATE 1:				$16,987.50			$18,550.00			$18,550.00
	TOTAL ALTERNATE 3:				$31,077.15			$19,185.23			$20,215.61
	TOTAL ALTERNATE 4:				$16,081.35			$14,569.10			$14,569.10
	TOTAL ALTERNATE 5:				$21,240.10			$17,701.39			$17,701.39
	TOTAL BID ALTERNATES:				**$85,386.10**			**$70,005.72**			**$71,036.10**
	TOTAL BASE BID + ALTERNATES:				**$3,354,292.69**			**$2,906,642.96**			**$2,932,032.09**

CITY OF COTTAGE GROVE
CITY COUNCIL
RESOLUTION NO. 2022-155

RESOLUTION APPROVING THE FINAL PAYMENT IN THE AMOUNT OF $91,563.53 TO NORTHWEST ASPHALT FOR THE 2021 PAVEMENT MANAGEMENT PROJECT

WHEREAS, the City Engineer has certified that work has been satisfactorily completed; and

WHEREAS, the original total contract amount was $3,354,292.69. The final construction cost was $2,933,032.09, which is $421,260.60 less than the contract amount. The reduced construction cost was primarily due to reductions in aggregate backfill, class 5, bituminous pavement, and topsoil borrow; and

WHEREAS, the project has been satisfactorily completed in accordance with the contract plans and specifications.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that $91,563.53 is paid to Northwest Asphalt for the final payment for the 2021 Pavement Management Project.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

7U

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Consent Agenda
Title	2022 Mill and Overlay Project - Final Payment
Staff Recommendation	Adopt Resolution 2022-154 approving the final payment in the amount of $62,839.12 is paid to McNamara Contracting, Inc. for the 2022 Mill and Overlay Project.
Budget Implication	$62,839.12 - Sealcoating Fund
Attachments	2022 Mill & Overlay Final Payment Letter.tif 7.65MB 2022 Mill & Overlay Final Payment Resolution.tif 2.21MB

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November 23, 2022

Ryan Burfeind, PE
Public Works Director/City Engineer
City of Cottage Grove
12800 Ravine Parkway South
Cottage Grove, MN 55016

RE: Contractor's Pay Request No. 2 and Final
2022 Mill and Overlay

Dear Mr. Burfeind:

Attached is the signed copy of the Contractors Pay Request No. 2 and Final for the 2022 Mill and Overlay project. Also included are the IC 134 forms and Lien Waivers as submitted by the Contractor. The Contractor for this project is McNamara Contracting, Inc.

REVIEW OF PROJECT HISTORY

The contractor began this project in the beginning of June 2022 and the project was substantially completed by the end of June 2022. The contractor returned in the fall of 2022 to complete the remaining punch list work.

CONSTRUCTION COST OVERVIEW

As indicated on the final request for payment, the original contract amount was $1,319,916.25. The final construction cost as shown is $1,182,682.40, which is $137,233.85 less than the contract amount.

RECOMMENDATION

McNamara Contracting, Inc. in accordance with the contract plans and specifications has satisfactorily completed the work. Therefore, it is recommended that final payment of $62,839.12 be made and the City of Cottage Grove accept the project. After acceptance, please distribute all requests for payments as appropriate.

If you have any questions or require further information, please contact me.

Sincerely,
Bolton & Menk, Inc.

Andrew Olson, PE
Project Engineer

Contractor's Application for Payment

Owner:	City of Cottage Grove	**Owner's Project No.:**	
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0N1.126552
Contractor:	McNamara Contracting, Inc.	**Agency's Project No.:**	
Project:	2022 Mill and Overlay		
Contract:			
Application No.:	2 & FINAL	**Application Date:**	11/7/2022
Application Period:	**From** 6/28/2022	**to**	11/4/2022

1. Original Contract Price	$	1,319,916.25
2. Net change by Change Orders	$	-
3. Current Contract Price (Line 1 + Line 2)	$	1,319,916.25
4. Total Work completed and materials stored to date (Sum of Column G Lump Sum Total and Column J Unit Price Total)	$	1,182,682.40
5. Retainage		
a. _____ X $ 1,182,682.40 Work Completed	$	-
b. _____ X $ - Stored Materials	$	-
c. Total Retainage (Line 5.a + Line 5.b)	$	-
6. Amount eligible to date (Line 4 - Line 5.c)	$	1,182,682.40
7. Less previous payments	$	1,119,843.28
8. Amount due this application	$	62,839.12
9. Balance to finish, including retainage (Line 3 - Line 4)		NA

Contractor's Certification

The undersigned Contractor certifies, to the best of its knowledge, the following:
(1) All previous progress payments received from Owner on account of Work done under the Contract have been applied on account to discharge Contractor's legitimate obligations incurred in connection with the Work covered by prior Applications for Payment;
(2) Title to all Work, materials and equipment incorporated in said Work, or otherwise listed in or covered by this Application for Payment, will pass to Owner at time of payment free and clear of all liens, security interests, and encumbrances (except such as are covered by a bond acceptable to Owner indemnifying Owner against any such liens, security interest, or encumbrances); and
(3) All the Work covered by this Application for Payment is in accordance with the Contract Documents and is not defective; and
(4) The provisions of M. S. 290.92 have been complied with and that all claims against me by reason of the Contract have been paid or satisfactorily secured.

Contractor: McNamara Contracting, Inc.

Signature: [signature] **Date:** 11/22/22

Name: Michel Tubbs **Title:** Secretary / Treasurer

Recommended by Bolton & Menk, Inc.	**Approved by City of Cottage Grove**
By: [signature]	**By:**
Name: Andrew Olson	**Name:**
Title: Project Engineer	**Title:**
Date: 11/23/2022	**Date:**

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Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	City of Cottage Grove	**Owner's Project No.:**	
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0N1.126552
Contractor:	McNamara Contracting, Inc.	**Agency's Project No.:**	
Project:	2022 Mill and Overlay		
Contract:			

Application No.: 2 & FINAL **Application Period:** From 06/28/22 to 11/04/22 **Application Date:** 11/07/22

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
BASE BID													
1	MOBILIZATION	1.00	LS	68,300.00	68,300.00	1.00	68,300.00	1.00	68,300.00		68,300.00	100%	-
2	TRAFFIC CONTROL	1.00	LS	2,500.00	2,500.00	1.00	2,500.00	1.00	2,500.00		2,500.00	100%	-
3	SAWING CONCRETE PAVEMENT (FULL DEPTH) - SIDEWALK	20.00	LF	5.00	100.00	18.00	90.00	18.00	90.00		90.00	90%	10.00
4	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - STREET	390.00	LF	5.00	1,950.00	390.00	1,950.00	390.00	1,950.00		1,950.00	100%	-
5	SAWING BITUMINOUS PAVEMENT (FULL DEPTH) - TRAIL	30.00	LF	5.00	150.00	25.00	125.00	25.00	125.00		125.00	83%	25.00
6	MILL BITUMINOUS PAVEMENT (2")	96,000.00	SY	2.00	192,000.00	96,000.00	192,000.00	96,000.00	192,000.00		192,000.00	100%	-
7	REMOVE BITUMINOUS PAVEMENT - TRAIL	40.00	SY	25.00	1,000.00	67.55	1,688.75	67.55	1,688.75		1,688.75	169%	(688.75)
8	REMOVE PAVEMENT MARKINGS	60.00	LF	9.00	540.00	60.00	540.00	60.00	540.00		540.00	100%	-
9	REMOVE CONCRETE WALK AND PEDESTRIAN RAMP	500.00	SF	3.00	1,500.00	601.00	1,803.00	601.00	1,803.00		1,803.00	120%	(303.00)
10	REMOVE AND REPLACE CONCRETE CURB AND GUTTER (HIGH	120.00	LF	50.00	6,000.00	96.00	4,800.00	96.00	4,800.00		4,800.00	80%	1,200.00
11	SKIDSTEER (BOBCAT) WITH OPERATOR	100.00	HR	85.00	8,500.00	130.00	11,050.00	130.00	11,050.00		11,050.00	130%	(2,550.00)
12	STREET SWEEPER WITH OPERATOR	100.00	HR	85.00	8,500.00	130.00	11,050.00	130.00	11,050.00		11,050.00	130%	(2,550.00)
13	BITUMINOUS MATERIAL FOR TACK	6,700.00	GAL	1.00	6,700.00	8,430.00	8,430.00	8,430.00	8,430.00		8,430.00	126%	(1,730.00)
14	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	12,100.00	TN	50.00	605,000.00	12,958.51	647,925.50	12,958.51	647,925.50		647,925.50	107%	(42,925.50)
15	BITUMINOUS INCENTIVE	1.00	LS	30,000.00	30,000.00	1.00	30,000.00	1.00	30,000.00		30,000.00	100%	-
16	PATCH BITUMINOUS TRAIL	40.00	SY	100.00	4,000.00	67.55	6,755.00	67.55	6,755.00		6,755.00	169%	(2,755.00)
17	PATCH BITUMINOUS STREET	625.00	SY	30.00	18,750.00	496.00	14,880.00	496.00	14,880.00		14,880.00	79%	3,870.00
18	ADJUST VALVE BOX	3.00	EA	700.00	2,100.00	1.00	700.00	1.00	700.00		700.00	33%	1,400.00
19	RECONSTRUCT VALVE BOX	4.00	LF	700.00	2,800.00	12.00	8,400.00	12.00	8,400.00		8,400.00	300%	(5,600.00)
20	ADJUST CATCH BASIN CASTING	1.00	EA	500.00	500.00	-	-	-	-		-		500.00
21	ADJUST MANHOLE CASTING	20.00	EA	1,000.00	20,000.00	27.00	27,000.00	27.00	27,000.00		27,000.00	135%	(7,000.00)
22	6" CONCRETE SIDEWALK	10.00	SY	130.00	1,300.00	31.33	4,072.90	31.33	4,072.90		4,072.90	313%	(2,772.90)
23	6" CONCRETE PEDESTRIAN CURB RAMP	560.00	SF	14.00	7,840.00	319.00	4,466.00	319.00	4,466.00		4,466.00	57%	3,374.00
24	TRUNCATED DOME PANELS	72.00	SF	50.00	3,600.00	72.00	3,600.00	72.00	3,600.00		3,600.00	100%	-
25	EROSION CONTROL SUPERVISOR	1.00	LS	500.00	500.00	1.00	500.00	1.00	500.00		500.00	100%	-
26	STORM DRAIN INLET PROTECTION (ERO-9)	120.00	EA	100.00	12,000.00	120.00	12,000.00	120.00	12,000.00		12,000.00	100%	-
27	LOAM TOPSOIL BORROW (LV)	10.00	CY	120.00	1,200.00	10.00	1,200.00	10.00	1,200.00		1,200.00	100%	-
28	APPLICATION OF WATER FOR TURF ESTABLISHMENT	10.00	MGAL	200.00	2,000.00	-	-	10.00	2,000.00		2,000.00	100%	-
29	HYDRAULIC MULCH MATRIX TYPE MULCH	30.00	SY	55.00	1,650.00	-	-	30.00	1,650.00		1,650.00	100%	-
30	SEEDING WITH SEED MIXTURE 25-151	10.00	LB	25.00	250.00	-	-	10.00	250.00		250.00	100%	-
31	12" SOLID LINE - MULTI COMP GR IN	75.00	LF	7.00	525.00	75.00	525.00	75.00	525.00		525.00	100%	-
32	24" SOLID LINE - MULTI COMP GR IN	125.00	LF	13.00	1,625.00	125.00	1,625.00	125.00	1,625.00		1,625.00	100%	-
33	4" BROKEN LINE - MULTI COMP GR IN	950.00	LF	1.00	950.00	950.00	950.00	950.00	950.00		950.00	100%	-
34	4" SOLID LINE - MULTI COMP GR IN	10,200.00	LF	0.60	6,120.00	10,200.00	6,120.00	10,200.00	6,120.00		6,120.00	100%	-
35	4" DOUBLE SOLID LINE - MULTI COMP GR IN	4,925.00	LF	1.25	6,156.25	4,925.00	6,156.25	4,925.00	6,156.25		6,156.25	100%	-
36	PAVEMENT MESSAGE (ARROWS) - MULTI COMP GR IN	2.00	EA	120.00	240.00	2.00	240.00	2.00	240.00		240.00	100%	-
37	PAVEMENT MESSAGE (SLOW SCHOOL XING)- MULTI COMP	9.00	EA	240.00	2,160.00	9.00	2,160.00	9.00	2,160.00		2,160.00	100%	-
	TOTAL BASE BID:				**1,029,006.25**		**1,083,602.40**		**1,087,502.40**		**1,087,502.40**	106%	**(58,496.15)**
	ALTERNATE 1 - STREET IMPROVEMENTS												
38	MOBILIZATION	1.00	LS	12,000.00	12,000.00	1.00	12,000.00	1.00	12,000.00		12,000.00	100%	-
39	TRAFFIC CONTROL	1.00	LS	1,000.00	1,000.00	1.00	1,000.00	1.00	1,000.00		1,000.00	100%	-
40	MILL BITUMINOUS PAVEMENT (2")	11,000.00	SY	2.00	22,000.00	11,000.00	22,000.00	11,000.00	22,000.00		22,000.00	100%	-
41	SKIDSTEER (BOBCAT) WITH OPERATOR	15.00	HR	85.00	1,275.00	-	-	-	-		-		1,275.00
42	STREET SWEEPER WITH OPERATOR	15.00	HR	85.00	1,275.00	-	-	-	-		-		1,275.00
43	BITUMINOUS MATERIAL FOR TACK	760.00	GAL	1.00	760.00	-	-	-	-		-		760.00
44	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	1,385.00	TN	50.00	69,250.00	-	-	-	-		-		69,250.00
45	BITUMINOUS INCENTIVE	1.00	LS	3,000.00	3,000.00	1.00	3,000.00	1.00	3,000.00		3,000.00	100%	-
46	PATCH BITUMINOUS STREET	62.00	SY	40.00	2,480.00	-	-	-	-		-		2,480.00

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Progress Estimate - Unit Price Work | **Contractor's Application for Payment**

Owner:	City of Cottage Grove	**Owner's Project No.:**	
Engineer:	Bolton & Menk, Inc.	**Engineer's Project No.:**	0N1.126552
Contractor:	McNamara Contracting, Inc.	**Agency's Project No.:**	
Project:	2022 Mill and Overlay		
Contract:			

Application No.: 2 & FINAL **Application Period:** From 06/28/22 to 11/04/22 **Application Date:** 11/07/22

A	B	C	D	E	F	F1	F2	G	H	I	J	K	L
		Contract Information				Previous Estimate		Work Completed					
Bid Item No.	Description	Item Quantity	Units	Unit Price ($)	Value of Bid Item (C X E) ($)	Quantity Previous Estimate	Value Previous Estimate	Estimated Quantity Incorporated in the Work	Value of Work Completed to Date (E X G) ($)	Materials Currently Stored (not in G) ($)	Work Completed and Materials Stored to Date (H + I) ($)	% of Value of Item (J / F) (%)	Balance to Finish (F - J) ($)
47	STORM DRAIN INLET PROTECTION (ERO-9)	11.00	EA	100.00	1,100.00	11.00	1,100.00	11.00	1,100.00		1,100.00	100%	-
	TOTAL ALTERNATE 1 - STREET IMPROVEMENTS:				**114,140.00**		**39,100.00**		**39,100.00**		**39,100.00**	34%	**75,040.00**
	ALTERNATE 2 - STREET IMPROVEMENTS												
48	MOBILIZATION	1.00	LS	14,000.00	14,000.00	1.00	14,000.00	1.00	14,000.00		14,000.00	100%	-
49	TRAFFIC CONTROL	1.00	LS	1,000.00	1,000.00	1.00	1,000.00	1.00	1,000.00		1,000.00	100%	-
50	MILL BITUMINOUS PAVEMENT (2")	17,640.00	SY	2.00	35,280.00	17,640.00	35,280.00	17,640.00	35,280.00		35,280.00	100%	-
51	SKIDSTEER (BOBCAT) WITH OPERATOR	15.00	HR	85.00	1,275.00	-	-	-	-		-		1,275.00
52	STREET SWEEPER WITH OPERATOR	15.00	HR	85.00	1,275.00	-	-	-	-		-		1,275.00
53	BITUMINOUS MATERIAL FOR TACK	1,240.00	GAL	1.00	1,240.00	-	-	-	-		-		1,240.00
54	TYPE SP 9.5 WEARING COURSE MIXTURE (3,B)	2,250.00	TN	50.00	112,500.00	-	-	-	-		-		112,500.00
55	BITUMINOUS INCENTIVE	1.00	LS	5,000.00	5,000.00	1.00	5,000.00	1.00	5,000.00		5,000.00	100%	-
56	PATCH BITUMINOUS STREET	110.00	SY	40.00	4,400.00	-	-	-	-		-		4,400.00
57	STORM DRAIN INLET PROTECTION (ERO-9)	8.00	EA	100.00	800.00	8.00	800.00	8.00	800.00		800.00	100%	-
	TOTAL ALTERNATE 2 - STREET IMPROVEMENTS:				**176,770.00**		**56,080.00**		**56,080.00**		**56,080.00**	32%	**120,690.00**
		-	-	-	-				-		-		-
				TOTAL BASE BID	**$ 1,319,916.25**		**$ 1,178,782.40**		**$ 1,182,682.40**	**$ -**	**$ 1,182,682.40**	**90%**	**$ 137,233.85**

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CITY OF COTTAGE GROVE
CITY COUNCIL
RESOLUTION NO. 2022-154

RESOLUTION APPROVING THE FINAL PAYMENT IN THE AMOUNT OF $62,839.12 TO MCNAMARA CONTRACTING, INC FOR THE 2022 MILL AND OVERLAY PROJECT

WHEREAS, the City Engineer has certified that work has been satisfactorily completed; and

WHEREAS, the original total contract amount was $1,319,916.25. The final construction cost was $1,182,682.40, which is $137,233.85 less than the contract amount. The reduced construction cost was due to less bituminous material being necessary; and

WHEREAS, the project has been satisfactorily completed in accordance with the contract plans and specifications.

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that $62,839.12 is paid to McNamara Contracting, Inc. for the final payment for the 2022 Mill and Overlay Project.

Passed this 7th day of December, 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

7V

Meeting Date	12/7/2022
Department	Community Development
Agenda Category	Consent Agenda
Title	2040 Comprehensive Plan - Minor Mapping and Text Amendments
Staff Recommendation	Adopt Resolution 2022-157 authorizing City Staff to submit the 2040 Comprehensive Plan Text Amendment to the Metropolitan Council, subject to text modifications as requested by the Metropolitan Council.
Budget Implication	N/A
Attachments	2040 Comp Plan Amendment CC Memo.tif 23.49MB 2040 Comp Plan Amendment Exhibits.tif 70.3MB 2040 Comp Plan Amendment Resolution.tif 3.78MB

Cottage Grove
Where Pride and Prosperity Meet

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

FROM: Mike Mrosla, Senior Planner

DATE: December 7, 2022

RE: 2040 Comprehensive Plan Amendment

Proposal

The City of Cottage Grove is proposing a minor mapping correction to re-guide 6850 and 6999 East Point Douglas Road South to Mixed Use and a text amendment to allow for density bonuses to be used as a tool to assist in the development of affordable housing in the 2040 Comprehensive Plan.

Background

Over the last year plus, planning staff has been working on a Zoning Code rewrite. The Zoning Code was written in the 1970's and hasn't seen a major rewrite since then. During this process staff has also been reviewing 2040 Comprehensive Plan to ensure consistency between the two documents. Minnesota State Statute requires that any official controls in conflict with the Comprehensive Plan be amended.

Minnesota State law requires that all communities within the seven-county Minneapolis-St. Paul metropolitan area update their Comprehensive Plans every 10 years. The purpose of the Comprehensive Plan is to establish the policies that guide the future physical and community development of Cottage Grove. All land use decisions, including zoning, subdivision review, and development controls, must be consistent with the Comprehensive Plan.

The Comprehensive Plan is also a reference document for the Planning Commission and City Council when evaluating private development projects. The Comprehensive Plan and all its amendments must reflect the adopted regional policies in the Metropolitan Council's system and policy plans. Local planning efforts are linked to the larger regional infrastructure of parks and trails, road networks, and wastewater infrastructure, and the City's Comprehensive Plan shall conform to the regional vision.

Text Amendment

The existing Zoning Code (Title 11-9E-6) and the proposed Zoning Code rewrite (Special Zoning Provisions) includes language that permits the use of density bonuses for residential developments. Density bonus is a tool that grants the City Council the authority to allow a housing developer to increase the maximum allowable density above the district standard in exchange in-kind support for specified public policy goal of affordable housing. The Zoning Code limits the maximum allowable total density increase to no more than 20 percent.

However, density bonuses are not currently mentioned in the City's 2040 Comprehensive Plan. Since density bonuses are not included in the 2040 Comprehensive Plan, the Metropolitan Council does not permit the use of them to increase density above the maximum permitted density. Staff is proposing to add language to the Housing and Implementation Chapters of the Comprehensive Plan to authorize the use of density bonuses. In the Housing Chapter, staff identifies that the use of non-financial tools such as density bonuses may be used to assist in the development of affordable housing. The proposed language can be found on page 47 of Attachment A and below.

> *"The City will continue to use non-financial tools such as official controls and land use regulations to assist in the development of affordable housing units. These tools may include density bonuses, planned unit developments, other controls and regulations that can be used to simplify the process of expanding local housing options."*

In the Implementation Chapter staff authorizes the use of density bonuses to increase density above the maximum permitted density when a project is meeting the specific affordable housing public policy objective. On page 144 of Attachment B staff added language describing what a density bonus is and the maximum permitted increase above the density standard. The proposed language can be found on page 47 of Attachment A and below.

> *"Utilization of non-financial tools such as official controls. These tools may include density bonuses and planned unit developments. A density bonus is a tool that grants the City Council the authority to allow a housing developer to increase the maximum allowable density above the district standard in exchange for meeting affordable housing public policy objectives. The maximum allowable total density increase shall not exceed twenty percent (20%) as permitted by the Zoning Code."*

Staff also updated the Housing Implementation Plan, Table 10-1 in the Comprehensive Plan to allow for the use of density bonuses as an available tool to achieve affordable housing with average medium incomes (AMI) ranging from 30 to 80 percent (Attachment B, page 146).

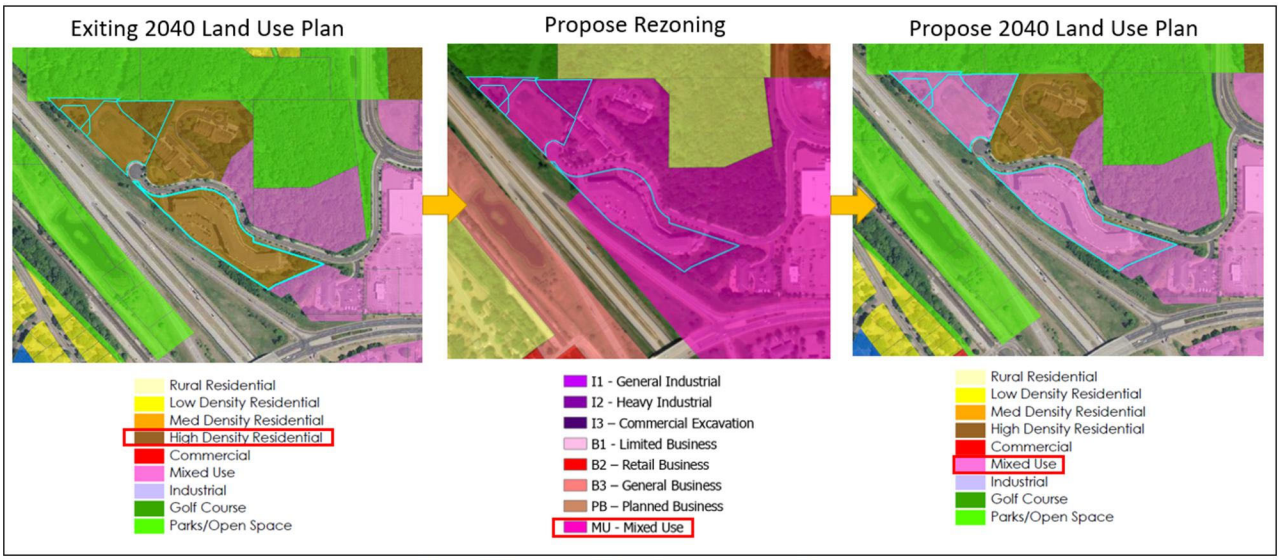
Identified Need	Available Tools	Potential Partners	Circumstances and Sequence of Use
333 new housing units affordable for 30% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, TBRA, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing
221 new housing units affordable for 31 to 50% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing
14 new housing units affordable for 51 to 80% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing

Housing Implementation Plan, table 10-1 in the Comprehensive Plan

Map Amendment

As planning staff has been working on the Zoning Code rewrite, it was discovered that certain land uses identified in the 2040 Comprehensive Plan are not consistent with underlaying zoning

district or vice versa. The area that is not consistent with the Comprehensive Plan is located at 6850 and 6999 East Point Douglas Road South. The existing Legends of Cottage Grove site is guided High Density Residential in the 2040 Comprehensive Plan. High Density Residential allows for densities of 14 to 30 units per acre. However, the density of 6999 East Point Douglas Road South (Legends of Cottage Grove) is 37 units per acre and because of this the subject property should be re-guided to Mixed Use as this district allows for densities of 20-40 units per acre. It is recommended that the subject property should be re-guiding to Mixed Use so it is in conformance with the permitted densities.



Land Use and Zoning Comparison

In addition, it is proposed that the property located at 6850 East Point Douglas Road South be re-guided to Mixed Use. The subject site has been vacant since 2007 and is highly encumbered by a gas line easement that runs through the middle of the site. Upon review, the subject site was previously guided Mixed Use when the City Council approved the 2040 Comprehensive Plan at their January 16, 2019, meeting. However, the subject site was re-guided High Density Residential for consistency with the surrounding land uses by the City during the Metropolitan Council review process.



City Council Approved 2019 Comprehensive Plan Land Use

The intent of the re-guiding the subject site back to Mixed Use is to facilitate development of the site by allowing for increased densities. Staff has previously been approached by multi-family users interested in developing the site, but they could not obtain the densities needed to finance a project, thus the site has remained undeveloped.

Notice and Public Comments
Notice was published in the *Pioneer Press* on *November 16, 2022*. At the time of writing this report, City staff has not received any comment letters, e-mails, or telephone calls from property owners or residents in regard to this planning case.

Planning Commission
The Planning Commission reviewed and held a public hearing for the request at their November 28, 2022, meeting. There were no residents that participated in the public hearing. The Planning Commission asked questions about density flexibility via a planned unit development process, 2030 Comprehensive Plan land uses, and the use of density bonuses with single family development. Staff responded by explaining that a planned unit development cannot be used to increase density above the district maximum and that the subject properties located on East Point Douglas Road were guided as Commercial in the 2030 Comprehensive Plan. Staff also stated that density bonuses are generally used for multi-family projects but could be used for single family if the project meets City standards. They then voted unanimously (7-to-0) to approve the amendments.

Comprehensive Plan Amendment Process
An amendment to the Comprehensive Plan requires a recommendation from the Planning Commission following a public hearing, and adoption of a resolution by the City Council. Adjacent communities and impacted governmental agencies normally have a 60-day review, but this requirement has been waived by our Metropolitan Council Sector Representative due to no impacts. With the 60-day review waived the Metropolitan Council staff will complete an administrative review of the proposed amendment and notify the City of any necessary modifications within 15 business days per Minnesota State Statute 15.99.

Recommendation

Approve the resolution authorizing City Staff submit the 2040 Comprehensive Plan Text Amendment to the Metropolitan Council, subject to text modifications as requested by the Metropolitan Council.

Attachments:
A. Comprehensive Plan Housing Chapter
B. Comprehensive Plan Implementation Chapter – Housing Section
C. 2019 City Council Approved 2040 Future Land Use Map
D. Proposed Land Use Map

3

HOUSING

The health and character of a community may best be measured in its housing stock. Livable cities provide a variety of housing choices and work to ensure that existing housing is well maintained. The City must also ensure that new housing meets the changing needs of the community.



INTRODUCTION

The health and character of a community may best be measured in its housing stock. Livable cities provide a variety of housing choices and work to ensure that existing housing is well maintained. The City must also ensure that new housing meets the changing needs of the community. Existing and future residents are looking for more services and amenities near where they choose to live, including convenient shopping options and easily-accessible walking and biking trails. Housing has evolved into more than a place to live, but a community in which to thrive.

While Cottage Grove expects to grow, it wants that growth to support livable and healthy communities. Where people live is important. For many Americans, a high-quality environment, walkable neighborhoods and diversity make a neighborhood a great place to live. Not only does Cottage Grove need to provide housing options for current residents to stay in the city if their family size or income changes, but the city should be welcoming to those who desire to live in Cottage Grove. More housing options means accommodating empty nesters and seniors in their own single-family homes or apartments, while also promoting move-up housing opportunities for younger families.

As part of the established Community Vision, the City of Cottage Grove strives to address these key themes related to housing:

- **Housing Options –** strive to provide a diverse mix of housing types that are needed to serve all income levels and stages in the life cycle.
- **Great Schools –** work with the school district to support strong schools to attract and retain families.
- **Serving All Generations –** continue to create diverse and vibrant neighborhoods with equal access to services and amenities for all citizens.
- **Defining Our Character –** preserve and enhance the variety of neighborhood experiences in the city.

HOUSING ISSUES AND OPPORTUNITIES IN COTTAGE GROVE

On February 26, 2018, the City of Cottage Grove hosted a Housing Forum, identifying key issues and opportunities for housing in the city. The forum was attended by a variety of stakeholders including members of the Housing Task Force, Comprehensive Plan Steering Committee, and Planning Commission. The forum began with an open house, educating attendees on existing housing stock in Cottage Grove and affordable housing issues. Participants believe that there is a need for multi-family and townhome properties that have access to transit, additional senior housing facilities, and housing at a range of price points. Some challenges the city faces include negative perspectives on new development and the cost of construction for new homes.

Next, participants were able to participate in real-time voting. Generally, participants feel that the quality of life in Cottage Grove is very high (92 percent responded good or excellent) and have chosen to stay in the city because of this high quality of life. However, participants also agree that the city has too few rental units (86 percent) and too few senior units (79 percent). However, participants in the forum also believe that the city should prioritize low density development at one to four units per acre over other types of development (64 percent).

This process was replicated in an online survey. Twenty members of the public completed the survey. Like housing forum participants, survey participants were generally satisfied with the quality of life in Cottage Grove (75 percent responded good or excellent). Participants agreed that there should be more senior single-family housing (70 percent) but that there was disagreement about the need for other types of senior units. The main challenges inhibiting the development of affordable housing are the cost of land and construction.

The in-person polling and online survey revealed some misconceptions about the cost of rental units. Specifically, in-person participants voted that they would pay $1,000 to $1,200 per month for a two-bedroom apartment in Cottage Grove. Online participants voted that they would pay $800 to $1,000 per month for the same unit. In 2018, two-bedroom units in Cottage Grove rent for $1,200 to $1,500, depending on the unit and amenities. There should be additional education about housing costs and affordability as development occurs.

GOALS AND POLICIES

Goal 1: Preserve and improve existing neighborhoods and housing units

- POLICY 3.1 Continue to enforce housing maintenance and zoning codes.
- POLICY 3.2 Add flexibility to the Zoning Code in areas such as building setbacks which allow expansion and reinvestment in existing houses.
- POLICY 3.3 Partner with the Washington County Community Development Agency and other agencies that provide housing rehabilitation programs and services.
- POLICY 3.4 Encourage the safety of the general public by requiring owners to repair substandard housing or as a last resort, abate and demolish dangerous housing.
- POLICY 3.5 Develop housing maintenance program that promotes and requires safe neighborhoods.

Goal 2: Meet future needs with a variety of housing products

- POLICY 3.6 Encourage life-cycle housing opportunities in Cottage Grove that allow residents to remain in the community throughout their lives. This includes:
    - Maintenance of existing entry level housing.
    - Construction of move-up single family housing.
    - Construction of various types of senior housing, including senior ownership units, senior rental units, memory care and assisted living units.
- POLICY 3.7 The 2040 Housing Policy Plan prepared on December 10, 2014 will continue to be used as an implementation tool in accomplishing the City's Livable Communities Act housing goals.
- POLICY 3.8 The City will strive to encourage environmentally sustainable housing development and construction practices.
- POLICY 3.9 Provide for housing development that maintains the attractiveness and distinct neighborhood characteristics in the community.
- POLICY 3.10 Support the maintenance and rehabilitation of the community's existing housing stock.
- POLICY 3.11 Periodically assess the housing needs of current and prospective residents, including the elderly, disabled, active retirees, and other groups with special housing needs to determine development priorities and to formulate specific strategies and activities to meet those needs and maintain an adequate and quality housing supply.

Goal 3: Encourage the development of sustainable housing options that have access to amenities, use land efficiently, conserve natural resources, utilize resource-efficient design and constructions, and incorporate the use of renewable energy generation.

- POLICY 3.12 Support the design of residential neighborhoods with mixed land use at a scale appropriate to residential development and with convenient access to neighborhood shopping or larger commercial areas.
- POLICY 3.13 Encourage a mix of residential housing to be near pedestrian, bicycle, and transit or high capacity transportation routes, community facilities and services, and employment to ensure that the benefits of public investment in those facilities are available to as many households as possible.
- POLICY 3.14 Provide opportunities for alternative housing types and patterns, such as planned unit developments, mixed-uses, and other techniques that reduce development costs, increase density, and achieve projects that are flexible and responsive to the site and surroundings, including the conservation and enhancement of areas having special, historic, architectural, or cultural value.
- POLICY 3.15 Encourage the infilling of housing in urban areas that make more efficient use of existing infrastructure.
- POLICY 3.16 Encourage the use of resource efficient technologies and materials in housing construction that meet adopted codes and increase the useful life of new and existing housing.

HOUSING DEVELOPMENT

Prior to the late 1950's, all housing in Cottage Grove was on scattered rural parcels served by private wells and on-site septic systems. In 1958 the suburbanization of the community began with the development by Orrin Thompson Homes of the Thompson Grove subdivision located south of TH 61. This development was followed by other single family subdivisions in the 1960's, most also built by Orrin Thompson Homes. The most common housing style of this era was the single-story rambler, typically with a detached single car garage. By the 1970's, housing subdivisions began to include the split-level design in addition to earlier rambler and Cape Cod style houses. In the 1990's, and continuing to the present, larger two-story houses became the most common form of new construction.

Figure 3-1 illustrates the residential housing age throughout the city, with the oldest neighborhoods located near St. Paul Park and the newest neighborhoods in the northeast part of the City.

As discussed in the demographics section of this Plan, Cottage Grove has seen an increase in population since the 1970s, with an associated increase in housing needs. Single family residential development has continued steadily in the community, even in the wake of the economic downturn. However, there has been minimal multifamily or senior housing development since 2010.

Table 3-1 describes residential unit types for permits issued in each year between 2007 and 2015.

Figure 3-1: Residential Housing Age

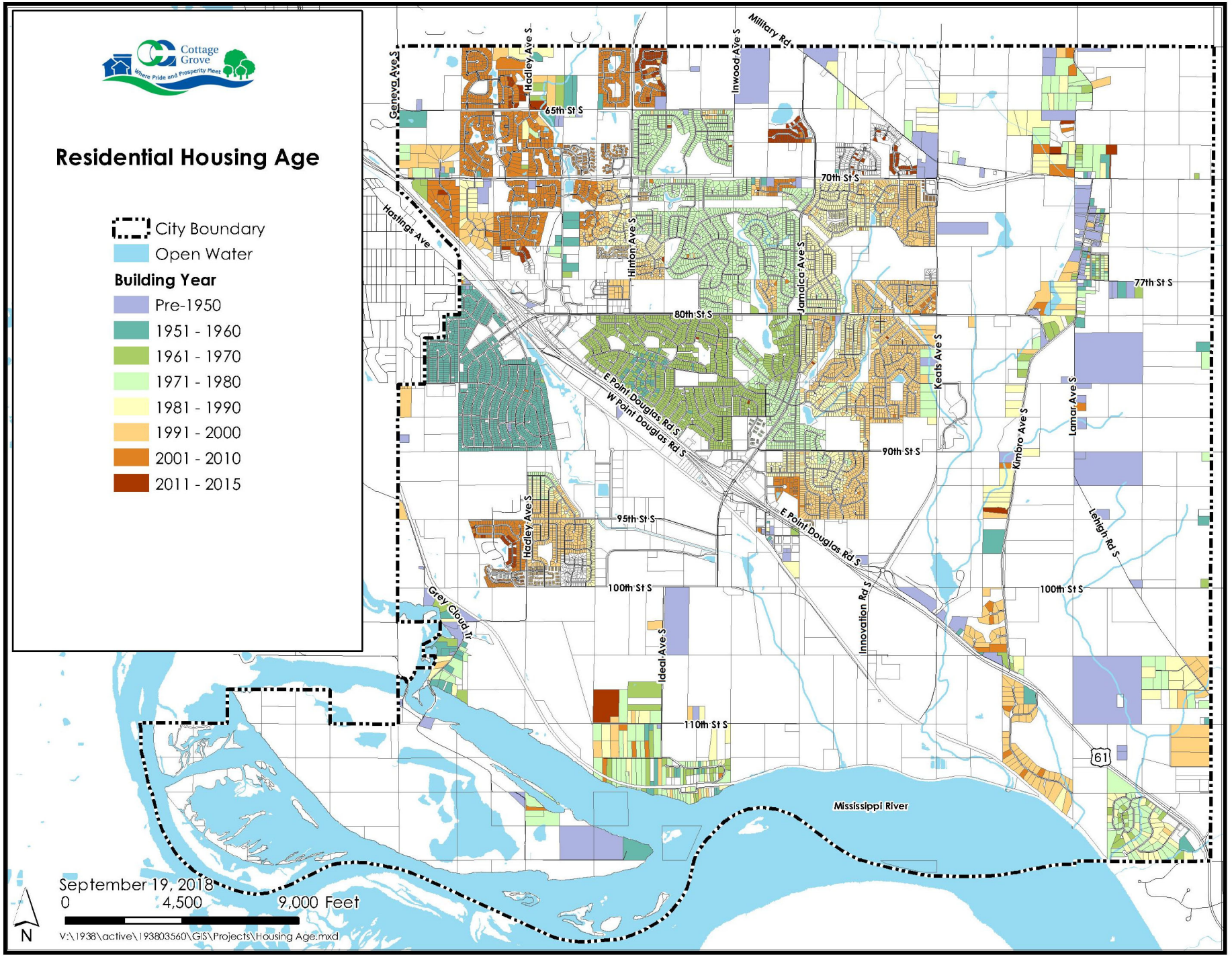


Table 3-1: New Residential Units Permitted

Year	Number of Units Permitted			
	Single Family Detached	Single Family Attached	Multifamily or Senior	Total
2007	65	2	187	254
2008	87	2	-	89
2009	54	12	-	66
2010	45	-	44	89
2011	50	-	-	50
2012	53	-	-	53
2013	46	10	-	56
2014	73	4	-	77
2015	59	6	-	65
2016	98	-	1	99
2017	111	4	2	117
Total	**741**	**40**	**234**	**1,015**

Source: City of Cottage Grove

HOUSING STOCK

Cottage Grove's demographic mix is heavily shaped by the residential development patterns of the community. The vast majority of residential development is in single family detached homes and townhomes, which were built in the 1950s and later. As a result, households tend to be families with an income that supports home ownership. The predominance of owner occupied homes is one of the reasons there are relatively few older residents. And it is consistent with the low rates of unemployment and poverty.

Single family homes comprise 81 percent of 12,521 units in the community. This is much higher than the average in Washington County (68 percent) or the Twin Cities Metropolitan Area (61 percent). The next most common unit type in Cottage Grove is the single-family attached home, also known as townhomes. Townhomes make up about nine percent of Cottage Grove's housing stock. Other housing types in Cottage Grove include small apartments (two to nine units), medium or large apartment buildings (ten or more units) and mobile homes.

The Metropolitan Council defines home ownership affordability as $85,500 for households making less than 30 percent Area Median Income (AMI), $153,000 for households making 31-50 percent AMI, and $240,500 for households making 51-80 percent AMI. In Cottage Grove, the median home value is $204,600, indicating that much of the City's housing stock is affordable at 80 percent AMI. Housing affordability is discussed further later in this chapter.

These housing characteristics are summarized in Table 3-2 on the following page.

Table 3-2: Housing Stock Characteristics

Total Number of Units	12,407		
Number of Affordable Units	**At or below 30% AMI**	**31-50% AMI**	**51-80% AMI**
	146	1,441	7,314
Number of Units	**Owner Occupied**		**Rental**
	10,792		1,615
Number of Units	**Single Family**		**Multi-family**
	11,316		989
Number of Publicly Subsidized Units	**Senior Housing**	**People with Disabilities**	**All other publicly subsidized units**
	0	0	388

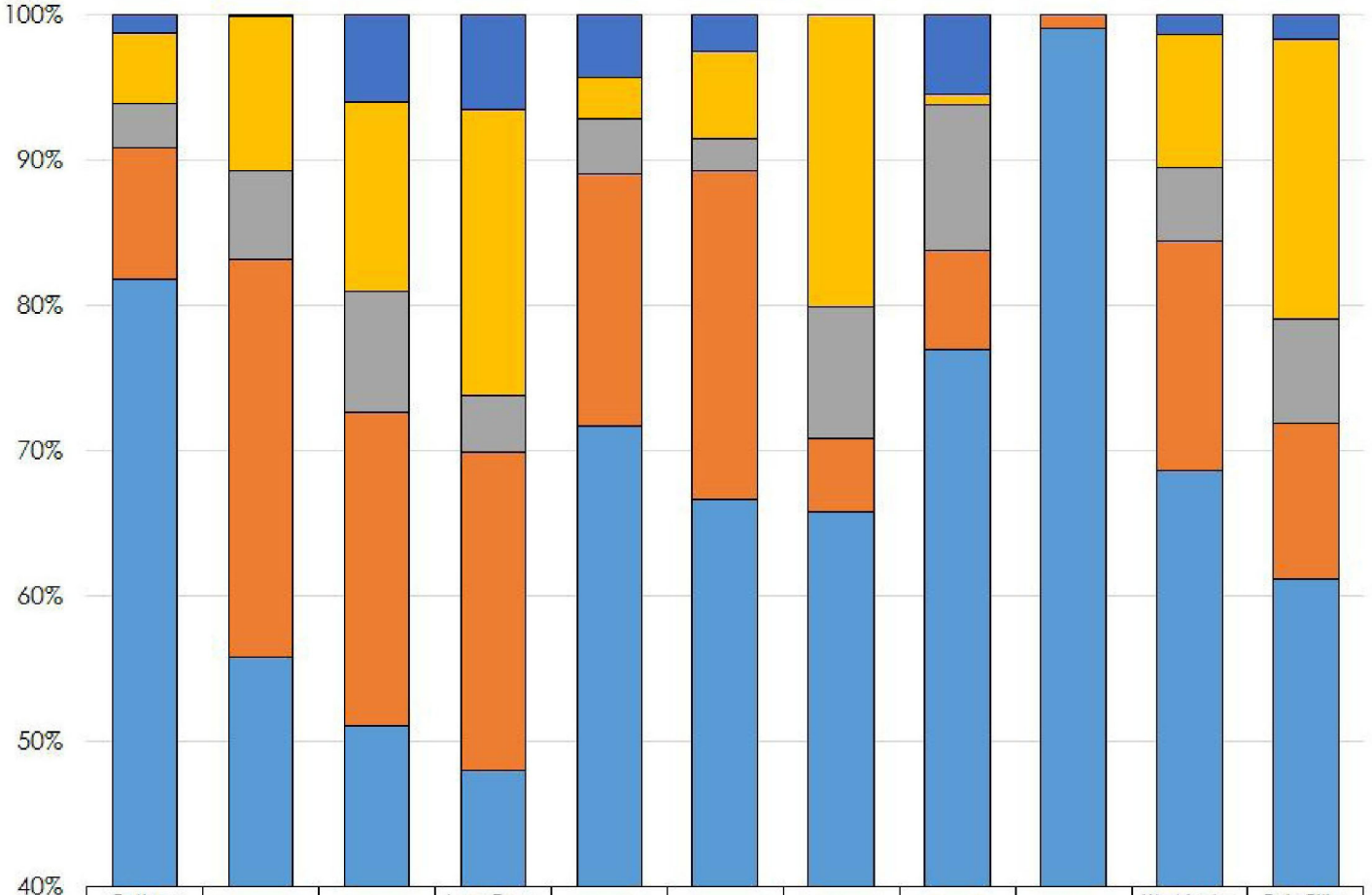
Source: Metropolitan Council

The neighboring community of Woodbury provides an interesting comparison to Cottage Grove. Fifty-five percent of Woodbury's housing stock is single family homes, much lower than Cottage Grove. This is due in part to the large number of townhomes in Woodbury. Twenty-seven percent of Woodbury's housing stock is townhomes, one of the highest percentages in the Twin Cities region. These housing stock characteristics are illustrated in Figure 3-2 on the following page.

HOUSING TENURE

About 88 percent of residents in Cottage Grove own their home. This is a much higher number than either Washington County (approximately 80 percent) or the Twin Cities Metropolitan Area (approximately 70 percent). In Cottage Grove, renters live in an array of housing types, though about 40 percent live in medium to large apartment buildings (10 or more units). Because of the high percentage of single family homes in the City, many renters also rent single family homes and townhouses (43 percent of renters).

Figure 3-2: Housing Unit Types in and around Cottage Grove



	Cottage Grove	Woodbury	Hastings	Inver Grove Heights	Lakeville	Rosemount	Newport	St. Paul Park	Afton	Washington County	Twin Cities Metro
Mobile home	1.3%	0.1%	6.0%	6.5%	4.30%	2.50%	0.0%	5.4%	0.0%	1.4%	1.7%
Apartment Buildings, 10+ Units	4.8%	10.6%	13.1%	19.7%	2.90%	6.00%	20.1%	0.8%	0.0%	9.1%	19.3%
Apartment Buildings, 2-9 Units	3.1%	6.2%	8.3%	3.9%	3.80%	2.20%	9.0%	9.9%	0.0%	5.1%	7.1%
1-unit, attached	9.0%	27.3%	21.6%	21.9%	17.30%	22.60%	5.1%	6.8%	0.9%	15.8%	10.8%
1-unit, detached	81.7%	55.8%	51.0%	47.9%	71.70%	66.60%	65.7%	76.5%	99.1%	68.5%	61.2%

Source: American Community Survey, 2014

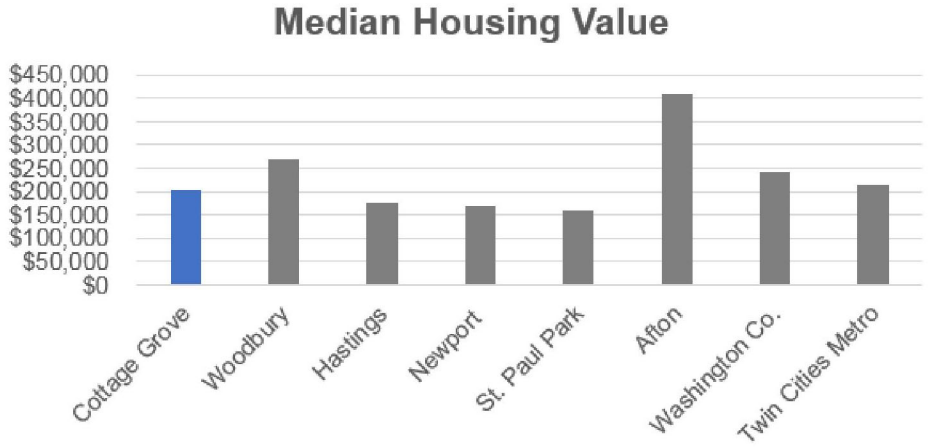
HOUSING VALUE AND RENT

The median home value in Cottage Grove is $204,600, which is lower than the Washington County median value of $240,200 and slightly lower than the Twin Cities Metropolitan Area median of $212,600. Compared to other communities in the region, Cottage Grove's housing values are fairly average. Afton is the only nearby community with significantly higher housing values (median value of $409,700). Table 3-3 includes median housing values in nearby communities. Housing values in Cottage Grove are mapped in Figure 3-3.

Table 3-3: Median Housing Values in and around Cottage Grove

Community	Median Housing Value
Cottage Grove	$204,600
Woodbury	$267,500
Hastings	$175,200
Newport	$168,400
St. Paul Park	$157,500
Afton	$409,700
Washington County	$240,200
Twin Cities Metropolitan Area	$212,600

Source: American Community Survey, 2014



The median rent in Cottage Grove is $1,098 per month, which is higher than the Twin Cities Metropolitan Area ($916) but lower than Washington County ($1,125). Compared to other communities in the area, Cottage Grove's median rent is slightly higher. This may be attributed to the large number of single family homes that are rented in the City, which tend to be more expensive to rent than apartments. This may also be the case in Afton, the neighboring community with the highest median monthly rent ($1,479). Table 3-4 includes median monthly rents in nearby communities.

Table 3-4: Median Rent in and around Cottage Grove

Community	Median Monthly Rent
Cottage Grove	$1,098
Woodbury	$1,344
Hastings	$825
Newport	$722
St. Paul Park	$758
Afton	$1,479
Washington County	$1,125
Twin Cities Metropolitan Area	$916

Source: American Community Survey, 2014

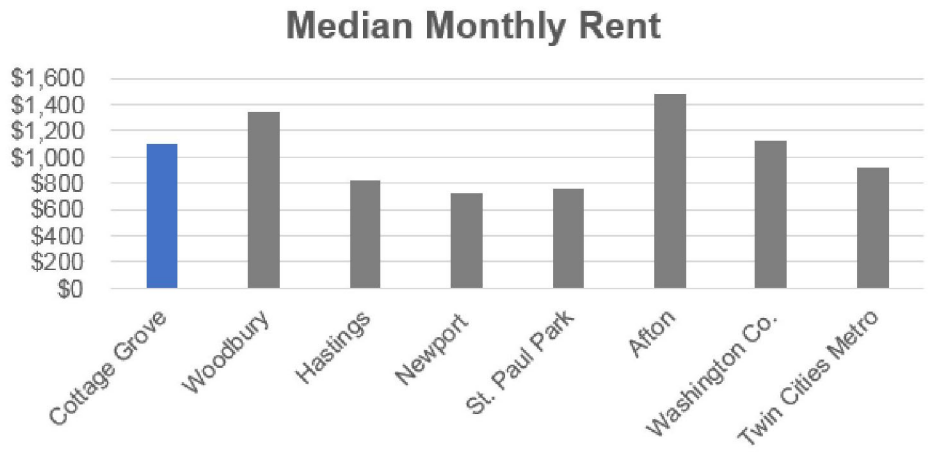
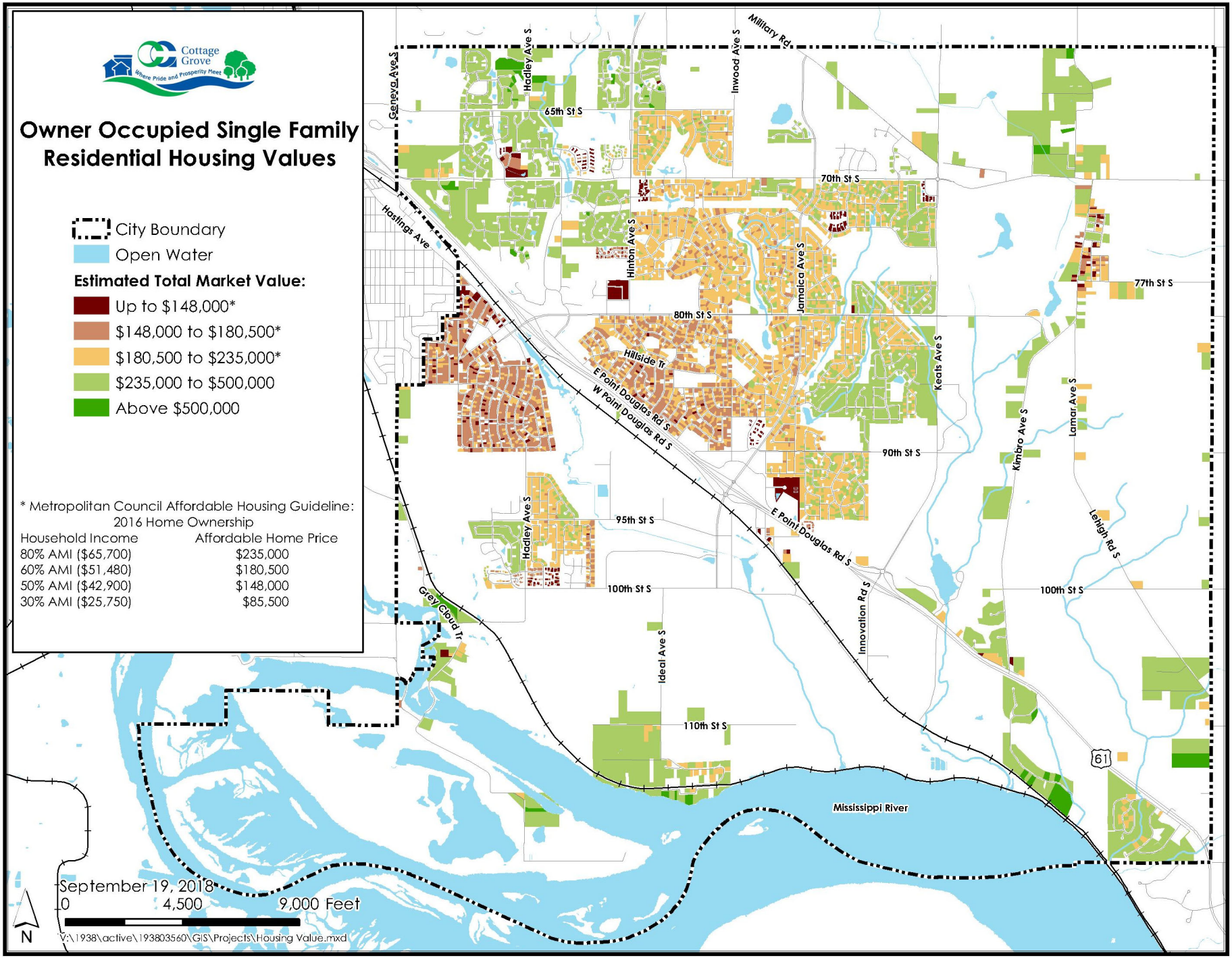


Figure 3-3: Owner Occupied Single Family Residential Housing Values



COST BURDENED HOUSEHOLDS

Many residents in communities across the Twin Cities experience challenges affording their housing costs. The Department of Housing and Urban Development (HUD) defines housing to be affordable if the residents do not pay more than 30 percent of their income towards housing costs. Housing costs can include rent or mortgage payments, utility bills, HOA fees or other fees associated with living in the home. Residents who pay more than 30 percent are considered "Cost-burdened". In Cottage Grove, over two thousand households (16.9 percent of households) are considered to be cost-burdend. Table 3-5 describes the cost burdened households by median income level.

Table 3-5: Housing Cost Burdened Households

Household Income Level	Number of Cost-burdened Households
At or below 30% AMI	698
31 to 50% AMI	663
51 to 80% AMI	648
Total Households	**2,009**

Source: Metropolitan Council

HOUSING PROJECTIONS AND NEED

With a growing population, Cottage Grove will need to accommodate for new residents of all socioeconomic backgrounds. The Community Vision, Goals and Policy Consistent with Metropolitan Council requirements, Cottage Grove must supply 568 new units of affordable housing (at or below 80 percent AMI) by 2040. The units must be affordable at different levels, described below in Table 3-6.

Table 3-6: Affordable Unit Allocations for Cottage Grove

Household Income Level	Number of Units
At or below 30% AMI	333
31 to 50% AMI	221
51 to 80% AMI	14
Total Units	**568**

Source: Metropolitan Council

In the decade 2021-2030 the City estimates about 65 acres of High Density Residential and Mixed Use development, as follows:

- High Density: 15 acres x 14 units/acre: 210 units
- Mixed Use: 50 acres x 20 units/acre: 1,000 units
- Total: 1,210 units

All of this land is within the City's current service area, not in the future Staging Areas. The Mixed Use land is currently developed, but is expected to redevelop with a housing component, so all 50 acres in the estimate above would develop with residential uses at the density noted.

Housing Need

The housing needs in Cottage Grove include:

- Multi-family units accessible to transit, especially near the future BRT stations at 80th Street and Jamaica Avenue
- Senior housing for the aging population who wish to age in place with lower maintenance units or the full spectrum of assisted living
- More affordable housing of many kinds
- Maintenance of existing housing stock through enforcement and partnering with agencies who can assist homeowners

LIVABLE COMMUNITIES

Cottage Grove has placed an emphasis on not only increasing housing supply and options but on creating communities that are healthy and livable. The City received a grant from Washington County in 2016 as part of the Statewide Health Improvement Program (SHIP) that evaluated key indicators of community health and surveyed residents on their desires for where they live. The survey found that residents in Cottage Grove believe that their parks and trails system is one of the most valuable assets in their community and 35% of residents bike or walk daily. However, safety and accessibility remain major concerns for residents.

The healthy and active living survey, as well as associated goals and policies, are discussed further in Chapter 9: Resiliency.

MANUFACTURED HOUSING

Cottage Grove currently has one manufactured home park called Cottage Grove Estates located north of 100th St and east of Hadley Ave S. Manufactured home parks are an important source of naturally occurring affordable housing and create opportunities and access to homeownership. The City has a strong relationship with the manufactured home park and will explore opportunities to preserve this valuable source of affordable housing. Options that the City may explore include the use of available homeownership resources for residents of manufactured housing, including first time homebuyer and rehabilitation resources. The City may also explore including manufactured housing as an allowable use in land use and zoning districts assigned to the existing home community. Finally, the City may consider supporting a local notice of sale or first look provisions to provide residents time to consider cooperative ownership if/when the community becomes available for sale.

STRATEGIES TO PROMOTE A DIVERSE HOUSING STOCK

In order for Cottage Grove to meet its goals and policies pertaining to housing, and especially to accommodate the projected needs of affordable housing units, the City can rely on a number of existing programs and policies to promote housing stock diversity. Numerous efforts are available for Cottage Grove to employ in order to facilitate the construction of affordable housing and to expand local housing options including regional, state, and national programs, fiscal devices, official controls, and land use regulation.

Livable Communities Act

In 1995, Minnesota Legislature created the Livable Communities Act (LCA) as defined by MN State Statute 473.25. The LCA is a voluntary, incentive-based approach to help the Metro Area communities address affordable and lifecycle housing needs. The LCA provides funds to communities to assist them in carrying out their development plans for affordable housing and creation of new jobs.

Participation in the Local Housing Incentives Program portion of the LCA requires communities to negotiate housing goals with the Metropolitan Council and prepare a Housing Action Plan.

Livable Communities Demonstration Accounts (LCDA)

LCDA funds support regional growth strategies promoting development and redevelopment that make efficient and cost-effective use of urban lands and infrastructure; improve jobs, housing, transportation, and service connections; and expand affordable and lifecycle housing choices in the region. The funds are available to municipalities that participate in the Local Housing Incentives Program of the Livable Communities Act (LCA). The LCDA is open to local housing and redevelopment authorities, economic development authorities or port authorities in LCA-participating cities, or to counties on behalf of projects located in LCA-participating cities.

As the name of the account suggests, LCDA funds are intended to be used for projects that demonstrate innovative and new ways to achieve and implement the statutory objectives, not merely to fill project funding needs.

Local Housing Incentive Account (LHIA)

LHIA grants help to produce new and rehabilitated affordable rental and homeownership, promote the Council's policy to expand and preserve lifecycle and affordable housing options to meet changing demographic trends and market preferences, and support the region's economic competitiveness.

Tax Base Revitalization Account (TBRA)

The TBRA provides funds to clean up polluted land to make it available for economic redevelopment, job retention, and job growth, or the production of affordable housing to enhance the tax base of the recipient municipality. TBRA funds are raised by a legislatively authorized levy capped at $5 million annually.
If the TBRA project includes a housing component, a portion of the housing is required to be affordable. Ownership units are considered affordable if they can be purchased by buyers earning 80% of the area median income (AMI). Affordable rental units are those renting at the Low-Income Housing Tax Credit rent limits based on 50% of the AMI.

Community Development Block Grant (CDBG) Program

The CDBG Program is provided through the U.S. Department of Housing and Urban Development. The CDBG program is a flexible program that provides communities with resources to address a wide range of unique community development needs. The CDBG program works to ensure decent affordable housing, to provide services to the most vulnerable in our communities, and to create jobs through the expansion and retention of businesses.

Fiscal Devices

Fiscal devices, such as revenue bonds, tax increment financing, or tax abatement can be used to help ease the construction and availability of affordable housing in the City of Cottage Grove.

Official Controls

The City will continue to use non-financial tools such as o~~O~~fficial controls and land use regulations ~~can be used~~ to assist in the ~~construction~~ development of affordable housing units. These tools may include density bonuses, planned unit developments and other c~~C~~ontrols and regulations that can ~~also~~ be used to simplify the process of expanding local housing options ~~also~~.

The following is a list of official controls that the City of Cottage Grove can use to implement its housing goals and policies: Zoning Ordinance, Subdivision Ordinance, Building Codes, Design Requirements, and the actual approval process itself. These regulatory tools impact the type and cost of new housing.

CONCLUSION

Cottage Grove will continue to focus short-term and long-term efforts on improving housing options for all residents. This will be accomplished through maintenance of the existing housing stock, working with developers who want to provide varied housing models, and partnering with Washington County, Metropolitan Council, and Minnesota Housing to accommodate people who are cost-burdened.

Other Implementation Steps

- Future Land Use Map – implement the future land use plan by updating the existing zoning map to reflect new land use changes
- Future Land Use Categories
  - Implement the mixed-use category by adding a new mixed-use district to the zoning code
  - Complete master plans for areas identified as Transitional Planning Areas
- Land Use Staging – work with developers and property owners to encourage contiguous development in appropriate staging area

Action Plan

Item/Action	Goal and Policy	Implementing Body	Timeframe	Priority Level
Make zoning decisions consistent with the land use plan	Goal 1, policy 2.1	City Staff, Planning Commission	Ongoing	Medium
Update zoning code to emphasize high-quality design standards in new subdivisions	Goal 2, policy 2.7	City Staff, Planning Commission	Short-term (1 year)	Medium
Update zoning code to require high-quality design standards for public buildings and facilities	Goal 2, policy 2.8	City Staff, Planning Commission	Short-term (1 year)	Medium
Complete character district studies, identifying and developing strategies to enhance neighborhood character in Old Cottage Grove	Goal 2, policy 2.9	City Staff, new task force	Medium-term (5 years)	Medium
Develop a plan for access to the Mississippi River	Goal 2, policy 2.10	City Staff, new task force	Medium-term (5 years)	Medium
Develop a plan for the future of Lower Grey Cloud Island and supporting infrastructure	Goal 2, policy 2.11	City Staff, new task force	Long-term (10+ years)	Low
Update zoning code to emphasize energy efficiency and stormwater management in new construction	Goal 4, policies 2.13, 2.15	City Staff, Planning Commission	Short-term (1 year)	Medium
Implement the future land use plan by updating the existing zoning map to reflect new land use changes	N/A	City Staff, Planning Commission	Long-term (10+ years)	Medium
Implement the mixed-use category by adding a new mixed-use district to the zoning code	N/A	City Staff, Planning Commission	Short-term (1 year)	High
Complete master plans for areas identified as transitional planning areas	N/A	City Staff, new task force	Long-term (10+ years)	Low
Work with developers and property owners to encourage contiguous development in appropriate staging areas	N/A	City Staff	Ongoing	Medium

CHAPTER 3: HOUSING

Summary

The housing chapter of the Comprehensive Plan addresses existing and future housing needs for residents of Cottage Grove. In addition to goals and policies developed by the community, the Metropolitan Council has placed affordable housing requirements on the City which will need to be met by 2040. Housing needs and opportunities were especially important topics in the comprehensive planning process, leading to the development of a housing task force for interested stakeholders.

Goals and Policies to be Implemented

- Enforce existing zoning and building standards for residential properties (Goal 1, policy 3.1)
- Update zoning code to allow for flexibility to reinvest in existing housing stock (Goal 1, policy 3.2)
- Partner with Washington County and other agencies to implement housing rehabilitation programs in the region (Goal 1, policy 3.3)
- Develop a city-wide housing maintenance program (Goal 1, policy 3.5)
- Conduct a housing needs assessment for different population groups in Cottage Grove including the elderly, disabled, and residents with special needs (Goal 2, policy 3.11)

Other Implementation Steps

- Provide 568 affordable housing units by 2040, as per requirements from the Metropolitan Council.
- Seek funding opportunities to develop an affordable and diverse housing stock including funds from the CDA's GROW program, the US Department of Housing and Urban Development (HUD) Community Development Block Grants, HOME programs administered by the CDA, Low Income Housing Tax Credits, Livable Communities Act, Local Housing Initiative Account, or Tax Base Revitalization Account.
- Utilization of non-financial tools such as official controls. These tools may include density bonuses and planned unit developments. A density bonus is a tool that grants the City Council the authority to allow a housing developer to increase the maximum allowable density above the district standard in exchange for meeting an affordable housing public policy objectives. The maximum allowable total density increase shall not exceed twenty percent (20%) as permitted by the Zoning Code.

Action Plan

Item/Action	Goal and Policy	Implementing Body	Timeframe	Priority Level
Enforce existing zoning and building standards for residential properties	Goal 1, policy 3.1	City Staff	Ongoing	High
Update zoning code to allow for flexibility to reinvest in existing housing stock	Goal 1, policy 3.2	City Staff	Short-term (1 year)	High
Partner with Washington County and other agencies to implement housing rehabilitation programs in the region	Goal 1, policy 3.3	City Staff	Ongoing	Medium
Develop a city-wide housing maintenance program	Goal 1, policy 3.5	City Staff	Complete	
Conduct a housing needs assessment for different population groups in Cottage Grove including the elderly, disabled, and residents with special needs	Goal 2, policy 3.11	City Staff, CDA, new task force	Medium-term (5 years)	High
Provide 568 affordable housing units by 2040, as per requirements from the Metropolitan Council	N/A	City Staff, partner agencies	Ongoing, long-term (10+ years)	Medium
Seek funding opportunities to develop an affordable and diverse housing stock including funds from the Livable Communities Act, Local Housing Initiative Account, or Tax Base Revitalization Account.	N/A	City Staff	Ongoing	Low

Implementation Plan

Table 10-1: Housing Implementation Plan

Identified Need	Available Tools	Potential Partners	Circumstances and Sequence of Use
Rehabilitation and maintenance of existing housing units	HOME	Washington County CDA, Minnesota Housing	The City will provide information on potential resources
	CDBG	Washington County CDA	The City will consider using a portion of the city's total CDBG allocation to provide for rehabilitation and maintenance of existing housing units
	Rental Licensing and Inspection Program		The City intends to continue the existing Rental Licensing and Inspection Program
	Effective Referrals	Washington County CDA, Minnesota Housing, Non-profit organizations	The City will provide referrals to partner organizations that address rehabilitation and maintenance of housing units
Multi-family units with access to transit, especially near the future BRT stations at 80th Street and Jamaica Avenue	Consolidated RFP, LCDA, LHIA, TBRA, CDBG/HOME	Minnesota Housing	Upon request by a qualified developer, the City would consider sponsoring an application to LCDA, LHIA, TBRA, Consolidated RFP, and/ or CDBG/HOME programs for multi-family units with access to transit
	GROW (Gap Financing for Redevelopment and Rental and Owner-Occupied Housing)	Washington County CDA	Upon request by a qualified developer, the City will consider support for gap financing funds for multi-family projects near transit
Various types of housing for multi-generational community living , including senior housing	Start-Up Loan Program	Minnesota Housing	The City will work to provide information on potential resources to the best of its ability
	Home Improvement Loans	Washington County CDA, Minnesota Housing	The City will work to provide information on potential resources to the best of its ability
	Home Buyer Education	Washington County CDA	The City will consider partnering with the CDA and other agencies to offer resources to homeowners pre- and post-purchase.
	Affordable Mortgage Products/MCPP (Minnesota Cities Participation Program)	Minnesota Housing	The City will provide information on this potential resource to the best of its ability.
	Fair Housing Policy		The City will consider developing a Fair Housing Policy and understands such a policy will be required to apply for LCA grants starting in 2019.
	Site Assembly		It is unlikely the City will consider using site assembly for this purpose.

Identified Need	Available Tools	Potential Partners	Circumstances and Sequence of Use
333 new housing units affordable for 30% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, TBRA, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing
221 new housing units affordable for 31 to 50% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing
14 new housing units affordable for 51 to 80% AMI	TIF assistance to developer, tax abatement, Consolidated RFP, LCDA, LHIA, tax credits, density bonus	Washington County CDA, MN Housing, Metropolitan Council, Affordable housing developers, non-profit organizations	The City will work with developers to accommodate the development of affordable housing
Tools to address multiple housing needs	Use of local HRA/EDA powers		The City would consider this tool as needed
	Participation in housing-related organizations and partnerships		The City would consider this tool as needed
	Preservation of existing LIHTC properties	Washington County CDA	The City would consider partnering with Washington County CDA to preserve existing LIHTC properties as needed
	Specific tools that preserve naturally occurring affordable housing: Housing Improvement Areas, partnerships with sources of preservation financing, local program utilizing 4(d) tax incentives	MN Housing, Greater Minnesota Housing Fund	The City will explore use of these tools and partnerships as needed
	Partnership with Community Land Trust (CLT)	Two Rivers Community Land Trust	The City would consider assisting CLT's working in the area as requested

CHAPTER 4: HISTORIC PRESERVATION

Summary

The historic sites of Cottage Grove contribute to the character of the community. Chapter 4 of the Comprehensive Plan addresses historic preservation and identifies goals and policies to balance new development with these historic features. As the City of Cottage Grove continues to grow, it will be important that the City work proactively with property owners to preserve and enhance heritage resources in their community.

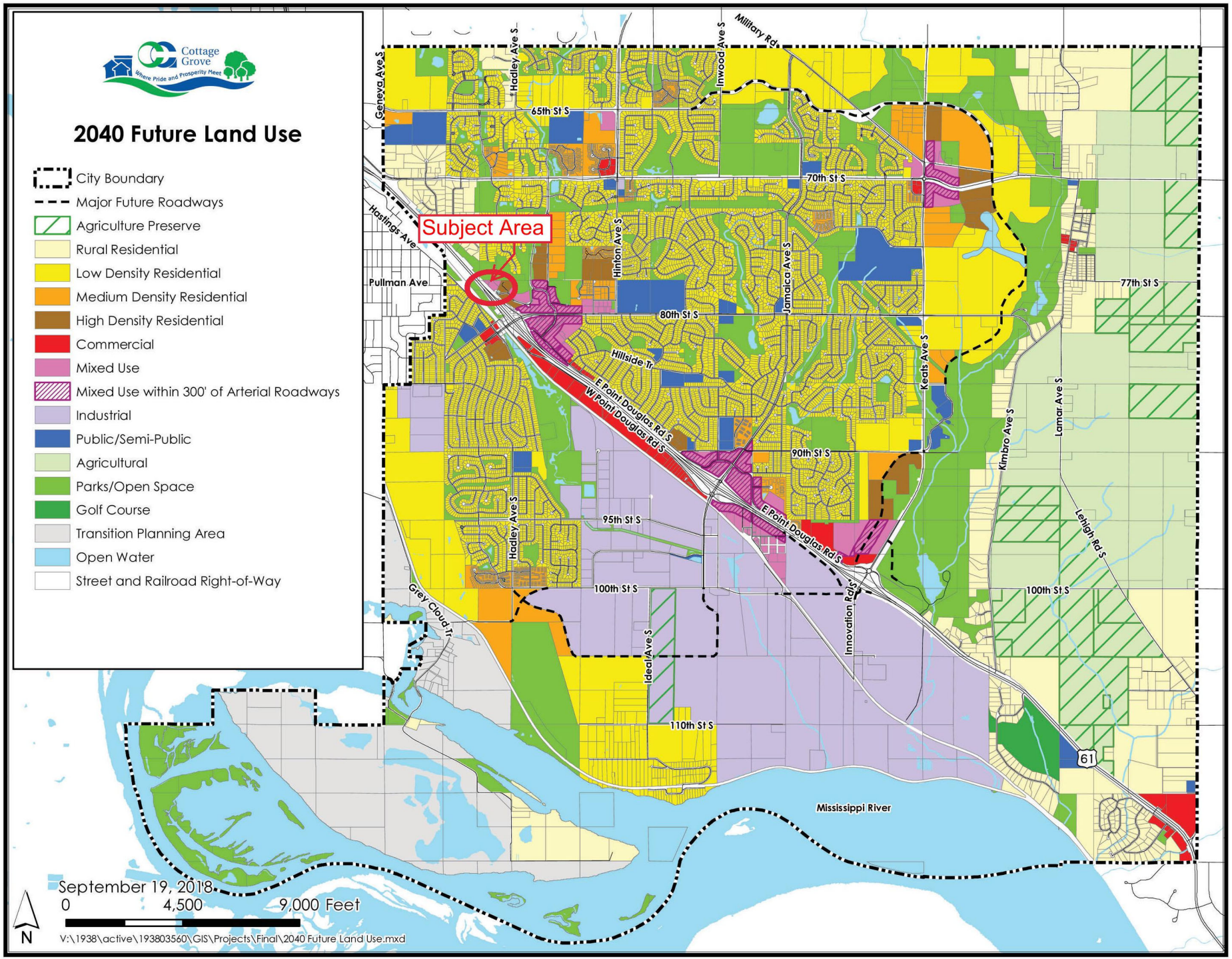
Goals and Policies to be Implemented

- Partner with Washington County, SHPO and other relevant organizations to implement the City Historic Preservation Program (Goal 1, policy 4.1)
- Maintain a historic resources inventory on the City's website (Goal 2, policy 4.5)
- Monitor historic resources in the community and determine eligibility of resources using existing city processes (Goal 2, policy 4.8)
- List properties deemed significant by the Advisory Committee on Historic Preservation on the City and National Registers of historic places on an ongoing basis (Goal 3)
- Follow established processes in the review and permitting of properties with established or potential historic resources (Goal 4, policies 4.11, 4.12, 4.13)
- Develop and provide owners of historic property with educational resources and guidelines for the rehabilitation and restoration of their properties (Goal 5, policy 4.14)

Other Implementation Steps

- Develop an education program for residents to help empower them to realize the community vision for historic preservation in the future.
- Complete a character district study, identifying and developing strategies to preserve and enhance the neighborhood character of old Cottage Grove.

Figure 2-10: 2040 Proposed Future Land Use

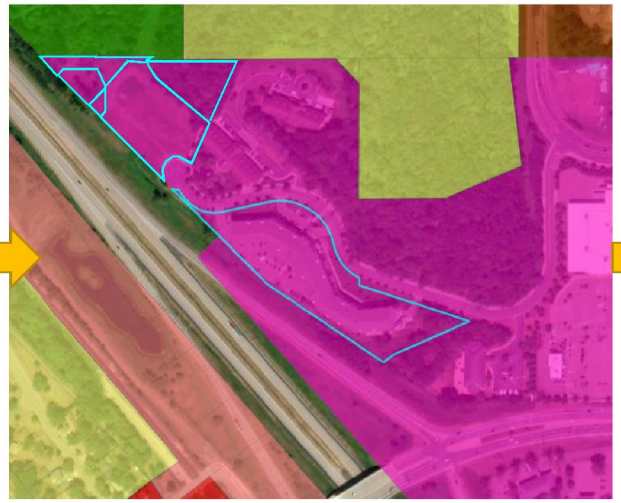


Exiting 2040 Land Use Plan



- Rural Residential
- Low Density Residential
- Med Density Residential
- High Density Residential
- Commercial
- Mixed Use
- Industrial
- Golf Course
- Parks/Open Space

Propose Rezoning



- I1 - General Industrial
- I2 - Heavy Industrial
- I3 – Commercial Excavation
- B1 - Limited Business
- B2 – Retail Business
- B3 – General Business
- PB – Planned Business
- MU - Mixed Use

Propose 2040 Land Use Plan



- Rural Residential
- Low Density Residential
- Med Density Residential
- High Density Residential
- Commercial
- Mixed Use
- Industrial
- Golf Course
- Parks/Open Space


Rural Residential
Low Density Residential
Med Density Residential
High Density Residential
Commercial
Mixed Use
Industrial
Golf Course
Parks/Open Space

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-165

RESOLUTION APPROVING THE COMPREHENSIVE PLAN AMENDMENT AND AUTHORIZING STAFF TO SUBMIT THE PROPOSED AMENDMENT TO THE METROPOLITAN COUNCIL

WHEREAS, the Minnesota Land Planning Act requires all metropolitan area communities, when amending and updating their comprehensive plans to submit the plans to the Metropolitan Council for approval; and

WHEREAS, the City Council of the City of Cottage Grove initiated an amendment to its Housing and Implementation chapters of the 2040 Comprehensive Plan to authorize the use of density bonuses as an non-financial incentive for construction affordable housing; and

WHEREAS, the City Council of the City of Cottage Grove initiated an amendment to its Land Use chapter to change the land use of 6580 and 6999 East Point Douglas Road South from High Density Residential to Mixed Use; and

WHEREAS, the Planning Commission held a public hearing and reviewed the request on November 28, 2022. At that time the Planning Commission recommended approval by a 7-to-0 vote. Staff concurs and recommends that the City Council approve the comprehensive plan amendment; and

WHEREAS, on December 7, 2022, the City Council approved the proposed Comprehensive Plan Amendment subject to review by the Metropolitan Council pursuant to Minnesota Statutes §473.864; and

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, approves the 2040 Comprehensive Plan Amendment and authorizes staff to submit the proposed amendment to the Metropolitan Council review.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City Council Action Request

Cottage Grove
Where Pride and Prosperity Meet

7W

Meeting Date	12/7/2022
Department	Finance
Agenda Category	Consent Agenda
Title	Certifying delinquent utility accounts to 2023 property taxes
Staff Recommendation	Adopt Resolution 2022-161 certifying delinquent utility accounts to 2023 property taxes.
Budget Implication	$234,285.19
Attachments	Memo Certifying 2022 Delinquent Uitlity Accounts.tif 708.44KB RES 2022-161 Certify delinquent utility accounts.tif 71.67KB Delinquent Utility Accounts Certification List 2022.tif 1.41MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Brenda Malinowski, Finance Director
Dar Hintz, Utility Billing & Customer Service
Michael Hoppe, Accountant

Date: November 30, 2022

Subject: Adopt Resolution – Certify Delinquent Utility Accounts to 2023 Property Taxes

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Introduction

The City Council is asked to consider the adoption of a resolution certifying unpaid utility bills to the property served as provided for in the City Code under section 8-1-8.

Discussion

The City certifies delinquent utility bills on an annual basis. When the account is included on the assessment roll, a $75 administrative fee plus 10% additional interest is charged.

The process followed was:

1. The Utility Billing Clerk along with OPUS 21(our billing service provider) examined the utility receivables and prepared a letter that was mailed to each property owner with a delinquent balance as of September 16, 2022. Each property owner had until November 14, 2022, to bring their account current or make other payment arrangements.

2. The remaining unpaid utility accounts are proposed to be certified to Washington County as a one-year assessment for collection with the property taxes due the next tax payable year. A $75 administrative fee and 10% interest are added to each account that is certified. Once the assessment is adopted it becomes a lien on the property, so eventual collection is assured.

The criteria used included

- Any balance over 60 days past due that is over $50
- Any inactive account in any amount over 1-day delinquent (inactive accounts are those where people have moved).

The original list of delinquent accounts that were sent notices included 1,008 accounts totaling $325,244 compared to 975 accounts totaling $298,707 last year. 38% of the 2022 account balances were paid by the November 14th deadline and they have been removed from the certification list. None of the annual utility billing customer have been included in the certification list since the majority of these customers did not receive their bill in the fall of 2021.

A history of the past 10 years is below:

	Accounts Certified	Avg. amt assessed	Utility Charges	Admin. Fees	Total Certified
2022	447	$449	200,835	$33,450	$234,285
2021	459	375	172,241	34,425	206,666
2020	475	358	169,934	35,625	205,559
2019	515	359	184,026	38,625	222,651
2018	510	333	170,390	38,325	208,715
2017	514	303	155,675	38,550	194,225
2016	504	260	131,309	37,800	169,109
2015	504	278	139,979	37,800	177,779
2014	482	277	133,553	36,150	169,703
2013	553	262	144,890	41,475	186,365

Finance staff also works in concert with the Community Development and Public Works departments to identify vacant properties and shutting off the water in those properties prior to winter.

We believe the implementation of our new payment platform called Invoice Cloud, played a role in having less properties certified. Invoice Cloud offers many payment options, such as make payments online or by phone. This online system contributed to 57% of payments paid by credit cards year to date in 2022. Compared to 56% in 2021.

	2022	2021	2020	2019	2018	2017
Checks/Cash	29%	31%	38%	43%	43%	46%
Vanco	13%	12.75%	14%	18%	18%	18%
ACH	1%	.25%	1%	17%	19%	18%
Credit Cards	57%	56%	47%	22%	20%	18%

Action Requested

Adopt Resolution 2022-161 certifying delinquent utility bills to the property tax rolls for pay 2023.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-161
RESOLUTION CERTIFYING DELINQUENT UTILITY ACCOUNTS

WHEREAS, City Code 8-1-8, provides that delinquent utility bills be certified for collection along with the property taxes, and

WHEREAS, certain properties within the City have delinquent utility bills;

NOW, THEREFORE BE IT RESOLVED, by the City Council of Cottage Grove, County of Washington, State of Minnesota, that delinquent city service bills in the amount of $234,285.19 be certified for collection as specified in the attached assessment roll with the 2023 property taxes

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

1. Such proposed assessment in the amount of $234,285.19, a copy of which is attached hereto and made a part hereof, is hereby accepted and shall constitute the special assessment against the property named therein for unpaid utility bills.

2. Such assessment shall be payable in one annual installment, at an interest rate of 10%.

3. The Director of Finance shall transmit a certified duplicate of this assessment to the County Auditor to be extended on the property tax lists of the County. Such assessment shall be collected and paid over in the same manner as other municipal taxes.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
102934804	8974 JASMINE LN S	$4,933.86	$75.00	$5,008.86	ACTIV	15.027.21.33.0042
800035290	7943 77TH ST S	$3,795.86	$75.00	$3,870.86	ACTIV	08.027.21.41.0095
109316958	6520 FOXTAIL CT S	$1,762.17	$75.00	$1,837.17	ACTIV	06.027.21.43.0021
800039442	7009 JOCELYN AVE S	$1,750.77	$75.00	$1,825.77	ACTIV	10.027.21.12.0041
800044778	9200 JERGEN AVE S	$1,625.35	$75.00	$1,700.35	ACTIV	22.027.21.21.0129
800037307	7883 IVYSTONE AVE S	$1,510.36	$75.00	$1,585.36	ACTIV	09.027.21.44.0085
109327969	6544 WILDFLOWER DR S	$1,466.44	$75.00	$1,541.44	ACTIV	06.027.21.42.0051
800041145	7162 HIDDEN VALLEY TRL S	$1,460.53	$75.00	$1,535.53	ACTIV	08.027.21.12.0028
100214209	8801 HILLSIDE TRL S	$1,450.20	$75.00	$1,525.20	ACTIV	16.027.21.41.0070
800046905	6982 91ST ST S	$1,442.66	$75.00	$1,517.66	ACTIV	19.027.21.11.0036
800041434	6958 SUNFLOWER CIR S	$1,428.91	$75.00	$1,503.91	ACTIV	07.027.21.11.0031
800048806	7198 HIDDEN VALLEY CV S	$1,427.27	$75.00	$1,502.27	ACTIV	08.027.21.21.0024
800034472	9805 78TH ST S	$1,385.11	$75.00	$1,460.11	ACTIV	10.027.21.44.0073
800041807	8793 67TH STREET CT S	$1,299.83	$75.00	$1,374.83	ACTIV	03.027.21.32.0011
800050225	7715 IVERSON AVE S	$1,289.26	$75.00	$1,364.26	ACTIV	09.027.21.44.0031
800045974	8767 HALLMARK AVE S	$1,261.99	$75.00	$1,336.99	ACTIV	17.027.21.33.0056
110720267	6505 HIGHLAND HILLS LN S	$1,187.45	$75.00	$1,262.45	ACTIV	06.027.21.13.0051
800049979	6366 JEFFERY AVE S	$1,172.99	$75.00	$1,247.99	ACTIV	03.027.21.24.0054
800047825	6435 82ND ST S	$1,157.46	$75.00	$1,232.46	ACTIV	18.027.21.21.0104
103387244	7726 JOCELYN AVE S	$1,155.64	$75.00	$1,230.64	ACTIV	10.027.21.34.0067
800047569	9339 JEFFERY CT S	$1,153.47	$75.00	$1,228.47	ACTIV	22.027.21.24.0048
100798774	7772 79TH ST S	$1,116.30	$75.00	$1,191.30	ACTIV	08.027.21.43.0175
800048597	6872 JEFFERY AVE S	$1,085.99	$75.00	$1,160.99	ACTIV	03.027.21.34.0073
800042723	8661 IRA AVE S	$1,069.29	$75.00	$1,144.29	ACTIV	16.027.21.42.0075
110974309	6641 HIGHLAND HILLS LN S	$1,060.44	$75.00	$1,135.44	ACTIV	06.027.21.13.0044
800048956	9124 HAMLET AVE S	$1,045.69	$75.00	$1,120.69	ACTIV	20.027.21.22.0064
800039634	7180 MEADOW GRASS AVE S	$1,022.09	$75.00	$1,097.09	ACTIV	07.027.21.11.0012
800045030	8387 66TH ST S	$1,005.60	$75.00	$1,080.60	ACTIV	04.027.21.31.0029
800041964	8098 HYNES AVE S	$991.28	$75.00	$1,066.28	ACTIV	16.027.21.22.0039
800034245	6335 HEARTHSTONE AVE S	$974.34	$75.00	$1,049.34	ACTIV	05.027.21.13.0043
800033839	7449 IVYSTONE AVE S	$927.34	$75.00	$1,002.34	ACTIV	09.027.21.14.0056
107379097	9977 74TH ST S	$919.13	$75.00	$994.13	ACTIV	10.027.21.14.0019
102462360	8280 JASMINE AVE S	$914.07	$75.00	$989.07	ACTIV	15.027.21.23.0023
111886682	9779 DUNES AVE S	$912.42	$75.00	$987.42	ACTIV	19.027.21.44.0020
800041934	9482 72ND ST S	$911.81	$75.00	$986.81	INACT	10.027.21.21.0178
800046379	6697 JEFFERY CT S	$901.74	$75.00	$976.74	ACTIV	03.027.21.31.0048
101606542	8679 HADLEY AVE S	$889.16	$75.00	$964.16	ACTIV	18.027.21.41.0041
101117084	9115 92ND ST S	$850.37	$75.00	$925.37	ACTIV	22.027.21.23.0005
800033918	9183 73RD ST S	$837.77	$75.00	$912.77	ACTIV	10.027.21.23.0016
800043183	8577 GRANADA AVE S	$835.59	$75.00	$910.59	ACTIV	18.027.21.42.0085
110753273	6868 74TH ST S	$831.09	$75.00	$906.09	ACTIV	07.027.21.14.0062
800034749	8655 INDAHL AVE S	$821.62	$75.00	$896.62	ACTIV	16.027.21.31.0002
800046562	7673 JORGENSEN CT S	$821.38	$75.00	$896.38	ACTIV	10.027.21.41.0014
800050532	6449 HIGHLAND HILLS CURV S	$820.43	$75.00	$895.43	ACTIV	06.027.21.24.0029
800044150	8772 JEWEL AVE S	$799.72	$75.00	$874.72	ACTIV	15.027.21.34.0014
103984820	8105 HORNELL AVE S	$798.86	$75.00	$873.86	ACTIV	16.027.21.22.0036
800050009	7620 EAST POINT DOUGLAS RD S	$798.11	$75.00	$873.11	ACTIV	17.027.21.13.0099
800035246	8351 HYDE CT S	$796.54	$75.00	$871.54	ACTIV	16.027.21.23.0016
800039873	6190 HEDGECROFT AVE S	$783.59	$75.00	$858.59	ACTIV	05.027.21.12.0009
106845582	9374 JERGEN PL S	$782.36	$75.00	$857.36	ACTIV	22.027.21.24.0087
104449267	8852 80TH ST S	$780.39	$75.00	$855.39	ACTIV	09.027.21.44.0055
800036215	8597 HILLSIDE TRL S	$778.88	$75.00	$853.88	ACTIV	16.027.21.42.0096
104399219	9134 79TH ST S	$775.87	$75.00	$850.87	ACTIV	10.027.21.33.0066
112437323	8040 INGLESIDE AVE S	$744.33	$75.00	$819.33	ACTIV	16.027.21.21.0056
102004921	8281 INGBERG TRL S	$743.89	$75.00	$818.89	ACTIV	16.027.21.34.0021

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
800034115	7626 HOMESTEAD AVE S	$742.34	$75.00	$817.34	ACTIV	08.027.21.41.0118
800047524	8183 GRANADA AVE S	$739.82	$75.00	$814.82	ACTIV	18.027.21.12.0054
800040930	8079 66TH STREET CT S	$738.74	$75.00	$813.74	ACTIV	04.027.21.32.0054
800041552	9126 92ND ST S	$729.57	$75.00	$804.57	ACTIV	22.027.21.22.0024
101977895	8741 IMPERIAL AVE S	$721.19	$75.00	$796.19	ACTIV	16.027.21.32.0019
105907679	7680 JASMINE AVE S	$720.01	$75.00	$795.01	ACTIV	10.027.21.32.0022
111379900	8570 HAMLET AVE S	$716.58	$75.00	$791.58	ACTIV	17.027.21.32.0027
800045084	7683 HYDE AVE S	$715.27	$75.00	$790.27	ACTIV	08.027.21.41.0058
109304946	7188 JOPLIN AVE S	$714.79	$75.00	$789.79	ACTIV	10.027.21.11.0057
800044745	7744 JANERO CT S	$706.18	$75.00	$781.18	ACTIV	10.027.21.33.0076
108934595	7540 INSKIP TRL S	$706.09	$75.00	$781.09	ACTIV	09.027.21.31.0096
800046324	7015 92ND ST S	$705.00	$75.00	$780.00	ACTIV	20.027.21.22.0030
800048911	6970 HOMESTEAD AVE S	$704.31	$75.00	$779.31	ACTIV	05.027.21.44.0066
100973943	6701 85TH ST S	$693.36	$75.00	$768.36	ACTIV	18.027.21.42.0039
800044079	7339 INNSDALE AVE S	$687.54	$75.00	$762.54	ACTIV	09.027.21.24.0067
800038955	9006 JASMINE CT S	$687.48	$75.00	$762.48	ACTIV	22.027.21.22.0053
800045425	8804 GROSPOINT AVE S	$680.01	$75.00	$755.01	ACTIV	18.027.21.44.0056
800044126	6514 81ST ST S	$678.10	$75.00	$753.10	ACTIV	18.027.21.12.0023
800047163	8195 JANERO AVE S	$664.08	$75.00	$739.08	ACTIV	15.027.21.22.0024
800041470	8420 GROSPOINT AVE S	$662.38	$75.00	$737.38	ACTIV	18.027.21.14.0041
106045813	7911 ISLETON AVE S	$659.06	$75.00	$734.06	ACTIV	09.027.21.44.0068
800044249	7416 HIDDEN VALLEY TRL S	$655.55	$75.00	$730.55	ACTIV	08.027.21.13.0052
800043641	9828 HAYWARD AVE S	$649.08	$75.00	$724.08	ACTIV	20.027.21.34.0058
106782521	9065 JERGEN AVE S	$647.99	$75.00	$722.99	ACTIV	22.027.21.21.0087
102196103	7584 HOMESTEAD AVE S	$647.32	$75.00	$722.32	ACTIV	08.027.21.41.0063
107305025	9158 73RD ST S	$645.30	$75.00	$720.30	ACTIV	10.027.21.22.0058
800050463	8811 88TH ST S	$644.18	$75.00	$719.18	ACTIV	16.027.21.44.0006
107699404	9416 INDIAN BOULEVARD CT S	$634.50	$75.00	$709.50	ACTIV	10.027.21.24.0014
800035255	7360 IRVIN AVE S	$633.56	$75.00	$708.56	ACTIV	09.027.21.13.0036
800037216	9661 HARROW CT S	$631.41	$75.00	$706.41	ACTIV	20.027.21.31.0100
800037051	8114 HENSLOWE AVE S	$630.63	$75.00	$705.63	ACTIV	17.027.21.12.0027
800042323	8940 INWOOD AVE S	$629.92	$75.00	$704.92	ACTIV	16.027.21.34.0070
800037865	9263 73RD ST S	$625.41	$75.00	$700.41	ACTIV	10.027.21.23.0093
800038710	8405 HARKNESS RD S	$621.23	$75.00	$696.23	ACTIV	17.027.21.13.0063
800039925	8689 GRENADIER AVE S	$618.75	$75.00	$693.75	ACTIV	18.027.21.42.0005
800043466	8720 GREENWAY AVE S	$604.97	$75.00	$679.97	ACTIV	18.027.21.42.0052
111644375	6644 90TH ST S	$604.52	$75.00	$679.52	ACTIV	18.027.21.43.0049
800046822	9088 JASMINE AVE S	$603.30	$75.00	$678.30	ACTIV	22.027.21.22.0063
800042989	7503 IDEAL AVE S	$595.14	$75.00	$670.14	ACTIV	09.027.21.31.0086
800045629	7754 INSKIP TRL S	$591.38	$75.00	$666.38	ACTIV	09.027.21.34.0080
800045029	9497 HAMES AVE S	$588.97	$75.00	$663.97	ACTIV	20.027.21.23.0104
105079881	9277 HALLMARK AVE S	$587.02	$75.00	$662.02	ACTIV	20.027.21.23.0025
800044288	6399 HOMESTEAD LN S	$585.76	$75.00	$660.76	ACTIV	05.027.21.14.0035
800036927	7159 JANERO AVE S	$582.09	$75.00	$657.09	ACTIV	10.027.21.21.0108
800049310	8028 HEMINGWAY AVE S	$578.41	$75.00	$653.41	ACTIV	17.027.21.12.0036
800044436	9081 JANIE AVE S	$577.98	$75.00	$652.98	ACTIV	21.027.21.11.0064
800047844	9084 JERGEN AVE S	$574.48	$75.00	$649.48	ACTIV	22.027.21.21.0081
101101068	8915 91ST ST S	$573.94	$75.00	$648.94	ACTIV	21.027.21.11.0040
106742481	7762 JANERO CT S	$570.01	$75.00	$645.01	ACTIV	10.027.21.33.0080
104457275	8965 80TH ST S	$569.40	$75.00	$644.40	ACTIV	16.027.21.11.0034
800043821	9603 85TH ST S	$568.38	$75.00	$643.38	ACTIV	15.027.21.13.0099
800034316	6653 99TH ST S	$567.83	$75.00	$642.83	INACT	19.027.21.43.0014
800038058	9574 INDIAN BLVD S	$567.42	$75.00	$642.42	ACTIV	10.027.21.13.0066
800043877	9612 HAMES AVE S	$567.27	$75.00	$642.27	ACTIV	20.027.21.32.0040
800048094	8844 INWOOD AVE S	$566.95	$75.00	$641.95	ACTIV	16.027.21.34.0064

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
106926659	7932 SCOTT BLVD S	$564.77	$75.00	$639.77	ACTIV	07.027.21.43.0046
800036458	7224 IMPERIAL AVENUE CT S	$561.91	$75.00	$636.91	ACTIV	09.027.21.22.0064
800039187	8776 GREENWAY AVE S	$557.18	$75.00	$632.18	ACTIV	18.027.21.43.0037
800043123	9610 HAMES AVE S	$556.21	$75.00	$631.21	ACTIV	20.027.21.32.0041
800036415	9675 84TH ST S	$554.65	$75.00	$629.65	ACTIV	15.027.21.13.0058
111862470	7011 HOMESTEAD AVE S	$554.40	$75.00	$629.40	ACTIV	08.027.21.11.0033
800043087	8329 81ST ST S	$553.64	$75.00	$628.64	ACTIV	16.027.21.21.0073
107315034	9272 73RD ST S	$546.94	$75.00	$621.94	ACTIV	10.027.21.21.0079
800038857	8787 GRENADIER AVE S	$543.67	$75.00	$618.67	ACTIV	18.027.21.43.0009
800041157	8123 JOLIET AVE S	$541.72	$75.00	$616.72	ACTIV	15.027.21.11.0013
101789718	8165 HENNA AVE S	$535.53	$75.00	$610.53	ACTIV	17.027.21.11.0070
800046673	8612 INDAHL AVE S	$527.83	$75.00	$602.83	ACTIV	16.027.21.32.0087
105057859	8847 HALLMARK AVE S	$527.76	$75.00	$602.76	ACTIV	17.027.21.33.0051
101126092	9143 92ND ST S	$526.00	$75.00	$601.00	ACTIV	22.027.21.23.0008
800048518	7667 IVYSTONE AVE S	$524.69	$75.00	$599.69	ACTIV	09.027.21.41.0005
109308950	7210 JOPLIN AVE S	$521.62	$75.00	$596.62	ACTIV	10.027.21.11.0055
107510225	8585 81ST ST S	$521.19	$75.00	$596.19	ACTIV	16.027.21.12.0012
800043545	8037 HOMESTEAD AVE S	$521.19	$75.00	$596.19	ACTIV	17.027.21.11.0042
800046265	6996 PINE CREST TRL S	$520.03	$75.00	$595.03	ACTIV	05.027.21.34.0067
800039355	8370 INDIAN BLVD S	$517.53	$75.00	$592.53	ACTIV	09.027.21.21.0005
800035794	8201 INDIAN BLVD S	$517.23	$75.00	$592.23	ACTIV	09.027.21.23.0010
800045210	7515 IMMANUEL AVE S	$516.23	$75.00	$591.23	ACTIV	09.027.21.23.0005
104185016	8429 72ND ST S	$515.32	$75.00	$590.32	ACTIV	09.027.21.21.0056
101558496	8765 GROSPOINT AVE S	$515.15	$75.00	$590.15	ACTIV	18.027.21.44.0007
800042124	9408 INDIAN BOULEVARD CT S	$513.63	$75.00	$588.63	ACTIV	10.027.21.24.0018
800036194	8095 HORNELL AVE S	$513.50	$75.00	$588.50	ACTIV	16.027.21.22.0035
800044006	7640 IMMANUEL AVE S	$512.87	$75.00	$587.87	ACTIV	09.027.21.32.0049
108433112	7603 IDEAL AVE S	$512.73	$75.00	$587.73	ACTIV	09.027.21.31.0030
800036497	8682 INGERSOLL AVE S	$511.34	$75.00	$586.34	ACTIV	16.027.21.31.0106
800049203	6935 91ST CV S	$510.84	$75.00	$585.84	ACTIV	19.027.21.11.0163
800042472	6666 99TH ST S	$510.02	$75.00	$585.02	ACTIV	19.027.21.43.0021
800038526	8423 JASMINE AVE S	$509.54	$75.00	$584.54	ACTIV	15.027.21.23.0038
103072937	8063 JERGEN AVE S	$506.73	$75.00	$581.73	ACTIV	15.027.21.21.0029
102500396	6772 IDSEN AVE S	$502.08	$75.00	$577.08	ACTIV	04.027.21.32.0029
800044744	9937 77TH ST S	$501.91	$75.00	$576.91	ACTIV	10.027.21.44.0014
800040110	7463 HIDDEN VALLEY CT S	$501.14	$75.00	$576.14	ACTIV	08.027.21.24.0010
800037778	8744 HADLEY AVE S	$497.80	$75.00	$572.80	ACTIV	18.027.21.41.0054
800048973	9190 91ST ST S	$497.56	$75.00	$572.56	ACTIV	22.027.21.22.0064
105656436	8814 INWOOD AVE S	$497.09	$75.00	$572.09	ACTIV	16.027.21.34.0062
112021582	8553 GREENE AVE S	$495.45	$75.00	$570.45	ACTIV	18.027.21.42.0064
800037469	8435 HINTON AVE S	$492.45	$75.00	$567.45	ACTIV	17.027.21.14.0081
102035951	8701 INDAHL AVE S	$492.33	$75.00	$567.33	ACTIV	16.027.21.31.0005
800037981	8564 HYDE AVE S	$488.81	$75.00	$563.81	ACTIV	17.027.21.41.0053
800043727	8609 INDIAN BLVD S	$483.05	$75.00	$558.05	ACTIV	09.027.21.13.0022
800039531	9484 JARROD AVE S	$480.11	$75.00	$555.11	ACTIV	22.027.21.23.0109
100172168	8186 HEMINGWAY AVE S	$477.49	$75.00	$552.49	ACTIV	17.027.21.12.0048
108636308	7356 INWOOD AVE S	$475.84	$75.00	$550.84	ACTIV	09.027.21.24.0077
800038809	9837 HEATH AVE S	$473.82	$75.00	$548.82	ACTIV	20.027.21.34.0010
800037553	8104 83RD ST S	$470.79	$75.00	$545.79	ACTIV	16.027.21.23.0017
800046502	7501 INSKIP TRL S	$470.57	$75.00	$545.57	ACTIV	09.027.21.31.0097
800050616	9633 HARKNESS AVE S	$469.29	$75.00	$544.29	ACTIV	20.027.21.31.0071
800049618	6754 PINE CREST TRL S	$469.12	$75.00	$544.12	INACT	05.027.21.34.0177
112682481	6790 PINE CREST TRL S	$468.25	$75.00	$543.25	ACTIV	05.027.21.34.0113
800034044	8400 INDIAN BLVD S	$466.79	$75.00	$541.79	ACTIV	09.027.21.21.0008
108307992	8459 HILO TRL S	$465.14	$75.00	$540.14	ACTIV	17.027.21.14.0048

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
800049468	7436 IDEN AVE S	$461.93	$75.00	$536.93	ACTIV	09.027.21.23.0017
800035669	8350 JASMINE AVE S	$457.32	$75.00	$532.32	ACTIV	15.027.21.23.0019
800040541	8191 JENSEN AVE S	$456.77	$75.00	$531.77	ACTIV	15.027.21.21.0045
107408125	8209 76TH ST S	$456.21	$75.00	$531.21	ACTIV	09.027.21.32.0020
108020713	9632 HALE AVE S	$451.82	$75.00	$526.82	ACTIV	20.027.21.32.0100
800042555	7301 HIDDEN VALLEY TRL S	$450.94	$75.00	$525.94	ACTIV	08.027.21.13.0076
800046748	7020 HOMESTEAD AVE S	$450.74	$75.00	$525.74	ACTIV	08.027.21.11.0021
800045897	6754 JEFFERY AVE S	$450.39	$75.00	$525.39	ACTIV	03.027.21.34.0080
111402978	9446 71ST BAY S	$449.19	$75.00	$524.19	ACTIV	10.027.21.21.0154
800044284	8307 ISLETON CT S	$447.89	$75.00	$522.89	ACTIV	16.027.21.14.0019
101785714	8401 HEFNER AVE S	$442.81	$75.00	$517.81	ACTIV	17.027.21.13.0035
800048640	8947 JASMINE LN S	$442.65	$75.00	$517.65	ACTIV	15.027.21.33.0032
800040592	7989 GRAFTON AVE S	$440.65	$75.00	$515.65	ACTIV	07.027.21.43.0051
106129893	7883 IVERSON AVE S	$438.77	$75.00	$513.77	ACTIV	09.027.21.44.0024
800042433	9754 85TH ST S	$435.99	$75.00	$510.99	ACTIV	15.027.21.13.0098
104060893	8821 INDIAN BLVD S	$434.47	$75.00	$509.47	ACTIV	09.027.21.14.0035
800045017	8180 IVYWOOD AVE S	$433.87	$75.00	$508.87	ACTIV	16.027.21.11.0010
800043612	9734 HAMLET AVE S	$433.82	$75.00	$508.82	ACTIV	20.027.21.33.0028
105442231	8071 HYDE AVE S	$433.71	$75.00	$508.71	ACTIV	16.027.21.22.0004
800037916	9216 INDIAN BLVD S	$432.82	$75.00	$507.82	ACTIV	10.027.21.23.0075
800036174	7755 IVERSON AVE S	$432.08	$75.00	$507.08	ACTIV	09.027.21.44.0029
800034006	8405 GRENADIER AVE S	$431.22	$75.00	$506.22	ACTIV	18.027.21.14.0069
112243844	9780 DUNES AVE S	$430.92	$75.00	$505.92	ACTIV	19.027.21.44.0011
800042364	7188 JOCELYN BAY S	$430.11	$75.00	$505.11	ACTIV	10.027.21.12.0035
103962800	8024 HORNELL AVE S	$429.42	$75.00	$504.42	ACTIV	17.027.21.11.0018
104565382	6702 90TH ST S	$429.10	$75.00	$504.10	ACTIV	18.027.21.43.0023
115409740	8910 HADLEY AVE S	$428.03	$75.00	$503.03	ACTIV	18.027.21.44.0038
800047260	8773 GRANADA AVE S	$426.57	$75.00	$501.57	ACTIV	18.027.21.43.0094
800041206	8205 GRANGE BLVD S	$426.03	$75.00	$501.03	ACTIV	18.027.21.11.0027
105594378	8058 INNSDALE AVE S	$425.11	$75.00	$500.11	ACTIV	16.027.21.21.0045
100750727	9945 78TH ST S	$424.59	$75.00	$499.59	ACTIV	10.027.21.44.0024
101529470	8551 GROSPOINT AVE S	$424.24	$75.00	$499.24	ACTIV	18.027.21.41.0017
800050339	6570 GENEVIEVE TRL S	$420.09	$75.00	$495.09	ACTIV	06.027.21.32.0030
800046607	6618 PINE CREST TRL S	$418.54	$75.00	$493.54	ACTIV	05.027.21.34.0262
800049372	7700 79TH ST S	$415.22	$75.00	$490.22	ACTIV	08.027.21.43.0154
800041453	7557 JENSEN AVE S	$414.25	$75.00	$489.25	ACTIV	10.027.21.32.0089
800034075	9065 JANIE AVE S	$414.24	$75.00	$489.24	ACTIV	21.027.21.11.0063
108387070	8546 HYDE AVE S	$413.92	$75.00	$488.92	ACTIV	17.027.21.41.0051
100016016	8278 BELDEN BLVD S	$412.46	$75.00	$487.46	ACTIV	18.027.21.13.0102
800045264	7093 LOWER 94TH ST S	$410.97	$75.00	$485.97	ACTIV	20.027.21.23.0066
800036608	7231 JOLIET AVE S	$409.37	$75.00	$484.37	ACTIV	10.027.21.12.0079
106428181	7813 JEFFERY AVE S	$408.44	$75.00	$483.44	ACTIV	10.027.21.34.0005
800038190	9131 92ND ST S	$407.19	$75.00	$482.19	ACTIV	22.027.21.23.0003
800037994	7712 60TH ST S	$406.97	$75.00	$481.97	ACTIV	05.027.21.11.0030
800047013	8615 HYDE AVE S	$406.27	$75.00	$481.27	ACTIV	17.027.21.41.0082
111235437	7395 BURR OAK AVE S	$406.24	$75.00	$481.24	ACTIV	07.027.21.14.0069
800039960	7865 HEMINGWAY AVE S	$405.33	$75.00	$480.33	ACTIV	08.027.21.43.0148
800046281	7946 75TH ST S	$404.54	$75.00	$479.54	ACTIV	08.027.21.14.0025
107884583	8124 GRANADA AVE S	$400.00	$75.00	$475.00	ACTIV	18.027.21.21.0046
103872713	9715 HARROW AVE S	$394.27	$75.00	$469.27	ACTIV	20.027.21.34.0122
800041377	9200 HARKNESS AVE S	$391.11	$75.00	$466.11	ACTIV	20.027.21.22.0026
800034593	7791 66TH ST S	$390.54	$75.00	$465.54	ACTIV	05.027.21.41.0006
800046658	7420 TIMBER CREST DR S	$388.71	$75.00	$463.71	ACTIV	05.027.21.34.0136
103240102	9194 JAREAU AVE S	$387.62	$75.00	$462.62	ACTIV	22.027.21.23.0049
102498394	6744 IDSEN AVE S	$387.43	$75.00	$462.43	ACTIV	04.027.21.32.0028

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107192916	9199 INDIAN BLVD S	$387.02	$75.00	$462.02	ACTIV	10.027.21.23.0028
800048057	6620 JANERO AVE S	$384.58	$75.00	$459.58	ACTIV	03.027.21.32.0058
108110800	9709 HAMLET AVE S	$382.43	$75.00	$457.43	ACTIV	20.027.21.33.0014
800047679	6830 PINE CREST TRL S	$381.85	$75.00	$456.85	ACTIV	05.027.21.34.0063
107213935	9752 INDIAN BLVD S	$381.80	$75.00	$456.80	ACTIV	10.027.21.14.0006
800050240	8438 GREENWAY AVE S	$381.03	$75.00	$456.03	ACTIV	18.027.21.13.0071
800048515	7884 72ND ST S	$380.39	$75.00	$455.39	ACTIV	08.027.21.11.0049
800039690	7478 IDEAL AVE S	$380.11	$75.00	$455.11	ACTIV	09.027.21.32.0068
800043145	7879 76TH ST S	$377.15	$75.00	$452.15	ACTIV	08.027.21.41.0042
800048697	8661 GRENADIER AVE S	$376.76	$75.00	$451.76	ACTIV	18.027.21.41.0101
107079808	8279 HYDE CT S	$375.09	$75.00	$450.09	ACTIV	16.027.21.23.0005
800047491	8078 HOMESTEAD AVE S	$374.44	$75.00	$449.44	ACTIV	17.027.21.11.0054
800041354	8250 INGBERG TRL S	$374.07	$75.00	$449.07	ACTIV	16.027.21.34.0042
104937746	8379 HALE AVE S	$369.70	$75.00	$444.70	ACTIV	17.027.21.23.0016
102367269	8588 JANERO AVE S	$367.44	$75.00	$442.44	ACTIV	16.027.21.41.0045
800038254	8406 INGLESIDE AVE S	$364.43	$75.00	$439.43	ACTIV	16.027.21.24.0043
800051251	8864 IVYSTONE CT S	$362.76	$75.00	$437.76	ACTIV	16.027.21.11.0053
800049329	8399 88TH ST S	$362.06	$75.00	$437.06	ACTIV	16.027.21.34.0047
800047615	7831 HEMINGWAY AVE S	$359.99	$75.00	$434.99	ACTIV	08.027.21.43.0062
800044463	9240 INDIAN BLVD S	$358.11	$75.00	$433.11	ACTIV	10.027.21.24.0055
105553339	8140 INGLESIDE AVE S	$354.97	$75.00	$429.97	ACTIV	16.027.21.21.0049
800047763	6772 JARVIS BAY S	$350.27	$75.00	$425.27	ACTIV	03.027.21.33.0025
800035111	8820 UPPER 89TH STREET CIR S	$349.28	$75.00	$424.28	ACTIV	16.027.21.44.0020
800047268	8610 JORGENSEN AVE S	$348.95	$75.00	$423.95	ACTIV	15.027.21.41.0031
106076841	7378 IVERSON AVE S	$346.47	$75.00	$421.47	ACTIV	09.027.21.14.0078
800035612	6208 HEARTHSTONE AVE S	$345.77	$75.00	$420.77	ACTIV	05.027.21.12.0055
800044137	8785 HALLMARK AVE S	$344.64	$75.00	$419.64	ACTIV	17.027.21.33.0055
104989794	8760 HALE AVE S	$344.21	$75.00	$419.21	ACTIV	18.027.21.44.0114
101257217	7794 69TH STREET CT S	$340.85	$75.00	$415.85	ACTIV	05.027.21.44.0024
800044954	6954 90TH ST S	$339.65	$75.00	$414.65	ACTIV	18.027.21.44.0041
103700549	8866 JODY CIR S	$338.67	$75.00	$413.67	ACTIV	15.027.21.43.0015
800050978	8449 INGBERG TRL S	$338.12	$75.00	$413.12	ACTIV	16.027.21.34.0086
800049579	9220 INDIAN BLVD S	$337.46	$75.00	$412.46	ACTIV	10.027.21.23.0076
800051264	8011 80TH ST S	$337.06	$75.00	$412.06	INACT	16.027.21.22.0031
800050948	8595 81ST ST S	$336.42	$75.00	$411.42	ACTIV	16.027.21.12.0013
800043662	9300 HARKNESS AVE S	$334.54	$75.00	$409.54	ACTIV	20.027.21.23.0045
800050252	6764 PINE CREST TRL S	$332.38	$75.00	$407.38	ACTIV	05.027.21.34.0152
101819746	6634 HYDE AVE S	$330.26	$75.00	$405.26	ACTIV	05.027.21.41.0051
800035282	6558 WILDFLOWER DR S	$329.89	$75.00	$404.89	INACT	06.027.21.42.0048
102038954	8724 INDAHL AVE S	$326.82	$75.00	$401.82	ACTIV	16.027.21.32.0095
800041311	7855 68TH STREET CT S	$326.51	$75.00	$401.51	ACTIV	05.027.21.44.0020
104323147	8330 75TH ST S	$324.79	$75.00	$399.79	ACTIV	09.027.21.24.0020
800046891	8483 HINTON AVE S	$321.14	$75.00	$396.14	ACTIV	17.027.21.41.0067
800041824	8145 JERGEN AVE S	$320.15	$75.00	$395.15	ACTIV	15.027.21.21.0063
800047145	8685 INGERSOLL AVE S	$319.31	$75.00	$394.31	ACTIV	16.027.21.31.0087
101130096	9155 92ND ST S	$317.69	$75.00	$392.69	ACTIV	22.027.21.23.0010
800050404	8452 85TH ST S	$316.48	$75.00	$391.48	ACTIV	16.027.21.31.0011
111496994	9830 71ST ST S	$315.81	$75.00	$390.81	ACTIV	10.027.21.11.0042
110771897	8753 IMPERIAL AVE S	$313.04	$75.00	$388.04	ACTIV	16.027.21.33.0015
800050123	7702 80TH ST S	$312.67	$75.00	$387.67	INACT	08.027.21.43.0186
800048302	8466 HADLEY AVE S	$312.30	$75.00	$387.30	ACTIV	18.027.21.14.0029
108934923	9276 INDIAN BLVD S	$312.25	$75.00	$387.25	ACTIV	10.027.21.24.0057
800036410	8033 JOCELYN AVE S	$310.38	$75.00	$385.38	ACTIV	15.027.21.12.0022
800044083	6893 PINE CREST TRL S	$309.51	$75.00	$384.51	ACTIV	05.027.21.34.0074
800049305	8934 HALLMARK AVE S	$306.33	$75.00	$381.33	ACTIV	17.027.21.33.0085

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800039514	8497 JENSEN AVE S	$305.83	$75.00	$380.83	ACTIV	15.027.21.23.0077
800045219	9627 HALE AVE S	$303.74	$75.00	$378.74	ACTIV	20.027.21.32.0119
104393213	9055 79TH ST S	$302.41	$75.00	$377.41	ACTIV	10.027.21.33.0094
800050828	8400 80TH ST S	$302.28	$75.00	$377.28	ACTIV	09.027.21.34.0014
800048382	8310 GRENADIER AVE S	$301.61	$75.00	$376.61	ACTIV	18.027.21.14.0072
800049306	8021 SCOTT BLVD S	$301.23	$75.00	$376.23	ACTIV	18.027.21.12.0042
108493170	7372 IDEN AVE S	$300.55	$75.00	$375.55	ACTIV	09.027.21.23.0022
111532676	7338 JEWEL AVE S	$300.47	$75.00	$375.47	ACTIV	10.027.21.24.0008
800034003	6888 98TH ST S	$299.22	$75.00	$374.22	ACTIV	19.027.21.44.0063
104713526	8069 71ST STREET CT S	$297.47	$75.00	$372.47	ACTIV	09.027.21.22.0017
800042289	8599 GREENE AVE S	$295.68	$75.00	$370.68	ACTIV	18.027.21.42.0061
800050971	9021 JAREAU AVE S	$294.53	$75.00	$369.53	ACTIV	22.027.21.22.0003
800043998	9884 HAMLET CT S	$294.02	$75.00	$369.02	ACTIV	20.027.21.33.0201
101681613	9285 HARKNESS AVE S	$290.73	$75.00	$365.73	ACTIV	20.027.21.23.0051
106659403	8366 ISLETON CT S	$290.29	$75.00	$365.29	ACTIV	16.027.21.14.0091
103490346	7873 JOLIET AVE S	$290.25	$75.00	$365.25	ACTIV	10.027.21.43.0188
800047829	6845 PINE CREST TRL S	$289.73	$75.00	$364.73	ACTIV	05.027.21.34.0101
800050169	6264 JEFFERY AVE S	$289.25	$75.00	$364.25	ACTIV	03.027.21.24.0060
800039424	7989 71ST ST S	$288.17	$75.00	$363.17	ACTIV	08.027.21.11.0087
800046970	6750 PINE CREST TRL S	$288.10	$75.00	$363.10	ACTIV	05.027.21.34.0176
110027655	7493 GRANADA BAY S	$286.68	$75.00	$361.68	ACTIV	07.027.21.13.0020
800033873	8619 GREENWAY AVE S	$285.75	$75.00	$360.75	ACTIV	18.027.21.42.0029
800040533	7697 INSKIP TRL S	$285.69	$75.00	$360.69	ACTIV	09.027.21.31.0002
800051357	8320 JASMINE AVE S	$285.55	$75.00	$360.55	ACTIV	15.027.21.23.0020
800047708	9663 HARROW CT S	$282.75	$75.00	$357.75	ACTIV	20.027.21.31.0101
800046689	6697 PINE CREST TRL S	$281.27	$75.00	$356.27	ACTIV	05.027.21.34.0248
800046636	8459 HILO LN S	$280.20	$75.00	$355.20	ACTIV	17.027.21.14.0060
800037522	8164 HILLSIDE TRL S	$278.59	$75.00	$353.59	ACTIV	16.027.21.23.0046
800046875	9817 HEATH AVE S	$278.08	$75.00	$353.08	ACTIV	20.027.21.34.0012
800038585	8272 85TH ST S	$276.77	$75.00	$351.77	ACTIV	16.027.21.31.0022
800045353	9391 69TH ST S	$272.84	$75.00	$347.84	ACTIV	03.027.21.34.0015
800045190	9784 66TH ST S	$266.72	$75.00	$341.72	ACTIV	03.027.21.44.0033
105994763	7328 ISLETON AVE S	$260.04	$75.00	$335.04	ACTIV	09.027.21.13.0033
800039320	8935 GREENE AVE S	$258.36	$75.00	$333.36	ACTIV	18.027.21.43.0052
100162158	8129 HEMINGWAY AVE S	$257.30	$75.00	$332.30	ACTIV	17.027.21.12.0012
800051319	6548 GENEVIEVE TRL S	$255.38	$75.00	$330.38	ACTIV	06.027.21.32.0021
800043439	7948 SCOTT BLVD S	$253.88	$75.00	$328.88	ACTIV	07.027.21.43.0047
104638454	7128 92ND ST S	$253.45	$75.00	$328.45	ACTIV	20.027.21.22.0014
800036295	8218 JERGEN AVE S	$248.85	$75.00	$323.85	ACTIV	15.027.21.21.0052
111434212	7180 JOCELYN BAY S	$246.07	$75.00	$321.07	ACTIV	10.027.21.12.0034
111972580	7700 INGLE AVENUE CT S	$242.73	$75.00	$317.73	ACTIV	09.027.21.31.0047
800044840	7098 JENNER BAY S	$242.00	$75.00	$317.00	ACTIV	10.027.21.22.0116
108992652	7251 JENSEN AVE S	$241.64	$75.00	$316.64	ACTIV	10.027.21.21.0125
111393362	8497 GRENADIER AVE S	$238.32	$75.00	$313.32	ACTIV	18.027.21.41.0035
800051300	7241 JOPLIN AVE S	$238.09	$75.00	$313.09	ACTIV	10.027.21.11.0027
800050838	8725 IVYWOOD AVE S	$236.95	$75.00	$311.95	ACTIV	16.027.21.44.0002
800046430	7493 99TH ST S	$235.17	$75.00	$310.17	ACTIV	20.027.21.34.0061
800050882	6437 INSPIRE CIR S	$234.71	$75.00	$309.71	ACTIV	04.027.21.24.0072
800050615	9616 HARKNESS AVE S	$234.47	$75.00	$309.47	ACTIV	20.027.21.31.0076
800035384	8068 HYDE LN S	$232.46	$75.00	$307.46	ACTIV	16.027.21.22.0027
800048335	9218 EAST POINT DOUGLAS LN S	$231.53	$75.00	$306.53	ACTIV	22.027.21.32.0054
800051126	6550 GENEVIEVE TRL S	$229.70	$75.00	$304.70	ACTIV	06.027.21.32.0022
800041209	9060 HILLSIDE TRL S	$226.48	$75.00	$301.48	ACTIV	15.027.21.32.0003
800047851	6859 PINE CREST TRL S	$225.47	$75.00	$300.47	ACTIV	05.027.21.34.0082
800046742	6987 84TH ST S	$225.24	$75.00	$300.24	ACTIV	18.027.21.14.0024

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
800050805	7827 74TH ST S	$224.34	$75.00	$299.34	ACTIV	08.027.21.14.0047
800043791	8788 GRANADA AVE S	$224.12	$75.00	$299.12	INACT	18.027.21.43.0110
800042667	8414 HERON AVE S	$221.15	$75.00	$296.15	ACTIV	17.027.21.13.0002
800047020	8780 IRONWOOD AVE S	$215.65	$75.00	$290.65	ACTIV	16.027.21.43.0036
800046802	9699 HAMLET AVE S	$210.01	$75.00	$285.01	INACT	20.027.21.32.0066
800033316	7111 TIMBER TRAIL LN S	$209.85	$75.00	$284.85	ACTIV	05.027.21.33.0016
800047809	7390 HYDE AVE S	$208.04	$75.00	$283.04	INACT	08.027.21.14.0064
800046100	8836 GREENWAY AVE S	$205.43	$75.00	$280.43	ACTIV	18.027.21.43.0041
800043106	6585 BLUESTEM LN S	$203.02	$75.00	$278.02	ACTIV	06.027.21.41.0017
108219906	9696 HAMES AVE S	$202.21	$75.00	$277.21	ACTIV	20.027.21.32.0030
106229989	7085 IRVIN AVE S	$200.80	$75.00	$275.80	ACTIV	09.027.21.12.0028
800047894	8054 HOMESTEAD AVE S	$198.00	$75.00	$273.00	ACTIV	17.027.21.11.0051
800050803	6864 98TH ST S	$195.42	$75.00	$270.42	ACTIV	19.027.21.44.0065
800049477	6813 PINE CREST TRL S	$193.27	$75.00	$268.27	ACTIV	05.027.21.34.0206
108451130	7837 IDEAL AVE S	$192.58	$75.00	$267.58	ACTIV	09.027.21.34.0047
800049924	8580 INDIAN BLVD S	$190.95	$75.00	$265.95	ACTIV	09.027.21.13.0069
800036451	8724 IDEN AVE S	$190.67	$75.00	$265.67	ACTIV	16.027.21.32.0059
800041985	7241 JOPLIN AVE S	$190.65	$0.00	$190.65	INACT	10.027.21.11.0027
800050539	8405 JEFFERY AVE S	$188.87	$75.00	$263.87	INACT	15.027.21.24.0047
103429286	8071 JOCELYN AVE S	$187.06	$75.00	$262.06	ACTIV	15.027.21.12.0018
800051606	8386 ISLETON CT S	$184.29	$75.00	$259.29	ACTIV	16.027.21.14.0092
800039826	7508 JASMINE AVE S	$183.06	$75.00	$258.06	ACTIV	10.027.21.32.0009
800046187	8577 IMPERIAL AVE S	$176.85	$75.00	$251.85	ACTIV	16.027.21.32.0030
101447397	8403 GREYSTONE AVE S	$172.33	$75.00	$247.33	ACTIV	18.027.21.14.0053
800034959	6581 FOXTAIL CT S	$170.60	$75.00	$245.60	ACTIV	06.027.21.43.0014
800047712	6657 HOMESTEAD AVENUE CT S	$169.01	$75.00	$244.01	ACTIV	05.027.21.41.0010
800044017	6540 FOXTAIL CT S	$168.99	$75.00	$243.99	ACTIV	06.027.21.43.0023
800051229	8674 GREENE AVE S	$166.05	$75.00	$241.05	ACTIV	18.027.21.42.0077
800037698	7001 70TH ST S	$165.88	$75.00	$240.88	ACTIV	08.027.21.22.0003
111320521	8521 JEFFERY AVE S	$163.23	$75.00	$238.23	ACTIV	15.027.21.32.0015
800047129	7704 HOMESTEAD AVE S	$160.86	$75.00	$235.86	ACTIV	08.027.21.41.0113
800051583	8765 76TH STREET CT S	$157.77	$75.00	$232.77	ACTIV	09.027.21.41.0084
800048013	10870 IDEAL AVE S	$156.79	$75.00	$231.79	ACTIV	29.027.21.44.0005
800048011	7624 110TH ST S	$156.39	$75.00	$231.39	ACTIV	29.027.21.43.0009
800049376	6671 93RD ALCOVE S	$154.43	$75.00	$229.43	ACTIV	19.027.21.13.0023
107224946	7045 71ST ST S	$154.30	$75.00	$229.30	ACTIV	08.027.21.22.0041
800043448	8577 GREENWAY AVE S	$153.53	$75.00	$228.53	ACTIV	18.027.21.42.0112
800046759	7704 JASMINE AVE S	$151.50	$75.00	$226.50	ACTIV	10.027.21.32.0028
800046220	7630 79TH ST S	$150.95	$75.00	$225.95	ACTIV	08.027.21.43.0110
800045777	8451 88TH ST S	$150.77	$75.00	$225.77	ACTIV	16.027.21.34.0097
800051504	7107 61ST ALCOVE S	$149.68	$75.00	$224.68	INACT	05.027.21.22.0024
800051137	6906 IDEAL AVE S	$148.91	$75.00	$223.91	ACTIV	05.027.21.44.0044
102408308	8927 JANERO AVE S	$147.53	$75.00	$222.53	ACTIV	16.027.21.44.0103
107273993	9829 71ST ST S	$145.80	$75.00	$220.80	ACTIV	10.027.21.11.0064
800051648	7252 61ST ST S	$145.73	$75.00	$220.73	ACTIV	05.027.21.22.0065
800049068	8404 115TH ST S	$145.05	$75.00	$220.05	ACTIV	33.027.21.24.0032
800048733	10389 KIMBERLY CT S	$142.73	$75.00	$217.73	ACTIV	26.027.21.24.0008
800051744	9978 HAMLET LN S	$139.55	$75.00	$214.55	ACTIV	20.027.21.33.0110
800044148	6885 90TH ST S	$138.65	$75.00	$213.65	ACTIV	18.027.21.44.0103
800045460	7185 71ST ST S	$132.84	$75.00	$207.84	ACTIV	08.027.21.22.0036
800037040	8010 JERGEN AVE S	$131.90	$75.00	$206.90	ACTIV	15.027.21.21.0025
115644193	8440 79TH ST S	$129.80	$75.00	$204.80	ACTIV	09.027.21.34.0035
800049192	8232 RIVER ACRES RD S	$127.79	$75.00	$202.79	ACTIV	33.027.21.23.0034
800044841	7785 74TH ST S	$127.31	$75.00	$202.31	ACTIV	08.027.21.14.0041
112187832	6351 GOODVIEW BAY S	$125.70	$75.00	$200.70	ACTIV	07.027.21.21.0013

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
106705449	7984 IVYSTONE AVENUE CT S	$125.51	$75.00	$200.51	ACTIV	09.027.21.44.0049
800042939	9644 HAMES AVE S	$124.90	$75.00	$199.90	INACT	20.027.21.32.0036
101393347	8359 GRENADIER AVE S	$124.28	$75.00	$199.28	ACTIV	18.027.21.14.0009
800040418	8435 83RD ST S	$121.76	$75.00	$196.76	ACTIV	16.027.21.24.0048
800046600	8280 JANERO AVE S	$121.44	$75.00	$196.44	ACTIV	15.027.21.23.0005
800042950	9373 72ND ST S	$118.53	$75.00	$193.53	ACTIV	10.027.21.21.0184
800036403	8635 JEWEL LN S	$117.67	$75.00	$192.67	INACT	15.027.21.31.0079
800051607	9696 65TH ST S	$114.67	$75.00	$189.67	ACTIV	03.027.21.41.0012
108846509	7225 JANERO AVE S	$114.56	$75.00	$189.56	ACTIV	10.027.21.22.0098
800048028	8678 IMPERIAL AVE S	$114.14	$75.00	$189.14	ACTIV	16.027.21.32.0035
800051672	9267 73RD ST S	$113.22	$75.00	$188.22	ACTIV	10.027.21.23.0094
800047447	8056 HYNES AVE S	$110.49	$75.00	$185.49	ACTIV	16.027.21.22.0043
800047845	9491 79TH ST S	$110.41	$75.00	$185.41	ACTIV	10.027.21.34.0027
800040404	8785 IRONWOOD AVE S	$109.72	$75.00	$184.72	ACTIV	16.027.21.43.0032
800051670	6568 JOLIET AVE S	$109.04	$75.00	$184.04	ACTIV	03.027.21.41.0076
800045228	9488 JEFFERY AVE S	$108.68	$75.00	$183.68	ACTIV	22.027.21.24.0018
800039296	8463 JASMINE AVE S	$108.35	$75.00	$183.35	ACTIV	15.027.21.23.0040
800041543	6990 PINE CREST TRL S	$106.69	$75.00	$181.69	ACTIV	05.027.21.34.0064
800046067	6656 JEFFERY AVE S	$106.19	$75.00	$181.19	ACTIV	03.027.21.31.0014
800042080	8151 INGLESIDE AVE S	$103.65	$75.00	$178.65	ACTIV	16.027.21.21.0035
800036786	8995 72ND ST S	$103.16	$75.00	$178.16	ACTIV	09.027.21.11.0030
800051768	8286 GLENBROOK AVE S	$100.61	$75.00	$175.61	ACTIV	18.027.21.24.0003
800047406	7527 JENSEN AVE S	$96.11	$75.00	$171.11	ACTIV	10.027.21.32.0086
800039288	8384 JORGENSEN AVE S	$93.89	$75.00	$168.89	ACTIV	15.027.21.14.0039
800047422	8961 HALLMARK AVE S	$93.82	$75.00	$168.82	ACTIV	17.027.21.33.0037
800051739	7779 JEFFERY AVE S	$92.60	$75.00	$167.60	ACTIV	10.027.21.34.0012
800048985	7345 IVERSON AVE S	$92.59	$75.00	$167.59	ACTIV	09.027.21.14.0060
111398804	9725 HAMLET AVE S	$92.24	$75.00	$167.24	ACTIV	20.027.21.33.0016
100145141	8033 HEMINGWAY AVE S	$91.88	$75.00	$166.88	ACTIV	17.027.21.12.0022
105092894	8527 HAMLET AVE S	$91.60	$75.00	$166.60	ACTIV	17.027.21.32.0008
800046911	8816 GREENE AVE S	$91.46	$75.00	$166.46	ACTIV	18.027.21.43.0070
108300985	8428 HILO TRL S	$91.11	$75.00	$166.11	INACT	17.027.21.14.0041
800035767	8421 GREENWAY AVE S	$89.10	$75.00	$164.10	ACTIV	18.027.21.14.0086
800050919	7413 99TH ST S	$88.95	$75.00	$163.95	ACTIV	20.027.21.34.0066
109449091	6942 TIMBER RIDGE TRL S	$85.55	$75.00	$160.55	ACTIV	07.027.21.14.0008
800049473	9260 HILLSIDE TRL S	$84.53	$75.00	$159.53	ACTIV	15.027.21.31.0026
800043308	8143 GRAFTON AVE S	$83.07	$75.00	$158.07	ACTIV	18.027.21.21.0057
800048864	6889 91ST CV S	$82.67	$75.00	$157.67	ACTIV	19.027.21.11.0173
800044749	9812 HAMLET LN S	$82.55	$75.00	$157.55	ACTIV	20.027.21.33.0044
107035764	8254 HILLSIDE TRL S	$81.26	$75.00	$156.26	ACTIV	16.027.21.24.0050
800046606	8393 GREENE AVE S	$81.08	$75.00	$156.08	ACTIV	18.027.21.13.0083
800043893	8856 HALE AVE S	$80.63	$75.00	$155.63	ACTIV	17.027.21.33.0079
800051260	8800 HILLSIDE TRL S	$79.76	$75.00	$154.76	ACTIV	16.027.21.41.0007
102713589	8333 JENSEN AVE S	$77.87	$75.00	$152.87	INACT	15.027.21.24.0049
800047152	7604 JEFFERY AVE S	$72.98	$75.00	$147.98	ACTIV	10.027.21.32.0059
800046734	7706 JEFFERY AVE S	$72.80	$75.00	$147.80	ACTIV	10.027.21.32.0054
800033542	9760 DUNES AVE S	$72.23	$75.00	$147.23	ACTIV	19.027.21.44.0009
800051619	6094 JASMINE BAY S	$72.02	$75.00	$147.02	ACTIV	03.027.21.21.0015
111624652	7101 GOODVIEW AVE S	$71.15	$75.00	$146.15	ACTIV	07.027.21.21.0015
800035020	8490 HALE AVE S	$68.72	$75.00	$143.72	ACTIV	17.027.21.23.0034
800048191	7356 JOLIET AVE S	$67.89	$75.00	$142.89	ACTIV	10.027.21.13.0089
800034501	7620 HYDE AVE S	$66.95	$75.00	$141.95	ACTIV	08.027.21.41.0006
800041548	7320 JENSEN AVE S	$66.13	$75.00	$141.13	ACTIV	10.027.21.24.0098
800046588	8471 HILO LN S	$65.71	$75.00	$140.71	ACTIV	17.027.21.14.0059
800051121	9668 HALLMARK AVE S	$64.94	$75.00	$139.94	INACT	20.027.21.32.0112

Account	Property Address	Eligible Amount to Certify	Certification Fee	Total Certification	Status	Parcel Number
800042583	9300 HALE AVE S	$61.34	$75.00	$136.34	ACTIV	20.027.21.23.0005
104242349	6172 SUMMIT CURV S	$60.38	$75.00	$135.38	ACTIV	06.027.21.12.0042
800044015	8459 GREENE AVE S	$59.49	$75.00	$134.49	ACTIV	18.027.21.13.0079
800045594	6839 PINE CREST TRL S	$55.14	$75.00	$130.14	ACTIV	05.027.21.34.0103
800043179	8270 JEFFERY AVE S	$53.52	$75.00	$128.52	ACTIV	15.027.21.22.0081
800046283	7813 IRISH AVE S	$50.69	$75.00	$125.69	ACTIV	09.027.21.43.0025
800046179	7803 74TH ST S	$50.11	$75.00	$125.11	ACTIV	08.027.21.14.0043
		$200,835.19	**$33,450.00**	**$234,285.19**		

City Council Action Request

7X

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Consent Agenda
Title	Assistant Finance Director Hiring
Staff Recommendation	Approve Michael Hoppe as Assistant Finance Director, effective December 8, 2022.
Budget Implication	$100,380.00 plus benefits- within approved budget
Attachments	20221201 Assistant Finance Director Hiring Memo.tif 63.31KB

Cottage Grove
Where Pride and Prosperity Meet

Memo

TO: Honorable Mayor and City Council

FROM: Joe Fischbach, Human Resources Manager

DATE: December 1, 2022

RE: Assistant Finance Director Hiring

Background

In October, we began recruiting for an Assistant Finance Director. The first round, staff interviewed five applicants and selected three to move forward to second interviews. All three applicants accepted second round interviews. The three applicants interviewed with two, separate panels of Public Safety, Administration and Finance department staff members. Michael Hoppe was selected as the number one candidate. Michael has been the City's Accountant since May 2022. Prior to working for the City, Michael worked for CHS since 2014 in various roles including Senior Financial Analyst and Controller in the County Operations division.

Action Requested

Approve the hiring of Michael Hoppe as Assistant Finance Director at Grade 21, Step 3 ($100,380.00) of the Non-represented Pay Plan. If approved, the appointment would be effective December 8th.

City Council Action Request

7Y

Meeting Date	12/7/2022
Department	Public Safety
Agenda Category	Consent Agenda
Title	MN National Guard - Cottage Grove Armory Lease
Staff Recommendation	Approve Minnesota National Guard Lease #22-338-001 for use of the Cottage Grove Armory parking lot during the Holiday Train.
Budget Implication	No charge
Attachments	MN.National.Guard.Cottage.Grove.Armory.Lease.1… 514.91KB Lease.#22-338-001.TIF 1.6MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Peter J Koerner, Director of Public Safety

Date: December 5, 2022

Subject: **MINNESOTA NATIONAL GUARD – COTTAGE GROVE ARMORY LEASE**

Cottage Grove Public Safety, on behalf of the Holiday Train Committee, works with local businesses to ensure adequate parking for the event. With anticipated larger numbers this year, we have been in contact with the Cottage Grove Armory, 8180 Belden Boulevard, to secure additional parking.

The Minnesota National Guard agreed to allow visitors of the Holiday Train to park at the Cottage Grove Armory parking lot during the event. The Minnesota National Guard will ensure the lot is plowed for the event.

The Minnesota National Guard facilities department did ask for us to sign an armory lease to reserve the parking lot on Monday, December 12, 2022, beginning at 3:00 pm. There is no fee for the use of the parking lot of the Cottage Grove Armory,

City Attorney Kori Land reviewed the Minnesota National Guard Armory lease and approved.

Recommendation
Approve Minnesota National Guard Lease #22-338-001.

Attch: Lease #22-338-001

Minnesota National Guard Armory Lease

Cottage Grove Armory

Lease #22-338-001

THIS AGREEMENT made this 4 day of December by and between the Armory Board of Cottage Grove, State of Minnesota hereinafter called the LESSOR, and City of Cottage Grove, whose complete address is 12800 Ravine Parkway S, Cottage Grove, MN, 55016, whose telephone number is (651) 458-6011, hereinafter called the LESSEE.

WITNESSETH: The LESSOR and the LESSEE, in consideration of rents, covenants and agreements herein reserved and contained, do hereby agree with the other as follows:

1. The LESSOR grants and the LESSEE accepts a lease of the following described portions of the Minnesota National Guard Armory in the City of Cottage Grove. Portion to be leased:

Parking Space

for a term of 1 day(s) from 12/12/2022 3:00PM to 12/12/2022 6:00PM to be used for Christmas Train and for no other purpose.

2. As rent for said portions of the Minnesota National Guard Armory the LESSEE agrees to pay the LESSOR, the sum of $0.00 for said term, payable with by check, or bank check money order.

3. The LESSOR shall furnish and provide for the use of the LESSEE:

Lights

4. The LESSEE agrees to make no changes in the stage, curtains, electrical wiring, fixtures or furnishings of those portions of the Armory covered by the lease, except:

Expenses of any agreed upon changes shall be assumed by LESSEE and shall include the cost of restoration of premises to former condition without damage.

5. Special Provisions:

6. The LESSEE will not assign this lease, or any portion thereof, without first obtaining the written consent of LESSOR. In the event LESSEE must cancel all or part of the term of this agreement, he/she will advise the LESSOR, in writing, at least five (5) calendar days prior to the beginning of the referenced term, otherwise the full amount specified shall be paid by LESSEE.

7. The LESSEE agrees to and shall abide by, conform to, and comply with all of the laws of the United States, the State of Minnesota, all city ordinances, the rules and regulations of Minnesota National Guard, and local rules as established by the Armory.

Lessee Initials _____

Lease #22-338-001

The LESSEE shall obtain all permits or licenses required by any provision of law, municipal charter or ordinance for the conduct of activity on the leased premises, the Lessor and the State of Minnesota shall not be responsible for the LESSEE'S failure to obtain such permits and licenses or to comply with any other requirements imposed upon Lessee for the conduct of such activity

8. The LESSOR and the State of Minnesota shall not be responsible for any claim, regardless of kind, occurring during the tenancy of the LESSEE. The LESSEE shall indemnify LESSOR and the State of Minnesota and save them harmless from any and all claims, damages, expenses, and liabilities arising out of and/or during LESSEE'S use of the leased promises.

The LESSEE agrees to assume full responsibility for the character and acts of conduct of all persons admitted to said premises.

9. The LESSEE agrees to vacate the leased premises, remove debris, and restore the facility to the same ordinary cleanliness within 1 hours after termination of the period covered by this Lease.

10. The LESSEE will provide the LESSOR a copy of an “Insurance Certificate” which provides for no less than $1 million dollars in general liability coverage for the dates of the agreement to include any setup or tear down dates. This Insurance Certificate must have the “State of Minnesota” listed as the Certificate Holder. $1 million dollars in liquor liability will be required in addition to general liability coverage for events involving alcohol.

11. The LESSOR reserves the right to cancel this agreement at any time. The LESSOR may cancel the lease for the following purposes: 1. Any emergency event, 2. A rescheduled training period, 3. Re-designation of space for storage of military equipment, 4. Use of the Armory for State of Minnesota business, 5. Or any other such purpose as deemed necessary by the Department of Military Affairs. No claim for any damage that may result to LESSEE from any such cancellation shall be asserted or maintained against LESSOR.

12. Whenever or wherever in advertising the Armory is to be identified as: "National Guard Armory" or "Cottage Grove Armory."

13. Will alcohol be served? Yes [ ] No [X]

14. Will this be a discounted or Gratis Lease? Yes [X] No [ ]

In testimony whereof, both parties have hereunto agreed to the terms as first written above.

By (LESSOR)
JEFFRIES JADEN JOSEPHLEE SSG
Armory Board of Cottage Grove

By (LESSEE)
City of Cottage Grove

City Council Action Request

7Z

Meeting Date	12/7/2022
Department	Public Safety
Agenda Category	Consent Agenda
Title	GrayKey Equipment Use Agreement
Staff Recommendation	Approve the GrayKey Equipment Use Agreement with Woodbury Public Safety.
Budget Implication	Budgeted Amount $5,500.00
Attachments	GrayKey.Agreement.December.5.2022.TIF 607.76KB GrayKey.Equipment.use.Agreement.2023.TIF 2.31MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Peter J Koerner, Director of Public Safety

Date: December 5, 2022

Subject: **EQUIPMENT USE AGREEMENT WITH WOODBURY PUBLIC SAFETY**

Along with Woodbury Public Safety's Investigative Division, Captain McAlister and Detective Sgt McCormick developed an agreement that allows for the use of Woodbury's GrayKey device (mobile device forensics tool). GrayKey is a state-of-the-art forensic access tool, that extracts encrypted or inaccessible data from mobile devices. The agreement establishes costs and the procedures of using the device.

Cell phone forensics continues to be an expense and we have found certain software system extracts additional data. Detectives use a variety of tools with each case. Rather than possessing multiple software platforms, we have found it is better to share costs and resources with other departments. GrayKey comes with a significant cost and rather than purchase our own, we have the opportunity to pay a fee to have access. We have negotiated a cost of $5,5000.00 for an annual fee. The first year was paid with forfeiture funds and we budgeted for the costs in 2023.

City Attorney Kori Land did review the draft of the agreement and made suggested changes which Woodbury did make and signed.

Recommendation
Approve the Equipment Use Agreement with Woodbury Public Safety.

Attch: GrayKey equipment use agreement

EQUIPMENT USE AGREEMENT

This Equipment Use Agreement ("Agreement") is entered into as of January 1, 2023, by and between the City of Woodbury, a Minnesota political subdivision (the "Owner") and the City of Cottage Grove, a Minnesota political subdivision (the "User").

WHEREAS, the Owner acquired and utilizes products, including software, from Grayshift, LLC, known as GrayKey (the "Device") for lawful data extraction form mobile devices, and desires to enter into this Agreement to establish procedures for the User to request use of the Device for certain, authorized law enforcement purposes; and

WHEREAS, the Owner has received express permission from Grayshift, LLC to allow use of the Device by other users in accordance with the End User License Agreement entered into by the Owner and Grayshift, LLC on January 1, 2023; and

WHEREAS, the User desires to use the Device for certain, authorized law enforcement purposes and the parties desire to enter into this Agreement to establish the procedures for the use of the Device.

NOW, THEREFORE, it is mutually agreed by and between the parties as follows:

1. Term and Termination. The term of this Agreement shall commence on January 1, 2023 and terminate on December 31, 2023. This Agreement shall be renewed without further action annually unless notice not to renew is given by either party not less than 30 days prior to the next renewal date. Either the Owner or the User may terminate this Agreement at any time, with or without cause, immediately upon providing written notice to the other party.

2. Use of the Device. User may request use of the Device by contacting the individual identified in Section 7 by phone or email. Owner and User shall coordinate to schedule a time when User may use the Device. However, Owner shall maintain full discretion over scheduling use of the Device and the Owner shall not be required or compelled to allow use of the Device.

3. Condition of Device. The Owner shall ensure the Device is serviced consistent with recognized industry standards prior to User's use of the Device.

4. Data Produced by Device. Owner shall not collect, create, maintain, use, or disseminate any data resulting from User's use of the Device. User shall provide means for collecting, maintaining, using, and disseminating data resulting from use of the Device.

5. User Warranties. User represents, warrants, and covenants to Owner that User shall only request use of the Device after having obtained any necessary consents and approvals pursuant to applicable laws; User shall only use the Device in compliance with all applicable laws; and User shall only use the Device in accordance with consents and approvals obtained pursuant to applicable laws.

6. Fees. User shall pay owner $5,500 annually, with the first payment upon execution of this agreement. User shall pay the Owner within thirty (30) days of receipt of an invoice. In order to maintain this Agreement, User shall pay to Owner the annual payment on the anniversary of the Effective Date of this Agreement. In the event that either party terminates this agreement, User shall be entitled to a pro-rated refund of the most recent Annual Payment amount within 30 days of Notice of Termination.

7. Notice. Notices shall be delivered or mailed to, or to such other address as a party may designate by notice to the other party:

If to the Owner:
Investigations Sergeant
2100 Radio Drive
Woodbury, MN 55125
651-714-3641
scott.melander@woodburymn.gov

If to the User:
Cottage Grove Police Department
12800 Ravine Pkwy
Cottage Grove, MN 55016
651-458-2850

8. Responsibility for Damage. The User shall be responsible for the cost of repairing any damage caused to the Device incurred during the time that it uses the Device or when the Device is used at the request of the User.

9. Repair and Maintenance of Device. Owner shall be responsible for maintaining and repairing the Device, with the exception of any damage to the Device that is caused by the User.

10. Device Unavailable. In the event the Device is not available to User during this contract because the Device is broken or under repair for reasons other than User's own negligence or intentional misuse of the Device, User shall be entitled to a pro-rated refund of the Annual Payment in an amount that equals the sum of pro-rated monthly share of the Annual Payment where User was not able to use the Device.

11. Indemnification. User agrees to defend, indemnify and hold the City, its officers, agents, and employees harmless from any liability, claims, damages, costs, judgments, or expenses, including reasonable attorney's fees (collectively, "Claim"), that directly relate to use of the Device by the User, including any and all claims for bodily injury or death or property loss or damage sustained as a result of use of the Device by the User; provided, however, that such obligation of indemnification shall not apply when a Claim is caused by negligence, bad faith or willful misconduct on the part of the Owner, its officers, agents or employees.

12. Data Practices. Parties are required by law to comply with the Minnesota Government Data Practices Act (Minnesota Statutes Chapter 13) and all other applicable state and federal laws relating to data privacy or confidentiality. Each Party must immediately report to the other Party any requests from third parties for information relating to this Agreement. Each Party agrees to promptly respond to inquiries from the other Party concerning data requests.

13. Records – Availability/Access. Subject to the requirements of Minnesota Statutes, section 16C.05, subd. 5, Owner, the State Auditor, or any of their authorized representatives, at any time

during normal business hours, and as often as they may reasonably deem necessary, shall have access to and the right to examine, audit, excerpt, and transcribe any books, documents, papers, records, etc., which are pertinent to the accounting practices and procedures of User relating to this Agreement. User shall maintain these materials and allow access during the period of this Agreement and for six (6) years after its termination or cancellation.

14. Compliance with Law. The parties shall comply with all laws, state or federal, and all ordinances, rules, and regulations.

15. Governing Law. The laws of the state of Minnesota shall govern this Agreement.

16. Entire Agreement. This Agreement comprises the entire and integrated agreement of the parties concerning the use of the Device and supersedes all prior negotiations, representations, or agreements, either written or oral. Any amendments to this Agreement shall be effective only if in writing and signed by both parties.

17. Severability. If any term, provision, covenant, or condition of this Agreement is held by a court to be invalid, void, or unenforceable, the remainder of this Agreement shall remain in full force and effect and shall in no way be affected, impaired, or invalidated.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed on the day and year first above written.

CITY OF WOODBURY

By: S. Melander 12/05/2022
Scott Melander, Investigations Sergeant

CITY OF COTTAGE GROVE

By: _____
Myron Bailey, Mayor

City Council Action Request

Cottage Grove
Where Pride and Prosperity Meet

8A

Meeting Date	12/7/2022
Department	Finance
Agenda Category	Approve Disbursements
Title	Approve payments for the period of 11-11-2022 through 12-8-2022 in the amount of $3,036,621.82.
Staff Recommendation	
Budget Implication	N/A
Attachments	EXPENSE APPROVAL REPORT.tif 8.92MB PAYROLL CHECK REGISTER.tif 30.24KB

Cottage Grove

Expense Approval Report
By Vendor Name

Payment Dates 11/11/2022 - 12/8/2022

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN00805 - 3M GBN8981					
3M GBN8981	217886	11/16/2022	9419454316	PREMASKING TAPE-SIGN SHO	92.93
				Vendor VEN00805 - 3M GBN8981 Total:	**92.93**
Vendor: VEN01033 - ABLE HOSE AND RUBBER, LLC					
ABLE HOSE AND RUBBER, LLC	14519	12/02/2022	229305-001	1.5" HOSES/NOZZLES	163.64
ABLE HOSE AND RUBBER, LLC	14519	12/02/2022	229305-001	1.5" HOSES/NOZZLES	163.64
ABLE HOSE AND RUBBER, LLC	14519	12/02/2022	229305-001	1.5" HOSES/NOZZLES	163.65
				Vendor VEN01033 - ABLE HOSE AND RUBBER, LLC Total:	**490.93**
Vendor: VEN35316 - ABM EQUIPMENT LLC					
ABM EQUIPMENT LLC	14450	11/21/2022	172260-IN	RPR REAR TANK MNT DECKS - 6005/34980	5,580.00
				Vendor VEN35316 - ABM EQUIPMENT LLC Total:	**5,580.00**
Vendor: VEN20033 - ACUSHNET COMPANY					
ACUSHNET COMPANY	217887	11/16/2022	913135228	PROSHOP MERCHANDISE	104.81
ACUSHNET COMPANY	217887	11/16/2022	914429013	PROSHOP MERCHANDISE	84.93
ACUSHNET COMPANY	217947	11/30/2022	914492026	PROSHOP MERCHANDISE	232.52
ACUSHNET COMPANY	217947	11/30/2022	914508449	PROSHOP MERCHANDISE	137.36
				Vendor VEN20033 - ACUSHNET COMPANY Total:	**559.62**
Vendor: VEN35068 - AI TECHNOLOGIES LLC					
AI TECHNOLOGIES LLC	14520	12/02/2022	20011112022	NOVEMBER BENEFITS ADMINISTRATION FEES	340.00
				Vendor VEN35068 - AI TECHNOLOGIES LLC Total:	**340.00**
Vendor: VEN33229 - AMAZON FULFILLMENT SERVICES, INC.					
AMAZON FULFILLMENT SERVI	14451	11/21/2022	1VJW-6KDM-7NHP	GRAB HANDLE/ACCESSORY BAR/MIRROR SET/ANCHOR-PD UTV	501.45
AMAZON FULFILLMENT SERVI	14451	11/21/2022	1F71-G3X1-31KL	PURE FLOW SALINE CARTRIDGE-PW	234.10
AMAZON FULFILLMENT SERVI	14451	11/21/2022	1GRX-7WQK-47XT	ENVELOPES-HERO CENTER	23.98
AMAZON FULFILLMENT SERVI	14451	11/21/2022	1TTR-CP6Y-HM9N	MAGNETIC SOLID VENT COVER/KEY CABINET-CITY HAL	77.95
AMAZON FULFILLMENT SERVI	14451	11/21/2022	1TTR-CP6Y-HM9N	MAGNETIC SOLID VENT COVER/KEY CABINET-CITY HAL	329.98
AMAZON FULFILLMENT SERVI	14521	12/02/2022	1LDJ-JNDH-CWVT	MIRROR GLAZE DUAL ACTION CLEANER POLISH-RIVER OAKS	124.31
				Vendor VEN33229 - AMAZON FULFILLMENT SERVICES, INC. Total:	**1,291.77**
Vendor: VEN01045 - AMERICAN ENGINEERING TESTING INC					
AMERICAN ENGINEERING TES	14522	12/02/2022	INV-099307	CG STORMWATER POND DENSITIES COMPACTION TESTING	873.50
				Vendor VEN01045 - AMERICAN ENGINEERING TESTING INC Total:	**873.50**
Vendor: VEN31224 - AMERICAN FAMILY LIFE ASSURANCE COMPANY OF COLUMBUS					
AMERICAN FAMILY LIFE ASSU	14452	11/21/2022	INV025113	11/3/22 BIWEEKLY PAYROLL 10/10/22-10/23/22	201.13
AMERICAN FAMILY LIFE ASSU	14452	11/21/2022	INV025123	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	201.13
				Vendor VEN31224 - AMERICAN FAMILY LIFE ASSURANCE COMPANY OF COLUMBUS Total:	**402.26**
Vendor: VEN33880 - AMERICAN MAILING MACHINES					
AMERICAN MAILING MACHIN	217948	11/30/2022	IN116332	FP POSTBASE INKJET CARTRIDGE	304.62
				Vendor VEN33880 - AMERICAN MAILING MACHINES Total:	**304.62**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN01201 - AMERICAN WATER WORKS ASSOCIATION					
AMERICAN WATER WORKS AS	217949	11/30/2022	7002052939	2023 AWWA MEMBERSHIP - ALT/MOEN/RHODE	2,245.00
				Vendor VEN01201 - AMERICAN WATER WORKS ASSOCIATION Total:	**2,245.00**
Vendor: VEN01027 - ANCOM TECHNICAL CENTER					
ANCOM TECHNICAL CENTER	217888	11/16/2022	110301	VOLUME KNOB	3.75
				Vendor VEN01027 - ANCOM TECHNICAL CENTER Total:	**3.75**
Vendor: VEN34977 - ARAMARK UNIFORM & CAREER APPAREL GROUP INC					
ARAMARK UNIFORM & CAREE	14453	11/21/2022	2500123421	RESTAURANT LINEN/SUPPLIES SVCS	530.59
				Vendor VEN34977 - ARAMARK UNIFORM & CAREER APPAREL GROUP INC Total:	**530.59**
Vendor: VEN01017 - ASPEN EQUIPMENT COMPANY					
ASPEN EQUIPMENT COMPAN	14454	11/21/2022	10241436	GASKET - 4101/34972	47.30
ASPEN EQUIPMENT COMPAN	14523	12/02/2022	10241554	PIN LIGHT HARNESS - 1508/34859	202.25
ASPEN EQUIPMENT COMPAN	14523	12/02/2022	10241555	MUDFLAP BRACKET, ANTI-SAIL - STOCK	683.70
ASPEN EQUIPMENT COMPAN	14523	12/02/2022	10241584	PRESSURE GAUGE - 4005/34910	62.01
ASPEN EQUIPMENT COMPAN	14523	12/02/2022	10241626	SWITCH - 4005/34910	69.61
ASPEN EQUIPMENT COMPAN	14523	12/02/2022	10241785	CURB SHOE, ROUND - STOCK ITEM	142.43
				Vendor VEN01017 - ASPEN EQUIPMENT COMPANY Total:	**1,207.30**
Vendor: VEN01300 - ASTECH					
ASTECH	217889	11/16/2022	22-425	2022 JOINT CRACK SEALING PROJECT	58,050.00
				Vendor VEN01300 - ASTECH Total:	**58,050.00**
Vendor: VEN31986 - AUTONATION					
AUTONATION	217950	11/30/2022	602492	PM & DOT - 4204/35028	210.66
AUTONATION	217950	11/30/2022	602600	PM & DOT - 2601/35035	210.66
AUTONATION	217950	11/30/2022	602794	PM SERVICE - 1705/35046	99.94
				Vendor VEN31986 - AUTONATION Total:	**521.26**
Vendor: VEN29278 - BAUER BUILT TIRE					
BAUER BUILT TIRE	217951	11/30/2022	180287079	WHEEL WEIGHTS - SHOP SUPPLY SS100	1,070.36
				Vendor VEN29278 - BAUER BUILT TIRE Total:	**1,070.36**
Vendor: VEN34204 - BENEFIT EXTRAS, INC.					
BENEFIT EXTRAS, INC.	14455	11/21/2022	111902	NOV FEES - COBRA/RETIREE BILLING/HRA & FLEX ADMIN	884.25
				Vendor VEN34204 - BENEFIT EXTRAS, INC. Total:	**884.25**
Vendor: VEN35945 - BEVERLY HERDA					
BEVERLY HERDA	217952	11/30/2022	20221130	REINDEER BALANCE DUE FOR TREE LIGHTING EVENT	1,680.00
				Vendor VEN35945 - BEVERLY HERDA Total:	**1,680.00**
Vendor: VEN32557 - BG AUTOMOTIVE INC					
BG AUTOMOTIVE INC	14524	12/02/2022	PI0038368	LUBRICANT SPRAY - STOCK	168.35
BG AUTOMOTIVE INC	14524	12/02/2022	PI0038425	DIESEL OIL CHG KIT - STOCK	146.57
				Vendor VEN32557 - BG AUTOMOTIVE INC Total:	**314.92**
Vendor: VEN35453 - BIX PRODUCE COMPANY LLC					
BIX PRODUCE COMPANY LLC	14525	12/02/2022	5576227	FOOD FOR CLUBHOUSE	432.44
				Vendor VEN35453 - BIX PRODUCE COMPANY LLC Total:	**432.44**
Vendor: VEN31447 - BOLTON & MENK, INC					
BOLTON & MENK, INC	14456	11/21/2022	299353	2020 HAMLET PARK EXPANSION SVCS 9/3/22-9/30/22	82.50
BOLTON & MENK, INC	14456	11/21/2022	299354	2021 MILL & OVERLAY SVCS 9/3/22-9/30/22	507.50

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
BOLTON & MENK, INC	14456	11/21/2022	299360	2021 PAVEMENT MANAGEMENT SVCS 9/3/22-9/30/22	306.00
BOLTON & MENK, INC	14456	11/21/2022	299362	2022 PARK MASTER PLANNING SVCS 9/3/22-9/30/	8,611.50
BOLTON & MENK, INC	14456	11/21/2022	299364	2023 PAVEMENT MANAGEMENT SVCS 9/3/22-9/30/22	13,404.00
BOLTON & MENK, INC	14456	11/21/2022	299366	ANDERSEN RENEWAL EXPANSION SVCS 9/3/22-9/30/22	4,764.50
BOLTON & MENK, INC	14456	11/21/2022	299369	BAILEY DEVELOPMENT SVCS 9/3/22-9/30/22	330.00
BOLTON & MENK, INC	14456	11/21/2022	299370	CARDINAL RESERVE SVCS 9/3/22-9/30/22	378.00
BOLTON & MENK, INC	14456	11/21/2022	299372	COMP SANITARY SEWER PLAN SVCS 9/3/22-9/30/22	2,417.50
BOLTON & MENK, INC	14456	11/21/2022	299373	EASTBROOKE SVCS 9/3/22-9/30/22	14,623.50
BOLTON & MENK, INC	14456	11/21/2022	299374	EASTBROOKE 2ND ADDITION SVCS 9/3/22-9/30/22	126.00
BOLTON & MENK, INC	14456	11/21/2022	299377	2022 FWD TESTING SVCS 9/3/22-9/30/22	534.25
BOLTON & MENK, INC	14456	11/21/2022	299377	ZYWIEC 40 SVCS 9/3/22-9/30/22	2,616.00
BOLTON & MENK, INC	14456	11/21/2022	299377	LAMAR AVENUE EROSION REPAIR SVCS 9/3/22-9/30/22	1,651.00
BOLTON & MENK, INC	14456	11/21/2022	299377	80TH EAST OF KEATS SVCS 9/3/22-9/30/22	3,567.50
BOLTON & MENK, INC	14456	11/21/2022	299377	JAMAICA-100TH PARCEL STORMWATER SVC 9/3/22-9/30/22	2,262.00
BOLTON & MENK, INC	14456	11/21/2022	299377	EAST RAVINE STORMWATER AREA CHARGE SVC 9/3-9/30/22	2,777.00
BOLTON & MENK, INC	14456	11/21/2022	299377	HARDWOOD AVE & CT INTERSECTION SVCS 9/3/22-9/30/22	2,394.00
BOLTON & MENK, INC	14456	11/21/2022	299377	7781 HARDWOOD AVENUE SVCS 9/3/22-9/30/22	1,189.00
BOLTON & MENK, INC	14456	11/21/2022	299378	GIS PROJECT UPDATES SVCS 9/3/22-9/30/22	67.50
BOLTON & MENK, INC	14456	11/21/2022	299379	GLACIAL VALLEY ESTATES SVCS 9/3/22-9/30/22	126.00
BOLTON & MENK, INC	14456	11/21/2022	299381	GLACIAL VALLEY ESTATES 2ND SVCS 9/3/22-9/30/22	5,737.00
BOLTON & MENK, INC	14456	11/21/2022	299382	GLACIAL VALLEY PARK PH 1 SVCS 9/3/22-9/30/22	16,094.00
BOLTON & MENK, INC	14456	11/21/2022	299385	HAMLET PARK EXP PHASE 3 SVCS 9/3/22-9/30/22	1,017.50
BOLTON & MENK, INC	14456	11/21/2022	299386	HAWTHORNE SVCS 9/3/22-9/30/22	511.00
BOLTON & MENK, INC	14456	11/21/2022	299388	HAWTHORNE 2ND ADDITION SVCS 9/3/22-9/30/22	8,007.50
BOLTON & MENK, INC	14456	11/21/2022	299406	HEMINGWAY INDUSTRIAL SVCS 9/3/22-9/30/22	1,377.50
BOLTON & MENK, INC	14456	11/21/2022	299407	HIGH POINTE SVCS 9/3/22-9/30/22	3,188.50
BOLTON & MENK, INC	14456	11/21/2022	299408	HINTON WOODS SVCS 9/3/22 -9/30/22	5,525.00
BOLTON & MENK, INC	14456	11/21/2022	299409	HINTON WOODS 2ND SVCS 9/3/22-9/30/22	2,948.50
BOLTON & MENK, INC	14456	11/21/2022	299410	JAMAICA AVENUE EAST POINT SVCS 9/3/22-9/30/22	76,108.00

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
BOLTON & MENK, INC	14456	11/21/2022	299412	LAKE ROBERT OUTLET SVCS 9/3/22-9/30/22	180.00
BOLTON & MENK, INC	14456	11/21/2022	299414	LANGDON HILLS SVCS 9/3/22-9/30/22	1,325.50
BOLTON & MENK, INC	14456	11/21/2022	299416	LEAFLINE EXPANSION SVCS 9/3/22-9/30/22	3,570.00
BOLTON & MENK, INC	14456	11/21/2022	299417	L-P3 POND IMPROVEMENTS SVCS 9/3/22-9/30/22	12,345.50
BOLTON & MENK, INC	14456	11/21/2022	299418	MISSISSIPPI LANDING SVCS 9/3/22-9/30/22	69.00
BOLTON & MENK, INC	14456	11/21/2022	299419	NORTHWICK PARK SVCS 9/3/22-9/30/22	2,576.50
BOLTON & MENK, INC	14456	11/21/2022	299420	NORTHWICK PARK 2ND ADD SVCS 9/3/22-9/30/22	126.00
BOLTON & MENK, INC	14456	11/21/2022	299421	OFFICE HOURS SVCS 9/3/22-9/30/22	10,152.50
BOLTON & MENK, INC	14456	11/21/2022	299423	PARKVIEW POINTE FINAL ST SVCS 9/3/22-9/30/22	1,005.00
BOLTON & MENK, INC	14456	11/21/2022	299424	RAVINE MEADOWS SVCS 9/3/22-9/30/22	1,190.00
BOLTON & MENK, INC	14456	11/21/2022	299426	ROLLING MEADOWS SVCS 9/3/22-9/30/22	499.50
BOLTON & MENK, INC	14456	11/21/2022	299427	SETTLERS BLUFF SVCS 9/3/22-9/30/22	965.00
BOLTON & MENK, INC	14456	11/21/2022	299428	SETTLERS BLUFF 2ND ADDITION SVCS 9/3/22-9/30/22	806.00
BOLTON & MENK, INC	14456	11/21/2022	299429	SHOPPES AT COTTAGE VIEW SVCS 9/3/22-9/30/22	240.00
BOLTON & MENK, INC	14456	11/21/2022	299430	SOUTH DISTRICT TRUNK SEWER SVCS 9/3/22-9/30/22	1,270.00
BOLTON & MENK, INC	14456	11/21/2022	299431	SOUTH DISTRICT TRUNK STORM SVCS 9/3/22-9/30/22	5,538.00
BOLTON & MENK, INC	14456	11/21/2022	299432	SOUTHWEST ARTERIAL SVCS 9/3/22-9/30/22	13,401.00
BOLTON & MENK, INC	14456	11/21/2022	299433	STORM POND OVERFLOW STUDY SVCS 9/3/22-9/30/22	148.00
BOLTON & MENK, INC	14456	11/21/2022	299434	TG-P14 POND IMPROVEMENTS SVCS 9/3/22	377.00
BOLTON & MENK, INC	14456	11/21/2022	299435	THAI GARDEN SVCS 9/3/22-9/30/22	601.00
BOLTON & MENK, INC	14456	11/21/2022	299436	WEBER-OPPIDAN DEVELOPMENT SVCS 9/3/22-9/30/22	495.00
BOLTON & MENK, INC	14456	11/21/2022	299438	WOODWARD PONDS SVCS 9/3/22-9/30/22	2,713.50
				Vendor VEN31447 - BOLTON & MENK, INC Total:	**242,843.75**
Vendor: VEN02288 - BOUND TREE MEDICAL, LLC					
BOUND TREE MEDICAL, LLC	14460	11/21/2022	84739518	EMS SUPPLIES	578.80
BOUND TREE MEDICAL, LLC	14526	12/02/2022	84745738	EMS SUPPLIES	764.91
				Vendor VEN02288 - BOUND TREE MEDICAL, LLC Total:	**1,343.71**
Vendor: VEN02005 - BOYER FORD TRUCKS INC					
BOYER FORD TRUCKS INC	14527	12/02/2022	7P44710	FRONT SHOCK ABSORBER - 4104/35037	153.17
				Vendor VEN02005 - BOYER FORD TRUCKS INC Total:	**153.17**
Vendor: VEN02306 - BRAUN INTERTEC CORPORATION					
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B311742	WELL 13 LOW ZONE WATER TREAT PLANT SVCS THRU 9/23	14,841.50
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B311743	WELL 7 TEMP WATER TREATMENT PLANT SVCS THRU 9/23	10,119.00
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B311745	WELL 2 WATER TREATMENT PLANT SVCS THRU 9/23/22	7,157.00

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B316731	WELL 2 WATER TREATMENT PLANT SVCS THRU 11/4/22	1,190.00
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B316732	WELL 13 LOW ZONE WATER TREAT PLANT SVCS THRU 11/4	4,191.00
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B316733	WELL 7 TEMP WATER TREATMENT PLANT SVCS THRU 11/4	2,435.00
BRAUN INTERTEC CORPORATI	14528	12/02/2022	B318300	RAW WATER MAIN EXTEN IMPROVE SVCS THRU 10/28/2	13,424.00
				Vendor VEN02306 - BRAUN INTERTEC CORPORATION Total:	**53,357.50**
Vendor: VEN35273 - BREAKTHRU BEVERAGE MINNESOTA BEER LLC					
BREAKTHRU BEVERAGE MINN	217890	11/16/2022	346349091	BEER FOR CLUBHOUSE	144.00
				Vendor VEN35273 - BREAKTHRU BEVERAGE MINNESOTA BEER LLC Total:	**144.00**
Vendor: VEN33107 - BURGGRAF'S ACE HARDWARE OF COTTAGE GROVE CO.					
BURGGRAF'S ACE HARDWARE	217891	11/16/2022	4919	KEYS-FACILITIES	17.94
BURGGRAF'S ACE HARDWARE	217891	11/16/2022	4940	DRILL BIT - 4102/34967	19.99
BURGGRAF'S ACE HARDWARE	217891	11/16/2022	4942	ALUMINUM SWEEP FOR GARAGE DOORS-HAMLET PAR	47.97
				Vendor VEN33107 - BURGGRAF'S ACE HARDWARE OF COTTAGE GROVE CO. Total:	**85.90**
Vendor: VEN32194 - CAPSTONE HOMES, INC					
CAPSTONE HOMES, INC	14529	12/02/2022	20221130-1	REFUND ESCROW - 10286 GREYSTONE CIR S	5,065.00
CAPSTONE HOMES, INC	14529	12/02/2022	20221130-2	REFUND ESCROW - 10203 GREYSTONE CIR S	5,065.00
CAPSTONE HOMES, INC	14529	12/02/2022	20221130-3	REFUND ESCROW - 10251 GREYSTONE CIR S	5,065.00
CAPSTONE HOMES, INC	14529	12/02/2022	20221130-4	REFUND ESCROW - 10262 GREYSTONE CIR S	5,065.00
				Vendor VEN32194 - CAPSTONE HOMES, INC Total:	**20,260.00**
Vendor: VEN35653 - CARDINAL HOME BUILDERS					
CARDINAL HOME BUILDERS	217953	11/30/2022	20221130-1	REFUND ESCROW - 9024 62ND ST S	5,495.00
CARDINAL HOME BUILDERS	217953	11/30/2022	20221130-2	REFUND ESCROW - 9064 62ND ST S	5,495.00
CARDINAL HOME BUILDERS	217953	11/30/2022	20221130-3	REFUND ESCROW - 9016 62ND ST S	5,495.00
				Vendor VEN35653 - CARDINAL HOME BUILDERS Total:	**16,485.00**
Vendor: VEN03362 - CARLSON AUTO SERVICE & REPAIR					
CARLSON AUTO SERVICE & RE	14461	11/21/2022	54004	APM & TIRE ROTATION - 1756/34978	86.51
				Vendor VEN03362 - CARLSON AUTO SERVICE & REPAIR Total:	**86.51**
Vendor: VEN29244 - CELLEBRITE USA CORP					
CELLEBRITE USA CORP	217892	11/16/2022	INVUS248889	UFED TOUCH2 STAND REPLACEMENT DEVICE-IT	1,085.00
				Vendor VEN29244 - CELLEBRITE USA CORP Total:	**1,085.00**
Vendor: VEN30758 - CEMSTONE PRODUCTS CO.					
CEMSTONE PRODUCTS CO.	14530	12/02/2022	7026571	CONCRETE FOR KICKWALL-9195 75TH ST S	896.30
				Vendor VEN30758 - CEMSTONE PRODUCTS CO. Total:	**896.30**
Vendor: VEN03922 - CENTERPOINT ENERGY					
CENTERPOINT ENERGY	217893	11/16/2022	20221102	FIRE #3 GAS USAGE 9/23/22-10/24/22	128.97
CENTERPOINT ENERGY	217893	11/16/2022	20221102	PW STORAGE BLDG GAS USAGE 9/23/22-10/24/22	85.64
CENTERPOINT ENERGY	217893	11/16/2022	20221102	LAMAR PARK BLDG GAS USAGE 9/23/22-10/24/22	32.78
CENTERPOINT ENERGY	217893	11/16/2022	20221102	WARMING HOUSE GAS USAGE 9/23/22-10/24/22	57.25
CENTERPOINT ENERGY	217893	11/16/2022	20221102	RIVER OAKS PRO SHOP GAS USAGE 9/23/22-10/24/22	132.18

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
CENTERPOINT ENERGY	217893	11/16/2022	20221102	RIVER OAKS MAINT BLDG GAS USAGE 9/23/22-10/24/22	80.64
CENTERPOINT ENERGY	217893	11/16/2022	20221102	CLUBHOUSE GAS USAGE 9/23/22-10/24/22	1,075.82
				Vendor VEN03922 - CENTERPOINT ENERGY Total:	**1,593.28**
Vendor: VEN35388 - CENTRAL MCGOWAN INC					
CENTRAL MCGOWAN INC	14462	11/21/2022	198457	CO2/NITROGEN CYLINDER RENTAL	15.00
CENTRAL MCGOWAN INC	14462	11/21/2022	203918	CO2/NITROGEN CYLINDER RENTAL	15.00
				Vendor VEN35388 - CENTRAL MCGOWAN INC Total:	**30.00**
Vendor: VEN03059 - CENTURY COLLEGE					
CENTURY COLLEGE	14463	11/21/2022	762004	BLS/ALCS/PALS PROVIDER CARDS	495.00
CENTURY COLLEGE	14463	11/21/2022	1105206	FIREFIGHTER I-F.GIRALDO	800.00
				Vendor VEN03059 - CENTURY COLLEGE Total:	**1,295.00**
Vendor: VEN29526 - CENTURY LINK					
CENTURY LINK	217895	11/16/2022	20221101-2	NOV ACCT 612 E12-8029 542	530.00
CENTURY LINK	217894	11/16/2022	616371284	OCTOBER LONG DISTANCE	2.76
CENTURY LINK	217894	11/16/2022	616371284	OCTOBER LONG DISTANCE	2.59
CENTURY LINK	217894	11/16/2022	616371284	OCTOBER LONG DISTANCE	2.59
CENTURY LINK	217894	11/16/2022	616371284	OCTOBER LONG DISTANCE	26.59
				Vendor VEN29526 - CENTURY LINK Total:	**564.53**
Vendor: VEN03416 - CERTIFIED POWER, INC					
CERTIFIED POWER, INC	14464	11/21/2022	50338407	TOGGLE SWITCH, SEAL KIT - SHOP SUPPLY	85.42
CERTIFIED POWER, INC	14531	12/02/2022	50338573	BUS CABLE, CIRUS BUS SPLITTER - 4005/34910	56.39
CERTIFIED POWER, INC	14531	12/02/2022	50338774	SPLITTER - 4004/34970	30.75
				Vendor VEN03416 - CERTIFIED POWER, INC Total:	**172.56**
Vendor: VEN33420 - CHARLES A WEINSTEIN					
CHARLES A WEINSTEIN	14532	12/02/2022	1721	COMMUNITY DEVELOPMENT MILESTONE PMT CONSULT SVCS	3,000.00
				Vendor VEN33420 - CHARLES A WEINSTEIN Total:	**3,000.00**
Vendor: VEN33121 - CHRIS VIERLING					
CHRIS VIERLING	217954	11/30/2022	20221130	UNIFORM REIMBURSEMENT	125.00
				Vendor VEN33121 - CHRIS VIERLING Total:	**125.00**
Vendor: VEN33565 - CINTAS CORPORATION NO. 2					
CINTAS CORPORATION NO. 2	14465	11/21/2022	4135225501	MAT SERVICE - CENTRAL FIRE	129.62
CINTAS CORPORATION NO. 2	14466	11/21/2022	4135225828	PW UNIFORM SVC	6.13
CINTAS CORPORATION NO. 2	14466	11/21/2022	4135225828	PW UNIFORM SVC	28.87
CINTAS CORPORATION NO. 2	14466	11/21/2022	4135349989	RIVER OAKS UNIFORM SVC	51.31
CINTAS CORPORATION NO. 2	14466	11/21/2022	4135918348	MAT SERVICE - ICE ARENA	60.40
CINTAS CORPORATION NO. 2	14533	12/02/2022	4135918542	SHOP TWL - CART - HD SCRB SVC	17.50
CINTAS CORPORATION NO. 2	14533	12/02/2022	4135918542	SHOP TWL - CART - HD SCRB SVC	17.50
CINTAS CORPORATION NO. 2	14533	12/02/2022	4135918556	PW UNIFORM SVC	7.76
CINTAS CORPORATION NO. 2	14533	12/02/2022	4135918556	PW UNIFORM SVC	324.87
CINTAS CORPORATION NO. 2	14533	12/02/2022	4136023236	SHOP TOWEL - RIVER OAKS UNIFORM SVC	37.43
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136583744	SHOP TWL - CART - HD SHELL SHOCK - HD SCRB SVC	17.50
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136583744	SHOP TWL - CART - HD SHELL SHOCK - HD SCRB SVC	17.50
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136583928	PW UNIFORM SVC	14.28
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136583928	PW UNIFORM SVC	118.83
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136739430	MAT SERVICE - HERO CENTER	313.47

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
CINTAS CORPORATION NO. 2	14534	12/02/2022	4136739564	SHOP TOWEL - COVERALLS - RIVER OAKS UNIFORM SVC	41.52
				Vendor VEN33565 - CINTAS CORPORATION NO. 2 Total:	**1,204.49**
Vendor: VEN03954 - CINTAS FIRST AID & SAFETY					
CINTAS FIRST AID & SAFETY	14467	11/21/2022	5130957586	FIRST AID KIT SUPPLIES-RIVER OAKS MAINTENANCE BLDG	253.06
				Vendor VEN03954 - CINTAS FIRST AID & SAFETY Total:	**253.06**
Vendor: VEN03907 - CITY OF ST PAUL					
CITY OF ST PAUL	217955	11/30/2022	IN51566	MATERIAL COST-TRAFFIC SIGNAL WORK-OCTOBER 2022	34.32
CITY OF ST PAUL	217955	11/30/2022	IN51567	LABOR & EQUIPMENT-TRAFFIC SIGNAL WORK-OCTO	1,323.00
CITY OF ST PAUL	217955	11/30/2022	IN51577	PDI COURSE STREET LEVEL INTERVIEWS-M.FOSTER	200.00
				Vendor VEN03907 - CITY OF ST PAUL Total:	**1,557.32**
Vendor: VEN32389 - COMCAST					
COMCAST	217896	11/16/2022	20221101-1	HERO CENTER ACCT# 8772105760380879 11/4/22-12/3/22	155.40
COMCAST	217896	11/16/2022	20221101-2	ICE ARENA ACCT# 8772105760336376 11/5/22-12/4/22	396.32
COMCAST	217896	11/16/2022	20221104	ICE ARENA CABLE SVC 11/14/22-12/13/22	38.01
COMCAST	217896	11/16/2022	20221104	CLUBHOUSE CABLE SVC 11/14/22-12/13/22	957.39
COMCAST	217896	11/16/2022	20221104	MAINT SHED CABLE SVC 11/14/22-12/13/22	213.78
COMCAST	217896	11/16/2022	20221104	FIRE CABLE SVC 11/14/22-12/13/22	63.36
COMCAST	217896	11/16/2022	20221104	PSCH CABLE SVC 11/14/22-12/13/22	478.64
COMCAST	217896	11/16/2022	20221104	PW CABLE SVC 11/14/22-12/13/22	134.85
COMCAST	217956	11/30/2022	20221108	CENTRAL FIRE ACCT# 8772105760347241 11/13-12/12/22	84.76
COMCAST	217957	11/30/2022	159657354	CENTRAL FIRE FIBER ACCT# 939010329 THRU 11/14/22	6,246.17
				Vendor VEN32389 - COMCAST Total:	**8,768.68**
Vendor: VEN29508 - COTTAGE GROVE POLICE FEDERATION					
COTTAGE GROVE POLICE FEDE	14535	12/02/2022	INV025136	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	1,815.00
				Vendor VEN29508 - COTTAGE GROVE POLICE FEDERATION Total:	**1,815.00**
Vendor: VEN33035 - COUNTRY PET FOODS LLC					
COUNTRY PET FOODS LLC	217897	11/16/2022	57056	50# MAG CHLORIDE	688.50
				Vendor VEN33035 - COUNTRY PET FOODS LLC Total:	**688.50**
Vendor: VEN33966 - CRAWFORD DOOR SALES CO. OF THE TWIN CITIES					
CRAWFORD DOOR SALES CO.	217898	11/16/2022	47759	ASTRAGAL MIDLAND GREY U TYPE-FACILITIES	40.00
CRAWFORD DOOR SALES CO.	217958	11/30/2022	47887	CORNELL FIRE DOOR REPAIR AFTER OUTAGE-NORTH RINK	367.50
				Vendor VEN33966 - CRAWFORD DOOR SALES CO. OF THE TWIN CITIES Total:	**407.50**
Vendor: VEN03012 - CUB FOODS					
CUB FOODS	217959	11/30/2022	20221105	FOOD FOR CLUBHOUSE	21.72
				Vendor VEN03012 - CUB FOODS Total:	**21.72**
Vendor: VEN03013 - CULLIGAN-MILBERT COMPANY					
CULLIGAN-MILBERT COMPAN	217960	11/30/2022	157X01448401	SOLAR SALT-CLUBHOUSE	29.35
CULLIGAN-MILBERT COMPAN	217960	11/30/2022	157X01461008	SOLAR SALT-PRO SHOP	29.35
				Vendor VEN03013 - CULLIGAN-MILBERT COMPANY Total:	**58.70**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN30349 - DAKOTA COUNTY ABSTRACT CO					
DAKOTA COUNTY ABSTRACT C	217961	11/30/2022	54039	TITLE WORK - 20.027.21.41.0016/21.027.21 .32.0004	760.00
				Vendor VEN30349 - DAKOTA COUNTY ABSTRACT CO Total:	**760.00**
Vendor: VEN04249 - DELTA DENTAL PLAN OF MN					
DELTA DENTAL PLAN OF MN	217962	11/30/2022	CNS0001112571	COBRA PREMIUM-DECEMBER 2022	370.14
DELTA DENTAL PLAN OF MN	217962	11/30/2022	CNS0001112571	EMPLOYER PREMIUM-DECEMBER 2022	6,262.08
DELTA DENTAL PLAN OF MN	217962	11/30/2022	CNS0001112571	EMPLOYEE PREMIUM-DECEMBER 2022	3,530.79
				Vendor VEN04249 - DELTA DENTAL PLAN OF MN Total:	**10,163.01**
Vendor: VEN30005 - DEPARTMENT OF FINANCE					
DEPARTMENT OF FINANCE	217963	11/30/2022	20221130-1	CASE# CG21018371 - FORFEITURE/SEIZURE FUNDS	429.50
DEPARTMENT OF FINANCE	217963	11/30/2022	20221130-2	CASE# CG21017672 - FORFEITURE/SEIZURE FUNDS	29.00
				Vendor VEN30005 - DEPARTMENT OF FINANCE Total:	**458.50**
Vendor: VEN33026 - DISTINCTIVE DESIGN BUILD LLC					
DISTINCTIVE DESIGN BUILD LL	217964	11/30/2022	20221130-1	REFUND ESCROW - 7449 63RD ST S	5,495.00
DISTINCTIVE DESIGN BUILD LL	217964	11/30/2022	20221130-2	REFUND ESCROW - 7445 63RD ST S	5,495.00
DISTINCTIVE DESIGN BUILD LL	217964	11/30/2022	20221130-3	REFUND ESCROW - 7448 63RD ST S	5,495.00
DISTINCTIVE DESIGN BUILD LL	217964	11/30/2022	20221130-4	REFUND ESCROW - 7440 63RD ST S	5,495.00
				Vendor VEN33026 - DISTINCTIVE DESIGN BUILD LLC Total:	**21,980.00**
Vendor: VEN35638 - DRUM CORPORATION					
DRUM CORPORATION	217965	11/30/2022	INV275488	FLOW LEVELING VALVE KIT - 4006/35040	143.83
				Vendor VEN35638 - DRUM CORPORATION Total:	**143.83**
Vendor: VEN36046 - DUANE MICHENER					
DUANE MICHENER	217966	11/30/2022	20221130	REFUND UB ACCT# 108710339 - 6793 PINE ARBO	793.14
				Vendor VEN36046 - DUANE MICHENER Total:	**793.14**
Vendor: VEN05004 - ED'S TROPHIES INC					
ED'S TROPHIES INC	217899	11/16/2022	4930	GARDEN YARD SIGNS-PARKS	130.00
ED'S TROPHIES INC	217899	11/16/2022	5309	MEMORIAL BENCH ENGRAVED PLATE-CHRIS ROD	112.00
ED'S TROPHIES INC	217967	11/30/2022	5311	6X8 WALNUT PLAQUE-MAYOR FOR DAY MACKENZIE DELANE	18.00
				Vendor VEN05004 - ED'S TROPHIES INC Total:	**260.00**
Vendor: VEN05014 - EHLERS AND ASSOCIATES INC					
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217900	11/16/2022	91904	2022 CONTINUING DISCLOSURE REPORTING	380.00
EHLERS AND ASSOCIATES INC	217968	11/30/2022	92281	2022 FINANCIAL MANAGEMENT PLAN SVCS THRU 10/31/22	14,885.00
EHLERS AND ASSOCIATES INC	217968	11/30/2022	92282	MWF APARTMENTS 2022 SVCS THRU 10/31/22	3,000.00
				Vendor VEN05014 - EHLERS AND ASSOCIATES INC Total:	**21,685.00**
Vendor: VEN05008 - ELECTRO WATCHMAN INC					
ELECTRO WATCHMAN INC	14536	12/02/2022	394634	FIRE ALARM INSPECTION/RPL PANEL BATTERY-CITY HALL	43.10
				Vendor VEN05008 - ELECTRO WATCHMAN INC Total:	**43.10**
Vendor: VEN31230 - ELEMENT MATERIALS TECHNOLOGY ST PAUL, INC					
ELEMENT MATERIALS TECHN	14537	12/02/2022	ESP0192649IN	GEOTECHNICAL EXPLORATION -1.5MG TOWER	8,800.00
				Vendor VEN31230 - ELEMENT MATERIALS TECHNOLOGY ST PAUL, INC Total:	**8,800.00**
Vendor: VEN05028 - EMERGENCY APPARATUS MAINTENANCE, INC.					
EMERGENCY APPARATUS MAI	14468	11/21/2022	125330	WEATHERSTRIP RPR - 3126/35001	428.89
				Vendor VEN05028 - EMERGENCY APPARATUS MAINTENANCE, INC. Total:	**428.89**
Vendor: VEN18053 - EVEREST EMERGENCY VEHICLES, INC					
EVEREST EMERGENCY VEHICL	217901	11/16/2022	W03915	RPL BOTH FRNT LIQ SPRING STRUTS - 831/34996	633.93
				Vendor VEN18053 - EVEREST EMERGENCY VEHICLES, INC Total:	**633.93**
Vendor: VEN35941 - EVERLIGHT SOLAR CONSTRUCTION					
EVERLIGHT SOLAR CONSTRUC	217969	11/30/2022	20221130	REFUND PERMIT# 2022-016538 - 6782 JEFFERY AVE S	248.00
EVERLIGHT SOLAR CONSTRUC	217969	11/30/2022	20221130	REFUND PERMIT# 2022-016539 - 6782 JEFFERY AVE S	572.00
				Vendor VEN35941 - EVERLIGHT SOLAR CONSTRUCTION Total:	**820.00**
Vendor: VEN34324 - EWT HOLDINGS III CORP					
EWT HOLDINGS III CORP	14538	12/02/2022	905589813	OCTOBER EQUIPMENT RENTAL WELL 3	21,600.00
EWT HOLDINGS III CORP	14538	12/02/2022	905589813	OCTOBER EQUIPMENT RENTAL WELL 10	39,200.00
EWT HOLDINGS III CORP	14538	12/02/2022	905589815	OCTOBER EQUIPMENT RENTAL WELL 7/8	43,200.00
				Vendor VEN34324 - EWT HOLDINGS III CORP Total:	**104,000.00**
Vendor: VEN06001 - F JOSEPH TAYLOR, P.A.					
F JOSEPH TAYLOR, P.A.	217970	11/30/2022	20221101	OCTOBER PROSECUTION SERVICES	13,233.50
				Vendor VEN06001 - F JOSEPH TAYLOR, P.A. Total:	**13,233.50**
Vendor: VEN31385 - FARMER BROS CO					
FARMER BROS CO	217902	11/16/2022	96320018	BEVERAGES FOR ICE ARENA	596.70
				Vendor VEN31385 - FARMER BROS CO Total:	**596.70**
Vendor: VEN06140 - FASTENAL COMPANY					
FASTENAL COMPANY	14469	11/21/2022	MNT11118489	NPT PLUG - SHOP SUPPLY SS100	16.82
FASTENAL COMPANY	14539	12/02/2022	MNT11118619	FLOOR DRY PALLET OF 60 BAGS - SHOP SUPPLY SS100	720.00
				Vendor VEN06140 - FASTENAL COMPANY Total:	**736.82**
Vendor: VEN14433 - FERGUSON WATERWORKS #2518					
FERGUSON WATERWORKS #2	217903	11/16/2022	504566	PIPE FITTINGS-UTILITIES	52.78
FERGUSON WATERWORKS #2	217971	11/30/2022	503195-1	12 VALVE WRENCH-WATER	564.00
FERGUSON WATERWORKS #2	217903	11/16/2022	CM037442	CREDIT INV# 504067 - HYDRANT ADAPTER	-25.80
FERGUSON WATERWORKS #2	217971	11/30/2022	505178	PACER #35 MAIN VALVE-WATE	123.20

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
FERGUSON WATERWORKS #2	217971	11/30/2022	9706188	GASKET-WATER	7.49
				Vendor VEN14433 - FERGUSON WATERWORKS #2518 Total:	**721.67**
Vendor: VEN34368 - FIRE LOSS MANGEMENT LLC					
FIRE LOSS MANGEMENT LLC	217904	11/16/2022	22-023	FIRE ALARM PLAN REVIEW-COTTAGE GROVE APARTMENT	150.00
FIRE LOSS MANGEMENT LLC	217904	11/16/2022	22-030	FIRE ALARM PLAN REVIEW-LEAFLINE LABS	100.00
FIRE LOSS MANGEMENT LLC	217904	11/16/2022	22-031	FIRE ALARM PLAN REVIEW-NORTHPOINT DEVELOPMENT #1	75.00
FIRE LOSS MANGEMENT LLC	217904	11/16/2022	22-032	FIRE ALARM PLAN REVIEW-NORTHPOINT DEVELOPMENT #2	75.00
FIRE LOSS MANGEMENT LLC	217972	11/30/2022	22-034	FIRE ALARM PLAN REVIEW-INNOVATIVE CHEMICAL	75.00
				Vendor VEN34368 - FIRE LOSS MANGEMENT LLC Total:	**475.00**
Vendor: VEN32106 - FIRE PROTECTION SERVICES, INC					
FIRE PROTECTION SERVICES, I	217973	11/30/2022	1792	GTI ADDITION-REVIEW DRAWINGS & CALCULATIONS	2,792.27
				Vendor VEN32106 - FIRE PROTECTION SERVICES, INC Total:	**2,792.27**
Vendor: VEN31978 - FIRST ADVANTAGE LNS					
FIRST ADVANTAGE LNS	14470	11/21/2022	2513012210	ANNUAL ENROLLMENT	35.30
FIRST ADVANTAGE LNS	14470	11/21/2022	2513012210	ANNUAL ENROLLMENT	35.30
FIRST ADVANTAGE LNS	14470	11/21/2022	2513012210	ANNUAL ENROLLMENT	35.30
				Vendor VEN31978 - FIRST ADVANTAGE LNS Total:	**105.90**
Vendor: VEN31404 - FLEETPRIDE, INC					
FLEETPRIDE, INC	217905	11/16/2022	103299132	SANDER SPINNER MOTOR - STOCK ITEM	516.87
FLEETPRIDE, INC	217905	11/16/2022	103300655	QUICK DRY ELECTRONIC SPRAY - SHOP SUPPLY SS100	20.00
FLEETPRIDE, INC	217905	11/16/2022	103380650	NPT - STOCK ITEM	17.28
FLEETPRIDE, INC	217905	11/16/2022	103380696	NPT - STOCK ITEM	17.28
FLEETPRIDE, INC	217974	11/30/2022	103596044	FUEL/WATER FILTER - 8409/34984	23.47
FLEETPRIDE, INC	217974	11/30/2022	103627773	NPT ENDS - STOCK	183.27
FLEETPRIDE, INC	217974	11/30/2022	103627858	CLEVIS KIT - STOCK	139.20
FLEETPRIDE, INC	217974	11/30/2022	103700070	CHAIN PLATES - STOCK ITEM	375.68
FLEETPRIDE, INC	217974	11/30/2022	103738552	DEF FLUID - 26MISC/35034	144.80
				Vendor VEN31404 - FLEETPRIDE, INC Total:	**1,437.85**
Vendor: VEN36039 - FOAMFRAT LLC					
FOAMFRAT LLC	217975	11/30/2022	1196	EMS LIBRARY ANNUAL ACCES	1,689.87
				Vendor VEN36039 - FOAMFRAT LLC Total:	**1,689.87**
Vendor: VEN06261 - FURY CHRYSLER JEEP					
FURY CHRYSLER JEEP	217976	11/30/2022	5164233	FRONT BRK PADS & ROTORS - STOCK ITEM	1,070.40
				Vendor VEN06261 - FURY CHRYSLER JEEP Total:	**1,070.40**
Vendor: VEN35533 - GEISLINGER & SONS INC					
GEISLINGER & SONS INC	217906	11/16/2022	20220908	PYMT 9/FINAL-SOUTH DISTRICT SANITARY SEWER EXT PH1	126,900.53
				Vendor VEN35533 - GEISLINGER & SONS INC Total:	**126,900.53**
Vendor: VEN14420 - GENUINE PARTS COMPANY					
GENUINE PARTS COMPANY	14471	11/21/2022	2514-017630	OIL FILTER/PEAK DEICER-RIVER OAKS	41.40
GENUINE PARTS COMPANY	14471	11/21/2022	2514-018742	LED LAMP - STOCK ITEM	56.50
GENUINE PARTS COMPANY	14540	12/02/2022	2514-019441	TOWELLETTES - SHOP SUPPLY SS100	15.99
GENUINE PARTS COMPANY	14540	12/02/2022	2514-020474	OIL FILTERS-RIVER OAKS	59.76
GENUINE PARTS COMPANY	14540	12/02/2022	2514-020497	OIL FILTERS/MOTOR TUNE UP -RIVER OAKS	170.44

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
GENUINE PARTS COMPANY	14540	12/02/2022	2514-021564	RUBBER WEATHERSTRIP - STOCK ITEM	60.78
GENUINE PARTS COMPANY	14540	12/02/2022	2514-021756	BREAKAWAY KIT - 7014/35041	52.24
				Vendor VEN14420 - GENUINE PARTS COMPANY Total:	**457.11**
Vendor: VEN07606 - GERLACH SERVICE INC.					
GERLACH SERVICE INC.	14541	12/02/2022	57803	2 STOKE OIL - 41MISC/34977	238.16
				Vendor VEN07606 - GERLACH SERVICE INC. Total:	**238.16**
Vendor: VEN07596 - GOLF ASSOCIATES SCORECARD CO., INC.					
GOLF ASSOCIATES SCORECAR	14472	11/21/2022	288526	SCORECARDS	1,037.78
				Vendor VEN07596 - GOLF ASSOCIATES SCORECARD CO., INC. Total:	**1,037.78**
Vendor: VEN34259 - GONYEA HOMES					
GONYEA HOMES	217977	11/30/2022	20221130	REFUND ESCROW - 7259 61ST ST S	5,495.00
				Vendor VEN34259 - GONYEA HOMES Total:	**5,495.00**
Vendor: VEN07043 - GOODIN COMPANY					
GOODIN COMPANY	14473	11/21/2022	2538247-00	MULTI-FOUNTS REPAIR KIT-P	135.93
GOODIN COMPANY	14473	11/21/2022	2538503-00	BOWL/FLUSH VALVE/WAX RING-PW	285.22
GOODIN COMPANY	14473	11/21/2022	2538522-00	CLOSET SPUD-PW	8.95
GOODIN COMPANY	14473	11/21/2022	2538849-00	MULTI-FOUNTS REPAIR KIT-P	271.86
				Vendor VEN07043 - GOODIN COMPANY Total:	**701.96**
Vendor: VEN32232 - GOODYEAR COMMERCIAL TIRE & SERVICE CENTERS					
GOODYEAR COMMERCIAL TIR	217978	11/30/2022	124-1106583	GY275/65R18 TIRES - RETURNED	1,013.15
GOODYEAR COMMERCIAL TIR	217978	11/30/2022	124-1106603	GY275/65R18 TIRES - STOCK & 2066/35032	987.91
GOODYEAR COMMERCIAL TIR	217978	11/30/2022	124-1106631	CREDIT INV# 124-1106603 - TIRES	-1,013.15
				Vendor VEN32232 - GOODYEAR COMMERCIAL TIRE & SERVICE CENTERS Total:	**987.91**
Vendor: VEN15382 - GOPHER STATE ONE CALL					
GOPHER STATE ONE CALL	14474	11/21/2022	2100319	OCTOBER ONE CALL TICKETS	1,030.05
				Vendor VEN15382 - GOPHER STATE ONE CALL Total:	**1,030.05**
Vendor: VEN07015 - GRAINGER					
GRAINGER	14475	11/21/2022	9490235539	REPLACEMENT TIP FOR DOOR STOPS-ICE ARENA	192.50
GRAINGER	14542	12/02/2022	9496564122	COFFEE RPL CARTRIDGE-HER	264.77
GRAINGER	14542	12/02/2022	9497648809	GLASS TUBE THERMOMETER-ICE ARENA	10.94
GRAINGER	14542	12/02/2022	9498326314	CALIBRATION GAS-ICE ARENA	369.98
				Vendor VEN07015 - GRAINGER Total:	**838.19**
Vendor: VEN13406 - GREAT LAKES COCA-COLA DISTRIBUTION, LLC					
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216831	BEVERAGES FOR CLUBHOUSE	438.95
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216833	RETURN CO2 TANK	-75.00
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216834	BEVERAGES FOR ICE ARENA	406.61
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216834	BEVERAGES FOR ICE ARENA	121.71
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216888	BEVERAGES FOR ICE ARENA	156.78
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216888	BEVERAGES FOR ICE ARENA	450.09
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216936	BEVERAGES FOR ICE ARENA	316.49
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216936	BEVERAGES FOR ICE ARENA	525.98
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216937	RETURN CO2 TANK	-75.00
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216989	BEVERAGES FOR ICE ARENA	380.40
GREAT LAKES COCA-COLA DIS	14476	11/21/2022	3610216990	RETURN CO2 TANK	-75.00
				Vendor VEN13406 - GREAT LAKES COCA-COLA DISTRIBUTION, LLC Total:	**2,572.01**
Vendor: VEN33879 - GREATAMERICA FINANCIAL SERVICES CORPORATION					
GREATAMERICA FINANCIAL SE	217979	11/30/2022	32823128	MAIL MACHINE METER RENTAL - NOVEMBER	293.95

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
GREATAMERICA FINANCIAL SE	217979	11/30/2022	32859117	FOLDING MACHINE RENTAL - NOVEMBER	343.85
				Vendor VEN33879 - GREATAMERICA FINANCIAL SERVICES CORPORATION Total:	**637.80**
Vendor: VEN35051 - GROVE RAINBOW LP					
GROVE RAINBOW LP	217980	11/30/2022	20221130	RELEASE LANDSCAPE ESCROW -7210 E PT DOUGLAS RD	30,000.00
				Vendor VEN35051 - GROVE RAINBOW LP Total:	**30,000.00**
Vendor: VEN32979 - HILLYARD, INC					
HILLYARD, INC	217907	11/16/2022	604920674	USCREEN/TOILET TISSUE/ARSENAL CLEAN SCRUB-ICE	653.71
				Vendor VEN32979 - HILLYARD, INC Total:	**653.71**
Vendor: VEN35474 - HOLIDAY STATIONSTORES LLC					
HOLIDAY STATIONSTORES LLC	217908	11/16/2022	78001112200	8 WORKS WASHES FOR BUILDING DIVISION OCTOBER SVC	40.00
				Vendor VEN35474 - HOLIDAY STATIONSTORES LLC Total:	**40.00**
Vendor: VEN33989 - ICE SPORTS INDUSTRY					
ICE SPORTS INDUSTRY	217981	11/30/2022	59863	FREESTYLE/PRE-ALPHA/GAMMA/DELTA-TESTS	18.00
				Vendor VEN33989 - ICE SPORTS INDUSTRY Total:	**18.00**
Vendor: VEN33005 - IMAGETREND, INC.					
IMAGETREND, INC.	217982	11/30/2022	138580	FTP AUTO EXPORT ANNUAL FEE	3,500.00
				Vendor VEN33005 - IMAGETREND, INC. Total:	**3,500.00**
Vendor: VEN30088 - INSTRUMENTAL RESEARCH, INC					
INSTRUMENTAL RESEARCH, IN	217983	11/30/2022	4504	TOTAL COLIFORM BATERIA TRAIN 5 RPT# 1219-22	304.13
INSTRUMENTAL RESEARCH, IN	217983	11/30/2022	4505	OCTOBER WATER TESTING	460.88
				Vendor VEN30088 - INSTRUMENTAL RESEARCH, INC Total:	**765.01**
Vendor: VEN09001 - INTERNATIONAL CITY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION					
INTERNATIONAL CITY MANAG	14477	11/21/2022	INV025118	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	2,721.52
INTERNATIONAL CITY MANAG	14477	11/21/2022	INV025119	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	8,541.53
INTERNATIONAL CITY MANAG	14477	11/21/2022	INV025120	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	1,021.68
INTERNATIONAL CITY MANAG	14543	12/02/2022	INV025128	12/1/22 MAYOR COUNCIL PAYROLL DECEMBER	1,274.16
INTERNATIONAL CITY MANAG	14543	12/02/2022	INV025130	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	2,752.28
INTERNATIONAL CITY MANAG	14543	12/02/2022	INV025131	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	8,968.57
INTERNATIONAL CITY MANAG	14543	12/02/2022	INV025132	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	1,028.56
				Vendor VEN09001 - INTERNATIONAL CITY MANAGEMENT ASSOCIATION RETIREMENT CORPORATION Total:	**26,308.30**
Vendor: VEN09005 - INTERNATIONAL UNION OF OPERATING ENGIN.					
INTERNATIONAL UNION OF O	14544	12/02/2022	INV025135	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	1,330.00
				Vendor VEN09005 - INTERNATIONAL UNION OF OPERATING ENGIN. Total:	**1,330.00**
Vendor: VEN09024 - INVER GROVE FORD					
INVER GROVE FORD	14545	12/02/2022	5321326	MUFFLER ASSEMBLY, GASKET, NUT - RETURNED	863.11
INVER GROVE FORD	14545	12/02/2022	5321327	MUFFLER ASSEMBLY, GASKET, NUT - RETURNED	863.11
INVER GROVE FORD	14545	12/02/2022	5321328	MUFFLER ASSEMBLY, GASKET, NUT - 21MISC/35030	863.11
INVER GROVE FORD	14545	12/02/2022	6377684	DOT INSPECTION - 4201/3500	3,814.57
INVER GROVE FORD	14545	12/02/2022	5322265	BRAKE PADS - STOCK	85.68

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
INVER GROVE FORD	14545	12/02/2022	5322304	BRAKE PADS & ROTORS - STOCK	225.98
INVER GROVE FORD	14545	12/02/2022	5322362	AIR FILTERS - STOCK	196.98
INVER GROVE FORD	14545	12/02/2022	5322400	CREDIT INV# 5321327 - MUFFLER ASSEMBLY,GASKET,NUT	-692.22
INVER GROVE FORD	14545	12/02/2022	5322401	CREDIT INV# 5321326 - MUFFLER ASSEMBLY,GASKET,NUT	-692.22
INVER GROVE FORD	14545	12/02/2022	5322402	CREDIT INV# 5321198 - MUFFLER ASSEMBLY,GASKET,NUT	-692.22
INVER GROVE FORD	14545	12/02/2022	6378433	RPR TO SUSPENSION,STEERING,BRAKES-832/35029	2,840.75
				Vendor VEN09024 - INVER GROVE FORD Total:	**7,676.63**
Vendor: VEN36043 - IRRIGATION BY DESIGN INC					
IRRIGATION BY DESIGN INC	217984	11/30/2022	207671	LEAD LABOR TROUBLESHOOT FAILED GOLF ROTORS-RO	760.50
				Vendor VEN36043 - IRRIGATION BY DESIGN INC Total:	**760.50**
Vendor: VEN09255 - I-STATE TRUCK CENTER					
I-STATE TRUCK CENTER	217985	11/30/2022	C242795457-01	CONNECTOR, SEAL, TERMINALS - RETURNED	12.08
I-STATE TRUCK CENTER	217985	11/30/2022	C242796196-01	TERMINALS, SEALS - 4102/34967	11.34
I-STATE TRUCK CENTER	217985	11/30/2022	C242796831-01	CREDIT INV#C242795457-01 - CONNECTOR,SEAL,TERMINAL	-12.08
				Vendor VEN09255 - I-STATE TRUCK CENTER Total:	**11.34**
Vendor: VEN09103 - IUOE CENTRAL PENSION FUND					
IUOE CENTRAL PENSION FUN	14478	11/21/2022	INV025108	11/3/22 BIWEEKLY PAYROLL 10/10/22-10/23/22	7,488.00
IUOE CENTRAL PENSION FUN	14478	11/21/2022	INV025121	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	7,488.00
				Vendor VEN09103 - IUOE CENTRAL PENSION FUND Total:	**14,976.00**
Vendor: VEN35630 - JAYTECH INC					
JAYTECH INC	217986	11/30/2022	223484	OPEN RECIRCULATING COOLING WATER TREATMENT -ICE	2,059.11
				Vendor VEN35630 - JAYTECH INC Total:	**2,059.11**
Vendor: VEN11026 - JENNARI GROUP					
JENNARI GROUP	14479	11/21/2022	82207	INSTL, MNT & BALANCE 2 TIRES - 831/34971	283.92
				Vendor VEN11026 - JENNARI GROUP Total:	**283.92**
Vendor: VEN10068 - JOHNSON BROTHERS LIQUOR CO.					
JOHNSON BROTHERS LIQUOR	217909	11/16/2022	2169844	ALCOHOL FOR CLUBHOUSE	1,056.13
				Vendor VEN10068 - JOHNSON BROTHERS LIQUOR CO. Total:	**1,056.13**
Vendor: VEN31197 - JT SERVICES OF MINNESOTA					
JT SERVICES OF MINNESOTA	14480	11/21/2022	JT22-300-05	100 WATT MOGUL BASE HIGH PRESSURE SODIUM LAMPS	1,784.16
JT SERVICES OF MINNESOTA	14480	11/21/2022	JT22-304-07	2X4 HANDHOLE W/SCREWS-STREETLIGHTS	1,500.00
JT SERVICES OF MINNESOTA	14546	12/02/2022	JT22-305-01	100 WATT MOGUL BASE HIGH PRESSURE SODIUM LAMPS	2,659.20
JT SERVICES OF MINNESOTA	14546	12/02/2022	JT22-306-03	KNOCKDOWNS	6,380.00
				Vendor VEN31197 - JT SERVICES OF MINNESOTA Total:	**12,323.36**
Vendor: VEN31290 - JUDITH A GRAF					
JUDITH A GRAF	14481	11/21/2022	20221031	COUNCIL MEETING MINUTES	251.40

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
JUDITH A GRAF	14547	12/02/2022	20221031-2	OCTOBER PLANNING COMMISSION MEETING MINUTES	222.57
				Vendor VEN31290 - JUDITH A GRAF Total:	**473.97**
Vendor: VEN35885 - KILLMER ELECTRIC CO INC					
KILLMER ELECTRIC CO INC	217910	11/16/2022	J002305	LED LIGHTING HOCKEY/PICKLEBAL- GLACIAL VALLEY PARK	33,775.00
				Vendor VEN35885 - KILLMER ELECTRIC CO INC Total:	**33,775.00**
Vendor: VEN35714 - KLETSCHKA INSPECTIONS LLC					
KLETSCHKA INSPECTIONS LLC	14548	12/02/2022	20221101-1	OCTOBER ELECTRICAL INSPECTIONS-COTTAGE GROV	11,508.90
KLETSCHKA INSPECTIONS LLC	14548	12/02/2022	20221101-2	OCTOBER ELECTRICAL INSPECTIONS-DENMARK	599.82
				Vendor VEN35714 - KLETSCHKA INSPECTIONS LLC Total:	**12,108.72**
Vendor: VEN31717 - KRAFT CONTRACTING & MECHANICAL LLC					
KRAFT CONTRACTING & MEC	14482	11/21/2022	27488	PREVENTATIVE MAINTENANCE - CITY HALL	3,450.00
KRAFT CONTRACTING & MEC	14482	11/21/2022	27627	PREVENTATIVE MAINTENANCE - CITY HALL	2,099.25
KRAFT CONTRACTING & MEC	14549	12/02/2022	27734	RPL THERMOSTAT - PUBLIC WORKS	748.03
KRAFT CONTRACTING & MEC	14549	12/02/2022	27765	DEHUMIDIFICATION REPAIRS-ICE ARENA	6,999.06
KRAFT CONTRACTING & MEC	14549	12/02/2022	27776	RPL IGNITORS & CONDENSATE REBUILD-CENTRAL FIRE	1,419.50
KRAFT CONTRACTING & MEC	14549	12/02/2022	27788	TROUBLESHOT FCU SETPOINTS-HERO	532.00
				Vendor VEN31717 - KRAFT CONTRACTING & MECHANICAL LLC Total:	**15,247.84**
Vendor: VEN35654 - LARKIN HOFFMAN DALY & LINDGREN LTD					
LARKIN HOFFMAN DALY & LIN	14483	11/21/2022	811872	AGG INDUSTRIES MINE EXPANSION-ENVIRONMENTAL REVIEW	4,520.00
				Vendor VEN35654 - LARKIN HOFFMAN DALY & LINDGREN LTD Total:	**4,520.00**
Vendor: VEN36041 - LARRY/PAT HIRAVAYASHI					
LARRY/PAT HIRAVAYASHI	217911	11/16/2022	20221116	REFUND UB ACCT# 800051390 - 8384 GRAFTON	95.76
				Vendor VEN36041 - LARRY/PAT HIRAVAYASHI Total:	**95.76**
Vendor: VEN31389 - LAW ENFORCEMENT LABOR SERVICES, INC					
LAW ENFORCEMENT LABOR S	14550	12/02/2022	INV025137	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	455.00
				Vendor VEN31389 - LAW ENFORCEMENT LABOR SERVICES, INC Total:	**455.00**
Vendor: VEN12341 - LAWSON PRODUCTS, INC					
LAWSON PRODUCTS, INC	217912	11/16/2022	9310058118	FLAT WASHERS - SHOP SUPPLY SS100	38.00
LAWSON PRODUCTS, INC	217912	11/16/2022	9310062280	HARDWARE - SHOP SUPPLY SS100	262.39
LAWSON PRODUCTS, INC	217912	11/16/2022	9310074824	PLOW BOLTS - SHOP SUPPLY SS100	216.00
LAWSON PRODUCTS, INC	217912	11/16/2022	9310074825	PLOW BOLTS - SHOP SUPPLY SS100	216.00
LAWSON PRODUCTS, INC	217912	11/16/2022	9310085205	BOLTS, NUTS, WASHERS - SHOP SUPPLY SS100	962.34
LAWSON PRODUCTS, INC	217987	11/30/2022	9310102655	SCREWS, NUTS - SHOP SUPPLY SS100	200.04
LAWSON PRODUCTS, INC	217987	11/30/2022	9310102656	FLAT WASHERS - SHOP SUPPLY SS100	62.40
LAWSON PRODUCTS, INC	217987	11/30/2022	9310102657	HARDWARE,PRIMER,CABLE TIES - SHOP SUPPLY SS100	172.15
LAWSON PRODUCTS, INC	217987	11/30/2022	9310107102	FITTINGS, HYDR HOSE - STOCK ITEM	793.90

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
LAWSON PRODUCTS, INC	217987	11/30/2022	9310107103	FITTINGS - STOCK ITEM	222.08
LAWSON PRODUCTS, INC	217987	11/30/2022	9310110825	DRILL BITS - SHOP SUPPLY	119.80
				Vendor VEN12341 - LAWSON PRODUCTS, INC Total:	**3,265.10**
Vendor: VEN12370 - LEAGUE OF MINNESOTA CITIES INS TRUST					
LEAGUE OF MINNESOTA CITIE	217913	11/16/2022	19795	CLM# 465475 PLACE	1,082.14
LEAGUE OF MINNESOTA CITIE	217913	11/16/2022	19861	CLM# 479016 LIERMANN	1,170.60
LEAGUE OF MINNESOTA CITIE	217913	11/16/2022	19876	CLM# 479659 KOTNOUR	2,563.81
LEAGUE OF MINNESOTA CITIE	217913	11/16/2022	19908	CLM# 481442 ARRIGONI	345.56
				Vendor VEN12370 - LEAGUE OF MINNESOTA CITIES INS TRUST Total:	**5,162.11**
Vendor: VEN31896 - LEVANDER, GILLEN & MILLER, P.A.					
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC PUBLIC WORKS OCT LEGAL SVCS	316.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	CANNABIS ORDINANCE OCT LEGAL SVCS	464.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISSISSIPPI DUNES OCT LEGAL SVCS	384.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC FINANCE OCT LEGAL SVCS	112.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISSISSIPPI LANDING OCT LEGAL SVCS	330.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC FIRE OCT LEGAL SVCS	528.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MAYOR & COUNCIL OCT LEGAL SVCS	2,750.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC PERSONNEL OCT LEGAL SVCS	2,112.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC POLICE OCT LEGAL SVCS	1,552.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	MISC COMMUNITY DEVELOPMENT OCT LEGAL SVCS	356.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	SPECIAL EVENT ORDINANCE OCT LEGAL SVCS	320.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	RECODIFICATION OF CITY&ZONING CODE OCT LEGAL SVCS	14,160.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	NORTHPOINT DEVELOPMENT OCT LEGAL SVCS	672.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	ICE ARENA OCT LEGAL SVCS	940.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	HANG LLC OCT LEGAL SVCS	96.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	ENDEAVOR OCT LEGAL SVCS	132.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	WATERMAIN EXTEN CONTAIM WELLS OCT LEGAL SVCS	512.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	WATERMAIN EXTENSION-GOODVIEW AVE OCT LEGAL SVCS	60.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	DISH AT INWOOD/HIGHLANDS OCT LE	364.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	DISH-81ST & INNSDALE OCT LEGAL SVCS	176.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	EAST PT DOUGLAS/JAMAICA AVE PROJECT OCT LEGAL SVCS	17,901.04
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	LOW ZONE WATER TOWER OCT LEGAL SVCS	3,152.15
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	AMBULANCE FEES OCT LEGAL SVCS	32.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	HAMLET HEIGHTS OCT LEGAL SVCS	770.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	NORTHPOINT DEVELOPMENT OCT LEGAL SVCS	1,038.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	THE VIEWS OCT LEGAL SVCS	88.00
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	GLACIAL VALLEY 2ND ADDITION OCT LEGAL SVCS	72.50

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
LEVANDER, GILLEN & MILLER,	14484	11/21/2022	20221028	FURBER FARMS OCT LEGAL SVCS	4,000.00
				Vendor VEN31896 - LEVANDER, GILLEN & MILLER, P.A. Total:	**53,389.69**
Vendor: VEN30050 - LUBE-TECH & PARTNERS, LLC					
LUBE-TECH & PARTNERS, LLC	14551	12/02/2022	3058954	USED OIL FILTER PICKUP - PUBLIC DROP OFF	220.00
LUBE-TECH & PARTNERS, LLC	14551	12/02/2022	3065923	USED OIL PICKUP - FLEET SHO	22.50
LUBE-TECH & PARTNERS, LLC	14551	12/02/2022	3066074	USED OIL PICKUP - PUBLIC DROP OFF	355.50
LUBE-TECH & PARTNERS, LLC	14551	12/02/2022	3067980	USED OIL FILTERS PICKUP - PUBLIC DROP OFF	110.00
				Vendor VEN30050 - LUBE-TECH & PARTNERS, LLC Total:	**708.00**
Vendor: VEN35101 - M/I HOMES					
M/I HOMES	217988	11/30/2022	20221130-1	REFUND ESCROW - 6514 JODY AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-2	REFUND ESCROW - 6552 JOLIET AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-3	REFUND ESCROW - 6556 JOLIET AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-4	REFUND ESCROW - 6560 JOLIET AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-5	REFUND ESCROW - 6544 JOLIET AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-6	REFUND ESCROW - 6548 JOLIET AVE S	1,000.00
M/I HOMES	217988	11/30/2022	20221130-7	REFUND ESCROW - 6540 JOLIET AVE S	1,000.00
				Vendor VEN35101 - M/I HOMES Total:	**7,000.00**
Vendor: VEN32230 - MANSFIELD OIL COMPANY					
MANSFIELD OIL COMPANY	14552	12/02/2022	23745535	2,302 GAL DYED DIESEL	6,765.69
MANSFIELD OIL COMPANY	14552	12/02/2022	23745536	3,602 GAL UNLEADED GASOLINE	10,087.86
				Vendor VEN32230 - MANSFIELD OIL COMPANY Total:	**16,853.55**
Vendor: VEN13494 - MARCO HOLDINGS, LLC					
MARCO HOLDINGS, LLC	14553	12/02/2022	48155	WEB FAX SERVICES 11/16/22-12/15/22	49.24
				Vendor VEN13494 - MARCO HOLDINGS, LLC Total:	**49.24**
Vendor: VEN13668 - MARTIN-MCALLISTER					
MARTIN-MCALLISTER	14486	11/21/2022	14931	PUBLIC SAFETY ASSESSMENTS -W.KING/G.PEREZ	1,200.00
				Vendor VEN13668 - MARTIN-MCALLISTER Total:	**1,200.00**
Vendor: VEN34894 - MCMASTER-CARR SUPPLY COMPANY					
MCMASTER-CARR SUPPLY CO	217989	11/30/2022	87922294	SLEEVE BEARINGS - 4008/34975	53.21
MCMASTER-CARR SUPPLY CO	217989	11/30/2022	88233392	SLEEVE BEARINGS - STOCK	65.20
				Vendor VEN34894 - MCMASTER-CARR SUPPLY COMPANY Total:	**118.41**
Vendor: VEN13662 - MEDICA					
MEDICA	217990	11/30/2022	569737588883	COBRA PREMIUM-DECEMBER 2022	2,886.47
MEDICA	217990	11/30/2022	569737588883	MN STAT 299A.465 PREMIUM -DECEMBER 2022	3,731.53
MEDICA	217990	11/30/2022	569737588883	EMPLOYER PREMIUM-DECEMBER 2022	98,447.85
MEDICA	217990	11/30/2022	569737588883	EMPLOYEE PREMIUM-DECEMBER 2022	20,308.62
				Vendor VEN13662 - MEDICA Total:	**125,374.47**
Vendor: VEN13410 - MENARDS					
MENARDS	14487	11/21/2022	62647	GLOVES/HOOK/WD40-ICE ARENA	70.70

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
MENARDS	14487	11/21/2022	62647	GLOVES/HOOK/WD40-ICE ARENA	14.56
MENARDS	14487	11/21/2022	62656	SPRAY PAINT/SANDBLAST SUPPLIES-RIVER OAKS	50.57
MENARDS	14487	11/21/2022	62661	GRILL BRUSH-PW PLOW RODEO	7.99
MENARDS	14487	11/21/2022	62664	DRILL BITS-PARKS	4.98
MENARDS	14487	11/21/2022	62666-2022	CEILING HOOK-CITY HALL	1.79
MENARDS	14487	11/21/2022	62692	PIPE FITTINGS-PARKS	17.78
MENARDS	14487	11/21/2022	62694	PLUNGER/RV MARINE ANTIFREEZE-PARKS	44.91
MENARDS	14487	11/21/2022	62716	CO/GAS ALARM PLUG IN-PW	45.63
MENARDS	14487	11/21/2022	62726	3V ENERGIZER BATTERIES-PD	29.97
MENARDS	14487	11/21/2022	62747	AIR FILTERS/3 IN 1 OIL-PW	86.91
MENARDS	14487	11/21/2022	62791	FOAMULAR PROJECT PANEL-ICE ARENA	6.69
MENARDS	14487	11/21/2022	62920	AA TIRE FOAM AEROSOL-PARKS	9.78
MENARDS	14487	11/21/2022	62926	3V ENERGIZER BATTERIES-PD	51.48
MENARDS	14487	11/21/2022	62951	TOILET FLANGE REPAIR KIT/WHITE CAULK-PW	14.98
MENARDS	14487	11/21/2022	62962	SHALLOW FLANGE-PW	7.07
MENARDS	14487	11/21/2022	62973	CONCRETE SPLASH BLOCK-CENTRAL FIRE	9.99
MENARDS	14487	11/21/2022	63003	TOOLBOX/FILE/PAINT MARKER-STORMWATER	18.27
MENARDS	14487	11/21/2022	63026	OUTLET ADAPTER/ANIMATED REAPER/GHOST-ICE	335.14
MENARDS	14487	11/21/2022	63061	WIRE STRIPPER-PARKS	9.96
MENARDS	14487	11/21/2022	63068	POCKET SCREWS/CASTERS-PARKS	83.94
MENARDS	14487	11/21/2022	63116	CONSTRUCTION SCREWS/SAFETY HASP-PARKS	10.68
MENARDS	14487	11/21/2022	63119	CREDIT INV# 63026 - ANIMATED REAPER	-271.99
MENARDS	14487	11/21/2022	63124	PIPE FITTINGS-CITY HALL	11.12
MENARDS	14487	11/21/2022	63173	FOOD FOR CLUBHOUSE/SUPPLIES FOR PROSHOP	248.88
MENARDS	14487	11/21/2022	63173	FOOD FOR CLUBHOUSE/SUPPLIES FOR PROSHOP	40.94
MENARDS	14554	12/02/2022	63235	PIPE FITTINGS-PARKS	18.28
MENARDS	14554	12/02/2022	63280	YARDSTICKS-FORESTRY	1.96
MENARDS	14554	12/02/2022	63283	ANTIFREEZE-PARKS	13.44
MENARDS	14554	12/02/2022	63343	HITCH PIN CLIPS-ICE ARENA	2.76
MENARDS	14554	12/02/2022	63436	RECEPTACLE TESTER/FLOOR SCRUB-CITY HALL	14.88
MENARDS	14554	12/02/2022	63449	BOOT TRAY-FIRE	19.98
MENARDS	14554	12/02/2022	63454	SCREWS/MAP GAS-WATER	17.96
MENARDS	14554	12/02/2022	63568	ANTIFREEZE/GLOVES/MOUSE TRAPS/GARBAGE BAGS/TAPE-RO	108.74
				Vendor VEN13410 - MENARDS Total:	**1,160.72**
Vendor: VEN36029 - MERAKAI LLC					
MERAKAI LLC	217914	11/16/2022	636840	EVIDENCE BAGS FOR INVESTIGATIONS/FORENSICS	319.20
				Vendor VEN36029 - MERAKAI LLC Total:	**319.20**
Vendor: VEN13461 - METRO SALES INCORPORATED					
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	PSCH RICOH COPIER USAGE 9/4/22-10/3/22	1,142.44
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	PD RICOH COPIER USAGE 9/4/22-10/3/22	661.67

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	FIRE RICOH COPIER USAGE 9/4/22-10/3/22	226.44
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	PW RICOH COPIER USAGE 9/4/22-10/3/22	802.70
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	REC RICOH COPIER USAGE 9/4/22-10/3/22	101.35
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	ICE RICOH COPIER USAGE 9/4/22-10/3/22	101.36
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	GOLF RICOH COPIER USAGE 9/4/22-10/3/22	185.12
METRO SALES INCORPORATE	14489	11/21/2022	INV2147865	HERO CENTER RICOH COPIER USAGE 9/4/22-10/3/22	330.59
				Vendor VEN13461 - METRO SALES INCORPORATED Total:	**3,551.67**
Vendor: VEN36047 - METRO WATER CONDITIONING INC					
METRO WATER CONDITIONIN	217991	11/30/2022	21088	REBUILT ALL 4 CONTROL VALVES PER BID-ICE ARENA	3,835.00
				Vendor VEN36047 - METRO WATER CONDITIONING INC Total:	**3,835.00**
Vendor: VEN13411 - METROPOLITAN COUNCIL					
METROPOLITAN COUNCIL	14556	12/02/2022	202210	OCTOBER SAC CHARGES	27,335.00
METROPOLITAN COUNCIL	14556	12/02/2022	202210	OCTOBER SAC CHARGES DISCOUNT	-273.35
				Vendor VEN13411 - METROPOLITAN COUNCIL Total:	**27,061.65**
Vendor: VEN13412 - METROPOLITAN COUNCIL					
METROPOLITAN COUNCIL	14555	12/02/2022	1147760	DECEMBER WASTE WATER SERVICES	200,287.56
				Vendor VEN13412 - METROPOLITAN COUNCIL Total:	**200,287.56**
Vendor: VEN13429 - MEYER SEWER SERVICE					
MEYER SEWER SERVICE	217915	11/16/2022	11834	PUMPED MAINT BLDG HOLDING TANK	250.00
				Vendor VEN13429 - MEYER SEWER SERVICE Total:	**250.00**
Vendor: VEN33002 - MICHAEL LEE INC					
MICHAEL LEE INC	217992	11/30/2022	20221130	REFUND ESCROW - 9526 63RD ST S	5,495.00
				Vendor VEN33002 - MICHAEL LEE INC Total:	**5,495.00**
Vendor: VEN35927 - MIDWEST MOTOR SUPPLY CO INC					
MIDWEST MOTOR SUPPLY CO	217993	11/30/2022	100446270	ASSORTED HARDWARE-RIVER OAKS	55.95
MIDWEST MOTOR SUPPLY CO	217993	11/30/2022	100458484	HARDWARE-RIVER OAKS	70.68
				Vendor VEN35927 - MIDWEST MOTOR SUPPLY CO INC Total:	**126.63**
Vendor: VEN13485 - MIKE McPHILLIPS, INC.					
MIKE McPHILLIPS, INC.	217994	11/30/2022	54764	RPL MAINBROOM - 8601/35039	837.00
				Vendor VEN13485 - MIKE McPHILLIPS, INC. Total:	**837.00**
Vendor: VEN34389 - MILLER EXCAVATING INC					
MILLER EXCAVATING INC	14585	12/08/2022	20221026	PYMT 4-GOODVIEW AVE WATERMAIN EXTEN THRU 10/26/22	290,372.65
				Vendor VEN34389 - MILLER EXCAVATING INC Total:	**290,372.65**
Vendor: VEN34893 - MINNEAPOLIS SAW CO INC					
MINNEAPOLIS SAW CO INC	217995	11/30/2022	146396	CHAINSAW BOOTS-STREETS	372.86
MINNEAPOLIS SAW CO INC	217995	11/30/2022	146397	BOOTS-UECKER	137.94
				Vendor VEN34893 - MINNEAPOLIS SAW CO INC Total:	**510.80**
Vendor: VEN35690 - MINNESOTA AG POWER INC					
MINNESOTA AG POWER INC	14490	11/21/2022	9376409	BUSHING-RIVER OAKS	19.53
MINNESOTA AG POWER INC	14490	11/21/2022	9376418	IDLER/CABLE-RIVER OAKS	222.63
MINNESOTA AG POWER INC	14490	11/21/2022	9385662	CHAINSAW PARTS-STREETS	672.99
MINNESOTA AG POWER INC	14490	11/21/2022	9385680	POLE SAW-FORESTRY	439.99
MINNESOTA AG POWER INC	14490	11/21/2022	9385692	CHAINSAW PARTS-STREETS	327.89
MINNESOTA AG POWER INC	14490	11/21/2022	9391033	CHAPPS-FORESTRY	448.97

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
MINNESOTA AG POWER INC	14557	12/02/2022	9398763	BUSHING, FUEL FILTER - 8509/34976	38.57
MINNESOTA AG POWER INC	14557	12/02/2022	9399825	BUMPER/TAPERED/APRON CHAP/ULTRA 2GAL MIX-RO	434.66
MINNESOTA AG POWER INC	14557	12/02/2022	9404723	OIL FILTERS - 8402/35009	140.60
MINNESOTA AG POWER INC	14557	12/02/2022	9409900	UPDATE SOFTWARE ON PTO/CCU - 8403/35000	484.39
MINNESOTA AG POWER INC	14557	12/02/2022	9412929	FILTERS, OIL, ORING - 8407/35044	589.47
MINNESOTA AG POWER INC	14557	12/02/2022	9413606	CREDIT INV# 9412929 - FILTER	-30.78
MINNESOTA AG POWER INC	14557	12/02/2022	9414039	O-RING, FILTER - 8407/35044	65.93
MINNESOTA AG POWER INC	14557	12/02/2022	8556469	CLUB CAR/UTILITY CART	133.13
MINNESOTA AG POWER INC	14557	12/02/2022	8556469	CLUB CAR/UTILITY CART	930.28
MINNESOTA AG POWER INC	14557	12/02/2022	8556469	CLUB CAR/UTILITY CART	8,550.00
MINNESOTA AG POWER INC	14557	12/02/2022	8556469	CLUB CAR/UTILITY CART	8,550.00
MINNESOTA AG POWER INC	14557	12/02/2022	9415178	TIE ROD ASSEMBLY - 8407/35044	491.25
MINNESOTA AG POWER INC	14557	12/02/2022	9415243	GEAR LUBRICANT - 8407/35044	11.89
				Vendor VEN35690 - MINNESOTA AG POWER INC Total:	**22,521.39**
Vendor: VEN30384 - MINNESOTA GLOVE INC					
MINNESOTA GLOVE INC	14491	11/21/2022	337506	UNIFORM - MOEN	86.79
				Vendor VEN30384 - MINNESOTA GLOVE INC Total:	**86.79**
Vendor: VEN34360 - MINNESOTA GOLF ASSOCIATION					
MINNESOTA GOLF ASSOCIATI	217996	11/30/2022	220156	ADULT MEMBERSHIP FEES	60.00
				Vendor VEN34360 - MINNESOTA GOLF ASSOCIATION Total:	**60.00**
Vendor: VEN13473 - MN CHILD SUPPORT CENTER					
MN CHILD SUPPORT CENTER	217916	11/16/2022	INV025124	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	36.91
MN CHILD SUPPORT CENTER	217997	11/30/2022	INV025139	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	36.91
				Vendor VEN13473 - MN CHILD SUPPORT CENTER Total:	**73.82**
Vendor: VEN13670 - MN DEPT OF LABOR & INDUSTRY					
MN DEPT OF LABOR & INDUS	14558	12/02/2022	20221031	OCT BLDG PERMIT SURCHARGE RETENTION-COT	-83.49
MN DEPT OF LABOR & INDUS	14558	12/02/2022	20221031	OCT BLDG PERMIT SURCHARGE-COTTAGE GROVE	4,174.74
				Vendor VEN13670 - MN DEPT OF LABOR & INDUSTRY Total:	**4,091.25**
Vendor: VEN13504 - MN DEPT OF PUBLIC SAFETY					
MN DEPT OF PUBLIC SAFETY	217998	11/30/2022	20221130	2023 RIVER OAKS LIQUOR/WINE RETAILERS BUYERS CARD	20.00
				Vendor VEN13504 - MN DEPT OF PUBLIC SAFETY Total:	**20.00**
Vendor: VEN13551 - MN DEPT OF PUBLIC SAFETY					
MN DEPT OF PUBLIC SAFETY	217999	11/30/2022	20221130-1	CRIMINAL FORFEITURE TITLE TRANSFER-CG21010881	25.00
MN DEPT OF PUBLIC SAFETY	217999	11/30/2022	20221130-2	CRIMINAL FORFEITURE TITLE TRANSFER-CG20016899	25.00
				Vendor VEN13551 - MN DEPT OF PUBLIC SAFETY Total:	**50.00**
Vendor: VEN03446 - MN DEPT OF TRANSPORTATION					
MN DEPT OF TRANSPORTATIO	218000	11/30/2022	P00016314	BITUMINOUS PLANT INSPECTION-WOODWARD PONDS 1ST	80.25
MN DEPT OF TRANSPORTATIO	218000	11/30/2022	P00016314	BITUMINOUS PLANT INSPECTION-EASTBROOKE 1S	187.69
MN DEPT OF TRANSPORTATIO	218000	11/30/2022	P00016314	BITUMINOUS PLANT INSPECTION-NORTHPOINT	267.68
				Vendor VEN03446 - MN DEPT OF TRANSPORTATION Total:	**535.62**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN33184 - MOR GOLF AND UTILITY, INC					
MOR GOLF AND UTILITY, INC	14559	12/02/2022	35692	2 PASS GOLF CARS	370.00
				Vendor VEN33184 - MOR GOLF AND UTILITY, INC Total:	**370.00**
Vendor: VEN13463 - MTI DISTRIBUTING CO.					
MTI DISTRIBUTING CO.	14560	12/02/2022	1367228-00	ASSY,VIH,ELEC,QUICKSHUT/SPK,1.5IN,PC,58N,80P,SG-RO	848.56
MTI DISTRIBUTING CO.	14492	11/21/2022	1367228-01	SPK,1.5IN,PC,58N,80P,SG-RIVER OAKS	1,225.97
MTI DISTRIBUTING CO.	14492	11/21/2022	1368197-00	BEDKNIFE-RIVER OAKS	208.50
				Vendor VEN13463 - MTI DISTRIBUTING CO. Total:	**2,283.03**
Vendor: VEN35570 - MYRON DANIEL RUSSELL JR					
MYRON DANIEL RUSSELL JR	218001	11/30/2022	20221104	DASHER AD 32 FT THE GRIZZLY LEAGUE	1,400.00
				Vendor VEN35570 - MYRON DANIEL RUSSELL JR Total:	**1,400.00**
Vendor: VEN14443 - NCPERS MINNESOTA - 403800					
NCPERS MINNESOTA - 403800	14561	12/02/2022	403800122022	DECEMBER 2022 LIFE INSURANCE PREMIUM	352.00
				Vendor VEN14443 - NCPERS MINNESOTA - 403800 Total:	**352.00**
Vendor: VEN36044 - NFP RETIREMENT INC					
NFP RETIREMENT INC	218002	11/30/2022	20221014	FINANCIAL WELLNESS VIRTUAL SERIES 7/1/22-9/30/	200.00
				Vendor VEN36044 - NFP RETIREMENT INC Total:	**200.00**
Vendor: VEN14453 - NIKE USA, INC.					
NIKE USA, INC.	217917	11/16/2022	9651805048	PROSHOP MERCHANDISE	36.15
				Vendor VEN14453 - NIKE USA, INC. Total:	**36.15**
Vendor: VEN35424 - NORBY GOLF COURSE DESIGN INC					
NORBY GOLF COURSE DESIGN	218003	11/30/2022	22-39	GOLF COURSE ARCHITECTURAL SVCS 7/7/22-	11,391.25
				Vendor VEN35424 - NORBY GOLF COURSE DESIGN INC Total:	**11,391.25**
Vendor: VEN35665 - OPTUM FINANCIAL INC					
OPTUM FINANCIAL INC	14562	12/02/2022	1365254	HSA MAINTENANCE FEES-JUL/AUG/SEP 2022	1,192.50
				Vendor VEN35665 - OPTUM FINANCIAL INC Total:	**1,192.50**
Vendor: VEN30439 - O'REILLY AUTO PARTS					
O'REILLY AUTO PARTS	218004	11/30/2022	3266-457680	CREDIT - OIL FILTERS RETURNED FROM PAST YRS	-26.37
O'REILLY AUTO PARTS	217918	11/16/2022	3266-457848	OIL FILTER - STOCK ITEM	10.50
O'REILLY AUTO PARTS	217918	11/16/2022	3266-459015	WIPER FLUID - SHOP SUPPLY SS100	3.99
O'REILLY AUTO PARTS	217918	11/16/2022	3266-459164	HEADLIGHT - 8601/35012	24.64
O'REILLY AUTO PARTS	218004	11/30/2022	3266-459585	MINI BULBS - SHOP SUPPLY SS100	9.17
O'REILLY AUTO PARTS	218004	11/30/2022	3266-459713	OIL FILTER - 8402/35009	15.42
O'REILLY AUTO PARTS	218004	11/30/2022	3266-459758	OIL FILTER - STOCK	21.00
O'REILLY AUTO PARTS	218004	11/30/2022	3266-459762	OIL FILTER - STOCK	3.50
O'REILLY AUTO PARTS	218004	11/30/2022	3266-459850	MOTOR OIL/OIL FILTERS-ICE ARENA ZAMBONI	114.06
				Vendor VEN30439 - O'REILLY AUTO PARTS Total:	**175.91**
Vendor: VEN31236 - OXYGEN SERVICE COMPANY, INC					
OXYGEN SERVICE COMPANY, I	217919	11/16/2022	3536287	SMALL & MED CYLINDER RENTAL	116.50
				Vendor VEN31236 - OXYGEN SERVICE COMPANY, INC Total:	**116.50**
Vendor: VEN16243 - PANNIER					
PANNIER	14563	12/02/2022	167217	WILLIAM J CROCKETT SIGN-STRAWBERRY FIELDS	1,502.79
				Vendor VEN16243 - PANNIER Total:	**1,502.79**
Vendor: VEN30871 - PARAMOUNT MARKETING OF MINNETONKA, INC					
PARAMOUNT MARKETING OF	218005	11/30/2022	81441	40# SUN SOFT EX-COARSE	175.78

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
PARAMOUNT MARKETING OF	218005	11/30/2022	81441	40# SUN SOFT EX-COARSE	175.78
			Vendor VEN30871 - PARAMOUNT MARKETING OF MINNETONKA, INC Total:		**351.56**
Vendor: VEN33593 - PARMAN ENERGY GROUP					
PARMAN ENERGY GROUP	14493	11/21/2022	86829-IN	DEF FLUID TOTE CONTAINER	645.99
PARMAN ENERGY GROUP	14493	11/21/2022	86829-IN	DEF FLUID TOTE CONTAINER	645.99
PARMAN ENERGY GROUP	14493	11/21/2022	86829-IN	DEF FLUID TOTE CONTAINER	646.00
			Vendor VEN33593 - PARMAN ENERGY GROUP Total:		**1,937.98**
Vendor: VEN35773 - PERFORMANCE FOOD GROUP INC					
PERFORMANCE FOOD GROUP	217920	11/16/2022	359645	FOOD FOR CLUBHOUSE	909.69
PERFORMANCE FOOD GROUP	217920	11/16/2022	363656	FOOD/SUPPLIES FOR CLUBHOUSE	9.18
PERFORMANCE FOOD GROUP	217920	11/16/2022	363656	FOOD/SUPPLIES FOR CLUBHOUSE	1,034.00
PERFORMANCE FOOD GROUP	217920	11/16/2022	363656	FOOD/SUPPLIES FOR CLUBHOUSE	269.83
PERFORMANCE FOOD GROUP	217920	11/16/2022	367467	FOOD FOR CLUBHOUSE	2,069.92
PERFORMANCE FOOD GROUP	218006	11/30/2022	372366	FOOD/SUPPLIES FOR CLUBHOUSE	189.16
PERFORMANCE FOOD GROUP	218006	11/30/2022	372366	FOOD/SUPPLIES FOR CLUBHOUSE	1,142.11
PERFORMANCE FOOD GROUP	218006	11/30/2022	372366	FOOD/SUPPLIES FOR CLUBHOUSE	245.22
PERFORMANCE FOOD GROUP	218006	11/30/2022	376365	FOOD FOR CLUBHOUSE	952.65
PERFORMANCE FOOD GROUP	218006	11/30/2022	376426	FOOD FOR CLUBHOUSE	46.36
PERFORMANCE FOOD GROUP	218006	11/30/2022	380696	FOOD/SUPPLIES FOR CLUBHOUSE	142.23
PERFORMANCE FOOD GROUP	218006	11/30/2022	380696	FOOD/SUPPLIES FOR CLUBHOUSE	1,263.40
			Vendor VEN35773 - PERFORMANCE FOOD GROUP INC Total:		**8,273.75**
Vendor: VEN32318 - PIPE SERVICES CORPORATION					
PIPE SERVICES CORPORATION	218007	11/30/2022	1059	SANITARY SEWER & STORM TV INSPECTION	38,327.63
			Vendor VEN32318 - PIPE SERVICES CORPORATION Total:		**38,327.63**
Vendor: VEN16201 - PLAISTED COMPANIES					
PLAISTED COMPANIES	14494	11/21/2022	57137	TOPDRESSING SAND	1,070.85
			Vendor VEN16201 - PLAISTED COMPANIES Total:		**1,070.85**
Vendor: VEN16192 - PLUNKETT'S PEST CONTROL, INC					
PLUNKETT'S PEST CONTROL, I	217921	11/16/2022	7775268	OCTOBER PEST CONTROL - PUBLIC WORKS	91.62
PLUNKETT'S PEST CONTROL, I	217921	11/16/2022	7792046	OCTOBER PEST CONTROL - CITY HALL	174.10
PLUNKETT'S PEST CONTROL, I	217921	11/16/2022	7792686	OCTOBER PEST CONTROL - HERO CENTER	92.00
PLUNKETT'S PEST CONTROL, I	217921	11/16/2022	7782447	OCTOBER PEST CONTROL - RIVER OAKS	121.65
			Vendor VEN16192 - PLUNKETT'S PEST CONTROL, INC Total:		**479.37**
Vendor: VEN35660 - PRESERVATION DESIGN WORKS LLC					
PRESERVATION DESIGN WORK	14495	11/21/2022	3473	CEDARHURST MANSION DESIGN GUIDELINES 9/19-10/16/22	876.25
			Vendor VEN35660 - PRESERVATION DESIGN WORKS LLC Total:		**876.25**
Vendor: VEN16138 - PUBLIC EMPLOYEES RETIREMENT ASSOCIATION					
PUBLIC EMPLOYEES RETIREM	14496	11/21/2022	INV025126	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	46,389.01
PUBLIC EMPLOYEES RETIREM	14496	11/21/2022	INV025127	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	67,691.39
PUBLIC EMPLOYEES RETIREM	14564	12/02/2022	INV025129	12/1/22 MAYOR COUNCIL PAYROLL DECEMBER	226.60
PUBLIC EMPLOYEES RETIREM	14564	12/02/2022	INV025141	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	47,171.12

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
PUBLIC EMPLOYEES RETIREM	14564	12/02/2022	INV025142	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	69,570.28
PUBLIC EMPLOYEES RETIREM	14564	12/02/2022	INV025143	12/1/22 POLICE HOLIDAY PAY 2ND HALF 2022	32,672.02
				Vendor VEN16138 - PUBLIC EMPLOYEES RETIREMENT ASSOCIATION Total:	**263,720.42**
Vendor: VEN34889 - PULTE HOMES OF MN LCC					
PULTE HOMES OF MN LCC	218008	11/30/2022	20221130-1	REFUND ESCROW - 6413 HIGHLAND HILLS LANE S	6,295.00
PULTE HOMES OF MN LCC	218008	11/30/2022	20221130-2	REFUND ESCROW - 6381 HIGHLAND HILLS CURVE S	6,295.00
PULTE HOMES OF MN LCC	218008	11/30/2022	20221130-3	REFUND ESCROW - 6444 HIGHLAND HILLS CURVE S	6,295.00
PULTE HOMES OF MN LCC	218008	11/30/2022	20221130-4	REFUND ESCROW - 6401 HIGHLAND HILLS LANE S	6,295.00
PULTE HOMES OF MN LCC	218008	11/30/2022	20221130-5	REFUND ESCROW - 6461 HIGHLAND HILLS LANE S	6,295.00
				Vendor VEN34889 - PULTE HOMES OF MN LCC Total:	**31,475.00**
Vendor: VEN17336 - QUALITY PROPANE, INC					
QUALITY PROPANE, INC	14565	12/02/2022	2171045	BULK CYL	65.02
				Vendor VEN17336 - QUALITY PROPANE, INC Total:	**65.02**
Vendor: VEN18051 - R & R SPECIALTIES OF WISCONSIN, INC					
R & R SPECIALTIES OF WISCO	14497	11/21/2022	77023-IN	JET ICE WHITE & LINE PAINT RED/BLUE-ICE	1,120.50
R & R SPECIALTIES OF WISCO	14497	11/21/2022	77023-IN	JET ICE WHITE & LINE PAINT RED/BLUE-ICE	1,285.00
R & R SPECIALTIES OF WISCO	14566	12/02/2022	77152-IN	BLADE SHARPENING	82.50
				Vendor VEN18051 - R & R SPECIALTIES OF WISCONSIN, INC Total:	**2,488.00**
Vendor: VEN32756 - RAMSEY/WASHINGTON RECYCLING & ENERGY					
RAMSEY/WASHINGTON RECY	217922	11/16/2022	RESFA-005915	TRASH DISPOSAL - OCTOBER	457.04
				Vendor VEN32756 - RAMSEY/WASHINGTON RECYCLING & ENERGY Total:	**457.04**
Vendor: VEN18149 - RAMY TURF PRODUCTS					
RAMY TURF PRODUCTS	218009	11/30/2022	OP-90988-06	EG 2SC-NN & ROUND TOP PINS-STORMWATER	310.00
				Vendor VEN18149 - RAMY TURF PRODUCTS Total:	**310.00**
Vendor: VEN34950 - REACH SPORTS MARKETING GROUP INC					
REACH SPORTS MARKETING G	14498	11/21/2022	83005	PLAYER LICENSE RENEWAL-HERO 12/1/22-11/30/23	350.00
				Vendor VEN34950 - REACH SPORTS MARKETING GROUP INC Total:	**350.00**
Vendor: VEN18102 - READY WATT ELECTRIC					
READY WATT ELECTRIC	14499	11/21/2022	2215162	INSTALL BATTERIES & ELECTRIC MATERIAL	9,640.00
				Vendor VEN18102 - READY WATT ELECTRIC Total:	**9,640.00**
Vendor: VEN35788 - RELIABLE DRUG & ALCOHOL INC					
RELIABLE DRUG & ALCOHOL I	217923	11/16/2022	5020	DRUG TESTING	90.00
RELIABLE DRUG & ALCOHOL I	217923	11/16/2022	5020	DRUG TESTING	360.00
RELIABLE DRUG & ALCOHOL I	217923	11/16/2022	5020	DRUG TESTING	90.00
				Vendor VEN35788 - RELIABLE DRUG & ALCOHOL INC Total:	**540.00**
Vendor: VEN36042 - RICHARD RASCH					
RICHARD RASCH	218010	11/30/2022	1126	TEE SIGN/FULL COURSE MAP GRAPHIC-OAKWOOD DISC GOLF	2,500.00
				Vendor VEN36042 - RICHARD RASCH Total:	**2,500.00**
Vendor: VEN18062 - RIGID HITCH INCORPORATED					
RIGID HITCH INCORPORATED	14567	12/02/2022	1928731225	PINTLE MOUNT PLATE & HOOK - 1302/34946	84.21
				Vendor VEN18062 - RIGID HITCH INCORPORATED Total:	**84.21**
Vendor: VEN18156 - RIVER COUNTRY COOPERATIVE					
RIVER COUNTRY COOPERATIV	14568	12/02/2022	166040	227.6 GAL DYED DIESEL	1,116.50

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
RIVER COUNTRY COOPERATIV	14568	12/02/2022	166041	431.4 GAL UNLEADED GASOLINE	1,699.72
				Vendor VEN18156 - RIVER COUNTRY COOPERATIVE Total:	**2,816.22**
Vendor: VEN30368 - RIVER STATES TRUCK AND TRAILER, INC					
RIVER STATES TRUCK AND TRA	14500	11/21/2022	849664	APM & DOT - 4002/34882	9,994.46
RIVER STATES TRUCK AND TRA	14500	11/21/2022	936925	UNIVERSAL STEERING SHAFT - 4008/34975	265.54
				Vendor VEN30368 - RIVER STATES TRUCK AND TRAILER, INC Total:	**10,260.00**
Vendor: VEN35322 - ROBERT F REARDON					
ROBERT F REARDON	218011	11/30/2022	7	POCUS/EMERGENCY AIRWAY MANAGEMENT-EMS TRAININ	1,650.00
				Vendor VEN35322 - ROBERT F REARDON Total:	**1,650.00**
Vendor: VEN36028 - ROBERT HODGINS					
ROBERT HODGINS	217924	11/16/2022	INV100592-2	NEW TRANSFER CASE FOR MRAP	-0.02
ROBERT HODGINS	217924	11/16/2022	INV100592-2	NEW TRANSFER CASE FOR MRAP	26,224.23
				Vendor VEN36028 - ROBERT HODGINS Total:	**26,224.21**
Vendor: VEN30854 - ROHN INDUSTRIES, INC					
ROHN INDUSTRIES, INC	14501	11/21/2022	586091	DOCUMENT SHREDDING	32.72
ROHN INDUSTRIES, INC	14569	12/02/2022	587328	DOCUMENT SHREDDING	32.72
				Vendor VEN30854 - ROHN INDUSTRIES, INC Total:	**65.44**
Vendor: VEN35272 - ROYAL TIRE INC					
ROYAL TIRE INC	218012	11/30/2022	337-58901	FLO-THRU VALVE CAPS - SHOP SUPPLY SS100	300.00
				Vendor VEN35272 - ROYAL TIRE INC Total:	**300.00**
Vendor: VEN18016 - RUMPCA COMPANIES, INC.					
RUMPCA COMPANIES, INC.	217925	11/16/2022	12398	RIVER ROCK-WATER	760.00
				Vendor VEN18016 - RUMPCA COMPANIES, INC. Total:	**760.00**
Vendor: VEN31368 - SAFEGUARD BUSINESS SYSTEMS					
SAFEGUARD BUSINESS SYSTE	217926	11/16/2022	35153583	DEPOSIT TICKETS-AMBULANCE SERVICE	130.12
SAFEGUARD BUSINESS SYSTE	218013	11/30/2022	35171136	ENDORSEMENT STAMP-AMBULANCE SERVICE	60.57
				Vendor VEN31368 - SAFEGUARD BUSINESS SYSTEMS Total:	**190.69**
Vendor: VEN19284 - SHERWIN WILLIAMS					
SHERWIN WILLIAMS	217927	11/16/2022	6801-6	PAINT-CITY HALL	63.51
SHERWIN WILLIAMS	217927	11/16/2022	6813-1	PAINT-CITY HALL	63.51
SHERWIN WILLIAMS	217927	11/16/2022	7524-3	PAINT-PW	77.22
				Vendor VEN19284 - SHERWIN WILLIAMS Total:	**204.24**
Vendor: VEN31068 - SHI INTERNATIONAL CORP					
SHI INTERNATIONAL CORP	14502	11/21/2022	B16015896	ADOBE VOLUME LICENSE 10/7/22-10/14/23	314.00
				Vendor VEN31068 - SHI INTERNATIONAL CORP Total:	**314.00**
Vendor: VEN19467 - SHORT ELLIOTT HENDRICKSON INC.					
SHORT ELLIOTT HENDRICKSO	14503	11/21/2022	435426	WATER & SEWER RATE STUDY SVCS THRU 9/30/22	4,401.25
SHORT ELLIOTT HENDRICKSO	14503	11/21/2022	435426	WATER & SEWER RATE STUDY SVCS THRU 9/30/22	4,401.25
				Vendor VEN19467 - SHORT ELLIOTT HENDRICKSON INC. Total:	**8,802.50**
Vendor: VEN36040 - SHUMIYE MOLLA/BANCHI TAMRAT					
SHUMIYE MOLLA/BANCHI TA	217928	11/16/2022	20221116	REFUND UB ACCT# 800051840 - 6083 JASMINE B	554.74
				Vendor VEN36040 - SHUMIYE MOLLA/BANCHI TAMRAT Total:	**554.74**
Vendor: VEN35036 - SIEVERS CREATIVE LLC					
SIEVERS CREATIVE LLC	14570	12/02/2022	INV-001324	DEC PREMIUM WEBSITE MAINTENANCE-VISITORS BUREAU	115.00

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SIEVERS CREATIVE LLC	14570	12/02/2022	INV-001324	DEC SOCIAL MEDIA AD CAMPAIGN-VISITORS BUREAU	692.00
				Vendor VEN35036 - SIEVERS CREATIVE LLC Total:	**807.00**
Vendor: VEN35233 - SKYLINE RETAIL ACQUISTION I, LLC					
SKYLINE RETAIL ACQUISTION I	14504	11/21/2022	2500128447	4TH QTR DISPLAY STORAGE	225.00
				Vendor VEN35233 - SKYLINE RETAIL ACQUISTION I, LLC Total:	**225.00**
Vendor: VEN35034 - SMOOT ENTERPRISES ADVANCED SPORTSWEAR LLC					
SMOOT ENTERPRISES ADVAN	14505	11/21/2022	10575	UNIFORM - MOEN	116.00
SMOOT ENTERPRISES ADVAN	14571	12/02/2022	10877	UNIFORM - GAUSTER	66.00
				Vendor VEN35034 - SMOOT ENTERPRISES ADVANCED SPORTSWEAR LLC Total:	**182.00**
Vendor: VEN19285 - SOUTH EAST TOWING INC					
SOUTH EAST TOWING INC	218014	11/30/2022	233485	TOWING HONDA ACCORD 905XZD	200.00
SOUTH EAST TOWING INC	218014	11/30/2022	234658	TOWING CHRYSLER PACIFICA FXH527	100.00
SOUTH EAST TOWING INC	218014	11/30/2022	233605	TOWING CHEVY IMPALA AUB933	200.00
				Vendor VEN19285 - SOUTH EAST TOWING INC Total:	**500.00**
Vendor: VEN33477 - SOUTH WASHINGTON COUNTY SCHOOL DIST #833					
SOUTH WASHINGTON COUNT	218015	11/30/2022	20221026	RELEASE LANDSCAPE ESCROW -OLTMAN MIDDLE SCHOOL	342,539.00
				Vendor VEN33477 - SOUTH WASHINGTON COUNTY SCHOOL DIST #833 Total:	**342,539.00**
Vendor: VEN35742 - SPORTS LIGHTING AUTHORITY INC					
SPORTS LIGHTING AUTHORITY	217929	11/16/2022	133	HIGHLANDS PARK HOCKEY & SKATE LIGHTING UPGRADE	4,495.00
SPORTS LIGHTING AUTHORITY	217929	11/16/2022	134	GLACIAL VALLEY PARK HOCKEY & COURTS LIGHTING	3,465.00
				Vendor VEN35742 - SPORTS LIGHTING AUTHORITY INC Total:	**7,960.00**
Vendor: VEN16141 - ST PAUL PIONEER PRESS					
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-NOTICE OF ELECTIO	57.81
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-NOTICE OF PUBLIC ACCURACY TESTING	21.62
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-CIP 2023-2027	21.62
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-LAVERNE AVE SEPTIC VARIANCE	23.50
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-TALL WEEDS	67.68
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-HAZARDOUS PROPERTY	74.26
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-RIVER OAKS GOLF COURSE	47.00
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-RIVER OAKS GOLF COURSE	47.00
ST PAUL PIONEER PRESS	218016	11/30/2022	1022569758	OCT ADS-SUMMONS FOR PUBLICATION	92.12
				Vendor VEN16141 - ST PAUL PIONEER PRESS Total:	**452.61**
Vendor: VEN29560 - STANDARD INSURANCE COMPANY					
STANDARD INSURANCE COMP	218017	11/30/2022	20221130	COBRA LIFE&LTD INS PREMIUM-NOVEMBER 2022	89.32
STANDARD INSURANCE COMP	218017	11/30/2022	20221130	EMPLOYER BASIC LIFE INS PREMIUM-NOVEMBER 2022	1,096.93
STANDARD INSURANCE COMP	218017	11/30/2022	20221130	EMPLOYEE LIFE INS PREMIUM -NOVEMBER 2022	2,609.06
STANDARD INSURANCE COMP	218017	11/30/2022	20221130	EMPLOYEE LTD INS PREMIUM -NOVEMBER 2022	2,903.04
STANDARD INSURANCE COMP	218017	11/30/2022	20221201	COBRA LIFE&LTD INS PREMIUM-DECEMBER 2022	89.32
STANDARD INSURANCE COMP	218017	11/30/2022	20221201	EMPLOYER BASIC LIFE INS PREMIUM-DECEMBER 2022	1,118.65
STANDARD INSURANCE COMP	218017	11/30/2022	20221201	EMPLOYEE LIFE INS PREMIUM -DECEMBER 2022	2,671.67

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STANDARD INSURANCE COMP	218017	11/30/2022	20221201	EMPLOYEE LTD INS PREMIUM -DECEMBER 2022	2,904.42
			Vendor VEN29560 - STANDARD INSURANCE COMPANY Total:		**13,482.41**
Vendor: VEN31218 - STANTEC CONSULTING SERVICES INC					
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991115	1.5MG LOW ZONE ELEVATED TANK SVCS 7/30/22-9/2/22	12,674.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991117	KINGSTON PARK RESTORATION SVCS 7/30/22-	4,977.31
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991119	NATURAL RESOURCE MANAGEMENT SVCS 7/30/22 -9/2/22	2,186.72
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991124	SITE PLAN REVIEW SVCS 7/30/22-9/2/22	336.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991140	CALAROSA 1ST ADDITION SVCS 7/30/22-9/2/22	1,814.99
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991141	CALAROSA 2ND ADDITION SVCS 7/30/22-9/2/22	336.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991142	CALAROSA 3RD ADDITION SVCS 7/30/22-9/2/22	252.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991143	NORTHPOINT DEVELOPMENT SVCS 7/30/22-9/2/22	3,582.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991148	CALAROSA 5TH ADDITION SVCS 7/30/22-9/2/22	793.82
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991149	CALAROSA 6TH ADDITION SVCS 7/30/22-9/2/22	871.38
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991172	STREETS/TRANSPORTATION SVCS 7/30/22-9/2/22	79.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991173	ENGINEERING-TRAFFIC REVIEW SVCS 7/30/22-9/2/22	744.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991173	PARKS-GLACIAL VALLEY SVCS 7/30/22-9/2/22	1,347.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991173	INFO REQUESTS-WATER PRESSURE SVCS 7/30/22- 9/2/22	202.25
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991174	PFAS PILOT STUDY SVCS 7/30/22-9/2/22	15,982.96
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991174	PFC ANALYSIS SVCS 7/30/22- 9/2/22	1,320.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991176	SUMMERS LANDING 3RD ADDITION SVCS 7/30/22- 9/2/22	798.91
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991177	SUMMERS LANDING 5TH ADDITION SVCS 7/30/22- 9/2/22	238.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991178	INTERMED ZONE WATER TREAT PLANT SVC 7/30/22-9/	190.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991180	AGGREGATE INDUSTRIES EIS SUPPORT SVCS 7/30-9/2/22	6,085.75
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991189	SUMMERS LANDING 4TH ADDITION SVCS 7/30/22- 9/2/22	546.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991190	LOW ZONE WTP SVCS 7/30/22-9/2/22	23,832.91
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991192	GOODVIEW AVE WATERMAIN EXTEN SVCS 7/30/22-9/2/22	4,172.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991203	105TH ST/100TH ST/IDEAL AVE SVCS 7/30/22-9/2/22	80,570.12
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991204	LOW ZONE RAW WATER MAIN PHASE 1 SVC 7/30/22-9	52,467.27
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991205	LOW ZONE RAW WATER MAIN PHASE 2 SVC 7/30/22-9	2,816.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991207	WELL 13 SVCS 7/30/22-9/2/2	4,086.00
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991217	SOUTH DISTRICT STREET & UTILITY SVC 7/30/22-9/2/22	23,289.18

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STANTEC CONSULTING SERVIC	14506	11/21/2022	1991218	WELL 7 TEMPORARY TREATMENT PLANT SVCS 7/30 -9/2/22	6,011.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991219	WELL 2 TEMPORARY TREATMENT PLANT SVCS 7/30 -9/2/22	6,327.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991231	WATER COMP PLAN SVCS 7/30/22-9/2/22	9,216.50
STANTEC CONSULTING SERVIC	14506	11/21/2022	1991305	2022 ROUTINE BRIDGE INSPECTIONS SVC 7/30/22-9/2/22	2,673.25
				Vendor VEN31218 - STANTEC CONSULTING SERVICES INC Total:	**270,822.82**
Vendor: VEN30107 - SYMBOLARTS, LLC					
SYMBOLARTS, LLC	14572	12/02/2022	445392	CIRCLE WREATH MEDALS/MERIT PINS/DRAPE RIBBON/BOX	489.75
				Vendor VEN30107 - SYMBOLARTS, LLC Total:	**489.75**
Vendor: VEN19352 - SYSCO MINNESOTA INC.					
SYSCO MINNESOTA INC.	14509	11/21/2022	447297640	FOOD/SUPPLIES FOR ICE ARENA	1,202.43
				Vendor VEN19352 - SYSCO MINNESOTA INC. Total:	**1,202.43**
Vendor: VEN20035 - T.A. SCHIFSKY & SONS INC					
T.A. SCHIFSKY & SONS INC	217930	11/16/2022	68590	3/8" AGGREGATE MIX-3.99 TONS	299.25
T.A. SCHIFSKY & SONS INC	217930	11/16/2022	68606	1/2" AGGREGATE MIX-9.08 TONS-UTILITIES	671.92
T.A. SCHIFSKY & SONS INC	218018	11/30/2022	68608	3/8" AGGREGATE MIX-3.01 TONS	225.75
				Vendor VEN20035 - T.A. SCHIFSKY & SONS INC Total:	**1,196.92**
Vendor: VEN20063 - TAYLOR MADE GOLF COMPANY,INC.					
TAYLOR MADE GOLF COMPAN	217931	11/16/2022	36288212	PROSHOP MERCHANDISE	253.45
				Vendor VEN20063 - TAYLOR MADE GOLF COMPANY,INC. Total:	**253.45**
Vendor: VEN20005 - TELEMETRY AND PROCESS CONTROLS INC					
TELEMETRY AND PROCESS CO	217932	11/16/2022	114799	SCADA SYSTEM SERVICES	1,935.00
				Vendor VEN20005 - TELEMETRY AND PROCESS CONTROLS INC Total:	**1,935.00**
Vendor: VEN20049 - TENNIS ROLL OFF, L.L.C.					
TENNIS ROLL OFF, L.L.C.	217933	11/16/2022	3426735	DUMPSTER AT PW	279.16
TENNIS ROLL OFF, L.L.C.	217933	11/16/2022	3426735	DUMPSTER AT PW	279.16
TENNIS ROLL OFF, L.L.C.	217933	11/16/2022	3426735	DUMPSTER AT PW	279.16
TENNIS ROLL OFF, L.L.C.	217933	11/16/2022	3426735	DUMPSTER AT PW	279.16
				Vendor VEN20049 - TENNIS ROLL OFF, L.L.C. Total:	**1,116.64**
Vendor: VEN20038 - TENNIS SANITATION LLC					
TENNIS SANITATION LLC	217934	11/16/2022	3426399	OCTOBER TRASH SERVICE - RIVER OAKS	91.54
TENNIS SANITATION LLC	217934	11/16/2022	3426407	OCTOBER TRASH SERVICE - CLUBHOUSE	183.08
				Vendor VEN20038 - TENNIS SANITATION LLC Total:	**274.62**
Vendor: VEN35024 - TERRAFORM POWER LLC					
TERRAFORM POWER LLC	14573	12/02/2022	200100184072	SOLAR PRODUCTION CENTRAL FIRE 10/1/22-10/31	1,012.37
				Vendor VEN35024 - TERRAFORM POWER LLC Total:	**1,012.37**
Vendor: VEN32056 - THE COTTAGE GROVE PROFESSIONAL FIREFIGHTERS					
THE COTTAGE GROVE PROFES	14510	11/21/2022	INV025122	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	550.00
THE COTTAGE GROVE PROFES	14574	12/02/2022	INV025134	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	600.00
				Vendor VEN32056 - THE COTTAGE GROVE PROFESSIONAL FIREFIGHTERS Total:	**1,150.00**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN34393 - THE HITCHING COMPANY					
THE HITCHING COMPANY	218019	11/30/2022	20221004	SANTA BRUNCH RIDES AT GOLF COURSE 12/11/22	1,502.00
				Vendor VEN34393 - THE HITCHING COMPANY Total:	**1,502.00**
Vendor: VEN35469 - THE SOUTH WASHINGTON WATERSHED DISTRICT					
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	SUMMERS LANDING 4TH-EROSION & SEDIMENT INSPECTION	178.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	SUMMERS LANDING 5TH-EROSION & SEDIMENT INSPECTION	178.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	PARKVIEW POINTE-EROSION & SEDIMENT INSPECTION	206.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	SETTLERS BLUFF 2ND-EROSION & SEDIMENT INSPEC	274.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	RENEWAL BY ANDERSEN-EROSION & SEDIMENT INSPECTION	95.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	EASTBROOKE 2ND-EROSION & SEDIMENT INSPECTION	89.00
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	3M-EROSION & SEDIMENT INSPECTION	82.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HIGH POINTE 2ND-EROSION & SEDIMENT INSPECTION	82.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	PIZZA RANCH-EROSION & SEDIMENT INSPECTION	68.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HAWTHORNE 2ND-EROSION & SEDIMENT INSPECTION	181.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HAWTHORNE 1ST-EROSION & SEDIMENT INSPECTION	208.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	EASTBROOKE 1ST-EROSION & SEDIMENT INSPECTION	61.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	ROLLING MEADOWS-EROSION & SEDIMENT INSPEC	274.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	NORTHWICK PARK 1ST-EROSION & SEDIMENT INSPECTION	41.00
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	SETTLERS BLUFF 1ST-EROSION & SEDIMENT INSPECTION	274.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	WOODWARD 1ST-EROSION & SEDIMENT INSPECTION	13.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	NORTHPOINT-EROSION & SEDIMENT INSPECTION	233.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	LANGDON HILLS-EROSION & SEDIMENT INSPECTION	150.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HIGH POINTE 1ST-EROSION & SEDIMENT INSPECTION	102.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HINTON WOODS-EROSION & SEDIMENT INSPECTION	140.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	GLACIAL VALLEY 2ND-EROSION & SEDIMENT INSPEC	130.00
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	NORTHWICK PARK 2ND-EROSION & SEDIMENT INSPECTION	154.00
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	WOODWARD 2ND-EROSION & SEDIMENT INSPECTION	126.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	THE VIEWS-EROSION & SEDIMENT INSPECTION	102.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	HAMLET HEIGHTS-EROSION & SEDIMENT INSPECTION	116.75
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	OPPIDAN APARTMENTS-EROSION & SEDIMENT INSPECTION	157.50

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	LEAFLINE LABS-EROSION & SEDIMENT INSPECTION	123.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	CALAROSA 5TH-EROSION & SEDIMENT INSPECTION	147.00
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	CARDINAL RESERVE-EROSION & SEDIMENT INSPECTION	171.50
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	GLACIAL VALLEY 1ST-EROSION & SEDIMENT INSPECTION	116.25
THE SOUTH WASHINGTON W	218020	11/30/2022	22-009	CALAROSA 6TH-EROSION & SEDIMENT INSPECTION	167.50
				Vendor VEN35469 - THE SOUTH WASHINGTON WATERSHED DISTRICT Total:	**4,450.25**
Vendor: VEN30281 - THOMSON REUTERS					
THOMSON REUTERS	217935	11/16/2022	847284999	OCTOBER INFORMATION CHARGES	197.25
				Vendor VEN30281 - THOMSON REUTERS Total:	**197.25**
Vendor: VEN33351 - TIME COMMUNICATIONS, INC					
TIME COMMUNICATIONS, INC	218024	11/30/2022	2003-111122	ANSWERING SVC 11/11/22-12/8/22	299.07
				Vendor VEN33351 - TIME COMMUNICATIONS, INC Total:	**299.07**
Vendor: VEN35291 - TIMECLOCK PLUS LLC					
TIMECLOCK PLUS LLC	14575	12/02/2022	INV00225675	ANNUAL EMPLOYEE LICENSING OVERAGE 9/23/22	94.50
				Vendor VEN35291 - TIMECLOCK PLUS LLC Total:	**94.50**
Vendor: VEN29205 - TOTAL MECHANICAL SERVICES, INC					
TOTAL MECHANICAL SERVICES	14511	11/21/2022	S4607	NORTH BRINE LEVEL LOW-ICE	591.75
TOTAL MECHANICAL SERVICES	14511	11/21/2022	S4608	ADD BRINE TO NORTH RINK-ICE ARENA	315.00
				Vendor VEN29205 - TOTAL MECHANICAL SERVICES, INC Total:	**906.75**
Vendor: VEN20072 - TRAFFIC CONTROL CORPORATION					
TRAFFIC CONTROL CORPORAT	14512	11/21/2022	139631	EMERGENCY REPAIR OF TRAFFIC SIGNAL	6,277.00
TRAFFIC CONTROL CORPORAT	14576	12/02/2022	139689	ALPHACELL BATTERIES-STREETLIGHTS	690.00
				Vendor VEN20072 - TRAFFIC CONTROL CORPORATION Total:	**6,967.00**
Vendor: VEN32058 - TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC					
TRANSUNION RISK AND ALTE	217936	11/16/2022	71701-202210-1	OCTOBER INFORMATION CHARGES	90.60
				Vendor VEN32058 - TRANSUNION RISK AND ALTERNATIVE DATA SOLUTIONS, INC Total:	**90.60**
Vendor: VEN35910 - TRAUT COMPANIES					
TRAUT COMPANIES	218030	11/30/2022	20221115	PYMT 2/FINAL-CG TEST WELL PROJECT 6/1/22-10/31/22	23,392.57
				Vendor VEN35910 - TRAUT COMPANIES Total:	**23,392.57**
Vendor: VEN20030 - TRIO SUPPLY COMPANY					
TRIO SUPPLY COMPANY	14513	11/21/2022	800019	RESTAURANT SUPPLIES	706.08
TRIO SUPPLY COMPANY	14513	11/21/2022	800021	RESTAURANT SUPPLIES	47.03
				Vendor VEN20030 - TRIO SUPPLY COMPANY Total:	**753.11**
Vendor: VEN20095 - TRI-STATE BOBCAT, INC.					
TRI-STATE BOBCAT, INC.	14577	12/02/2022	N15182	T76 BOBCAT LOADER RENTALCONTRACT 10/28/22-11/27/22	695.00
TRI-STATE BOBCAT, INC.	14577	12/02/2022	N15183	S76 BOBCAT LOADER RENTALCONTRACT 10/28/22-11/27/22	525.00
TRI-STATE BOBCAT, INC.	14577	12/02/2022	T28810	GLASS DOOR - VENDOR FORGOT SEAL	289.08
TRI-STATE BOBCAT, INC.	14577	12/02/2022	T28811	CREDIT INV# T28810 - GLASS DOOR	-289.08
TRI-STATE BOBCAT, INC.	14577	12/02/2022	T28812	CLM# CP247889 - FA2563 GLASS DOOR/SEAL 8203/3502	351.97
				Vendor VEN20095 - TRI-STATE BOBCAT, INC. Total:	**1,571.97**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN34312 - TRUENORTH STEEL, INC					
TRUENORTH STEEL, INC	218025	11/30/2022	BL0000015560	GALV STRAP/TRASH GUARD-STORMWATER	586.32
				Vendor VEN34312 - TRUENORTH STEEL, INC Total:	**586.32**
Vendor: VEN20141 - TYLER TECHNOLOGIES, INC					
TYLER TECHNOLOGIES, INC	217937	11/16/2022	25-400588	TYLER TUTORING SERVICES TRAINING-BARNES	250.00
				Vendor VEN20141 - TYLER TECHNOLOGIES, INC Total:	**250.00**
Vendor: VEN35435 - US FOODS, INC					
US FOODS, INC	14578	12/02/2022	5568491	FOOD/SUPPLIES FOR CLUBHOUSE	12.85
US FOODS, INC	14578	12/02/2022	5568491	FOOD/SUPPLIES FOR CLUBHOUSE	2,246.42
				Vendor VEN35435 - US FOODS, INC Total:	**2,259.27**
Vendor: VEN22333 - VALLEY SALES OF HASTINGS, INC.					
VALLEY SALES OF HASTINGS, I	217938	11/16/2022	37438	RPL VALVE BODY, RPL UPPER CNTRL ARM - 1501/34962	2,942.39
				Vendor VEN22333 - VALLEY SALES OF HASTINGS, INC. Total:	**2,942.39**
Vendor: VEN35692 - VAN METER INC					
VAN METER INC	217939	11/16/2022	S012254281.004	CREDIT INV# S012254281.001 - HANDHOLES	-423.20
VAN METER INC	217939	11/16/2022	S012406476.001	MINI LAMP-WATER	17.87
VAN METER INC	217939	11/16/2022	S012411984.001	FLOURESENT LAMP-CITY HALL	59.54
VAN METER INC	217939	11/16/2022	S012414522.001	M12 FUEL STUBBY IMPACT WRENCH-STREETLIGHTS	213.40
VAN METER INC	217939	11/16/2022	S012414557.001	OUTDOOR WEST RINK LIGHT REPLACEMENT	495.44
VAN METER INC	217939	11/16/2022	S012416707.001	WALL SWITCH-PW	54.63
VAN METER INC	217939	11/16/2022	S012414522.002	CREDIT INV# S012414522.001 - M12 IMPACT WRENCH	-213.40
				Vendor VEN35692 - VAN METER INC Total:	**204.28**
Vendor: VEN22353 - VERIZON WIRELESS					
VERIZON WIRELESS	14514	11/21/2022	9919772069	EMERGENCY PREP PHONES 10/5/22-11/4/22	64.46
				Vendor VEN22353 - VERIZON WIRELESS Total:	**64.46**
Vendor: VEN35366 - VWGOLF, INC					
VWGOLF, INC	14515	11/21/2022	66483	PROSHOP MERCHANDISE	321.87
				Vendor VEN35366 - VWGOLF, INC Total:	**321.87**
Vendor: VEN35442 - W.L. HALL COMPANY					
W.L. HALL COMPANY	14579	12/02/2022	10632	WALL POCKET TRACK REPAIR-RIVER OAKS	1,250.00
				Vendor VEN35442 - W.L. HALL COMPANY Total:	**1,250.00**
Vendor: VEN30004 - WASHINGTON COUNTY ATTORNEY'S OFFICE					
WASHINGTON COUNTY ATTO	14580	12/02/2022	20221130-1	CASE# CG21018371 FILE# CF-2021-105 FORFEITURE FUND	859.00
WASHINGTON COUNTY ATTO	14580	12/02/2022	20221130-2	CASE# CG21017672 FILE# CF-2021-90 FORFEITURE FUNDS	58.00
				Vendor VEN30004 - WASHINGTON COUNTY ATTORNEY'S OFFICE Total:	**917.00**
Vendor: VEN23139 - WASHINGTON COUNTY PUBLIC HEALTH & ENVIRONMENT DEPT					
WASHINGTON COUNTY PUBLI	14516	11/21/2022	20221012-1	ICE ARENA 2023 FOOD LICENSE RENEWAL	682.00
WASHINGTON COUNTY PUBLI	14516	11/21/2022	20221012-2	RIVER OAKS 2023 FOOD LICENSE RENEWAL	1,850.00
WASHINGTON COUNTY PUBLI	14516	11/21/2022	202210	OCTOBER ENVIRONMENTAL CHARGE	159.96
				Vendor VEN23139 - WASHINGTON COUNTY PUBLIC HEALTH & ENVIRONMENT DEPT Total:	**2,691.96**

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
Vendor: VEN34963 - WASTE MANAGEMENT OF MINNESOTA INC					
WASTE MANAGEMENT OF MI	217940	11/16/2022	8810081-2282-5	COMPOST DUMPSTER SVC 11/1/22-11/30/22	526.96
				Vendor VEN34963 - WASTE MANAGEMENT OF MINNESOTA INC Total:	**526.96**
Vendor: VEN23256 - WATER CONSERVATION SERVICE, INC.					
WATER CONSERVATION SERVI	14581	12/02/2022	12704	LEAK LOCATE - EAST POINT DOUGLAS & HYDE	155.00
				Vendor VEN23256 - WATER CONSERVATION SERVICE, INC. Total:	**155.00**
Vendor: VEN29141 - WATSON COMPANY INC.					
WATSON COMPANY INC.	14517	11/21/2022	129546	SNACKS FOR ICE ARENA	150.02
WATSON COMPANY INC.	14517	11/21/2022	129546	SNACKS FOR ICE ARENA	2,241.06
WATSON COMPANY INC.	14582	12/02/2022	129825	SNACKS FOR ICE ARENA	182.90
WATSON COMPANY INC.	14582	12/02/2022	129825	SNACKS FOR ICE ARENA	2,698.76
				Vendor VEN29141 - WATSON COMPANY INC. Total:	**5,272.74**
Vendor: VEN23122 - WEATHER WATCH INC					
WEATHER WATCH INC	14518	11/21/2022	12044	WEATHER SERVICE - NOVEMBER	220.00
				Vendor VEN23122 - WEATHER WATCH INC Total:	**220.00**
Vendor: VEN35666 - WEX INC					
WEX INC	217941	11/16/2022	84896840	FUEL PURCHASES 10/7/22-11/6/22	38.78
WEX INC	217941	11/16/2022	84896840	FUEL PURCHASES 10/7/22-11/6/22	45.00
WEX INC	217941	11/16/2022	84896840	FUEL PURCHASES 10/7/22-11/6/22	131.97
WEX INC	217941	11/16/2022	84896840	FUEL PURCHASES 10/7/22-11/6/22	95.00
WEX INC	217941	11/16/2022	84896840	FUEL PURCHASES REBATE CREDIT 10/7/22-11/6/22	-3.72
				Vendor VEN35666 - WEX INC Total:	**307.03**
Vendor: VEN33763 - WILLOW RIVER COMPANY					
WILLOW RIVER COMPANY	14583	12/02/2022	16359	BOULEVARD TREE INSTALLATION	57,970.00
WILLOW RIVER COMPANY	14583	12/02/2022	16359	CITY HALL TREES	14,075.00
				Vendor VEN33763 - WILLOW RIVER COMPANY Total:	**72,045.00**
Vendor: VEN31705 - WISCONSIN SCTF					
WISCONSIN SCTF	217942	11/16/2022	INV025125	11/17/22 BIWEEKLY PAYROLL 10/24/22-11/6/22	623.07
WISCONSIN SCTF	218026	11/30/2022	INV025140	12/1/22 BIWEEKLY PAYROLL 11/7/22-11/20/22	623.07
				Vendor VEN31705 - WISCONSIN SCTF Total:	**1,246.14**
Vendor: VEN30736 - WOLD ARCHITECTS AND ENGINEERS, INC					
WOLD ARCHITECTS AND ENGI	218027	11/30/2022	82450	GLACIAL VALLEY PARK NEW BLDG THRU 97% CONTRACT DOC	22,865.08
WOLD ARCHITECTS AND ENGI	217943	11/16/2022	82463	2022 CITY HALL REMODEL THRU 100% CONTRACT DOCUMENT	295.01
				Vendor VEN30736 - WOLD ARCHITECTS AND ENGINEERS, INC Total:	**23,160.09**
Vendor: VEN24065 - XCEL ENERGY					
XCEL ENERGY	217944	11/16/2022	802957565	7751 70TH ST S FEEDPOINT 10/3/22-11/1/22	91.21
XCEL ENERGY	217944	11/16/2022	802991291	PSCH ELECTRICITY & GAS 10/4/22-11/2/22	8,570.19
XCEL ENERGY	217944	11/16/2022	802991332	RAVINE PKWY LIGHTS 10/4/22-11/2/22	182.76
XCEL ENERGY	217944	11/16/2022	803031404	XCEL STREET LIGHTS 10/3/22-11/2/22	7,703.31
XCEL ENERGY	217944	11/16/2022	803137037	8503A JENSEN AVE S FEEDPOINT 10/4/22-11/2/22	120.36

Vendor Name	Payment Number	Payment Date	Payable Number	Description (Item)	Amount
XCEL ENERGY	217944	11/16/2022	803145298	HERO CENTER GAS 10/4/22-11/2/22	1,361.74
XCEL ENERGY	217944	11/16/2022	803145867	6044 IDEN AVE S FEEDPOINT 10/4/22-11/2/22	23.08
XCEL ENERGY	217944	11/16/2022	803162458	OAKWOOD PARK 10/4/22-11/2/22	56.80
XCEL ENERGY	217944	11/16/2022	803166060	7863 JEFFERY AVE S FEEDPOINT 10/4/22-11/2/22	12.29
XCEL ENERGY	217944	11/16/2022	803173897	6459 JENSEN AVE S FEEDPOINT 10/4/22-11/2/22	83.58
XCEL ENERGY	217944	11/16/2022	803189196	6384 HIGHLAND HILLS CURVE FEEDPOINT 10/4-11/2/22	10.17
XCEL ENERGY	218028	11/30/2022	803675422	80TH/JAMAICA LIGHTS 10/4/22-11/2/22	1,275.72
XCEL ENERGY	218028	11/30/2022	803780882	TRAFFIC SIGNALS 10/4/22-11/2/22	919.25
XCEL ENERGY	218028	11/30/2022	803857060	LIFT STATION 10/9/22-11/7/2	182.39
XCEL ENERGY	218028	11/30/2022	803888845	SOUTHPOINT 10/10/22-11/8/22	160.49
XCEL ENERGY	218028	11/30/2022	803901192	BOOSTER BYPASS 10/10/22-11/8/22	22.28
XCEL ENERGY	218028	11/30/2022	803908083	SEWER LIFT STATION 10/10/22-11/8/22	38.91
XCEL ENERGY	218028	11/30/2022	803922837	8193 GRANGE BLVD UNIT SIREN 10/10/22-11/8/22	19.22
XCEL ENERGY	218028	11/30/2022	803924903	EASTBROOK HOA 10/10/22-11/8/22	12.75
XCEL ENERGY	218028	11/30/2022	803958643	SETTLERS BLUFF LS-10294A GREYSTONE 10/10-11/8/22	28.75
XCEL ENERGY	218028	11/30/2022	804476537	GLENDENNING 10/14/22-11/13/22	20.45
XCEL ENERGY	218028	11/30/2022	804552674	CENTRAL FIRE 10/10/22-11/8/22	3,383.62
XCEL ENERGY	218028	11/30/2022	804575638	PINE COULEE LIGHTS 10/10/22-11/8/22	92.88
XCEL ENERGY	218028	11/30/2022	804628578	PRO SHOP 10/10/22-11/8/22	482.60
XCEL ENERGY	218028	11/30/2022	804628578	MAINT BLDG 10/10/22-11/8/22	173.57
XCEL ENERGY	218028	11/30/2022	804628578	PUMPHOUSE 10/10/22-11/8/22	2,220.41
XCEL ENERGY	218028	11/30/2022	804628578	CLUBHOUSE 10/10/22-11/8/2	2,014.60
XCEL ENERGY	218028	11/30/2022	804635122	WATER 10/9/22-11/7/22	30,531.07
XCEL ENERGY	218028	11/30/2022	804659266	ICE ARENA 10/10/22-11/8/22	24,652.83
XCEL ENERGY	218028	11/30/2022	805190947	C/D SIRENS 10/18/22-11/17/	47.36
XCEL ENERGY	218028	11/30/2022	805261657	PARK BUILDINGS 10/4/22-11/2/22	2,751.70
				Vendor VEN24065 - XCEL ENERGY Total:	**87,246.34**
Vendor: VEN26203 - ZACK'S INC.					
ZACK'S INC.	217946	11/16/2022	35833	CITRUS PINE ASPHALT REMOVER-STREETS	199.95
				Vendor VEN26203 - ZACK'S INC. Total:	**199.95**
Vendor: VEN26201 - ZIEGLER INC.					
ZIEGLER INC.	14584	12/02/2022	IN000753648	DIESEL COMPRESSOR RENTAL -RIVER OAKS	2,115.50
				Vendor VEN26201 - ZIEGLER INC. Total:	**2,115.50**
				Grand Total:	**3,036,621.82**

Report Summary

Fund Summary

Fund	Payment Amount
100 - GENERAL FUND	193,431.10
215 - RECYCLING	526.96
230 - SURFACE WATER MANAGEMENT	9,770.59
235 - SEALCOATING FUND	58,557.50
240 - FORFEITURE & SEIZURE	1,425.50
250 - ICE ARENA	56,779.44
255 - GOLF COURSE SPECIAL REVENUE FUND	70,258.48
285 - ECONOMIC DEVELOPMENT AUTHORITY	4,128.00
286 - ECONOMIC DEVELOPMENT TRUST	892.00
290 - HERO CENTER OPERATIONS	3,249.73
300 - CLOSED DEBT	14,885.00
305 - 2019B EQUIPMENT CERTIFICATE	380.00
310 - 2018A IMPROVEMENT BONDS	380.00
315 - 2019A GO CIP BONDS	380.00
330 - 2021A GO IMPROVEMENT BONDS	380.00
340 - 2021B GO IMPROVE REFUNDING BOND	380.00
341 - 2014A Tax Increment Refunding Bonds	380.00
369 - 2016A GO REFUNDING BONDS	380.00
371 - 2017A GO CIP BONDS	380.00
455 - 3M SETTLEMENT - MPCA	485,541.49
492 - 2015A GO IMPROVEMENT BONDS	380.00
493 - 2016B GO IMPROVEMENT BONDS	380.00
510 - FUTURE PROJECTS	34,880.03
515 - PARK CAPITAL IMPROVEMENT FUND	46,277.79
520 - MSA CONSTRUCTION	94,009.04
525 - MUNICIPAL BUILDING	295.01
560 - PAVEMENT MANAGEMENT	52,037.63
568 - DEVELOPER PETITIONED PROJECTS	25,894.34
570 - PARK TRUST	49,935.08
575 - WATER CONNECT/AREA	138,017.77
580 - SEWER CONNECTION/AREA	130,588.03
585 - STORM CONNECTION/AREA	24,080.50
610 - WATER OPERATING	43,566.64
620 - SEWER OPERATING	233,444.15
630 - STREET LIGHTS	34,666.70
660 - SOUTH WASHINTON COUNTY AMBUL	5,526.27
700 - SELF INSURANCE	13,877.94
710 - FLEET MAINTENANCE	87,730.03
720 - INFORMATION TECHNOLOGY	13,420.93
810 - DEVELOPER LETTER OF CREDIT	653,661.68
990 - PAYROLL FUND	451,466.47
Grand Total:	**3,036,621.82**

Account Summary

Account Number	Account Name	Payment Amount
100-00-9100-2034	COBRA INSURANCE	3,435.25
100-02-0110-4300	PROF SERVICES	3,000.00
100-02-0110-4403	TRAVEL/TRAIN/CON	450.00
100-03-0150-4302	LEGAL SERVICE	22,457.50
100-04-0200-4300	PROF SERVICES	251.40
100-04-0200-4302	LEGAL SERVICE	14,160.00
100-04-0210-4305	FEES FOR SERVICE	79.43
100-08-0395-4210	OP SUPPLY-OTHER	18.00
100-08-0395-4434	SPECIAL EVENTS	1,680.00
100-09-2500-4210	OP SUPPLY-OTHER	431.64
100-09-2500-4272	OP SUP-BUILDINGS	59.54
100-09-2500-4305	FEES FOR SERVICE	282.64

Account Summary

Account Number	Account Name	Payment Amount
100-09-2500-4360	UTILITIES	8,570.19
100-09-2500-4370	MAINT-REPAIR/EQ	293.95
100-09-2500-4372	MAINT-REPAIR/BLD	3,555.74
100-09-2500-4380	RENTAL/LEASE	1,486.29
100-10-1100-4300	PROF SERVICES	1,120.44
100-10-1100-4305	FEES FOR SERVICE	23.50
100-13-1000-2041	SURCHARGE PAYABL	4,091.25
100-13-1000-3140	BUILDING PERMIT	820.00
100-13-1000-4300	PROF SERVICES	14,776.17
100-13-1000-4375	CHARGE-FLEET MNT	40.00
100-13-1030-4300	PROF SERVICES	599.82
100-13-1045-4305	FEES FOR SERVICE	141.94
100-14-2040-4301	ENGINEERING SVS	13,648.75
100-15-0400-4310	COMMUNICATION	64.46
100-15-0400-4360	UTILITIES	66.58
100-15-0400-4530	MACH & EQUIPMENT	9,640.00
100-21-0500-4210	OP SUPPLY-OTHER	1,391.85
100-21-0500-4211	MOTOR FUELS	38.78
100-21-0500-4305	FEES FOR SERVICE	287.85
100-21-0500-4380	RENTAL/LEASE	661.67
100-21-0500-4403	TRAVEL/TRAIN/CON	200.00
100-21-0500-4449	OTHER CONTRACT	500.00
100-26-0800-4210	OP SUPPLY-OTHER	19.98
100-26-0800-4211	MOTOR FUELS	45.00
100-26-0800-4272	OP SUP-BUILDINGS	175.78
100-26-0800-4300	PROF SERVICES	1,200.00
100-26-0800-4305	FEES FOR SERVICE	129.62
100-26-0800-4310	COMMUNICATION	2.76
100-26-0800-4360	UTILITIES	4,524.96
100-26-0800-4370	MAINT-REPAIR/EQ	3.75
100-26-0800-4372	MAINT-REPAIR/BLD	1,429.49
100-26-0800-4380	RENTAL/LEASE	226.44
100-26-0800-4403	TRAVEL/TRAIN/CON	800.00
100-31-1200-4210	OP SUPPLY-OTHER	2,183.37
100-31-1200-4217	CLOTHING/UNIFORM	28.17
100-31-1200-4271	OP SUP-OTHER IMP	724.95
100-31-1200-4301	ENGINEERING SVS	534.25
100-31-1200-4371	MAINT-REPAIR/OTH	65.02
100-31-1200-4380	RENTAL/LEASE	695.00
100-31-1200-4405	CLEAN/WASTE REMV	279.16
100-32-1260-4210	OP SUPPLY-OTHER	92.93
100-34-1290-4210	OP SUPPLY-OTHER	688.50
100-35-2005-4210	OP SUPPLY-OTHER	7.99
100-35-2005-4305	FEES FOR SERVICE	645.69
100-35-2005-4372	MAINT-REPAIR/BLD	4,069.78
100-35-2005-4380	RENTAL/LEASE	802.70
100-35-2009-4360	UTILITIES	20.45
100-36-2200-4210	OP SUPPLY-OTHER	450.93
100-36-2200-4231	SMALL TOOLS	439.99
100-36-2200-4305	FEES FOR SERVICE	57,970.00
100-41-1500-4210	OP SUPPLY-OTHER	2,065.25
100-41-1500-4211	MOTOR FUELS	131.97
100-41-1500-4217	CLOTHING/UNIFORM	66.00
100-41-1500-4231	SMALL TOOLS	9.96
100-41-1500-4271	OP SUP-OTHER IMP	94.41
100-41-1500-4300	PROF SERVICES	35.30
100-41-1500-4310	COMMUNICATION	2.59
100-41-1500-4360	UTILITIES	3,077.05

Account Summary

Account Number	Account Name	Payment Amount
100-41-1500-4372	MAINT-REPAIR/BLD	47.97
100-41-1500-4380	RENTAL/LEASE	525.00
100-41-1500-4405	CLEAN/WASTE REMV	896.16
100-41-1500-4540	OTHER CAP OUTLAY	-423.20
100-41-1516-4210	OP SUPPLY-OTHER	130.00
100-51-2300-4300	PROF SERVICES	90.00
100-51-2300-4380	RENTAL/LEASE	101.35
215-54-1900-4405	CLEAN/WASTE REMV	526.96
230-60-3200-4210	OP SUPPLY-OTHER	914.59
230-60-3200-4301	ENGINEERING SVS	8,856.00
235-00-1217-4301	ENGINEERING SVS	507.50
235-00-1217-4371	MAINT-REPAIR/OTH	58,050.00
240-21-0554-4390	VICTIM/WITNESS	458.50
240-21-0554-4391	COUNTY DEFENDENT	917.00
240-21-0554-4449	OTHER CONTRACT	50.00
250-77-3700-4209	OP SUPPLIES-CLEN	653.71
250-77-3700-4210	OP SUPPLY-OTHER	458.68
250-77-3700-4212	LUB/ADD	128.62
250-77-3700-4270	OP SUP-VEH/EQ	2,059.11
250-77-3700-4272	OP SUP-BUILDINGS	1,313.00
250-77-3700-4300	PROF SERVICES	1,705.40
250-77-3700-4302	LEGAL SERVICE	1,612.00
250-77-3700-4310	COMMUNICATION	38.01
250-77-3700-4341	ADVER/PUBLISH	1,400.00
250-77-3700-4360	UTILITIES	24,652.83
250-77-3700-4370	MAINT-REPAIR/EQ	11,823.31
250-77-3700-4372	MAINT-REPAIR/BLD	872.39
250-77-3700-4380	RENTAL/LEASE	101.36
250-77-3700-4434	SPECIAL EVENTS	63.15
250-77-3700-4438	VENDING RESALE	1,212.80
250-77-3740-4438	CONCESSIONS RESALE	8,003.07
250-77-9250-1230	PREPAID EXPENSE	682.00
255-00-9255-1230	PREPAID EXPENSE	1,850.00
255-53-2100-4210	OP SUPPLY-OTHER	1,539.72
255-53-2100-4305	FEES FOR SERVICE	459.35
255-53-2100-4310	COMMUNICATION	957.39
255-53-2100-4360	UTILITIES	614.78
255-53-2100-4405	CLEAN/WASTE REMV	91.54
255-53-2100-4438	PRO/MISC RESALE	1,171.09
255-55-2105-4210	OP SUPPLY-OTHER	1,481.10
255-55-2105-4211	MOTOR FUELS	2,816.22
255-55-2105-4270	OP SUP-VEH/EQ	1,156.92
255-55-2105-4271	OP SUP-OTHER IMP	2,074.53
255-55-2105-4305	FEES FOR SERVICE	224.26
255-55-2105-4310	COMMUNICATION	213.78
255-55-2105-4371	MAINT-REPAIR/OTH	760.50
255-55-2105-4380	RENTAL/LEASE	2,115.50
255-55-2105-4405	CLEAN/WASTE REMV	250.00
255-55-2105-4530	MACH & EQUIPMENT	18,163.41
255-55-2110-4360	UTILITIES	2,474.62
255-55-2115-4557	PROJECT-PROF SVS	11,391.25
255-56-2140-4210	OP SUPPLY-OTHER	1,106.53
255-56-2140-4300	PROF SERVICES	90.00
255-56-2140-4305	FEES FOR SERVICE	711.59
255-56-2140-4360	UTILITIES	3,090.42
255-56-2140-4372	MAINT-REPAIR/BLD	1,250.00
255-56-2140-4380	RENTAL/LEASE	185.12
255-56-2140-4401	DUES & SUBS	20.00

Account Summary

Account Number	Account Name	Payment Amount
255-56-2140-4405	CLEAN/WASTE REMV	183.08
255-56-2140-4434	SPECIAL EVENTS	1,502.00
255-56-2140-4436	CONCESSION RESAL	10,137.93
255-56-2140-4438	PRO/MISC RESALE	975.72
255-56-2140-4439	LIQUOR - RESALE	1,200.13
285-12-1135-4210	OP SUPPLY-OTHER	225.00
285-12-1135-4300	PROF SERVICES	3,000.00
285-12-1135-4302	LEGAL SERVICE	96.00
285-12-1150-4305	FEES FOR SERVICE	115.00
285-12-1150-4341	ADVER/PUBLISH	692.00
286-00-9286-4302	LEGAL SERVICE	132.00
286-12-9286-4300	PROF SERVICES	760.00
290-00-2900-4210	OP SUPPLY-OTHER	288.75
290-00-2900-4305	FEES FOR SERVICE	405.47
290-00-2900-4310	COMMUNICATION	155.40
290-00-2900-4360	UTILITIES	1,361.74
290-00-2900-4372	MAINT-REPAIR/BLD	707.78
290-00-2900-4380	RENTAL/LEASE	330.59
300-00-9300-4300	PROF SERVICES	14,885.00
305-00-9305-4300	PROF SERVICES	380.00
310-00-9310-4300	PROF SERVICES	380.00
315-00-9315-4300	PROF SERVICES	380.00
330-00-9330-4300	PROF SERVICES	380.00
340-00-9340-4300	PROF SERVICES	380.00
341-00-9341-4300	PROF SERVICES	380.00
369-00-9369-4300	PROF SERVICES	380.00
371-00-9371-4300	PROF SERVICES	380.00
455-00-7218-4552	PROJECT-LEGAL	512.00
455-00-7220-4551	PROJECT-ENGINEER	15,982.96
455-00-7221-4551	PROJECT-ENGINEER	42,865.41
455-00-7222-4551	PROJECT-ENGINEER	190.00
455-00-7232-4550	PROJECT-CONTRACT	290,372.65
455-00-7232-4551	PROJECT-ENGINEER	4,172.50
455-00-7232-4552	PROJECT-LEGAL	60.00
455-00-7233-4550	PROJECT-CONTRACT	23,392.57
455-00-7233-4551	PROJECT-ENGINEER	4,086.00
455-00-7250-4551	PROJECT-ENGINEER	18,565.50
455-00-7252-4551	PROJECT-ENGINEER	15,994.50
455-00-7252-4559	PROJECT-OTHER	304.13
455-00-7255-4551	PROJECT-ENGINEER	69,043.27
492-00-9492-4300	PROF SERVICES	380.00
493-00-9493-4300	PROF SERVICES	380.00
510-00-6489-4305	FEES FOR SERVICE	21,239.03
510-00-6574-4551	PROJECT-ENGINEER	13,401.00
510-00-9510-4301	ENGINEERING	240.00
515-00-9515-4210	OP SUPPLY-OTHER	1,502.79
515-00-9515-4280	CAPITAL OUTLAY <$5,00	2,500.00
515-00-9515-4300	PROF SERVICES	7,960.00
515-00-9515-4302	LEGAL SERVICE	540.00
515-00-9515-4540	OTHER CAP OUTLAY	33,775.00
520-00-6552-4551	PROJECT-ENGINEER	76,108.00
520-00-6552-4552	PROJECT-LEGAL	17,901.04
525-00-9525-4300	PROF SERVICES	295.01
560-00-6541-4551	PROJECT-ENGINEER	306.00
560-00-6575-4550	PROJECT-CONTRACT	38,327.63
560-00-6575-4551	PROJECT-ENGINEER	13,404.00
568-00-6625-4551	PROJECT-ENGINEER	1,393.91
568-00-6629-4551	PROJECT-ENGINEER	1,211.25

Account Summary

Account Number	Account Name	Payment Amount
568-00-6700-4551	PROJECT-ENGINEER	23,289.18
570-00-9570-4300	PROF SERVICES	22,865.08
570-00-9570-4301	ENGINEERING SVS	26,052.50
570-00-9570-4551	PROJECT-ENGINEER	1,017.50
575-00-7244-4552	PROJECT-LEGAL	3,152.15
575-00-7250-4380	RENTAL/LEASE	43,200.00
575-00-7252-4380	RENTAL/LEASE	60,800.00
575-00-9575-4301	ENGINEERING SVS	30,691.00
575-00-9575-4341	ADVER/PUBLISH	92.12
575-00-9575-4551	PROJECT-ENGINEER	82.50
580-00-7246-4550	PROJECT-CONTRACT	126,900.53
580-00-7246-4551	PROJECT-ENGINEER	1,270.00
580-00-9580-4301	ENGINEERING SVS	2,417.50
585-00-9585-4301	ENGINEERING SVS	24,080.50
610-00-9610-1230	PREPAID EXPENSE	2,245.00
610-70-3000-4210	OP SUPPLY-OTHER	2,327.15
610-70-3000-4211	MOTOR FUELS	95.00
610-70-3000-4217	CLOTHING/UNIFORM	202.79
610-70-3000-4271	OP SUP-OTHER IMP	671.92
610-70-3000-4300	PROF SERVICES	35.30
610-70-3000-4301	ENGINEERING SVS	4,603.50
610-70-3000-4305	FEES FOR SERVICE	2,395.88
610-70-3000-4310	COMMUNICATION	2.59
610-70-3000-4360	UTILITIES	30,553.35
610-70-3000-4371	MAINT-REPAIR/OTH	155.00
610-70-3000-4405	CLEAN/WASTE REMV	279.16
620-00-9620-1191	A/R-UTILITY	1,443.64
620-00-9620-2042	SAC	27,335.00
620-80-3100-3739	MISC UTIL	-273.35
620-80-3100-4301	ENGINEERING SVS	4,401.25
620-80-3100-4360	UTILITIES	250.05
620-80-3100-4363	MWCC SERVICE	200,287.56
630-75-1400-4210	OP SUPPLY-OTHER	13,013.36
630-75-1400-4301	ENGINEERING SVS	2,394.00
630-75-1400-4305	FEES FOR SERVICE	1,030.05
630-75-1400-4360	UTILITIES	353.44
630-75-1400-4361	NSP STREET LIGHT	7,703.31
630-75-1400-4371	MAINT-REPAIR/OTH	7,634.32
630-75-1430-4360	UTILITIES	919.25
630-75-1440-4360	UTILITIES	1,275.72
630-75-1450-4360	UTILITIES	343.25
660-24-0600-4200	OFFICE SUPPLIES	190.69
660-24-0600-4210	OP SUPPLY-OTHER	1,343.71
660-24-0600-4217	CLOTHING/UNIFORM	125.00
660-24-0600-4302	LEGAL SERVICE	32.00
660-24-0600-4403	TRAVEL/TRAIN/CON	3,834.87
700-00-9700-4144	HEALTH INSURANCE	5,947.11
700-00-9700-4300	PROF SERVICES	2,416.75
700-00-9700-4734	AUTO CLAIMS	351.97
700-00-9700-4737	MEDICAL DEDUCTIBLE	5,162.11
710-33-1700-4210	OP SUPPLY-OTHER	446.48
710-33-1700-4212	LUB/ADD	708.00
710-33-1700-4217	CLOTHING/UNIFORM	472.57
710-33-1700-4270	OP SUP-VEH/EQ	40,397.68
710-33-1700-4300	PROF SERVICES	35.30
710-33-1700-4305	FEES FOR SERVICE	35.00
710-33-1700-4370	MAINT-REPAIR/EQ	28,448.07
710-33-1700-4405	CLEAN/WASTE REMV	279.16

Account Summary

Account Number	Account Name	Payment Amount
710-33-1710-4211	MOTOR FUELS	16,849.83
710-33-1720-4210	OP SUPPLY-OTHER	17.94
710-33-1720-4372	MAINT-REPAIR/BLD	40.00
720-00-9720-1230	PREPAID EXPENSE	314.00
720-07-0380-4310	COMMUNICATION	8,009.93
720-07-0380-4321	DATA PROCESSING	3,944.50
720-07-0380-4370	MAINT-REPAIR/EQ	1,085.00
720-07-0383-4301	ENGINEERING SVS	67.50
810-00-8217-2310	DEPOSITS PAYABLE	108,190.00
810-00-9810-2310	DEPOSITS PAYABLE	545,471.68
990-05-9990-2010	PERA	263,720.42
990-05-9990-2032	GROUP INS-WTHHLD	118,756.47
990-05-9990-2033	DENTAL INS-WITH	9,792.87
990-05-9990-2035	LIFE INS-WITHHLD	6,034.99
990-05-9990-2037	CHILD SUPPORT	1,319.96
990-05-9990-2038	UNION DUES	4,750.00
990-05-9990-2043	DEFERRED COMP	41,284.30
990-05-9990-2047	long term disabl	5,807.46
	Grand Total:	**3,036,621.82**

Project Account Summary

Project Account Key	Payment Amount
None	3,036,621.82
Grand Total:	**3,036,621.82**

PAYROLL CHECK REGISTER

Biweekly PE 11/06/22 - CK 11/17/22 - $391,535.80

November Elections PE 11/08/2022 - CK 11/23/22 - $22,771.65

Mayor/Council PE 12/31/22 - CK 12/01/22 - $1,803.06

Biweekly PE 11/20/22 - CK 12/01/22 - $384,377.87

Police Holiday Pay PE 12/31/22 - CK 12/01/22 - $79,967.94

Schaefer Primary Election PE 08/09/22 - CK 12/01/22 - $1,836.28

City Council Action Request

11A

Meeting Date	12/7/2022
Department	Public Safety
Agenda Category	Regular Agenda
Title	Liquor Compliance Check Violation - MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant
Staff Recommendation	1. Allow the business representative for Las Margarita's Mexican Restaurant an opportunity to respond to the City Council regarding the liquor compliance check violation occurring November 7, 2022. 2. Adopt resolution 2022-160 imposing the scheduled penalty for the 2nd violation in a 24-month period of a $1000.00 fine, suspension of liquor license for three (3) consecutive days and additional conditions.
Budget Implication	N/A
Attachments	Liquor.License.Check.Violation.Las.Margaritas.11.... 4.37MB Resolution.2022-160.TIF 1.22MB Las.Margaritas.compliance.Letter.Signed.11.23.22.... 559.4KB Police.Report.CG22024579.TIF 3.49MB

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

From: Peter J Koerner, Director of Public Safety

Date: November 22, 2022

Subject: **LIQUOR COMPLIANCE CHECK VIOLATION**

BACKGROUND

On November 7, 2022, the Cottage Grove Public Safety Department conducted liquor compliance checks of Cottage Grove Businesses holding liquor licenses by using an underage buyer. The following business failed the compliance check.

MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant. This is the business's second violation in a 24-month period.

A letter was delivered to Las Margaritas Mexican Restaurant requesting the presence of a representative to attend the December 7, 2022, City Council Meeting and respond to the allegation that their business sold liquor to an underage buyer. They were informed that staff would request Council to impose the scheduled fine as outlined in our City Fee Table, and in the event they deny the allegation, staff would request that a contested-case hearing be scheduled before an administrative law judge.

PRIOR VIOLATION

At the March 13 regular council meeting, MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant, was given the opportunity to speak of the alcohol compliance check violation. They did not attend and acknowledged that they failed and did not wish to dispute.

Council discussed the violation and made the motion to have the owners and staff of Las Margaritas undergo an approved training program within the next 90 days and will discontinue the $500 fine and one-day suspension when completed.

Community Engagement Officer Schoen worked with the owners of Las Margaritas and helped coordinate the approved training. Staff attended the Minnesota Licensed Beverage Association – Selling Alcohol Legally Effectively & Safely course and provided the attendance roster.

We then discontinued the $500 fine and one-day suspension to MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant for successfully completing the conditions approved by Council.

PRESENTATION

Staff will provide a brief overview of the compliance process and the violation that occurred on November 7, 2022.

SUMMARY OF COMPLIANCE PROCESS

Cottage Grove Public Safety conducts two liquor compliance checks per calendar year, which has been our practice for decades. During COVID and mask mandates, we suspended the checks and reimplemented in November of 2021. We believe hiring, training, and supervising responsible staff is essential to keeping businesses in compliance with State Laws and City Ordinances regulating the sale of alcohol. We appreciate the effort businesses have put into this important part of their operations. Responsible alcohol sales are a respected part of our business community, and their efforts to help us keep alcohol out of the hands of youth are commendable. We will continue to regularly use alcohol compliance checks as a tool in our efforts to keep the City of Cottage Grove safe. Through cooperation in working together, we can make a difference. With our recent Community Engagement Officer addition, we will be working to create even better partnerships and training opportunities with the business community.

Sergeant Michael McCormick currently oversees the Compliance Check Officer and provided the summary on the procedure.

In order to conduct these compliance checks, Cottage Grove Police Officers recruit volunteers from the community that have an interest in Law Enforcement and want to help keep their community safe. The volunteer assists Officers by entering licensed establishments to verify they are complying with local and state laws. They are at least 18-years old, but under the age of 21. They must have a valid MN State-issued identification card or driver's license that is current and has a picture. During the alcohol compliance checks, the volunteer is accompanied by two Officers.

Volunteer decoys are given the following instructions and actions are taken.

- Arrive at the police department at a pre-determined date and time in normal everyday clothing that they wear.
- Do not change their appearance in any way from their normal everyday appearance.
- Pictures of their appearance are taken prior to conducting the compliance checks and saved for any case file that may be established from a violation.
- Volunteers are instructed that if asked, they are to state their real age.
- They are instructed that under no circumstances are they authorized to lie to an employee about who they are.
- Volunteers are instructed to provide their MN State-issued identification (ID) or driver's license (DL) that has their true age and identity only if asked for.
- This ID or DL is reviewed and photographed by Officers prior to conducting the compliance checks.
- A photo of the ID or DL is taken and uploaded to any case file that may be established from a violation.
- The volunteer is then provided with a monetary note for payment in establishments.
- This monetary note is photographed and saved for any violations that may occur to confirm a violation has occurred.

The Minnesota Driver's License added a new orientation for Under-21 Cards.

A vertical driver's license or identification card is issued to anyone under the age of 21. This provides a quick reference that the cardholder is a minor. Vertical licenses and ID cards are currently used in 46 other states.

- Under-18 and Under-21 indicators display below the portrait.
- UNDER 18 UNTIL, with appropriate date, displays as black text in a yellow bar.
- UNDER 21 UNTIL, with appropriate date, displays as white text in a red bar.

Examples of both Minnesota driver's licenses:





Driver's license to the left is the "UNDER 21" example and the driver's license to the right is the "Over 21".

Officers then leave the Police Department in an unmarked police department vehicle and visit establishments that have licenses to sell alcohol within Cottage Grove. A list of forms is obtained through the Washington County Department of Public Health and Environment prior to conducting the checks. A form is completed for every establishment that is visited for the day with date, time, who went in, and descriptors of the employee.

Upon arriving at an establishment, Officers instruct the volunteer to enter the establishment by themselves and try to purchase alcohol. Volunteers are not advised on a specific product to purchase due to the variety of products at different establishments.

Volunteers are instructed if it is an alcohol sale at a restaurant, to send a message via cell phone to Officers that they were served an alcoholic beverage. If it is a liquor store sale, volunteers are instructed to come directly back out the Officers in the vehicle and notify them of the sale. Volunteers are also instructed to obtain a receipt for the sale, if possible.

If a sale occurs, Officers go into the establishment with the volunteer and ask them who sold them the alcohol. Once the volunteer identifies the person who conducted the sale, Officers identify themselves as Cottage Grove Police Department Compliance Check Officers. Officers ask the employee if they sold alcohol to the volunteer. Officers then ask for the employee to get the manager or person in charge at the time to notify them of the violation. The employee is asked what happened and why they sold alcohol to a minor. They are asked whether they asked for age or identification. After that, the employee is notified that they will be receiving a citation via the mail for a misdemeanor offense of sale of alcohol to a minor. It is standard operating procedure to charge the employee under Cottage Grove City Code 3-12-13a instead of a gross misdemeanor charge under Minnesota Statue 340A.702.1. This is due to compliance checks being seen as an educational experience, and it is the Public Safety Department's goal for every establishment to be complaint with State, County and City Codes. Officers ask the employee to provide them with the monetary note that was prerecorded from their case till, which is documented as evidence. Officers return the change that the volunteer received back for the monetary note. This confirms that the volunteer provided a monetary note in exchange for the alcohol that they brought to the Officers. Officers always ask if there are any questions for them from the employee or management prior to exiting the establishment. If there is any issue with what the volunteer did at the time of the transaction, this is the time where it would be brought up to Officers.

Currently, Cottage Grove is following best practices that are consistent with other communities/agencies in Washington County.

LAS MARGARITAS MEXICAN RESTAURANT VIOLATION FACTS

The following is a summary of the compliance violation that occurred on November 7, 2022, at approximately 5:29 p.m. at Las Margaritas Mexican Restaurant, 7165 East Point Douglas Road.

Officer Mulvihill and Officer Sisterman conducted compliance checks with all liquor license businesses. The underage decoy was a female born May 9, 2002, making her 20 years of age. The employee was identified as 30-year-old Vanessa Isais.

The following is the officer's summary of the encounter with the decoy and employee:

Decoy walked into Las Margaritas Mexican Restaurant located at 7165 East Point Douglas Rd. Decoy said she walked into the restaurant and sat at the bar. An employee she identified as Vanessa walked toward the decoy and asked what she would like to drink. Decoy ordered a bottle of Bud Light beer. Vanessa asked for decoy's ID. At that time, decoy presented her Minnesota picture driver's license that read "Under 21 until 05/09/2023" and handed it to Vanessa. Vanessa looked at her ID, served her the bottle of beer, placed it in front of decoy and walked away. Vanessa walked away for a moment after serving the decoy, returned, and asked to look at her driver's license again. Decoy handed Vanessa her driver's license, looked at it again, gave it back her and walked away leaving the bottle in front of her on the bar top. After Vanessa walked away, decoy notified officers that an employee served her alcohol.

The following is the employee, Vanessa's, statement:

Employee Vanessa's statement: On November 7th, 2022, Vanessa was working as an employee at Las Margarita's. Vanessa was working behind the bar and saw a female, referred to as decoy walk in and sit at the bar. When decoy sat down at the bar, she asked what she would like to drink. Decoy ordered a Bud Light beer at which time she asked for her driver's license. Decoy handed Vanessa her driver's license and examined it. After she looked at her driver's license, she served decoy a bottle of Bud Light and walked away. After walking away, Vanessa wasn't sure if decoy's birth date was over twenty-one years of age, so she walked back and asked her again for her driver's license to make sure. She looked at decoy's driver's license, looked at her birthdate and believed the date read that she was over 21 years old on her ID and gave her driver's license back. Vanessa walked away from decoy, at which time officers walked in and made contact with Vanessa.

Officers advised Vanessa that she served an underage decoy and would receive a citation for selling alcohol to a minor, ordinance 3-12-13a. Officers also spoke with the manager, Ricardo Martinez, explaining that the employee failed the compliance check, and they would receive a letter outlining the next steps.

Recommendation

1. Allow the business representative for Las Margarita's Mexican Restaurant an opportunity to respond to the City Council regarding the liquor compliance check violation occurring November 7, 2022.

2. Adopt resolution 2022-160 imposing the scheduled penalty for the 2nd violation in a 24-month period of a $1000.00 fine, suspension of liquor license for three (3) consecutive days and additional conditions.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-160

RESOLUTION IMPOSING SANCTIONS UPON RETAIL INTOXICATING LIQUOR LICENSE HOLDER AT MOPECA OF COTTAGE GROVE, INC. DBA LAS MARGARITAS

WHEREAS, Minn. Stat. §340A.415 authorizes a city council to impose sanctions upon the holder of a retail intoxicating liquor license who has failed to comply with an applicable statute, upon a hearing duly noticed, and the opportunity for the license holder to be heard; and

WHEREAS, notice of a hearing for the imposition of a sanction for a liquor violation was duly given to the intoxication license holder for the premises at 7165 East Point Douglas Rd., Cottage Grove, Minnesota on November 7, 2022, pursuant to Minnesota Statutes, sections 14.57 to 14.69.

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

FINDINGS

A. The hearing was held on December 7, 2022 in the Council Chambers in Cottage Grove City Hall, located at 12800 Ravine Parkway South, Cottage Grove, Minnesota.

B. At the hearing all persons who appeared and desired to be heard, were heard.

CONCLUSION

A. Based upon the evidence presented at the hearing, the City Council concludes that the retail license holder for the premises at 7165 East Point Douglas Rd., Cottage Grove, Minnesota (Las Margaritas) failed to comply with an applicable statute in that an alcoholic beverage was sold to an underage person on November 7, 2022, in the licensed establishment.

B. The following sanctions are imposed for the violation:

1. The city-issued license will be suspended for a period of 3 consecutive days, which will occur on these dates: Monday, January 9, Tuesday, January 10, and Wednesday, January 11, 2023. The licensee is required to cooperate and work with the Police Chief, who will monitor and ensure compliance with this sanction.

2. A $1,000 civil penalty is imposed against the license holder which must be paid by 4:30 p.m. on December 14, 2022. If not paid, the license will be suspended without notice to the licensee until the civil penalty is paid.

3. While holding a City-issued alcohol license, the licensee or a representative from this establishment will attend any future City-sponsored alcohol compliance training when notified;

4. The license holder will establish an age verification policy for the establishment's employees and provide the police department with a copy of this policy within 30 days of this resolution;

5. While holding a City-issued alcohol license, the license holder must document and maintain the signatures and dates of any alcohol training their employees receive, including being advised of the policy cited above. This list must be up kept to date and made available to the police department upon request.

6. The license holder shall not have any alcohol-related violations for a period of one year of this resolution.

7. If the licensee fails to abide by the conditions and sanctions set forth in this resolution, the licensee may be required to attend a Council meeting for additional sanctions.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

Cottage Grove
Where Pride and Prosperity Meet

November 23, 2022

MOPECA of Cottage Grove, Inc.
Rosa Castro, Chief Executive Officer
7165 East Point Douglas Road
Cottage Grove, MN 55016

RE: Liquor License Violation — Las Margaritas Mexican Restaurant

This letter is to request the presence of a representative of MOPECA of Cottage Grove, Inc., Las Margaritas Mexican Restaurant to attend the December 7, 2022, regular Cottage Grove City Council meeting. The City Council will ask your representative to admit or deny the allegation that your business location in Cottage Grove sold liquor to a minor during a Public Safety Department compliance check on November 7, 2022. The City Council meeting will take place at 7:00 p.m. at Cottage Grove City Hall, 12800 Ravine Parkway, Cottage Grove, MN 55016.

If your representative admits to the allegation or does not attend the meeting, the City Council will be asked to impose the scheduled penalty:

1. If the representative admits to the violation or fails to attend, impose the scheduled penalty for the 2nd violation in a 24-month period of a $1000.00 fine and suspension of liquor license for three (3) consecutive days.

If your company's representative denies the allegation, staff will recommend that a contested case hearing be scheduled before an administrative law judge.

If you have any questions, please call me at (651) 458-6018.

Sincerely,

M. McCl

Michael McCormick
Detective Sergeant

CC: Peter Koerner – Police Chief

INCIDENT REPORT NIBRS

COTTAGE GROVE POLICE DEPARTMENT
12800 Ravine Pkwy S
Cottage Grove, MN 55016
651-458-2850

CASE#	WHEN REPORTED	EVENT LOCATION
CG22024579	11/07/2022 17:29:44 REC'D BY: IN PERSON	7165 EAST POINT DOUGLAS RD S COTTAGE GROVE, MINNESOTA 55016

EVENT DETAILS

Description: **COMPLIANCE CHECK VIOLATIONS**
Exceptional Clearance: **NOT APPLICABLE**

OFFENSE(S)

Offense Level	Description	UCR/NIBRS Code
MISDEMEANOR	3.12.13.a Selling alcohol to a minor	90G Liquor Law Violations

OFFICERS ASSIGNED (2)

Involvement Date	Name	Type
11/07/2022 17:29:44	Mulvihill CG0111	Reporting
11/07/2022 17:29:44	Sisterman CG0115	Assisting

PARTIES INVOLVED (4)

SUMMARY

Suspect	#1	Isais , Vanessa Cherie
Person	#1	Martinez-Martinez , Ricardo
Person	#2	[redacted]
Business	#1	Las Margaritas Mexican Restaurant (Cg)

SUSPECTS (1)

Suspect

Last Name: ISAIS | First Name: VANESSA | Middle Name: CHERIE | Suffix:
Address: 1324 GARY DR | City: SAINT PAUL PARK | State: MN | Zip: 55071 | Country:
DOB: 06/30/1992 | Age at time of incident: 30 | Gender: F | Phone: 651-336-1255
Addtional Information:

Related Offenses: 3.12.13.a Selling alcohol to a minor | Arrested?: No

PERSONS (2)

Person 1 (MISC ASSOCIATED NAMES)

Last Name: MARTINEZ-MARTINEZ | First Name: RICARDO | Middle Name: | Suffix:
Address: 4131 NICOLLET AVE | City: MPLS | State: MN | Zip: 55409 | Country:
DOB: 06/09/1975 | Age at time of incident: 47 | Gender: M | Phone: (C) 612-999-0118
Addtional Information:

Person 2 (MISC ASSOCIATED NAMES)

Last Name: [redacted] | First Name: [redacted] | Middle Name: [redacted] | Suffix:

Address	City	State	Zip	Country
[redacted]	SAINT PAUL PARK	MN	55071	

DOB: **05/09/2002**
Age at time of incident: **20**

Gender: **F**

Phone: [redacted]

Addtional Information

ORGS (1)

Org

Name	Address	Phone
Las Margaritas Mexican Restaurant (CG)	**7165 EAST POINT DOUGLAS RD S COTTAGE GROVE, MN 55016**	**(P) 651-768-0287**

Related Offenses
3.12.13.a Selling alcohol to a minor

OFFICER COMMENTS

During alcohol compliance checks, Las Margaritas Mexican Restaurant failed.

NARRATIVES (2)

Initial Report *Mulvihill CG0111* *11/07/2022 18:40:04*

On November 7th, 2022, myself, Officer Sisterman and Officer Foster conducted alcohol compliance checks throughout the city of Cottage Grove. The decoy that was used was identified by Minnesota picture driver's license as [redacted] and was twenty years of age at the time of the compliance checks. [redacted] was provided with a twenty-dollar American currency bill that would be used in attempt to make purchases from businesses that sell alcohol. A photograph of the twenty-dollar bill, [redacted] herself at the time of the checks and her Minnesota picture driver's license were taken and added to Watchguard.

After conducting compliance checks at five other stores throughout the city and passing, [redacted] was brought to Las Margaritas Mexican Restaurant located at 7165 East Point Douglas Rd S. Officers and [redacted] arrived at the restaurant at 17:25 hours where she walked into the business and sat down at the bar by herself. After a couple of minutes, [redacted] notified Officer Sisterman that an employee served her a beer, placed it in front of her after she ordered it. After being notified by [redacted], officers walked inside and saw [redacted] sitting by herself at the bar with a 12-ounce Budlight bottle sitting in front of her.

Myself and other officers spoke with [redacted] who directed us to the employee who served her the beer. The employee was identified by Minnesota picture driver's license as VANESSA CHERIE ISAIS D.O.B. 06/30/1992. After identifying VANESSA and admitting that she served [redacted] after she was told that she was under twenty-one years of age, I asked her if she could have a manager speak with me. VANESSA notified a manager that was working and brought him to me who was identified as RICARDO. VANESSA told me that she looked at [redacted] driver's license twice, once before serving her, once after serving her and did not see her birthdate that showed she was under twenty-one. After speaking with VANESSA, I spoke with the manager, RICARDO and notified him of the violation. No other questions were asked but did admit that this was the second time within a year that the business has failed their compliance check for alcohol.

I advised VANESSA that she would be receiving a citation at a later time and that the city would be in contact with the business for possible charges.

After completing the remaining checks, I returned to the police department where I filled out and completed a citation for VANESSA for misdemeanor Selling alcohol to a minor City of Cottage Grove ordinance 3.12.13.a. The citation will be mailed to VANESSA's listed address and was notified that she could call the city for any further questions.

Body camera footage was uploaded to Watchguard.

VANESSA's driving history, a copy of the citation and the Alcohol Compliance Check Form was added to the case file. Nothing further to report. Clear.

Supplemental-Statements-Mulvihill *Mulvihill CG0111* *11/09/2022 05:01:27*

Supplemental report including the statements from the decoy, [redacted] and the employee, VANESSA at the time of the incident.

[redacted] statement: On November 7th, 2022 our decoy, [redacted] walked into Las Margaritas Mexican Restaurant located at 7165 East Point Douglas Rd. [redacted] said she walked into the restaurant and sat at the bar. An employee she identified as VANNESA walked toward [redacted] and asked what she would like to drink. [redacted] ordered a 12 ounce bottle of Budlight beer. VANESSA asked for [redacted]'s ID. At that time [redacted] presented her Minnesota picture driver's license that read "Under 21 until 05/09/2023" and handed it to VANESSA. VANESSA looked at her ID, served her the bottle of beer, placed it in front [redacted] and walked away. VANESSA walked away for a brief moment after serving the [redacted], returned, and asked to look at her drivers license again. [redacted] handed VANESSA her drivers license, looked at it again, gave it back her and walked away leaving the bottle in front of her on the bar top. After VANESSA walked away, [redacted] notified officers that an employee served her alcohol.

VANESSA's statement: On November 7th, 2022 VANESSA was working as an employee at Las Margarita's. VANESSA was working behind the bar and saw a female, identified as [redacted] walk in and sit at the bar. When [redacted] sat down at the bar she asked what she would like to drink. LAUREN ordered a Budlight beer at which time VANESSA asked for her drivers license. [redacted] handed VANESSA her drivers license and examined it. After VANESSA looked at her drivers license, she served [redacted] a 12 ounce bottle of Budlight and walked away. After walking away, VANESSA wasn't sure if [redacted]'s birth date was over twenty-one years of age, walked back and asked her again for her driver's license to make sure. VANESSA looked at [redacted]'s drivers license, looked at her birthdate and believed the date read that she was over twenty-one years old on her ID and gave her drivers license back. VANESSA walked away from [redacted], at which time officers walked in and made contact with us.

Nothing further to add.

City Council Action Request

Cottage Grove
Where Pride and Prosperity Meet

11B

Meeting Date	12/7/2022
Department	Finance
Agenda Category	Regular Agenda
Title	Property Tax Levy Payable in 2023 and adopting the 2023 Budget
Staff Recommendation	Adopt Resolution 2022-162 certifying the Property Tax Levy Collectible in 2023. Adopt Resolution 2022-163 adopting the 2023 Budget.
Budget Implication	$20,649,710 property tax levy for 2023 to fund operations and debt service.

Attachments

Memo Levy and Budget.tif	2.32MB
Resolution 2022-162 Property Tax Levy.tif	798.43KB
Resolution 2022-163 2023 Budget.tif	729.66KB
2023 Budgets.tif	274.27KB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Brenda Malinowski, Finance Director

Date: November 30, 2022

Subject: 2022 Property Tax Levy Payable in 2023 and 2023 Budget

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Introduction

The 2022 preliminary tax levy collectible in 2023 was adopted by the City Council on September 7, 2022. The preliminary levy may not be increased but can be reduced prior to December 28th when the final levy is required to be adopted. There have been no changes to the levy since the preliminary adoption in September.

The proposed levy was used by Washington County to prepare estimated Property Tax Notices that were mailed to property tax owners on November 18th. The notices included the date of this meeting. Staff will present a presentation regarding the levy and budget at this meeting and Council will receive any public comment regarding the levy and the budget.

Discussion

BUDGET PROCESS

The annual budget process is guided by policies, ordinances, and the Strategic Plan that have been adopted by the City Council. This year, the budget process began in January.

Strategic planning sessions were held in January and February. Four Strategic Initiatives were identified that have been used throughout the budget process.

- Managing Sustainable Growth
- Reforming Organizational Culture
- Recreational Destination
- Engaging Community

In addition, the highest priorities identified in the long-term staffing plan have been included in the 2023 Budget.

A Council workshop was held in May to receive Council direction regarding the operating budget and property tax levy.

Based on direction received at the May workshop, departments prepared their departmental budget requests. Department budget meetings were held with the Budget Team in June and

early July. Three budget workshops with Council were held in July and August to review the preliminary levy and budget.

The preliminary levy and budget were adopted by Council on September 7th. The preliminary levy was used by Washington County to prepare the estimated Property Tax Notices that taxpayers received in November.

Information regarding the property tax levy and budget were included in the October edition of the Mayor's Moment. In addition, a video regarding the property tax levy and budget process was produced in November. A budget open house was held on November 29th to receive public input and answer questions regarding the budget and property tax levy. Three residents attended the budget open house.

PROPERTY TAX LEVY

For 2023, the preliminary proposed tax levy is $20,649,710 or 12.6% more than the 2022 levy.

Property Taxes Levy			
	Current Year	Proposed 2023	% Change
General Operating Levy			
General Fund	$15,160,000	$17,485,270	
PSCH Interfund Loan	250,000	250,000	
Economic Development	125,000	125,000	
Total General Operating Levy	15,535,000	17,860,270	14.97%
Total Debt Levy	$2,804,000	$2,789,440	-.52%
Total Gross Levy	$18,339,000	$20,649,710	12.60%

At the total proposed levy of $20,649,710, the 2023 General Fund budget is in balance.

TAXABLE VALUES

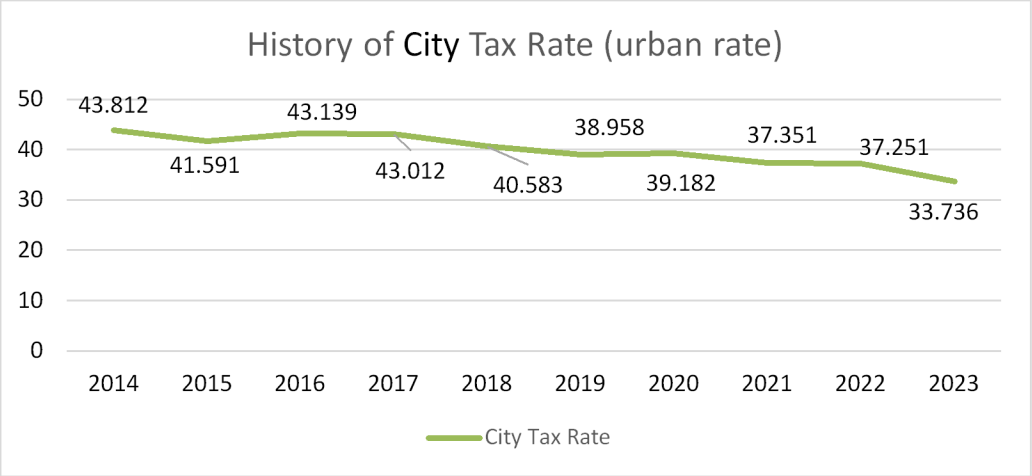
Proposed values from Washington County were received that have a positive impact on the property tax rate due to the large increase in the tax capacity values.

Tax Capacity Value			
	Payable 2022	Final Taxable Values 2023	% Change
Real Estate	$46,177,154	$57,591,355	
Personal Property	621,001	747,062	
Subtotal Tax Capacity Value	46,798,155	58,338,417	24.66%*
Less: Tax Increment	(1,712,512)	(1,832,363)	
Less: Fiscal Disparity Contribution	(3,080,148)	(3,354,997)	
Net Tax Capacity Value	$42,005,495	$53,151,057	26.53%

*4% of the Increase is due to New Construction and the remainder is due to taxable market value changes.

TAX RATE AND CITY PROPERTY TAX

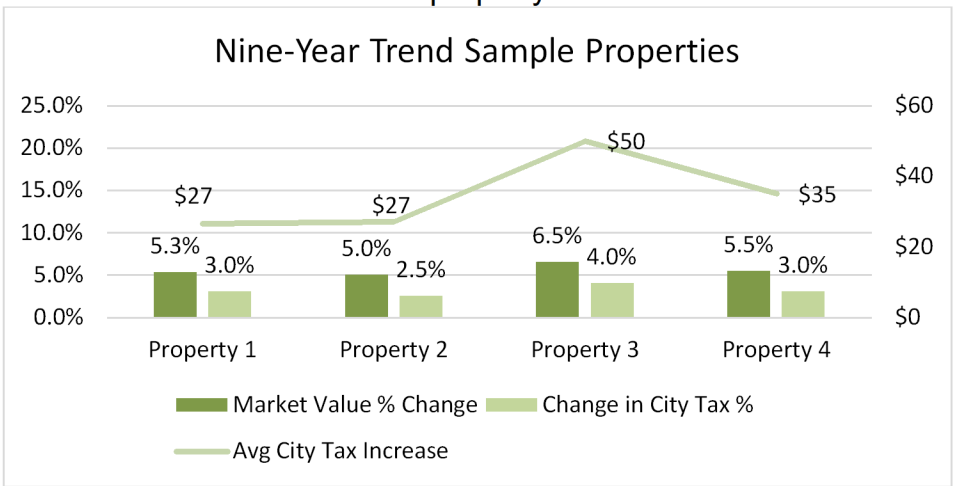
The City's Property tax rate is calculated by dividing the net tax levy (Gross Levy less Fiscal Disparities Distribution) by the net tax capacity value. Based on the changes to the property tax levy and the increases in the taxable values, the proposed property tax rate (Urban) is proposed to decrease from 37.25% in 2022 to 33.74% in 2023.



Based on this proposed tax rate, the four sample properties will experience an average $130 city property tax increase from 2022.

	2022		2023	
Property	**Market Value**	**Actual City Tax**	**Market Value**	**Proposed City Tax**
Property 1	$273,800	$973	$329,600	$1,086
Property 2	310,300	1,121	373,600	1,248
Property 3	384,900	1,424	463,300	1,563
Property 4	344,100	1,258	414,300	1,397

However, the four sample properties will realize a nine-year average city tax increase less than the average market value increase for each property.



FACTORS AFFECTING THE BUDGET

Inflation factors affected the budget. Inflation increases were needed to be included in this budget in order to deliver the same current level of services to the community.

Personnel

- Union contracts are settled through 12/31/24 at 3% per year. These contracts have been incorporated into the 2023 Budget. Statutorily determined PERA rates for 2023 will remain the same as 2022 levels for the Coordinated plan and the Police and Fire plan. Current mandated employer contribution rates are 7.5% (6.5% for employees) in the Coordinated plan and 17.70% (11.8%) in the Police and Fire plan.
- The 2023 Budget includes the addition of the following positions in order to maintain or enhance levels of service for the community:
    - Fire Marshal (PT to FT)
    - Entry level Planner
    - Public Service Worker-Streets
    - Public Service Worker-Parks
    - City Engineer
    - Criminal Analyst (reclassification)
    - Utility Billing Clerk (Funded by Utility Budgets)
    - Public Service Worker-Utilities (Funded by 3M Settlement)
    - Public Service Worker-Building Maintenance (Funded by HERO Center)

Commodities and Contractual

- Commodities and contractual services have been included at a 3% increase from the 2022 Budget. However, fuel and IT services have higher increases due to inflationary factors.

Debt

- It is proposed to use $250,000 from the Closed Debt Fund for the debt service in order to lower the 2023 property tax levy.

2023 OPERATING BUDGETS

General Fund

Total General Fund revenues and expenditures are estimated at $23,083,960 for 2023. The personnel category increase is 10.42% due to the addition of new personnel positions and large increases in the worker's compensation premiums. The 2023 General Fund commodities budget includes a 14.81% increase due to the cost of fuel and the cost of the Red Dot system for public safety. Increased costs for IT services and building maintenance services are driving the 13.52% increase in the contractual services category. The 2023 General Fund capital outlay category includes the purchase of six squads for the police department and one weather warning siren to replace a pre-1986 siren at 95th Street and Islay Avenue.

Budgeted Special Revenue and Capital Project Funds

Recycling
The revenue in this fund is the recycling grant amount expected to be received from Washington County. Expenditures meet but do not exceed the amount of the grant funding.

Stormwater
Rates are proposed to increase by 3% as per the 2022-2026 Stormwater Utility Fund Plan. Expenditures include stormwater maintenance activities and a pickup truck for the stormwater lead worker. There is a transfer out to the Pavement Management fund for stormwater activities performed as part of the 2023 pavement management project.

Roadway Maintenance
The primary source of revenue in this fund are the franchise fees. Road maintenance activities include crack sealing, mill and overlay, curb and sidewalk replacement, and trail seal coating. 2023 revenues are sufficient to fund the 2023 expenditures.

Forfeiture
This fund relates to the associated costs with activities related to forfeiture activities. The revenues for 2023 will fund the expenditures for 2023.

Ice Arena
Revenues are budgeted at $110,670 over expenditures in the 2023 budget due to a return to normal operations. Decreased revenues were experienced in 2019 when the refrigeration system was replaced, and 2020/2021 when COVID-19 impacted all programming.

Golf Course
Revenues are budgeted at $84,580 over expenditures in the 2023 budget. Revenue projections are based on 40,000 rounds of golf.

EDA Fund
The EDA property tax levy is proposed at $125,000 for 2023 which is the same amount as 2022. The 2023 budget continues to include the Marketing and Communications staff member, for the Convention and Visitors Bureau, partly funded by American Rescue Plan grant money and the Lodging Tax implemented in 2020.

Equipment Replacement Fund
Equipment and vehicles totaling $621,550 are included in the Equipment Replacement Fund for 2023. The purchases include:

- One-ton truck for parks (replacement)
- One-ton truck for streets (replacement)
- 2 pickups for parks (replacement)
- Vehicle for police (replacement)
- 800 MHz radios for fire (replacement)
- Pickup for new streets worker (new)
- Pickup for new parks worker (new)

- 2 hoists for fleet (one new and one replacement)
- Ball field groomer parks (new)

Enterprise Funds

Water and Sewer Funds
3% water and 5% sewer rate increases are included in the 2023 budget per the direction from the Council after the Water/Sewer rate study was presented during a workshop in November.

Met Council sewer services charges are increasing by 10.16% for 2023. These rates are based on the wastewater flow in the city and a Met Council budget increase of 5.5%

Street Light Fund
A rate increase of 8% is included in the street light budget to fund current operations and future capital improvement needs of the street light system and traffic signals.

Ambulance Fund
Rate increases of 8% are included in the 2023 revenues per discussion with the new ambulance billing company and rate comparisons with surrounding municipal EMS providers.

Internal Service Funds

Internal service funds are used to allocate costs within the city's operation in order to promote efficiency or effectiveness of a shared activity.

Insurance Fund
The Insurance fund accounts for the health insurance, worker's compensation, and property insurance coverages for the City.

Fleet Fund
The Fleet fund accounts for the fuel purchases, fleet maintenance activities of the City's vehicles and equipment, and building maintenance activities for the City's buildings.

IT Fund
The IT Fund accounts for the IT software, services, and computer equipment purchases for the City. Inflationary increases are causing large expenditure increases in this fund.

ACTION REQUESTED

Adopt Resolution 2022-162 to adopt the 2022 tax levy collectible in 2023.

Adopt Resolution 2022-163 to adopt the 2023 budget for the City of Cottage Grove.

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUITON 2022-162

RESOLUTION ADOPTING THE 2022 TAX LEVY COLLECTIBLE IN 2023

NOW THEREFORE BE IT RESOLVED, by the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the following amounts are to be levied for the current year, collectible in 2023, upon the taxable property in the City of Cottage Grove for the following purposes:

General Levy	
General Fund	$ 17,485,270
PS/CH interfund loan	250,000
Economic Development	125,000
Subtotal General Levy	17,860,270
Debt Levies	
GO Refunding Bonds 2016A (Arena)	220,000
GO Capital Improvement Plan bonds 2017 (Fire)	610,000
GO Capital Improvement Plan bonds 2019A (HERO)	250,000
GO Equipment Certificates 2019B (Arena)	350,000
Pavement Management - 2015A	300,000
Pavement Management - 2016B	200,000
GO Improvement Bonds 2018A (Ravine Pkwy & Hadley)	350,000
Pavement Management - 2021A	245,000
GO Refunding Bonds 2021B (PM & Hinton)	264,440
Subtotal Debt Levy	2,789,440
Total Property Tax Levy	$ 20,649,710

BE IT FURTHER RESOLVED that there are sufficient sums of money in the Debt Service funds of the City which are irrevocably pledged, together with the above Debt levies to pay principal and interest in 2023 on all outstanding bond issues and internal loan obligations established by previous City Council resolutions and the deferred annual tax levies previously certified to the County Auditor are hereby cancelled and replaced by the above debt service levies.

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUITON 2022-163

RESOLUTION ADOPTING A 2023 BUDGET FOR THE CITY OF COTTAGE GROVE

WHEREAS the City Code of the City of Cottage Grove requires that a recommended budget be provided annually to the City Council including projected revenues and sources and all proposed expenditures to be made and obligations to be incurred by the City in the forthcoming fiscal year; and

WHEREAS the recommended 2023 budget has been reviewed by the City Council at various public workshops and City Council meetings: and

NOW THEREFORE BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, that the 2023 operating budget shall be adopted as follows:

	2023 Budget
General Fund	
Revenue	
General Property Tax	$17,545,270
Licenses & Permits	2,482,900
Intergovernmental	770,100
Charges for Services	1,267,300
Fines	150,000
Miscellaneous	181,000
Transfers In	687,390
Total	$23,083,960
Expenditures	
General Government	
Mayor & Council	$106,590
Administration	950,500
Professional services	458,800
City Clerk & Elections	110,600
Finance	649,030
City Hall & Community Programs	626,400
Community Development	
Planning, Zoning & Historic Preservation	592,025
Building inspection & Code Enforcement	1,362,460

		2023 Budget
Expenditures (continued)		
Public Safety		
Police		9,073,300
Animal Control		29,340
Emergency Preparedness		98,580
Fire		1,669,220
Public Works		
Engineering		587,610
Street Maintenance		1,800,745
Signage		241,710
Snow Plowing		869,500
Public Works Admin		477,110
Parks & Recreation		
Forestry		394,670
Park Maintenance		2,048,220
Recreation		527,550
Transfers Out		410,000
	Total	$23,083,960
Other Governmental Funds		
Revenue		
Equipment Replacement		$410,000
Recycling		57,040
Surface Water Management		1,156,550
Sealcoating		665,500
Forfeiture & Seizure		31,000
Ice Arena		1,426,500
River Oaks Golf Course		2,659,800
EDA		373,840
Municipal Building Fund		250,000
Debt Service Funds		3,499,440
	Total	$10,529,670
Expenditures		
Equipment Replacement		$621,550
Recycling		57,040
Surface Water Management		1,075,370
Sealcoating		644,720
Forfeiture & Seizure		30,980
Ice Arena		1,315,830
River Oaks Golf Course		2,603,220
EDA		685,755
Debt Service Funds		3,923,150
	Total	$10,957,615

Enterprise & Internal Service Funds		2023 Budget
Revenue		
Water Utility		$3,510,830
Sewer Utility		3,843,050
Streetlights		1,150,500
Cottage Grove EMS		2,490,540
Insurance		2,923,600
Fleet		1,712,100
Information Technology		1,490,400
	Total	$17,121,020
Expenditures		
Water Utility		2,695,420
Sewer Utility		3,782,955
Streetlights		1,036,245
Cottage Grove EMS		2,620,920
Insurance		3,090,100
Fleet		1,838,600
Information Technology		1,471,970
	Total	$16,536,210

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

CITY OF COTTAGE GROVE, MINNESOTA
2023 Budgets

Revenues:	General Fund	Recycling Fund	Storm Water Fund	Sealcoating Fund	Forfeiture Fund	Ice Arena Funds	Golf Course Fund	EDA Fund
General property taxes	$ 17,545,270	$ -	$ -	$ -	$ -	$ -	$ -	$ 125,000
Franchise & other taxes	-			655,500				66,350
Special assessments	3,000							
Licenses and permits	2,482,900							
State Categorical Aid	681,200				-			
Other Intergovernmental	88,900	56,040			-	57,000		76,200
Charges for services	1,267,300		1,146,550		-	1,369,500	2,659,800	6,290
Fines and forfeits	150,000				30,000			
Interest Revenue	125,000	1,000	10,000	10,000	1,000	-		
Miscellaneous	-			-				
Sales	6,000							
Rents	15,000							
Refunds & reimbursements	32,000							
Transfers In	687,390							100,000
Total revenues	23,083,960	57,040	1,156,550	665,500	31,000	1,426,500	2,659,800	373,840
Expenditures:								
Employee Services	15,821,710	36,500	462,200	-	-	494,390	1,257,500	274,900
Supplies	1,404,379	5,740	20,090	36,800	4,740	46,132	198,163	3,910
Contractual Services	5,012,871	14,800	384,980	234,320	15,530	508,308	838,207	406,945
Capital Outlay	435,000		55,000	373,600	10,710	67,000	126,350	-
Miscellaneous								
Debt Service							183,000	
Transfers Out	410,000		153,100			200,000		
Total expenditures	23,083,960	57,040	1,075,370	644,720	30,980	1,315,830	2,603,220	685,755
Revenues over (under) expenditures	-	0	81,180	20,780	20	110,670	56,580	(311,915)

Equipment Replacement Fund	Municipal Bldg Debt Service	Debt Service	Budgeted Governmental Funds Total	Water Fund	Sewer Fund	Street Light Fund	EMS Fund	Insurance Fund	Fleet Fund	IT Fund	Proprietary Funds Total
$ -	$ 250,000	$ 2,789,440	$20,709,710	$ -	$ -	$ -	$ -	$ -	$ -	$ -	$ -
			$ 721,850								$ -
		260,000	$ 263,000	-	2,500						$ 2,500
			$ 2,482,900								$ -
			$ 681,200								$ -
			$ 278,140					8,000			$ 8,000
			$ 6,449,440	3,458,830	3,784,550	1,120,500	2,490,540	2,860,600	1,712,100	1,490,400	$ 16,917,520
			$ 180,000								$ -
-	-	-	$ 147,000	50,000	56,000	10,000	-	15,000			$ 131,000
			$ -			20,000					$ 20,000
-	-	-	$ 6,000								$ -
			$ 15,000								$ -
			$ 32,000	2,000				40,000			$ 42,000
410,000		450,000	$ 1,647,390								$ -
410,000	250,000	3,499,440	33,613,630	3,510,830	3,843,050	1,150,500	2,490,540	2,923,600	1,712,100	1,490,400	17,121,020
-	-	-	$18,347,200	1,035,500	357,700	167,000	1,761,800	2,570,700	903,800	369,000	$ 7,165,500
			$ 1,719,954	243,710	16,585	77,755	94,800	13,900	707,600	156,305	$ 1,310,655
			$ 7,415,961	1,108,410	3,210,870	697,990	363,520	375,500	227,200	946,665	$ 6,930,155
621,550			$ 1,689,210	110,000	-		-		-	-	$ 110,000
			$ -				300,000	130,000			$ 430,000
		3,923,150	$ 4,106,150								$ -
			$ 763,100	197,800	197,800	93,500	100,800				$ 589,900
621,550	0	3,923,150	34,041,575	2,695,420	3,782,955	1,036,245	2,620,920	3,090,100	1,838,600	1,471,970	16,536,210
(211,550)	250,000	(423,710)	(427,945)	815,410	60,095	114,255	(130,380)	(166,500)	(126,500)	18,430	584,810

City Council Action Request

11C

Meeting Date	12/7/2022
Department	Public Works
Agenda Category	Regular Agenda
Title	2023-2027 Capital Improvement Plan
Staff Recommendation	Approve the 2023-2027 Capital Improvement Plan and adopt Resolution 2022-157 amending the Comprehensive Plan 2040 to incorporate the CIP.
Budget Implication	N/A

Attachments

2023-2027 CIP CC Memo.tif	5.51MB
2023-2027 CIP Planning Commission Minutes Excerpt.tif	10.46MB
2023-2027 CIP Resolution.tif	68.92KB
2023-2027 CIP.tif	167.59MB

Cottage Grove
Where Pride and Prosperity Meet

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

From: Amanda Meyer, PE, Assistant City Engineer

Date: November 30, 2022

Subject: 2023-2027 Capital Improvement Plan

Introduction

The 2023-2027 Capital Improvement Plan (CIP) is attached for Council consideration.

Discussion

The attached document is based on conversations with the City Council during the 2023/2024 budget discussion.

The 2023-2027 CIP includes Pavement Management projects, Park Development and Improvement projects, municipal facility projects, and road projects resulting from commercial and residential development.

The Planning Commission held a public hearing on the CIP at their October 24, 2022 meeting. The public hearing is required for amendment of the City's Comprehensive Plan, which includes the CIP. Excerpts from the minutes of that meeting are included with this memo. The 2023-2027 CIP was approved unanimously.

The first two years (2023 and 2024) of the CIP document function as the "work plan" for city capital projects; however, all projects are brought to the Council prior to feasibility reports, acquisition, or construction.

For 2023, the CIP includes $53.7 million in projects as follows:

Matching grant funds	$10,000
Public Landscape initiative	$180,000
Parks – design & planning	$15,000
Bike Park Picnic Shelter	$40,000
Dog Park	$20,000
Mississippi Dunes Park Land Acquisition	$1,000,000
Pine Tree Valley Park Lighting Improvements	$65,000
Glacial Valley Park	$4,200,000
Hamlet Park	$100,000
Still Ponds Park Development	$500,000
River Oaks Irrigation Replacement	$2,500,000
Park Building Auto Locks	$35,000

Peter Thompson, Pine Tree, Ideal Park Play Equipment	$270,000
Utility Division Building	$1,500,000
Spot replacement/slip lining – Sewer	$1,000,000
System improvements – Streetlights	$100,000
Storm water maintenance	$200,000
Trunk Utility oversizing	$20,000
East Ravine district infrastructure	$50,000
Pull Well – Annual Maintenance	$70,000
Water Tower – Business Park Construction	$4,500,000
3M Settlement Implementation	$15,860,000
Ravine Parkway	$2,000,000
Pavement Management	$2,842,000
Traffic Signal	$700,000
East Point Douglas & Jamaica	$7,315,000
100th Street	$1,250,000
100th and Hadley Realignment	$6,760,000
Roadway Maintenance Projects	$645,000
	$53,227,000

Action Requested

Approve the 2023-2027 Capital Improvement Plan and adopt the resolution amending the Comprehensive Plan 2040 to incorporate the CIP.

EXCERPT FROM THE MINUTES OF THE OCTOBER 24, 2022, MEETING OF THE CITY OF COTTAGE GROVE PLANNING COMMISSION

6.2 CIP 2023-2027 - Cases CIP2022-061

The City of Cottage Grove has applied for a comprehensive plan amendment to amend the Capital Improvement Program (CIP) for 2023-2027.

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

Brittain noted that the reconstruction of Jamaica Avenue from 70th Street to Military Road is slated for 2027 and asked if the current plan includes construction the roundabout that will connect to Pioneer Road or just turn it back into two lanes each way. Meyer replied that what is in the CIP is the City's cost share for Jamaica from Military Road to 70th Street; the construction of the roundabout is in the Washington County CIP. Brittain asked if the stop sign at Military Road would still exist or if they would curve that, which Meyer confirmed.

Rasmussen commented that he is happy about the project on the River Oaks side of Highway 61 as he's in and out of that area every day, noting that trying to navigate in and out of there is dangerous. Brittain asked if there would be an acceleration lane or would vehicles have to wait for their turn into those two lanes. Meyer provided a sketch of the project and would also send to him.

Frazier opened the public hearing.

Bonnie Matter, 6649 Inskip Avenue South, stated she believed that this was an amendment to the 2023-2027 CIP. She asked why this amendment was required; what specific changes were made to the approved plan, and why the City is doing this amendment. She also asked how the amendment will affect the Comprehensive Plan. She noted that the CIP included a lot new spending on large projects and asked how that comes about because she thought the levy that was set for 2023. She also wanted to verify that the River Oaks irrigation system funding sources for the $1.5 million is a loan from the Economic Development Authority Trust Fund and what fund the $650,000 is coming from water conservation. Matter inquired if after tonight's public hearing this would be on the City Council's consent agenda with no further discussion. She asked for a public answer as well as a letter. Frazier stated that no matter what the Planning Commission recommendation is tonight, the CIP will go to the City Council. Costello stated that as the Planning Commission is a recommending body, their recommendation will go to City Council for final dispensation. She believes that it would probably not be on the Consent Agenda, but would verify that with our city administrator.

As no one else wished to speak on this issue, Frazier closed the public hearing.

Frazier asked if this is the first time this year the Planning Commission has seen the CIP. Meyer confirmed that, and explained the amendment is to the current CIP for 2022-2026. All five years are looked at. Obviously, things change including development interest, which triggers different projects, and funding sources. She explained that maybe in 2022 there was something slated for 2024 and now it is slated for 2025, as things are everchanging. Regarding

the larger dollar amount projects that seem new, part of that is based on the development interest we are seeing; for example, there was more interest in our Business Park, which is triggering the 100th Street extension. It is a necessary improvement for the residences and businesses in the Business Park area. With park buildings, the construction materials are getting very expensive, as is labor, so we are seeing the prices of each project increase as well.

Meyer stated that unfortunately she doesn't have many details on the River Oaks project, but will work with the Parks and Recreation Director to get more information on that funding, which she will provide to the Planning Commission.

Frazier stated Matter also asked about the CIP in relation to the Comprehensive Plan. His understanding is this is not an amendment to the Comprehensive Plan, but that the CIP has to be in harmony with the Comprehensive Plan because that is how we guide everything that happens in the City. Meyer responded that was correct.

Frazier stated the last question was the higher-dollar items that were on the CIP and asked if part of the reason they are in the CIP is because they have to be in order to seek funding for some of these items. Meyer replied that was correct, and stated this is just a planning document. The things that we see from 2024 and beyond are on there as the City tries to budget for those and o refine some of those estimates. Those years really are just planning documents to try to work on the things that we see coming as future needs for our City. Frazier asked if something that's scheduled for 2026 and 2027 may happen at that time, but it also may get pushed back, depending on if funding is there at the time. Meyer agreed that was correct.

Brittain made a motion to approve the 2023-2027 CIP amendment. Rasmussen seconded. Motion passed unanimously (7-to-0 vote).

CITY OF COTTAGE GROVE, MINNESOTA
CITY COUNCIL
RESOLUTION 2022-157

RESOLUTION APPROVING A COMPREHENSIVE PLAN AMENDMENT TO THE CITY'S COMPREHENSIVE PLAN 2040 TO INCORPORATE THE CAPITAL IMPROVEMENTS PLAN

WHEREAS, the City of Cottage Grove has prepared an amendment to the implementation element of the City's Comprehensive Plan 2040 for the Capital Improvements Plan (CIP) 2023-2027; and

WHEREAS the Planning Commission held a public hearing on October 24, 2022; and

WHEREAS the public hearing was opened for public testimony and verbal testimony was received from one member of the public; and

WHEREAS the Planning Commission unanimously found that the 2023-2027 CIP is consistent with the City's Comprehensive Plan 2040.

NOW, THEREFORE, BE IT RESOLVED, the City Council of the City of Cottage Grove, County of Washington, State of Minnesota, hereby approves the amendment to the Implementation Element of the City's Comprehensive Plan 2040 to adopt the 2023-2027 Capital Improvement Plan (CIP).

Passed this 7th day of December 2022.

_____
Myron Bailey, Mayor

Attest:

_____
Tamara Anderson, City Clerk

City of Cottage Grove

Capital Improvements Plan

2023-2027

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City of Cottage Grove
Capital Improvements Plan
2023-2027

Introduction

The Capital Improvement Plan (CIP) is a planning device to schedule proposed public capital improvements and purchases over a five-year period. The CIP matches proposed expenditures and revenues by project. 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, utilities, and parks in the community.

Every effort has been 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 (the General Fund and Enterprise Funds), the development fees and charges (including the 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.

This CIP shows a total capital investment of $53.7 million for 2023 of which $16 million is related to the construction of the Low Zone Water Treatment Plant and Well 13 (under the 3M Settlement financing plan), $7.3 million is for the first phase of the East Point Douglas and Jamaica reconstruction project, and $7 million is related to the second year of construction for the South District Street and Utility Improvement Project.

This document covers the period from 2023 to 2027 and is organized by the funding sources of the improvement project. Over the next five years $253.5 million in projected improvements have been identified. Included in this $253.5 million is $47.1 million in levy supported debt. The remaining dollars come from other identified sources.

Comparison of total funding by year to last year's CIP

	2023	2024	2025	2026	Total 23-26
2023-2027 CIP	$53,729,000	$76,729,000	$59,677,000	$19,832,000	$209,967,000
2022-2026 CIP	$48,105,000	$27,575,000	$22,807,000	$34,365,000	$132,852,000
Difference	$5,624,000	$49,154,000	$36,870,000	$(14,533,000)	$77,115,000

Summary of Improvements

Sealcoating Fund

The Sealcoating Fund was created in 2007 to provide for the costs of sealcoating roads and trails on a seven-year cycle. The primary funding source for the projects in this Fund is the franchise fee collected by providers on monthly electric and natural gas utility bills.

2022 includes another mill and overlay project in the amount of $500,000. The area to receive the mill and overlay is the remainder of the Thompson Grove neighborhood that was not completed as part of the 2021 mill and overlay project.

Enterprise Funds

The projects included in the Enterprise Fund section are those projects, which will be paid with funds from the Storm Water, Water, Sanitary Sewer, and Street Light Utility Funds. Each of the Enterprise Funds is supported by user fees charged for the services provided.

Storm Water Utility Fund

The Storm Water Utility Fund projects include various drainage improvements and maintenance of the storm water utility system.

The Storm Water Utility Fund was initiated with the 2002 budget year. CIP projects identified and prioritized by staff cannot exceed the financial constraints of the Fund. The 2023 projects identified include storm water maintenance related to the 2023 Pavement Management project. Commitments of the Fund for the next five years are for various storm water activities throughout the City. Revenue increases of 3% have been included in the Fund in accordance with the storm water rate study that was completed in 2021.

Water Utility Fund

The Water Utility Fund includes the construction of a utilities building in 2023 and 2024 in the amount of $14 million. Other capital projects in the Fund include the water costs for the annual Pavement Management Program, East Point Douglas & Jamaica, and 80th Street. A utility rate study was completed in 2017 and a new rate study will be completed by the end of 2022. Water revenues in the Fund are currently based on the 2017 rate study.

Sanitary Sewer Utility Fund

The Sanitary Sewer Utility Fund includes a $1 million project in 2023 to line the trunk sanitary sewer from Jamaica and East Point Douglas down through the dog park. Grant revenue from the Metropolitan Council will be solicited to fund a portion of the project. Sewer costs related to the annual Pavement Management Program, and street reconstruction projects are included in the next five years. Currently, a utility rate study is underway for this Fund. Sanitary sewer revenues are included in the Fund based on the last study conducted in 2017.

Street Light Enterprise Fund

The improvements scheduled for the Street Light Utility Fund are traffic signals and system improvements including the potential replacement of luminaries with LED fixtures and feed point electrical work completed with Pavement Management projects that require full curb replacement. New traffic signals identified in the next five years are a signal at Hardwood Avenue and Hardwood Court in 2023, and 80th Street and Jamaica Avenue in 2025. The signal in 2023 will be funded with TIF 1-12 revenues. A utility rate study for this Fund was completed in 2021. The study identified a rate increase of 7.5% for 2022 and 3% increases

in later years. Due to the increased operating costs for street light activities and traffic signal costs that have doubled since the study, an 8% increase in rates has been included for 2023 and 3% increases in later years. However, it is likely that increases over 3% will be needed after 2023 in order to fund the operating and capital costs that have been identified.

Park Improvement Capital Project Fund

In 2013, the City Council directed that revenues derived from leasing space on the City's Water Towers/Reservoirs for cell phone antennas should be allocated to the purpose of renovation of existing parks and replacement of playground equipment. This revenue source will fund a total of over $3 million in park and playground renovations over the next five years. Expenditures in 2023 include play equipment at Peter Thompson Park, Pine Tree Pond Park, Ideal Park, court reconstruction at Hamlet Park, and sport lighting improvements at the Pine Tree Valley Park ice rink.

Park Trust Fund

Improvements scheduled in the Park Trust Fund include the purchase of additional parkland, planning and development of parks and trails, and installing playground equipment in new parks. Revenues coming into the Park Trust Fund have been calculated to reflect the anticipated housing growth and a greater dedication of park land instead of park dedication fees.

The new park building at Glacial Valley Park is included in this Fund for $4.2 million. It is proposed to bond for this building.

The goal is to maintain a minimum year end cash balance of approximately $100,000. Future projects will need to be delayed unless future revenues are available or new revenue sources are identified since the proposed projects in the next five years will bring the Fund to a negative $7.2 million.

Municipal Building Fund

This Fund derives its revenue from accumulated transfers from the General Fund pursuant to the Fund Balance policy, as well as several years of dedicated tax levy dollars.

MSA Construction Fund

The construction of new streets and other street reconstruction projects make up the vast majority of capital improvement projects in the MSA Construction Fund. Funding for these projects come from Municipal State Aid (MSA), other intergovernmental revenue, developer charges and special assessments.

Streets included on the "state aid" system are eligible to receive state aid for a portion of the projects. In 2020, the City of Cottage Grove advance funded $4 million to pay for the 2nd phase of the 80th Street reclamation project. The advance was be paid off in 2022. The MSA annual construction allotment for 2022 was $2 million. The projects noted below and, in the CIP, will depend on development, the timing of which will vary due to factors including the economy and available land.

The projects identified with their anticipated MSA funding over the next 5 years include:

Construction Start Year	Project	Description	Project Cost	MSA Funding
2023	E Pt Douglas & Jamaica	Reconfiguration	$16,215,000	$7,050,000
2023-2027	Ravine Parkway	Ravine Parkway Extension	10,000,000	5,000,000
2025	CSAH 19 and TH 61	100th Street Extension &Innovation Road bridge	58,400,000	6,500,000
2026	80th Street (80th /Keats)	Roundabout Construction	1,000,000	1,000,000
		Total	$85,615,000	$19,550,000

Besides MSA revenue, these projects will be funded with other revenue sources including Federal, State, and County funds, developer fees, and bonded debt.

Other projects that have been included in the MSA Fund that have funding sources other than MSA revenue include:

- Ravine Parkway-Shoppes at Cottage View starting in 2024. (Funding sources-federal funds for $3 million, area funds, and bonded debt)
- 80th Street Reconstruction from TH 61 to Ideal Avenue in 2024. (Funding sources- federal funds for $7.8 million, and utility funds)
- River Oaks/TH 61 Restricted Crossing U-Turn in 2024. (Funding sources-grant funds, and other funds to be identified)
- Harkness Avenue in 2025. (Funding sources-area funds, developer fees, and bonded debt)
- Jamaica Avenue in 2027. (Funding source-bonded debt)
- 103rd Street Bridge in 2027. (Funding sources-federal and state funds)

Details of these projects and funding sources are included in the detail of the projects located on pages 35-43.

Pavement Management Fund

Pavement Management Program projects are reflected in this listing. The summary sheet identifies other funding sources when available, but for most projects it will be necessary to issue debt to be repaid with a property tax levy to finance the project. The continuation of the Pavement Management Program depends on assessments for a portion of each project to be used to repay a portion of the debt.

The Pavement Management projects included in the next five years total $23.1 million, of which $11 million would be assessed to benefiting property owners and $20 million would be bonded. Future property taxes levies would repay these bonds.

			Funding		
	Location	Total	Assessments	Debt	Other
2023	Thompson Grove Estates 6&7	$2,824,000	$2,220,000	$2,461,000	$363,000
2024	Prestige Estates, Thompson Grove Estates 1&8, EPD (Hyde to CDS)	6,156,000	2,770,200	5,364,000	792,000
2025	Thompson Grove Estates 2nd, EPD (Jamaica to Hyde), Kingsborough Trail	4,745,000	2,135,000	3,965,000	780,000
2026	Woodridge Park (E of Jamaica), Cottage Grove Estates, Meadow Acres, Pine Glen	5,436,000	2,446,200	4,736,000	700,000
2027	Thompson Grove 11&12, Woodridge Park Add (W of Jamaica)	4,021,000	1,809,450	3,504,000	517,000

Area Funds

The Water, Storm Sewer and Sanitary Sewer Area Funds are capital project funds that provide the resources to construct general infrastructure. Projects totaling $14.9 million are expected to be funded from the Area Funds over the next 5 years. The funding sources for these Funds are area charges against developing properties. The area charges are based on rates established by the City Council. Before these projects can be completed, the funds available in each of the Area Funds need to be considered. It may be necessary to postpone projects if the revenue sources are not available to complete the project.

Water Area Fund
Construction of a water tower in the Industrial Park is proposed to be constructed in 2023 in the amount of $4.5 million. It is proposed to fund $1 million of this construction with water conservation fee revenue from the Water Utility Fund and the remaining portion with the Water Area Fund.

Sanitary Sewer Area Fund
Funding for projects identified in the Sanitary Sewer Area Fund includes construction of utilities as part of the South District Street and Utilities Project to be completed in 2022 and 2023.

Storm Water Area Fund
Funding for projects identified in the Storm Water Area Fund also includes the construction of utilities as part of the South District Street and Utilities Project.

Other Funds

3M Settlement/MPCA Fund
3M settlement implementation funds will be used to construct the Low Zone Water Treatment Plant and Well #13 in 2023, the Intermediate Zone Water Treatment Plant in 2024, and decommissioning of Well #1, Well #2, and the Temporary Treatment Plant in 2025. 3M settlement funds will be received to fund these projects totaling $48.8 million.

Developer Petitioned Fund
The South District Street and Utility Improvement Project will be funded through the Developer Petitioned Fund since future development fees will fund $3 million of this project. Other funding sources for this project include the Area Funds, ED Trust Fund, and the Park Trust Fund.

Other Projects without Financial Position Statements

Ice Arena
Ice Arena project details are found on page 29. Capital improvements at the Ice Arena include the North Rink dehumidifier replacement in 2024 and radiant heater replacements in 2025.

Golf Course
The Golf Course Irrigation System Replacement Project will occur in 2023. Details of the Project are found on page 30.

Debt Schedule

A Ten-Year Financial Management Plan is currently underway for the City. The Plan will incorporate the projects included in this CIP document with bonds, future operating budgets including equipment replacement needs, and tax capacity changes (including growth). The Plan will help to identify other revenue sources and assist in identifying the impact of future debt on the City's property tax levy. The Plan will be completed in 2023.

Conclusion

City staff has prepared this document in conjunction with those projects and capital items that are known and for which costs can be reasonably estimated. The CIP should be considered a planning tool and the projects included for 2023 and 2024 serve as a work plan for staff. This "work plan" means that these are the projects that staff will bring to Council for authorization before proceeding with a feasibility study, acquisition, or construction. All projects detailed in this document will be included in their respective budgets if the need is established at that time.

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

PROJECTS BY PROGRAM CATEGORY

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

PROGRAM CATEGORY	2023	2024	2025	2026	2027
General Public Buildings					
Utilities Division Building	1,500,000	12,500,000			
PW office remodel			500,000		
General Public Buildings total	1,500,000	12,500,000	500,000	-	-
Parks & Recreation Facilities					
Matching grant funds	10,000	10,000	10,000	10,000	10,000
Public Landscape initiative	180,000	160,000	110,000	70,000	90,000
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
Belden Park Backstop Repair and Curbing					
Bike Park-Picnic Shelter & Pump Track Paving	40,000	50,000			
Dog Park-Small Area Enrichment&drainage	20,000				
Glacial Valley Park-Park Building	4,200,000				
Hamlet Park Expansion	100,000	500,000	4,000,000	100,000	50,000
Hardwood and Belden play equipment			140,000		
Hearthside Park: Park Improvements		100,000			
Highlands, Meadow Grass, Hidden Valley play equipment					
Kingston Park Building Replacement and Additional Power			600,000		
Lamar Park Roof					10,000
Lamar Park Shade Shelter replacement (2)			80,000		
Neighborhood Park Development	1,500,000	1,200,000	7,000,000	500,000	500,000
Oltman Middle School Ballfields & Parking lot		1,000,000			
Peter Thompson, Pine tree Pond, Ideal park play eq	270,000				
Pine Coulee-Court Replacement					20,000
Pine Glen -Picnic Shelter			40,000		
West draw, Granada & Nina Park play equipment		210,000			
Woodridge Park Trail & Rink Boards		40,000		50,000	
Outdoor Fitness Equipment					
Sports Lighting Improvements	65,000	113,000	65,000	355,000	350,000
Ice Arena Dehumidifier and Radiant Heater Replacement		250,000	35,000		
River Oaks Irrigation Replacement	2,500,000				
Parks & Recreation Facilities	8,935,000	3,683,000	12,130,000	1,135,000	1,080,000
Public Utilities Facilities					
Spot replacement/slip lining - Sewer	1,000,000	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
Upper 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			700,000		
Industrial Park Water Tower	4,500,000				
Traffic Signals, Traffic Improvements	700,000		1,400,000		
3M Settlement Implementation	15,860,000	27,900,000		5,000,000	
Public Utilities Facilities total	22,500,000	28,390,000	2,590,000	5,490,000	490,000

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

PROJECTS BY PROGRAM CATEGORY

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

PROGRAM CATEGORY	2023	2024	2025	2026	2027
Trail Improvement Projects					
CR 74 Trail		315,000			
Trail Improvement projects total	-	315,000	-	-	-
Street & Road Improvement Projects					
Roadway Maintenance	645,000	750,000	750,000	750,000	750,000
South District Street & Utility Project	6,760,000				
E Pt Douglas & Jamaica	7,315,000	5,350,000	800,000		
CSAH 19 and TH 61	1,250,000	1,250,000	33,000,000		22,900,000
Ravine parkway Shoppes at Cottage View		5,325,000		4,021,000	1,253,000
Ravine parkway	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
80th Street (CSAH19 to TH 61) Reconstruction		9,800,000			
80th Street (80th/Keats roundabout cost share)				1,000,000	
River Oaks Hwy 61 RCUT		1,210,000			
Harkness Ave Reconstruction			3,162,000		
Jamaica Avenue					3,000,000
103rd Street Bridge					8,000,000
Subtotal before PM	17,970,000	25,685,000	39,712,000	7,771,000	37,903,000
PM 2023	2,824,000				
PM 2024		6,156,000			
PM 2025			4,745,000		
PM 2026				5,436,000	
PM 2027					4,021,000
Road & Street Improvement projects total	20,794,000	31,841,000	44,457,000	13,207,000	41,924,000
GRAND TOTAL	$ 53,729,000	$ 76,729,000	$ 59,677,000	$ 19,832,000	$ 43,494,000

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

FACILITIES AND PARK PROJECTS

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy	$ -	$ -	$ -	$ -	$ -
Bonded Debt	$ 4,200,000	$ 9,100,000	$ 7,000,000	$ -	$ -
State/Other Government Units	$ 1,000,000	$ 80,000	$ -	$ -	$ -
Park Improvement Fund	$ 540,000	$ 418,000	$ 970,000	$ 550,000	$ 475,000
Park Trust Fund	$ 515,000	$ 2,755,000	$ 4,015,000	$ 515,000	$ 515,000
Landscape Initiative	$ 180,000	$ 80,000	$ 110,000	$ 70,000	$ 90,000
Municipal Building Fund	$ -	$ -	$ 500,000	$ -	$ -
Other:	$ 4,000,000	$ 3,750,000	$ 35,000	$ -	$ -
TOTAL	10,435,000	16,183,000	12,630,000	1,135,000	1,080,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements	1,320,000	-	-	-	-
Engineering/Architect	1,015,000	1,815,000	2,190,000	15,000	15,000
Admin/Legal	-	-	-	-	-
Construction	7,910,000	13,948,000	10,285,000	1,040,000	965,000
Maintenance	-	-	-	-	-
Other	190,000	420,000	155,000	80,000	100,000
TOTAL	10,435,000	16,183,000	12,630,000	1,135,000	1,080,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
PW & Parks Facility	2023/2024 - Utilities Division Building Design ($14,000,000) 2025 - Internal office remodel ($500,000)
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt		9,000,000			
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building			500,000		
Other: Utility Fund	1,500,000	3,500,000			
TOTAL	1,500,000	12,500,000	500,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements	320,000				
Engineering/Architect	500,000	1,500,000	75,000		
Admin/Legal					
Construction	680,000	11,000,000	425,000		
Maintenance					
Other					
TOTAL	1,500,000	12,500,000	500,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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

2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Public Landscape Initiative	2023 - 90th Street CSAH 19 to Jamaica ($50,000), Glacial Valley Park Landscaping ($50,000), Pine Tree Valley/Pine Tree Pond Park Restoration ($15,000), Resto Grow-In/Reseeding/Tree plantings at Kingston, Settlers, Camel's Hump and Hamlet ($15,000), Bike Park Vegetation Restoration ($40,000), Annual Commercial EAB Replacement ($10,000) 2024 - Jamaica Ave 100th to HWY Ramps ($50,000), Cottage Grove Trailway Corridor Restoration ($20,000, grant match), Annual Commercial EAB Replacement ($10,000) 2025 - 80th St HWY 61 to Ideal ($50,000), Oakwood Park ($50,000), Annual Commercial EAB Replacement ($10,000) 2026 - Future ROW Beautification ($50,000), Public Facility Beautification ($10,000), Annual Commercial EAB Replacement ($10,000) 2027 - Future ROW Beautification ($50,000), Woodridge Park Woodland Restoration ($30,000), Annual Commercial EAB Replacement ($10,000)
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units		80,000			
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative	180,000	80,000	110,000	70,000	90,000
Municipal Building					
Other:					
TOTAL	180,000	160,000	110,000	70,000	90,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance					
Other	180,000	160,000	110,000	70,000	90,000
TOTAL	180,000	160,000	110,000	70,000	90,000
Project Balance	$ -	$ -	$ -	$ -	$ -

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Building Locks	Annual addition of automatic locks for various park building restrooms throughout the community
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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 Builiding					
Other:					
TOTAL	35,000	35,000	35,000	35,000	35,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Replace Playground equipment	2023 - Peter Thompson, Pine Tree Pond, Ideal Park - $270,000 2024 - West Draw, Granada, Nina - $210,000 2025 - Hardwood and Belden Parks - $140,000
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	270,000	210,000	140,000		
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	270,000	210,000	140,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	270,000	210,000	140,000		
Maintenance					
Other					
TOTAL	270,000	210,000	140,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Pavement Management Projects	2024 - Hearthside Park Improvements
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt		100,000			
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: Donations					
TOTAL	0	100,000	0	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Bike Park	2023 - Picnic Shelter 2024 - Pump Track Paving
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	40,000	50,000			
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	40,000	50,000	0	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	40,000	50,000			
Maintenance					
Other					
TOTAL	40,000	50,000	0	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Dog Park	2023 - Small Area Enrichment and Drainage Correction (Funding Assistance from Dog Park Association)
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	20,000				
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	20,000	0	0	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	20,000				
Maintenance					
Other					
TOTAL	20,000	0	0	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Glacial Valley Park	2023 - Park Building
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt	4,200,000				
State/Other Government Units					
Park Improvement fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	4,200,000	0	0	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect	500,000				
Admin/Legal					
Construction	3,700,000				
Maintenance					
Other					
TOTAL	4,200,000	0	0	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Hamlet Park	2023 - Court Reconstruction 2024 - Hamlet North Entry Plaza and Fountain 2025 - Hamlet Park - Remaining Ball Fields, Parking Lot, Sidewalk 2026 - Skate Park Surface Replacement 2027 - Shelter Replacement
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	100,000			100,000	50,000
Park Trust Fund		500,000	4,000,000		
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	100,000	500,000	4,000,000	100,000	50,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect			500,000		
Admin/Legal					
Construction	100,000	500,000	3,500,000	100,000	50,000
Maintenance					
Other					
TOTAL	100,000	500,000	4,000,000	100,000	50,000
Project Balance	$ -	$ -	$ -	$ -	$ -

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Kingston Park	Building Replacement and Additional Power Supply
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund			600,000		
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	0	0	600,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect			100,000		
Admin/Legal					
Construction			500,000		
Maintenance					
Other					
TOTAL	0	0	600,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund			80,000		10,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	0	0	80,000	0	10,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction			80,000		10,000
Maintenance					
Other					
TOTAL	0	0	80,000	0	10,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Neighborhood Park Development	2023 - Still Ponds Park Development ($500,000), Land Acquisition for Mississippi Dunes Park ($1,000,000) 2024 - Roberts Lake Neighborhood Development ($500,000), NorthPoint Neighborhood Park ($500,000), Military Trailhead ($200,000) 2025 - Mississippi Dunes Golf Course Neighborhood Park Development (development driven) 2026 - East Ravine Neighborhood or 110th Street Park Development (development driven) 2027 - East Ravine Neighborhood or 110th Street Park Development (development driven)
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt			7,000,000		
State/Other Government Units	1,000,000				
Park Improvement Fund					
Park Trust Fund	500,000	1,200,000		500,000	500,000
Landscape Initiative					
Municipal Builiding					
Other:					
TOTAL	1,500,000	1,200,000	7,000,000	500,000	500,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements	1,000,000				
Engineering/Architect			1,500,000		
Admin/Legal					
Construction	500,000	1,200,000	5,500,000	500,000	500,000
Maintenance					
Other					
TOTAL	1,500,000	1,200,000	7,000,000	500,000	500,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Oltman Middle School	2024 - Ballfield and Parking Lot Construction
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund		1,000,000			
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	-	1,000,000	-	-	-

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect		300,000			
Admin/Legal					
Construction		700,000			
Maintenance					
Other					
TOTAL	-	1,000,000	-	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	0	0	20,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction					20,000
Maintenance					
Other					
TOTAL	0	0	0	0	20,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Pine Glen Park	2025 - Picnic Shelter
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund			40,000		
Park Trust Fund					
Landscape Initiative					
Municipal Builiding					
Other:					
TOTAL	0	0	40,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction			40,000		
Maintenance					
Other					
TOTAL	0	0	40,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Woodridge	2024 - Woodridge Trail - Hillside to Jenner 2026 - Hockey Rink Boards Replacement
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund				50,000	
Park Trust Fund		40,000			
Landscape Initiative					
Municipal Builiding					
Other:					
TOTAL	0	40,000	0	50,000	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction		40,000		50,000	
Maintenance					
Other					
TOTAL	0	40,000	0	50,000	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project Description
Sports Lighting Improvements	2023 - Pine Tree Valley Ice Rink 2024 - Woodridge Park Tennis, Basketball, Ice Rink 2025 - Hearthside Ice Rink 2026 - Hamlet Football/Soccer, Courts and Ice Rink 2027 - Lamar Park LED & Poles
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund	65,000	113,000	65,000	355,000	350,000
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other:					
TOTAL	65,000	113,000	65,000	355,000	350,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	65,000	113,000	65,000	355,000	350,000
Maintenance					
Other					
TOTAL	65,000	113,000	65,000	355,000	350,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project description**
Ice Arena	2024 - North Rink Dehumidifier Replacement 2025 - Radiant Heater Replacements
Department	
Parks	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Builiding					
Other: Ice Arena Fund		250,000	35,000		
TOTAL	0	250,000	35,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance					
Other		250,000	35,000		
TOTAL	0	250,000	35,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
River Oaks	2023 - River Oaks Irrigation System Replacement (EDA Loan $1,850,000 and Water Conservation $650,000)
Department	
Facilities	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State/Other Government Units					
Park Improvement Fund					
Park Trust Fund					
Landscape Initiative					
Municipal Building					
Other: Project Description	2,500,000				
TOTAL	2,500,000	-	-	-	-

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements					
Engineering/Architect					
Admin/Legal					
Construction	2,500,000				
Maintenance					
Other					
TOTAL	2,500,000	-	-	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

ALL TRANSPORTATION AND PUBLIC WORKS PROJECTS

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy	$ -	$ -	$ -	$ -	$ -
Bonded Debt	$ 2,461,000	$ 9,964,000	$ 6,903,000	$ 8,757,000	$ 7,757,000
State of Minnesota/MSA	$ 8,500,000	$ 2,250,000	$ 1,800,000	$ 2,000,000	$ 7,000,000
Washington County	$ -	$ 157,500	$ 4,350,000	$ -	$ 8,150,000
Federal/Grant Funding	$ -	$ 12,760,000	$ 25,000,000	$ -	$ 16,033,000
Area Funds	$ 6,170,000	$ 1,395,000	$ 3,526,000	$ 70,000	$ 70,000
Utility Funds	$ 4,148,000	$ 3,712,000	$ 2,950,000	$ 1,120,000	$ 937,000
Assessments/Developer Fees	$ 4,030,000	$ 1,000,000	$ 1,768,000	$ 1,000,000	$ 1,717,000
Other:	$ 17,985,000	$ 29,307,500	$ 750,000	$ 5,750,000	$ 750,000
TOTAL	43,294,000	60,546,000	47,047,000	18,697,000	42,414,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation	$ 750,000	$ 750,000	$ 1,000,000	$ -	$ -
Engineering/Architect	$ 8,294,000	$ 14,665,000	$ 10,264,000	$ 4,104,000	$ 4,348,000
Admin/Legal	$ 100,000	$ 50,000	$ 154,000	$ -	$ -
Construction	$ 32,135,000	$ 43,911,000	$ 34,459,000	$ 13,423,000	$ 36,896,000
Maintenance	$ 1,515,000	$ 670,000	$ 670,000	$ 670,000	$ 670,000
Other	$ 500,000	$ 500,000	$ 500,000	$ 500,000	$ 500,000
TOTAL	43,294,000	60,546,000	47,047,000	18,697,000	42,414,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Roadway Maintenance	2023 - Maintenance includes crack seal ($65,000), mill and overlay ($500,000), curb and sidewalk replacement ($80,000) 2024-2027 - Maintenance includes crack seal ($90,000), mill and overlay ($500,000), curb and sidewalk replacement ($80,000), and trail sealcoating ($80,000)
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other: Maintenance Fund	645,000	750,000	750,000	750,000	750,000
TOTAL	645,000	750,000	750,000	750,000	750,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Sealcoating Contract/Rock					
Maintenance	145,000	250,000	250,000	250,000	250,000
Other: Mill and Overlay	500,000	500,000	500,000	500,000	500,000
TOTAL	645,000	750,000	750,000	750,000	750,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Pavement Management (includes ADA improvements)	2023 - Thompson Grove Estates 6&7 2024 - Prestige Estates, See 80th Street Project, Thompson Grove Estates 1&8, EPD (Hyde to CDS) 2025 - Thompson Grove Estates 2nd, EDP (Jamaica to Hyde), Kingsborough Trail 2026 - Woodridge Park (E of Jamaica), Cottage Grove Estates, Meadow Acres, Pine Glen 2027 - Thompson Grove 11&12, Woodridge Park Add (W of Jamaica)
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt	2,461,000	5,364,000	3,965,000	4,736,000	3,504,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	363,000	792,000	780,000	700,000	517,000
Assessments/Developer Fees					
Other:					
TOTAL	2,824,000	6,156,000	4,745,000	5,436,000	4,021,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect	509,000	1,282,000	1,356,000	1,554,000	1,148,000
Admin/Legal					
Construction	2,315,000	4,874,000	3,389,000	3,882,000	2,873,000
Maintenance					
Other					
TOTAL	2,824,000	6,156,000	4,745,000	5,436,000	4,021,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	Project Description
South District Street and Utility Project	2023 - Realignment of 100th Street and Hadley Avenue (Year 2)
Department	
Public Works	

Funding Sources	2023	2024	2025	2026	2027
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	2,600,000				
Utility Funds					
Assessments/Developer Fees	3,030,000				
Other: EDA/Park Trust ($130k)	1,130,000				
TOTAL	6,760,000	-	-	-	-

Project Expenses	2023	2024	2025	2026	2027
Land/Easements/Utility Relocation					
Engineering/Architect	1,060,000				
Admin/Legal					
Construction	5,700,000				
Maintenance					
Other					
TOTAL	6,760,000	-	-	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
East Pt. Douglas & Jamaica	Reconstruction & realignment of the East Point Douglas Road intersections at Jamaica Ave and the Cub/Target entrances.
Department	$2M in ROW Acquisition ($750,000) and Engineering Expenses acquired in 2021 and 2022
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt		3,600,000			
State of Minnesota/MSA	6,250,000		800,000		
Washington County					
Federal/Grant Funding		1,250,000			
Area Funds					
Utility Funds	715,000	500,000			
Assessments/Developer Fees					
Other: Public Landscape Initiative	350,000	-			
TOTAL	7,315,000	5,350,000	800,000	-	-

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation	750,000	750,000	750,000		
Engineering/Architect	1,075,000	650,000			
Admin/Legal	100,000	50,000	50,000		
Construction	5,390,000	3,900,000			
Maintenance					
Other					
TOTAL	7,315,000	5,350,000	800,000	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
CSAH 19 and TH 61	2023/2024 - Design for 100th Street Extension 2025 - 100th St Extension
Department	2027 - Reconstruction/realignment of bridge/overpass over highway 61 at County Rd 19 (Innovation Road)
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt			2,000,000		
State of Minnesota/MSA	1,250,000	1,250,000			4,000,000
Washington County			4,000,000		8,150,000
Federal/Grant Funding			25,000,000		10,033,000
Area Funds			2,000,000		
Utility Funds					
Assessments/Developer Fees					717,000
Other:					
TOTAL	1,250,000	1,250,000	33,000,000	0	22,900,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect	1,250,000	1,250,000	7,500,000		
Admin/Legal					
Construction			25,500,000		22,900,000
Maintenance					
Other					
TOTAL	1,250,000	1,250,000	33,000,000	0	22,900,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Ravine Parkway - Shoppes at Cottage View	2024 - Phase 1 Construction of roadway and infrastructure to support the retail/commercial development (Walmart through Roundabout) 2026 - Construction of roadway and infrastructure to support the retail/commercial development (Roundabout to CSAH 19) 2027 - Construction of roadway and infrastructure to support the retail/commercial development (north of Roundabout)
Department Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt		1,000,000		4,021,000	1,253,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding		3,000,000			
Area Funds		1,325,000			
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	-	5,325,000	-	4,021,000	1,253,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect		1,300,000		1,000,000	500,000
Admin/Legal					
Construction		4,025,000		3,021,000	753,000
Maintenance					
Other					
TOTAL	-	5,325,000	-	4,021,000	1,253,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Ravine Parkway	2023 - Wolterstorff
	2024 - Kemp
	2025 - Geis
Department	2026 - Tank
Public Works	2027 - Tank

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
80th Street Reconstruction	2024 - Ideal to Hwy 61 - Includes East Point Douglas from 80th Street to T-intersection. Includes mill and overlay, spot curb replacement, ADA improvements, landscaping, and trail replacement
Department	
Public Works	2026 - 80th/Keats Roundabout Cost Share

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA				1,000,000	
Washington County					
Federal/Grant Funding		7,800,000			
Area Funds					
Utility Funds		2,000,000			
Assessments/Developer Fees					
Other:					
TOTAL	0	9,800,000	0	1,000,000	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect		2,450,000		250,000	
Admin/Legal					
Construction		7,350,000		750,000	
Maintenance					
Other					
TOTAL	0	9,800,000	0	1,000,000	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
River Oaks Hwy 61 RCUT	2024 - Conversion of River Oaks access into a reduced conflict U-Turn intersection
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding		710,000			
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:		500,000			
TOTAL	-	1,210,000	-	-	-

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect		363,000			
Admin/Legal					
Construction		847,000			
Maintenance					
Other					
TOTAL	-	1,210,000	-	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	3,162,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation			250,000		
Engineering/Architect			728,000		
Admin/Legal			104,000		
Construction			2,080,000		
Maintenance					
Other					
TOTAL	0	0	3,162,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Jamaica Ave	2027 - Reconstruction of Jamaica Ave from Rose of Sharon Church to Military Road to the urban four lane section roadway.
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					3,000,000
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:					
TOTAL	0	0	0	0	3,000,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					3,000,000
Maintenance					
Other					
TOTAL	0	0	0	0	3,000,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
103rd St Railroad Bridge	2027 - Reconstruct 103rd Street railroad bridge
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Traffic Signals	2023 - Hardwood Ave/Hardwood Ct 2025 - 80th/Jamaica, Keats/Indian Blvd
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County			350,000		
Federal/Grant Funding					
Area Funds					
Utility Funds	700,000		1,050,000		
Assessments/Developer Fees					
Other:					
TOTAL	700,000	0	1,400,000	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect	140,000		280,000		
Admin/Legal					
Construction	560,000		1,120,000		
Maintenance					
Other					
TOTAL	700,000	0	1,400,000	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
East Ravine District Infrastructure Development	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	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds	3,500,000				
Utility Funds	1,000,000				
Assessments/Developer Fees					
Other: Land Sale					
TOTAL	4,500,000	0	0	0	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect	300,000				
Admin/Legal					
Construction	4,200,000				
Maintenance					
Other					
TOTAL	4,500,000	0	0	0	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Water Tower Painting/Rehab	2025 - Pine Hill Water Tower
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds			700,000		
Assessments/Developer Fees					
Other: Newport					
TOTAL	-	-	700,000	-	-

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect			100,000		
Admin/Legal					
Construction			600,000		
Maintenance					
Other					
TOTAL	-	-	700,000	-	-
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
Annual sewer line maintenance/spot sliplining	2023 - Lining trunk sewer from Jamaica and East Point down through the dog park
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds	1,000,000	50,000	50,000	50,000	50,000
Assessments/Developer Fees					
Other:					
TOTAL	1,000,000	50,000	50,000	50,000	50,000

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect					
Admin/Legal					
Construction					
Maintenance	1,000,000	50,000	50,000	50,000	50,000
Other					
TOTAL	1,000,000	50,000	50,000	50,000	50,000
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

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

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
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	**2023**	**2024**	**2025**	**2026**	**2027**
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	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET

2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
3M Settlement Implementation	2023 - Low Zone Water Treatment Plant and Well 13 2024 - Intermediate Zone Water Treatment Plant 2026 - Well 1, Well 2, and Temp Treatment Plant Decommissioning
Department	
Public Works	

Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County					
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other: 3M Settlement	15,860,000	27,900,000		5,000,000	
TOTAL	15,860,000	27,900,000	0	5,000,000	0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect	3,660,000	6,975,000		1,000,000	
Admin/Legal					
Construction	12,200,000	20,925,000		4,000,000	
Maintenance					
Other					
TOTAL	15,860,000	27,900,000	0	5,000,000	0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

CITY OF COTTAGE GROVE
5 YEAR CAPITAL IMPROVEMENT BUDGET
2023-2027 CAPITAL IMPROVEMENT PROGRAM

Project Title	**Project Description**
CR 74 Trail	2024 - 50% Cost Share with County for addition of trail along south side of CR 74 (65th Street) from Meadowgrass to Hadley ($315,000 TPC)
Department	

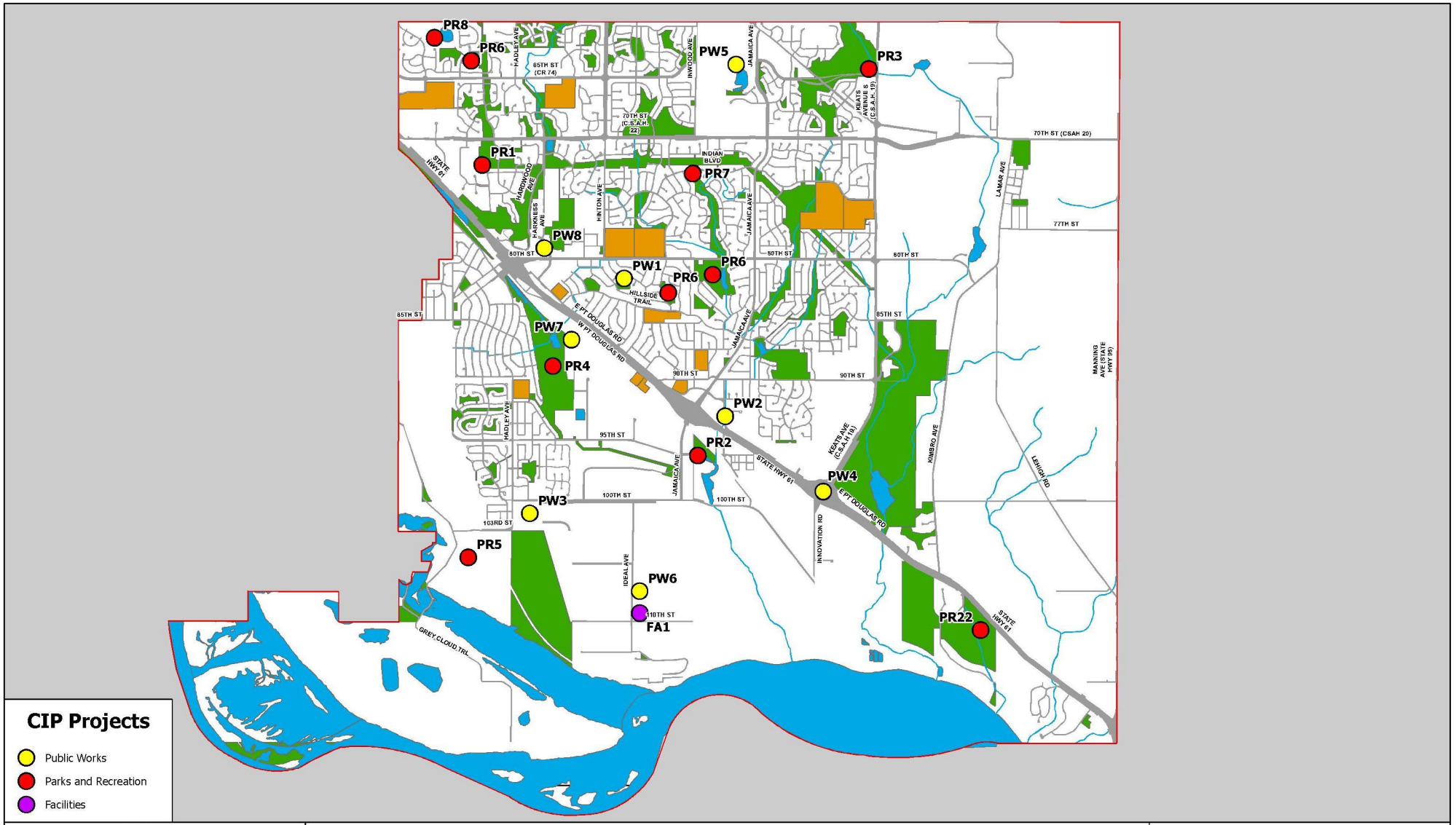
Funding Sources	**2023**	**2024**	**2025**	**2026**	**2027**
Tax Levy					
Bonded Debt					
State of Minnesota/MSA					
Washington County		157,500			
Federal/Grant Funding					
Area Funds					
Utility Funds					
Assessments/Developer Fees					
Other:		157,500			
TOTAL	0	315,000	0		0

Project Expenses	**2023**	**2024**	**2025**	**2026**	**2027**
Land/Easements/Utility Relocation					
Engineering/Architect		95,000			
Admin/Legal					
Construction		220,000			
Maintenance					
Other					
TOTAL	0	315,000	0		0
Project Balance	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**

City of Cottage Grove
CIP 2023-2027
Funding Summary by Year

Funding Source	2023	2024	2025	2026	2027	Total '23 to '27
Bonds for Utility Building		9,000,000				9,000,000
Bonds for Park Projects	4,200,000	100,000	7,000,000			11,300,000
Bonds for Street Projects		4,600,000	2,938,000	4,021,000	4,253,000	15,812,000
Bonds for Pavement Mgmt	2,461,000	5,364,000	3,965,000	4,736,000	3,504,000	20,030,000
Park Improvement	540,000	418,000	970,000	550,000	475,000	2,953,000
Public Landscape Initiative	530,000	80,000	110,000	70,000	90,000	880,000
Park Trust	515,000	2,755,000	4,015,000	515,000	515,000	8,315,000
Ice Arena		250,000	35,000			285,000
Municipal Building			500,000			500,000
Sealcoating Fund	645,000	750,000	750,000	750,000	750,000	3,645,000
MSA	8,500,000	2,250,000	1,800,000	2,000,000	7,000,000	21,550,000
Developer Asmts/Fees	4,030,000	1,000,000	1,768,000	1,000,000	1,717,000	9,515,000
Other Governments	1,000,000	12,997,500	29,000,000		24,183,000	67,180,500
3M Settlement	15,860,000	27,900,000		5,000,000		48,760,000
Utilities	4,648,000	7,212,000	3,300,000	1,120,000	937,000	17,217,000
Area Funds	7,170,000	1,395,000	3,526,000	70,000	70,000	12,231,000
Other funding	3,630,000	657,500				4,287,500
	53,729,000	76,729,000	59,677,000	19,832,000	43,494,000	253,461,000

Current Year CIP	Last Year CIP	points	Location	Description	map	Maintenance	Replace	New	Total
2023	**New**		Utility Division Building		FA1			1,500,000	1,500,000
2023	**New**		Bike Park	Picnic shelter	PR1			40,000	40,000
2023	**New**		Dog Park	small area enrichment & drainage	PR2		20,000		20,000
2023	**2023**		Glacial Valley Park	Building construction	PR3			4,200,000	4,200,000
2023	**2023**		Hamlet Park	Court Reconstruction	PR4		100,000		100,000
2023	**2023**		Mississippi Dunes property	Land acquisition for park development	PR5			1,000,000	1,000,000
2023	**2023**		Peter Thompson, Pine Tree Pond, Ideal Park	Playground equipment	PR6		270,000		270,000
2023	**New**		Pine Tree Valley Park	Sports lighting improvements	PR7		65,000		65,000
2023	**New**		Still Ponds Park development	Park development	PR8			500,000	500,000
2023	**2023**		Public Landscape initiative					180,000	180,000
2023	**2023**		Parks	Park design & master planning				15,000	15,000
2023	**2023**		Parks	Matching funds				10,000	10,000
2023	**New**		Parks	Annual addition of auto. locks on park buildings				35,000	35,000
2023	**New**		River Oaks	Irrigation Replacement	PR22			2,500,000	2,500,000
2023	**2023**		Roadway maintenance	Streets, sidewalk/curb replacement, & trails		645,000			645,000
2023	**2023**		Pavement Management	Thompson Grove Estates 6 & 7	PW1		2,824,000		2,824,000
2023	**2023**		East Point Douglas & Jamaica	Reconstruction and Realignment	PW2		7,315,000		7,315,000
2023			100th Street & Hadley Realignment	Phase 2-South District Street & Utility Project	PW3			6,760,000	6,760,000
2023	**2026**	**511**	CSAH 19 and TH 61	Design for 100th Street Extension	PW4		1,250,000		1,250,000
2023	**2022**		Ravine Parkway	Wolterstorff	PW5			2,000,000	2,000,000
2023	**2023**		East Ravine District	City share of development infrastructure				50,000	50,000
2023	**2023**		3M Settlement Implementation	Low Zone Water Treatment plant & Well 13	PW6		15,860,000		15,860,000
2023	**2023**		Industrial Park Water Tower	Construct Water Tower	PW7			4,500,000	4,500,000
2023	**2023**		Traffic Signal	Hardwood Ave/Hardwood Ct	PW8			700,000	700,000
2023	**2023**		Trunk oversizing	utilities				20,000	20,000
2023	**2023**		Various sewer	Spot replacement/slip lining		1,000,000			1,000,000
2023	**2023**		various stormwater	Storm water maintenance		200,000			200,000
2023	**2023**		various streetlights	System improvements		100,000			100,000
2023	**2023**		Well Maintenance	Pull well		70,000			70,000
						2,015,000	27,704,000	24,010,000	53,729,000



CIP Projects

- Public Works
- Parks and Recreation
- Facilities

Cottage Grove
Where Pride and Prosperity Meet

2023 CIP Project Locations

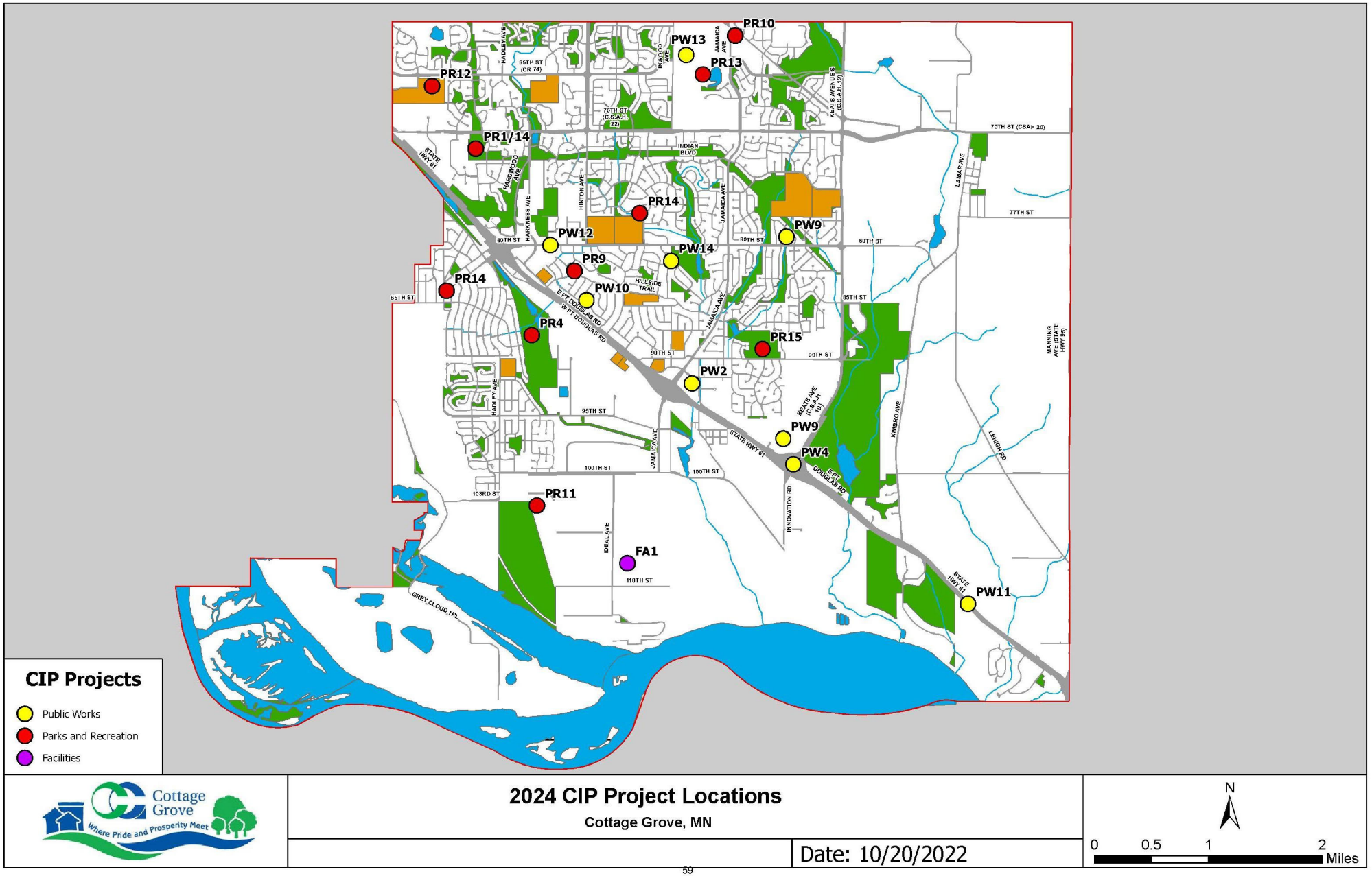
Cottage Grove, MN

Date: 10/20/2022

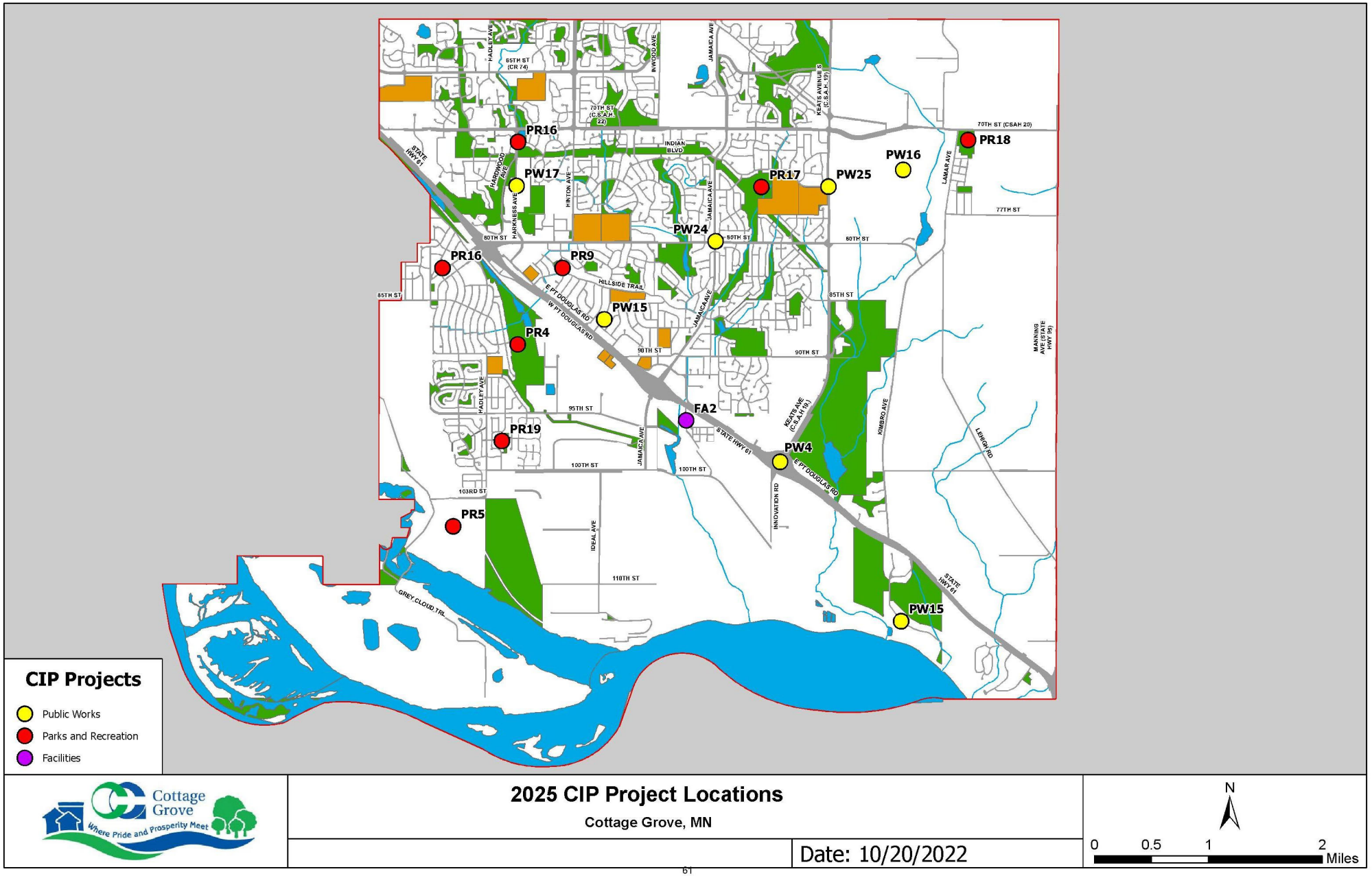
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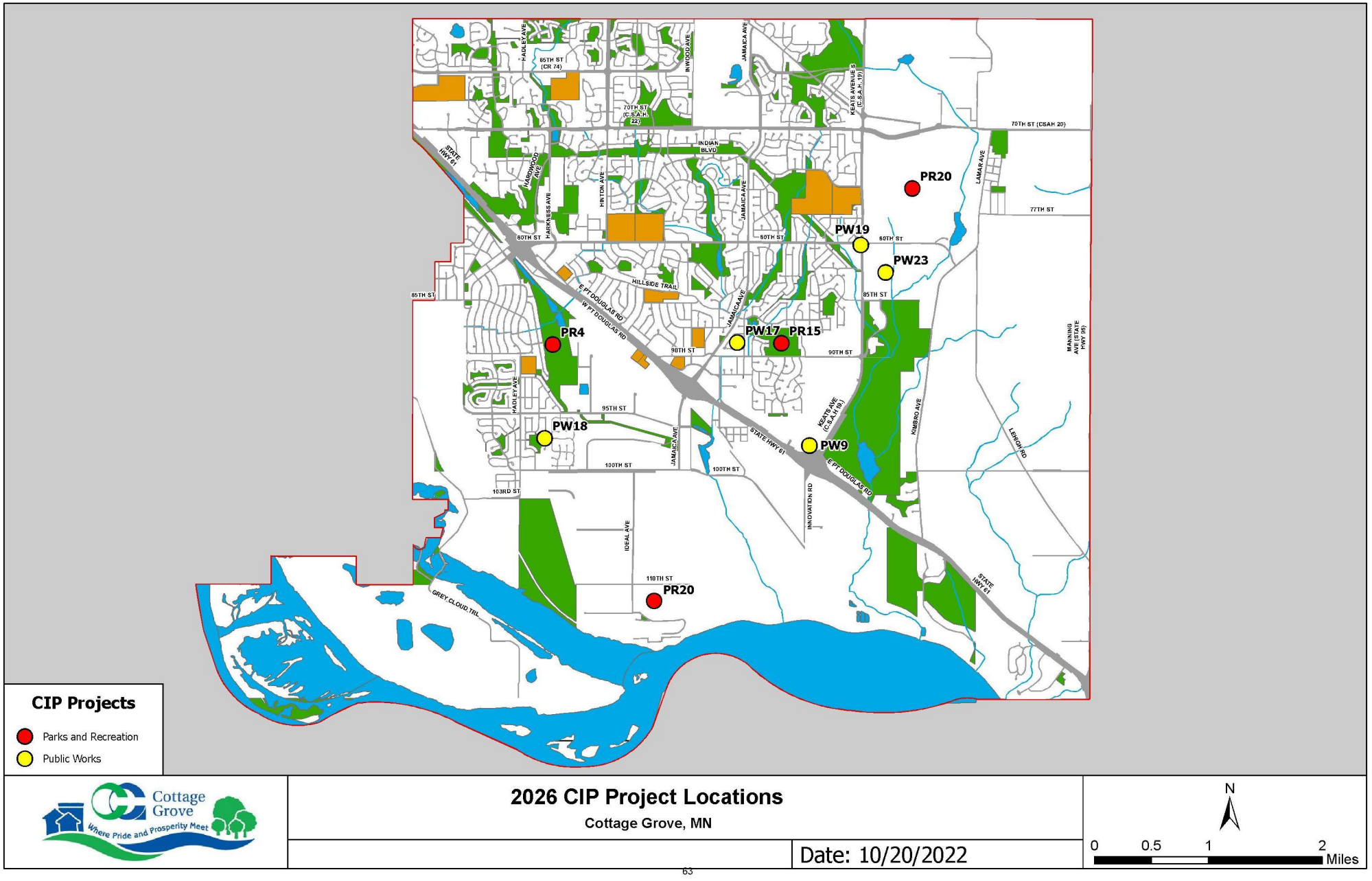
Current Year CIP	Last Year CIP	points	Location	Description	map	Maintenance	Replace	New	Total
2024	**New**		Utility Division Building		FA1			12,500,000	12,500,000
2024	**New**		Bike Park	Pump track paving	PR1		50,000		50,000
2024	**2024**		Hamlet park expansion	Plaza Area & Fountain	PR4			500,000	500,000
2024	**2025**		Hearthside Park	Park improvements as part of pavement management	PR9		100,000		100,000
2024	**New**		Military Trailhead	Neighborhood park development	PR10			200,000	200,000
2024	**2024**		NorthPoint Park	Neighborhood park development	PR11			500,000	500,000
2024	**2024**		Oltman Middle School	Ballfield construction	PR12			1,000,000	1,000,000
2024	**New**		Roberts Lake Development	Neighborhood park development	PR13			500,000	500,000
2024	**2024**		West Draw, Granada, Nina	Playground equipment	PR14		210,000		210,000
2024	**New**		Woodridge Park	Sports lighting improvements	PR15		113,000		113,000
2024	**2023**		Woodridge Trail	Trail Corridor from Hillside to Jenner	PR15			40,000	40,000
2024	**2024**		Ice Arena	dehumidifier replacement			250,000		250,000
2024	**2024**		Public Landscape initiative					160,000	160,000
2024	**2024**		Parks	Park design & master planning				15,000	15,000
2024	**2024**		Parks	Matching funds				10,000	10,000
2024	**New**		Parks	Annual addition of auto. locks on park buildings				35,000	35,000
2024	**New**		CR 74 Trail	Cost share with County				315,000	315,000
2024	**2024**		Roadway maintenance	Streets, sidewalk/curb replacement, & trails		750,000			750,000
2024	**2023**		Ravine Parkway-Shoppes at CV	Phase 1 Construction-roadway & infrastructure	PW9			5,325,000	5,325,000
2024	**2024**		Pavement Management	Prestige estates, and others (see Project Sheet)	PW10		6,156,000		6,156,000
2024	**New**		River Oaks Hwy 61 RCUT	Reduced conflict U-turn intersection	PW11		1,210,000		1,210,000
2024	**2026**	**511**	CSAH 19 and TH 61	Design for 100th Street Extension	PW4			1,250,000	1,250,000
2024	**2025**		80th Street	Ideal to Hwy 61 (see Project Sheet)	PW12		9,800,000		9,800,000
2024	**2023**		East Point Douglas & Jamaica	Reconstruction and Realignment	PW2		5,350,000		5,350,000
2024	**2025**		Ravine Parkway	Kemp property	PW13		2,000,000		2,000,000
2024	**2024**		East Ravine District	City share of development infrastructure				50,000	50,000
2024	**2023**		3M Settlement Implementation	Intermediate zone water treatment plant	PW14		27,900,000		27,900,000
2024	**2024**		Trunk oversizing	utilities				20,000	20,000
2024	**2024**		Various sewer	Spot replacement/slip lining		50,000			50,000
2024	**2024**		various stormwater	Storm water maintenance		200,000			200,000
2024	**2024**		various streetlights	System improvements		100,000			100,000
2024	**2024**		Well Maintenance	Pull well		70,000			70,000
						1,170,000	53,139,000	22,420,000	76,729,000


PR10
PW13
PR13
PR12
PR1/14
PR14
PW12
PW14
PW9
PR9
PR14
PW10
PR4
PR15
PW2
PW9
PW4
PR11
FA1
PW11
HADLEY AVE
65TH ST (CR 74)
JAMAICA AVE
INWOOD AVE
KEATS AVENUE S (C.S.A.H. 19)
70TH ST (C.S.A.H. 22)
70TH ST (CSAH 20)
STATE HWY 61
INDIAN BLVD
HARDWOOD AVE
HINTON AVE
HARKNESS AVE
LAMAR AVE
77TH ST
80TH ST
85TH ST
HILLSIDE TRAIL
E PT DOUGLAS RD
W PT DOUGLAS RD
90TH ST
MANNING AVE (STATE HWY 95)
95TH ST
KEATS AVE (C.S.A.H. 19)
KIMBRO AVE
LEHIGH RD
100TH ST
103RD ST
INNOVATION RD
IDEAL AVE
110TH ST
GREY CLOUD TRL
CIP Projects
Public Works
Parks and Recreation
Facilities
Cottage Grove
Where Pride and Prosperity Meet
2024 CIP Project Locations
Cottage Grove, MN
Date: 10/20/2022
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Miles

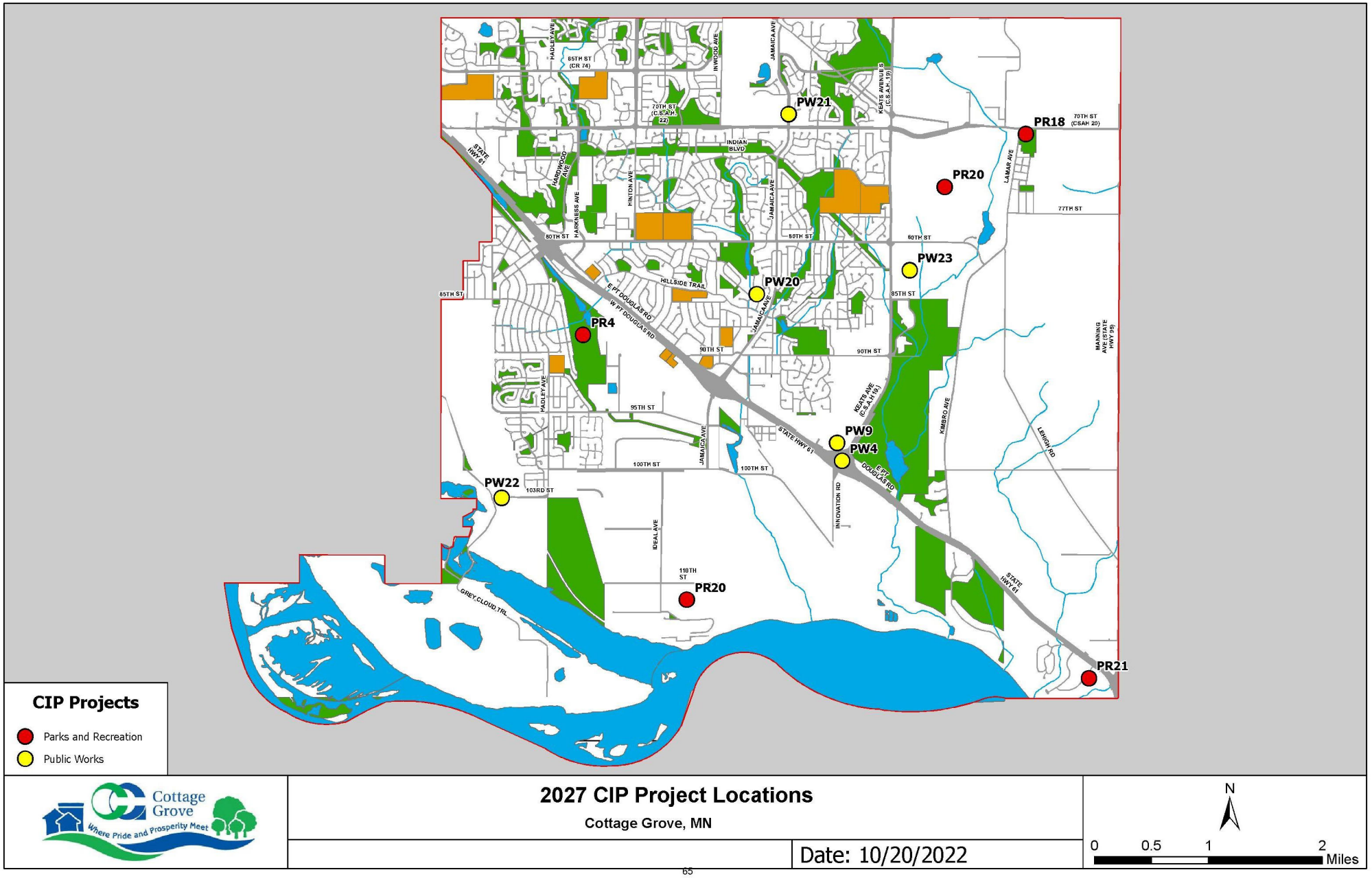
Current Year CIP	Last Year CIP	points	Location	Description	map	Maintenance	Replace	New	Total
2025	**2024**		PW & Parks Facility	Internal office remodel	FA2		500,000		500,000
2025	**2025**		Hamlet Park	Completion of ballfields	PR4			4,000,000	4,000,000
2025	**2025**		Hardwood & Belden Parks	Playground equipment	PR16			140,000	140,000
2025	**New**		Hearthside Park	Sports lighting improvements-ice rink	PR9		65,000		65,000
2025	**2025**		Ice Arena	Radiant heater replacements			35,000		35,000
2025	**2025**		Kingston Park	Building replacement & additional power	PR17		600,000		600,000
2025	**2025**		Lamar Park	Shade structure replacement	PR18		80,000		80,000
2025	**New**		Mississippi Dunes property	Park development (development driven)	PR5			7,000,000	7,000,000
2025	**New**		Pine Glen Park	Picnic shelter	PR19		40,000		40,000
2025	**2025**		Public Landscape initiative					110,000	110,000
2025	**2025**		Parks	Park design & master planning				15,000	15,000
2025	**2025**		Parks	Marching funds				10,000	10,000
2025	**New**		Parks	Annual addition of auto. locks on park buildings				35,000	35,000
2025	**2025**		Roadway maintenance	Streets, sidewalk/curb replacement, & trails		750,000			750,000
2025	**2025**		Pavement Management	Thompson Grove Estates 2nd, EPD (Jamaica to Hyde) Kingsborough Trail	PW15		4,745,000		4,745,000
2025	**2026**	**511**	CSAH 19 and TH 61	100th Street Extension	PW4			33,000,000	33,000,000
2025	**2023**		East Point Douglas & Jamaica	Reconstruction and Realignment	PW2		800,000		800,000
2025	**2023**		Ravine Parkway	Geis	PW16			2,000,000	2,000,000
2025	**2024**		Harkness Ave - Hardwood to Woodridge	Reconstruct roadway	PW17		3,162,000		3,162,000
2025	**2025**		East Ravine District	City share of development infrastructure				50,000	50,000
2025	**2022**		Pine Hill	Water tower painting		700,000			700,000
2025	**2025**		Traffic Signal	80th & Jamaica	PW24			700,000	700,000
2025	**New**		Traffic Improvement	CSAH 19 & Indian Blvd.	PW25			700,000	700,000
2025	**2025**		Trunk oversizing	Utilities				20,000	20,000
2025	**2025**		Various sewer	Spot replacement/slip lining		50,000			50,000
2025	**2025**		various stormwater	Storm water maintenance		200,000			200,000
2025	**2025**		various streetlights	System improvements		100,000			100,000
2025	**2025**		Well Maintenance	Pull well		70,000			70,000
						1,870,000	10,027,000	47,780,000	59,677,000


PR16
PW17
PR16
PR9
PR4
PR19
PR5
PW15
PR17
PW25
PW16
PR18
PW24
FA2
PW4
PW15
65TH ST (CR 74)
70TH ST (C.S.A.H. 22)
70TH ST (CSAH 20)
INDIAN BLVD
80TH ST
85TH ST
90TH ST
95TH ST
100TH ST
103RD ST
110TH ST
77TH ST
HILLSIDE TRAIL
E PT DOUGLAS RD
W PT DOUGLAS RD
STATE HWY 61
JAMAICA AVE
HADLEY AVE
HARKNESS AVE
HINTON AVE
HARDWOOD AVE
NWOOD AVE
KEATS AVENUE (C.S.A.H. 19)
LAMAR AVE
MANNING AVE (STATE HWY 95)
KIMBRO AVE
LEHIGH RD
INNOVATION RD
IDEAL AVE
GREY CLOUD TRL
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Where Pride and Prosperity Meet
2025 CIP Project Locations
Cottage Grove, MN
Date: 10/20/2022
N
0
0.5
1
2
Miles

Current Year CIP	Last Year CIP	points	Location	Description	map	Maintenance	Replace	New	Total
2026	**2026**		East Ravine or 110th Street Park	Neighborhood park development	PR20			500,000	500,000
2026	**2026**		Hamlet Park	Skate park surface replacement	PR4		100,000		100,000
2026	**New**		Hamlet Park	Sports lighting improvements	PR4		355,000		355,000
2026	**2026**		Woodridge Park	Hockey rink boards replacement	PR15		50,000		50,000
2026	**2026**		Public Landscape initiative					70,000	70,000
2026	**2026**		Parks	Park design & master planning				15,000	15,000
2026	**2026**		Parks	matching funds				10,000	10,000
2026	**New**		Parks	Annual addition of auto. locks on park buildings				35,000	35,000
2026	**2026**		Roadway maintenance	Streets, sidewalk/curb replacement, & trails		750,000			750,000
2026	**New**		Ravine Parkway-Shoppes at CV	Phase 2 Construction-roadway & infrastructure	PW9			4,021,000	4,021,000
2026	**2026**		Pavement Management	Woodridge Park (E of Jamaica) CG Estates, Meadow Acres, Pine Glen	PW18		5,436,000		5,436,000
2026	**2026**		80th Street	Roundabout at Keats Ave (cost share)	PW19		1,000,000		1,000,000
2026	**New**		Ravine Parkway	Tank	PW23			2,000,000	2,000,000
2026	**2026**		East Ravine District	City share of development infrastructure				50,000	50,000
2026	**2024**		3M Settlement Implementation	Well 1 & 2 and Temp Treatment Plant decommission			5,000,000		5,000,000
2026	**2026**		Trunk oversizing	Utilities				20,000	20,000
2026	**2026**		Various sewer	Spot replacement/slip lining		50,000			50,000
2026	**2026**		various stormwater	Storm water maintenance		200,000			200,000
2026	**2026**		various streetlights	System improvements		100,000			100,000
2026	**2026**		Well Maintenance	Pull well		70,000			70,000
						1,170,000	11,941,000	6,721,000	19,832,000


CIP Projects
Parks and Recreation
Public Works
PR20
PW19
PW23
PR4
PW17
PR15
PW18
PW9
PR20
HADLEY AVE
85TH ST (CR 74)
70TH ST (C.S.A.H. 22)
INWOOD AVE
JAMAICA AVE
KEATS AVENUE S (C.S.A.H. 19)
70TH ST (CSAH 20)
STATE HWY 61
HARDWOOD AVE
INDIAN BLVD
HINTON AVE
LAMAR AVE
77TH ST
HARKNESS AVE
80TH ST
HILLSIDE TRAIL
E PT DOUGLAS RD
W PT DOUGLAS RD
85TH ST
90TH ST
MANNING AVE (CSAH 19/ HWY 95)
95TH ST
KEATS AVE (C.S.A.H 19)
KIMBRO AVE
LEHIGH RD
STATE HWY 61
100TH ST
103RD ST
INNOVATION RD
IDEAL AVE
110TH ST
GREY CLOUD TRL
STATE HWY 61
Cottage Grove
Where Pride and Prosperity Meet
2026 CIP Project Locations
Cottage Grove, MN
Date: 10/20/2022
N
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0.5
1
2
Miles

Current Year CIP	Last Year CIP	points	Location	Description	map	Maintenance	Replace	New	Total
2027			East Ravine or 110th Street Park	Neighborhood park development	PR20			500,000	500,000
2027			Hamlet Park	Shelter replacement	PR4		50,000		50,000
2027			Lamar Park	Roof replacement	PR18		10,000		10,000
2027			Lamar Park	Sports lighting improvements	PR18		350,000		350,000
2027			Pine Coulee	Court replacement	PR21		20,000		20,000
2027			Public Landscape initiative					90,000	90,000
2027			Parks	Park design & master planning				15,000	15,000
2027			Parks	matching funds				10,000	10,000
2027			Parks	Annual addition of auto. locks on park buildings				35,000	35,000
2027			Roadway maintenance	Streets, sidewalk/curb replacement, & trails		750,000			750,000
2027			Pavement Management	Thompson Grove 11&12, Woodridge Park Add (W of Jamaica)	PW20		4,021,000		4,021,000
2027			Ravine Parkway-Shoppes at CV	Phase 3 Construction-roadway & infrastructure	PW9			1,253,000	1,253,000
2027		**511**	CSAH 19 and TH 61	Realignment of bridge (see project sheet)	PW4		22,900,000		22,900,000
2027			Jamaica	70th to Military	PW21			3,000,000	3,000,000
2027			Ravine Parkway	Tank	PW23			2,000,000	2,000,000
2027			103rd Street Railroad Budget	reconstruction of 103rd street railroad bridge	PW22		8,000,000		8,000,000
2027			East Ravine District	City share of development infrastructure				50,000	50,000
2027			Trunk oversizing	Utilities				20,000	20,000
2027			Various sewer	Spot replacement/slip lining		50,000			50,000
2027			various stormwater	Storm water maintenance		200,000			200,000
2027			various streetlights	System improvements		100,000			100,000
2027			Well Maintenance	Pull well		70,000			70,000
						1,170,000	35,351,000	6,973,000	43,494,000


PW21
PR18
70TH ST (CSAH 20)
PR20
PW23
PW20
PR4
PW9
PW4
PW22
PR20
PR21
85TH ST (CR 74)
70TH ST (C.S.A.H. 22)
INDIAN BLVD
80TH ST
85TH ST
90TH ST
95TH ST
100TH ST
103RD ST
110TH ST
77TH ST
HADLEY AVE
INWOOD AVE
JAMAICA AVE
KEATS AVENUE S (C.S.A.H. 19)
STATE HWY 61
HARDWOOD AVE
HARKNESS AVE
HINTON AVE
LAMAR AVE
HILLSIDE TRAIL
E PT DOUGLAS RD
W PT DOUGLAS RD
KEATS AVE (C.S.A.H. 19)
KMBRO AVE
LEMON RD
INNOVATION RD
IDEAL AVE
GREY CLOUD TRL
MANNING AVE (STATE HWY 95)
CIP Projects
Parks and Recreation
Public Works
Cottage Grove
Where Pride and Prosperity Meet
2027 CIP Project Locations
Cottage Grove, MN
Date: 10/20/2022
N
0
0.5
1
2
Miles

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Sealcoating Fund (235)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Aggregate tax	$ 22,699	$ 23,467	$ 22,000	$ 22,000	$ 25,000	$ 25,000	$ 25,000	$ 25,000
Franchise fees	596,537	615,326	634,000	653,000	672,600	692,800	713,600	735,000
Investment Interest	26,034	(5,207)	10,000	10,000	10,000	10,000	10,000	10,000
Charges for services	94,114	30,766	-	-	-	-	-	-
Developer charges	81,962	104,157	-	-	-	-	-	-
Total Revenue	821,346	768,509	666,000	685,000	707,600	727,800	748,600	770,000
EXPENDITURES								
Commodities	51,185	31,134	36,400	36,400	36,400	36,400	36,400	36,400
Contractual services	703,455	808,395	1,320,000	608,600	713,600	713,600	713,600	713,600
Total Expenditures	754,640	839,529	1,356,400	645,000	750,000	750,000	750,000	750,000
Other Financing Sources (uses)								
transfer to 80th st -undergrounding Xcel	(625,480)	-	-	-	-	-	-	-
Total transfers	(625,480)	-	-	-	-	-	-	-
Increase (decrease) in fund balance	(558,774)	(71,020)	(690,400)	40,000	(42,400)	(22,200)	(1,400)	20,000
FB Balance beginning of year	1,626,188	1,067,414	996,394	305,994	345,994	303,594	281,394	279,994
FB Balance end of year	1,067,414	996,394	305,994	345,994	303,594	281,394	279,994	299,994

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Storm Water Utility Fund (230)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Charges for Services*	$ 949,712	$ 1,020,513	$ 1,063,000	$ 1,146,550	$ 1,197,400	$ 1,246,100	$ 1,301,000	$ 1,301,000
Intergovernmental - County/State	226,057	204,395						
Interest	24,815	(12,076)	10,000	10,000	10,000	10,000	10,000	10,000
Miscellaneous		95,000						
Total Revenue	1,200,584	1,307,832	1,073,000	1,156,550	1,207,400	1,256,100	1,311,000	1,311,000
EXPENDITURES								
Operating expenses	543,436	567,711	559,739	667,270	701,930	722,988	744,678	767,018
Pavement Management		178,935		108,000	236,000	174,000	208,000	154,000
Annual maintenance projects			200,000	200,000	200,000	200,000	200,000	200,000
Developer pass thru	230,503	187,482						
80th Street								
Glacial Valley			77,375					
Capital Outlay		33,181		55,000				
Total Expenditures	773,939	967,309	837,114	1,030,270	1,137,930	1,096,988	1,152,678	1,121,018
OTHER FINANCING SOURCES (USES)								
Transfers in								
Transfers out	(41,300)	(42,540)	(394,046)	(45,100)	(46,500)	(50,000)	(50,000)	(50,000)
Total other sources	(41,300)	(42,540)	(394,046)	(45,100)	(46,500)	(50,000)	(50,000)	(50,000)
Increase (decrease) in fund balance	385,345	297,983	(158,160)	81,180	22,970	109,112	108,322	139,982
FB Beginning balance	1,664,424	2,049,769	2,347,752	2,189,592	2,270,772	2,293,742	2,402,854	2,511,176
FB Ending balance	2,049,769	2,347,752	2,189,592	2,270,772	2,293,742	2,402,854	2,511,176	2,651,159

* Revenue for 2023-2026 from 2021 Storm Water Rate Study

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Water Utility Fund (610)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Charges for Services	$ 2,963,362	$ 3,382,209	$ 3,179,554	$ 3,231,000	$ 3,327,930	$ 3,427,768	$ 3,530,601	$ 3,636,519
Bonded Debt				9,000,000				
Intergovernmental - County/State	61,849	34,711						
Interest	92,769	(46,384)		50,000	50,000	50,000	50,000	50,000
Miscellaneous	39,558	267,091		32,000	30,000	30,000	30,000	30,000
Total Revenue	3,157,538	3,637,627	3,179,554	12,313,000	3,407,930	3,507,768	3,610,601	3,716,519
EXPENDITURES								
Operating expenses	1,721,950	2,018,904	2,070,000	2,217,620	2,261,972	2,307,212	2,353,356	2,400,423
Water meter replacement project								
Water conservation projects	41,050			100,000	100,000	100,000	100,000	100,000
Well maintenance			70,000	70,000	70,000	70,000	70,000	70,000
Water tower painting						700,000		
Utilities Building			1,500,000	12,500,000				
Pavement management				99,000	216,000	160,000	191,000	141,000
80th Street					660,000			
EPD & Jamaica				357,000	250,000			
Capital Equipment				110,000	115,000			
Glacial Valley			58,125					
Total Expenditures	1,763,000	2,018,904	3,698,125	15,453,620	3,672,972	3,337,212	2,714,356	2,711,423
OTHER FINANCING SOURCES (USES)								
Debt service								
Interfund loan	210,000	27,500	-	-	-	-	-	-
Transfers in								
Transfers out	(186,000)	(245,601)	(467,558)	(1,197,800)	(192,000)	(192,000)	(192,000)	(192,000)
Total other sources	24,000	(218,101)	(467,558)	(1,197,800)	(192,000)	(192,000)	(192,000)	(192,000)
Increase (decrease) in fund balance	1,418,538	1,400,622	(986,129)	(4,338,420)	(457,042)	(21,444)	704,245	813,096
Unrestricted FB Beginning balance	5,181,205	6,599,743	8,000,365	7,014,236	2,675,816	2,218,773	2,197,329	2,901,574
Unrestricted FB Ending balance	6,599,743	8,000,365	7,014,236	2,675,816	2,218,773	2,197,329	2,901,574	3,714,670

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Sewer Utility Fund (620)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Charges for Service	$ 3,177,650	$ 3,336,966	$ 3,420,000	$ 3,533,500	$ 3,639,505	$ 3,748,690	$ 3,861,151	$ 3,976,985
Interest	68,548	10,012	30,000	56,000	57,000	57,000	57,000	57,000
Grant-Met Council				250,000				
Miscellaneous	12,546	16,028						
Total Revenue	3,258,744	3,363,006	3,450,000	3,839,500	3,696,505	3,805,690	3,918,151	4,033,985
EXPENDITURES								
Operating Expenses	2,837,189	2,959,164	3,432,310	3,585,155	3,692,710	3,803,491	3,917,596	4,035,124
Pavement Management				114,000	248,000	183,000	219,000	162,000
Sewer slip lining - spot replacement				1,000,000	50,000	50,000	50,000	50,000
EPD & Jamaica				357,500	250,000			
80th Street					660,000			
Glacial Valley			20,125					
Total Expenditures	2,837,189	2,959,164	3,452,435	5,056,655	4,900,710	4,036,491	4,186,596	4,247,124
OTHER FINANCING SOURCES (USES)								
Transfers in								
Transfers out	(295,956)	(243,412)	(418,313)	(197,800)	(197,800)	(197,800)	(197,800)	(197,800)
Total other sources	(295,956)	(243,412)	(418,313)	(197,800)	(197,800)	(197,800)	(197,800)	(197,800)
Increase (decrease) in fund balance	125,599	160,430	(420,748)	(1,414,955)	(1,402,005)	(428,601)	(466,245)	(410,938)
Unrestricted FB Beginning balance	5,757,830	5,883,429	6,043,859	5,623,111	4,208,156	2,806,151	2,377,551	1,911,306
Unrestricted FB Ending balance	5,883,429	6,043,859	5,623,111	4,208,156	2,806,151	2,377,551	1,911,306	1,500,368

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Street Light Utlity Fund (630)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Charges for Services	$ 692,242	$ 747,974	$ 891,000	$ 945,500	$ 973,900	$ 1,003,100	$ 1,033,200	$ 1,064,200
City Supplied Poles	$ 218,300	$ 294,300	$ 114,000	$ 175,000				
Intergovernmental - County/State						350,000		
Interest	8,048	(3,293)		10,000	10,000	10,000	10,000	10,000
Miscellaneous	52,416	73,237	50,000	20,000	150,000	150,000	150,000	150,000
Total Revenue	971,006	1,112,218	1,055,000	1,150,500	1,133,900	1,513,100	1,193,200	1,224,200
EXPENDITURES								
Operating expenses	932,093	1,045,259	930,000	842,695	859,549	876,740	894,275	912,160
Pavement management				42,000	92,000	263,000	82,000	60,000
Replace/install Signal lights								
Traffic Signal-Hardwood Ave/Hardwood Ct*				700,000				
Traffic Signal-80th/Jamaica						700,000		
Traffice Improvement-Keats/Indian Blvd						700,000		
80th Street-Ideal to Hwy 61					680,000			
Annual system improvements				100,000	100,000	100,000	100,000	100,000
Glacial Valley			60,125					
Total Expenditures	932,093	1,045,259	990,125	1,684,695	1,731,549	2,639,740	1,076,275	1,072,160
OTHER FINANCING SOURCES (USES)								
Transfers in				700,000				
Transfers out	(48,650)	(48,650)	(217,960)	(50,000)	(50,000)	(50,000)	(50,000)	(50,000)
Total other sources	(48,650)	(48,650)	(217,960)	650,000	(50,000)	(50,000)	(50,000)	(50,000)
Increase (decrease) in fund balance	(9,737)	18,309	(153,085)	115,805	(647,649)	(1,176,640)	66,925	102,040
Unrestricted FB Beginning balance	444,260	434,523	452,832	299,747	415,552	(232,097)	(1,408,737)	(1,341,811)
Unrestricted FB Ending balance	434,523	452,832	299,747	415,552	(232,097)	(1,408,737)	(1,341,811)	(1,239,772)

*Signals will be funded with TIF 1-12 funds.

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Park Improvement Fund (515)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Cell Tower Leases	367,009	359,409	360,000	360,000	360,000	360,000	360,000	360,000
Interest	22,390	(10,461)	10,000	10,000	10,000	10,264	4,267	2,410
other (including donations)	4,525	12,500			80,000			
Total Revenue	393,924	361,448	370,000	370,000	450,000	370,264	364,267	362,410
EXPENDITURES								
Arbor Meadows - playground		100,000						
Belden playground equipment						70,000		
Belden-backstop repair & curbing			30,000					
Bike park - picnic shelter & pump track	17,025			40,000	50,000			
Community Center planning for referendum	38,450	56,046						
Donations - matching funding				10,000	10,000	10,000	10,000	10,000
Dog Park-small area enrichment & drainage				20,000				
Hamlet skatepark	10,000						100,000	
Hamlet	19,882	367,445						50,000
Hamlet-N Football/Soccer Field enhancement			30,000					
Hamlet-Court Reconstruction				100,000				
Hardwood playground equipment						70,000		
Hearthside basketball courts & playground		4,480	100,000					
Hearthside Park Improvements					100,000			
Hidden valley playground			50,000					
Highland playground equipment		12,829	150,000					
Highland rink lighting			61,000					
Highlands-Fence repair		31,834						
Ideal playground equipment				65,000				
Kingston Park -Building replacement & power supply						600,000		
Lamar Park						80,000		10,000
Sport Lighting Improvements				65,000	113,000	65,000	355,000	350,000
Meadowgrass play equip			50,000					
Old Cottage Grove Park - Rink boards	26,803							
Outdoor fitness equipment-Kingston			30,000					
Peter Thompson play equipment				140,000				
Pine Coulee-Court Replacement								20,000
Pine Glen-Picnic shelter						40,000		
Pinetree Valley Park - Play equipment	51,780							
Pinetree Pond Play equipment				65,000				
Woodridge shelter/hockey boards replacement	31,816						50,000	
West Draw, Granada & Nina Park play equipment					210,000			
Automatic locks on park buildings				35,000	35,000	35,000	35,000	35,000
Credit card machine rent		6,348						
miscellaneous	636	1,465						
Total Expenditures	196,392	580,447	501,000	540,000	518,000	970,000	550,000	475,000
OTHER FINANCING SOURCES (USES)								
Transfer (to) from pavement management					100,000			
Transfer (to) from park trust for inclusive play	100,000							
Total other sources	100,000	-	-	-	100,000	-	-	-
Increase (decrease) in fund balance	297,532	(218,999)	(131,000)	(170,000)	32,000	(599,736)	(185,733)	(112,590)
FB Beginning balance	1,216,908	1,514,440	1,295,441	1,164,441	994,441	1,026,441	426,705	240,972
FB Ending balance	1,514,440	1,295,441	1,164,441	994,441	1,026,441	426,705	240,972	128,382

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Park Trust Fund (570)

Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Intergovernmental			$ 461,900	$ 1,000,000	$ -	$ -	$ -	$ -
Park Dedication Fees	1,110,209	1,986,872	1,144,360	200,000	200,000	200,000	200,000	200,000
special assessments	36,640	-						
Interest	21,955	(13,627)						
Land sale								
Miscellaneous - Refunds & Reimbursements	17,135	19,909						
Total Revenue	1,185,939	1,993,154	1,606,260	1,200,000	200,000	200,000	200,000	200,000
EXPENDITURES								
Miscellaneous	16,470	1,612						
Camel's Hump Park - develop & trails	18,759							
East Ravine Neighborhood							500,000	500,000
Glacial Valley Park		17,400	3,000,000	4,200,000				
Hamlet Park Expansion	1,201,694	919,327			500,000	4,000,000		
Mississippi Dunes		9,500		1,000,000		7,000,000		
Michaels Pointe Park								
Military Trailhead					200,000			
Neighborhood parks								
NorthPoint Neighborhood Park					500,000			
Oakwood Park		786,237	100,000					
Parks - master planning	31,087	6,437	15,000	15,000	15,000	15,000	15,000	15,000
Oltman Middle School Ballfields					1,000,000			
Roberts Lake Neighborhood development					500,000			
Settlers Island landing/picnic pad	10,875							
Still Ponds park development				500,000				
Strawberry Fields (Swanlund)		265,587						
Woodridge Trail					40,000			
Total Expenditures	1,278,885	2,006,100	3,115,000	5,715,000	2,755,000	11,015,000	515,000	515,000
OTHER FINANCING SOURCES (USES)								
Bonded Debt				4,200,000		7,000,000		
Transfer from EDA	548,870							
Transfer from Utilities			215,750					
Transfer from (to) park improvement	(100,000)		-	(130,000)	-	-	-	-
Total other sources	448,870	-	215,750	4,070,000	-	7,000,000	-	-
Increase (decrease) in fund balance	355,924	(12,946)	(1,292,990)	(445,000)	(2,555,000)	(3,815,000)	(315,000)	(315,000)
FB Beginning balance	1,162,205	1,518,129	1,505,183	212,193	(232,807)	(2,787,807)	(6,602,807)	(6,917,807)
FB Ending balance	1,518,129	1,505,183	212,193	(232,807)	(2,787,807)	(6,602,807)	(6,917,807)	(7,232,807)

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Landscape Initiative-in Fund 510
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Grants					80,000			
Tree Mitigation-6489	266,391	279,914		50,000	40,000	40,000	40,000	40,000
Total Revenue	266,391	279,914	-	50,000	120,000	40,000	40,000	40,000
EXPENDITURES								
Landscape Initiative	97,027	116,770	55,010	180,000	160,000	110,000	70,000	90,000
Ravine Parkway Landscaping								
EPD and Jamaica Landscaping				350,000				
Total Expenditures	97,027	116,770	55,010	530,000	160,000	110,000	70,000	90,000
Other Financing Sources (uses)								
Transfer In								
Transfer Out								
Total other sources	-	-	-	-	-	-	-	-
Increase (decrease) in fund balance	169,364	163,144	(55,010)	(480,000)	(40,000)	(70,000)	(30,000)	(50,000)
FB Beginning balance	371,438	540,802	703,946	648,936	168,936	128,936	58,936	28,936
FB Ending balance	540,802	703,946	648,936	168,936	128,936	58,936	28,936	(21,064)

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Municipal Building Fund (525)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Property taxes	251,003	249,975	250,000	250,000	250,000	250,000	250,000	250,000
intergovernmental		-						
tower rental - PW Tower	55,758	59,431	60,000	60,000	60,000	60,000	60,000	60,000
Investment interest	6,841	(665)						
Miscellaneous	200							
Total Revenue	313,802	308,741	310,000	310,000	310,000	310,000	310,000	310,000
EXPENDITURES								
Ice Arena refrigeration								
Municipal building expenses		419	67,000					
PW expenses		-				500,000		
PS expenses	30,156							
HERO Center		-						
Demo 7516 80th St								
Kitchen expansion-River oaks	713,636	-						
Fire Station #2								
Total Expenditures	743,792	419	67,000	-	-	500,000	-	-
Other Financing Sources (uses)								
Interfund loan interest	(29,650)	(27,551)						
Interfund loan payment			(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Transfer from General Fund	202,607	46,449						
Total other sources	172,957	18,898	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)	(250,000)
Increase (decrease) in fund balance	(257,033)	327,220	(7,000)	60,000	60,000	(440,000)	60,000	60,000
FB Beginning balance	(2,653,558)	(2,910,591)	(2,583,371)	(2,340,371)	(2,030,371)	(1,720,371)	(1,910,371)	(1,600,371)
FB Ending balance	(2,910,591)	(2,583,371)	(2,340,371)	(2,030,371)	(1,720,371)	(1,910,371)	(1,600,371)	(1,290,371)
Cash Balance at year-end	(33,346)	68,281						
Interfund Payable at year-end	2,860,000	2,650,000	2,400,000	2,150,000	1,900,000	1,650,000	1,400,000	1,150,000

In addition, there is approximately $600,000 in the Future Projects Fund relating to the HERO Center construction project.

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

MSA Construction Fund (560)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Municipal State Aid Construction funds	$ 1,998,672	$ 1,739,345	$ 868,442	$ 8,500,000	$ 2,250,000	$ 1,800,000	$ 1,000,000	$ 4,000,000
LRIP					$ 1,250,000			
Special assessments	340,129	624,882	125,000	200,000	200,000	200,000		
Intergovernmental - County/State			50,000		710,000	4,000,000		10,150,000
Intergovernmental - Federal funding					10,800,000	25,000,000		16,033,000
Developer fees	168,982	239,255				768,000		717,000
Assessment/Development Fees				1,000,000	1,000,000	1,000,000	1,000,000	1,000,000
Interest								
Miscellaneous -								
Total Revenue	2,507,783	2,603,482	1,043,442	9,700,000	16,210,000	32,768,000	2,000,000	31,900,000
EXPENDITURES								
Professional services-miscellaneous	2,492	2,093						
east point Douglas - Roundabout	35,546							
103rd Street Bridge								8,000,000
70th Street (in three phases)		8,968						
80th Street (80th/Keats Roundabout cost share)							1,000,000	
80th Street (CSAH19 to TH 61) Reclamation	4,783,668	32,503			-			
80th Street (Ideal to Hwy 61)					9,800,000			
Bridge maintenance								
CSAH 19 and TH 61				1,250,000	1,250,000	33,000,000		22,900,000
East Point Douglas - Jamaica intersection		341,738	1,750,000	7,315,000	5,350,000	800,000		
EPD & Ravine Pkwy - Shoppes at Cottage View					5,325,000		4,021,000	1,253,000
Hadley Ave North of 65th	995							
Hadley Avenue street work 90th - 100th								
Harkness Ave Reconstruction						3,162,000		
Jamaica Ave - 70th to Military								3,000,000
Ravine Parkway	283,671	126,249		2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
River Oaks Hwy 61 RCUT					1,210,000			
Total Expenditures	5,106,372	511,551	1,750,000	10,565,000	24,935,000	38,962,000	7,021,000	37,153,000
OTHER FINANCING SOURCES (USES)								
Bond Proceeds					4,600,000	2,938,000	4,021,000	4,253,000
Transfers in	701,874		1,681,284	1,065,000	3,825,000	3,456,000		
Transfers out - PM		(168,982)	(559,265)					
Total other sources	701,874	(168,982)	1,122,019	1,065,000	8,425,000	6,394,000	4,021,000	4,253,000
Increase (decrease) in fund balance	(1,896,715)	1,922,949	415,461	200,000	(300,000)	200,000	(1,000,000)	(1,000,000)
Beginning balance, FB	(1,642,109)	(3,538,824)	(1,615,875)	(1,200,414)	(1,000,414)	(1,300,414)	(1,100,414)	(2,100,414)
Ending balance, FB	(3,538,824)	(1,615,875)	(1,200,414)	(1,000,414)	(1,300,414)	(1,100,414)	(2,100,414)	(3,100,414)
Goal	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000	2,000,000
Cash Balance	(1,248,869)	(1,082,326)						
MSA Beginning Balance	176,174	(2,474,853)	(735,508)	1,278,000	(5,208,492)	(5,444,984)	(5,231,476)	(4,217,968)
Allocation	1,822,498	1,739,345	2,013,508	2,013,508	2,013,508	2,013,508	2,013,508	2,013,508
Disbursements	(4,473,525)	-		(8,500,000)	(2,250,000)	(1,800,000)	(1,000,000)	(4,000,000)
MSA Ending Balance	(2,474,853)	(735,508)	1,278,000	(5,208,492)	(5,444,984)	(5,231,476)	(4,217,968)	(6,204,460)

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Pavement Management Fund (560)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
	$	$	$	$	$	$	$	$
REVENUES								
special assessments	65,618	62,919	65,000	70,000	70,000	70,000	70,000	70,000
Interest	26,599	(18,685)	15,000	15,000	15,000	15,000	15,000	15,000
Miscellaneous								
Total Revenue	92,217	44,234	80,000	85,000	85,000	85,000	85,000	85,000
EXPENDITURES								
Prof Svcs - assmt fees	1,230	1,772						
PM 2015 - F2, 90th, Grey Cloud Tr								
PM 2016 - F3, F5								
PM 2017 - B1								
PM 2019-2020 WPD refurb	235							
PM 2021 - F5, B1, E1 & River Oaks Parking	157,601	3,432,765						
Jamaica Avenue								
PM 2023- Thompson Grove Estates 7&8			-	2,824,000				
PM 2024 - Prestige Estates, See 80th Street Project, Thompson Grove Estates 1&8, EPD (Hy					6,156,000			
PM 2025-Thompson Grove Estates 2nd, EDP (Jamaica to Hyde) Kingsborough Trail						4,745,000		
PM 2026-Woodridge Parks (E of Jamaica), Cottage Grove Estates, Meadow Acres, Pine Glen							5,436,000	
PM 2027-Thompson Grove 11&12, Woodridge Park Add (W of Jamaica)								4,021,000
Total Expenditures	159,066	3,434,537	-	2,824,000	6,156,000	4,745,000	5,436,000	4,021,000
Revenue over Expenditures	(66,849)	(3,390,303)	80,000	(2,739,000)	(6,071,000)	(4,660,000)	(5,351,000)	(3,936,000)
Other Financing Sources (uses)								
Bond proceeds		3,979,126		2,461,000	5,364,000	3,965,000	4,736,000	3,504,000
Transfers from MSA fund								
Transfer from general fund	135,071	30,966						
Transfers from utility funds		389,948	-	363,000	792,000	780,000	700,000	517,000
Total other sources	135,071	4,400,040	-	2,824,000	6,156,000	4,745,000	5,436,000	4,021,000
Increase (decrease) in fund balance	68,222	1,009,737	80,000	85,000	85,000	85,000	85,000	85,000
FB Beginning balance	1,670,132	1,738,354	2,748,091	2,828,091	2,913,091	2,998,091	3,083,091	3,168,091
FB Ending balance	1,738,354	2,748,091	2,828,091	2,913,091	2,998,091	3,083,091	3,168,091	3,253,091
Goal (this fund should break even)	-	-	-	-	-	-	-	-

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Water Area Fund (575)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Developer fees	$ 986,326	$ 1,916,355	$ 1,277,196	$ 470,000	$ 470,000	$ 470,000	$ 470,000	$ 470,000
Special Assessments	38,399		48,407	48,407	48,407	48,407	48,407	48,407
Intergovernmental - County/State	12,746,601							
3M Settlement funds		2,954,885	800,000					
Interest	15,032	(19,461)						
Miscellaneous		27,930						
Total Revenue	13,786,358	4,879,709	2,125,603	518,407	518,407	518,407	518,407	518,407
EXPENDITURES								
East Ravine infrastructure development			25,000	25,000	25,000	25,000	25,000	25,000
Interim Water Treatment project	3,165,735	784,269						
Miscellaneous	40,817	14,202						
PFAS Study	385,413	308,355						
water main oversizing	110,795	391,143	68,000	10,000	10,000	10,000	10,000	10,000
South District Street & Utilities				334,100	763,800			
EPD & Ravine Pkwy - Shoppes at Cottage View					722,000			
CSAH 19 & TH 61						1,500,000		
Ravine Parkway I & II								
Intermediate & low zone water treatment facilities			800,000					
River Acres watermain extension	6,754,587	612,282						
Granada watermain extension	1,888,880	16,919						
Well 7&8 treatment	720,315	557,988						
Industrial Park Water Tower				4,500,000				
100th St watermain	147,778							
95th & Jamaica								
Well #12								
Total Expenditures	13,214,320	2,685,158	893,000	4,869,100	1,520,800	1,535,000	35,000	35,000
OTHER FINANCING SOURCES (USES)								
Bond Proceeds								
Transfers in				1,000,000				
Transfers out			(102,330)					
Total other sources	-	-	(102,330)	1,000,000	-	-	-	-
Increase (decrease) in fund balance	572,038	2,194,551	1,130,273	(3,350,693)	(1,002,393)	(1,016,593)	483,407	483,407
FB Beginning balance	889,795	1,461,833	3,656,384	4,786,657	1,435,964	433,571	(583,022)	(99,615)
FB Ending balance	1,461,833	3,656,384	4,786,657	1,435,964	433,571	(583,022)	(99,615)	383,792

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Sewer Area Fund (580)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Developer fees	785,072	1,498,054	$ 878,324	$ 470,000	$ 470,000	$ 470,000	$ 470,000	$ 470,000
Special Assessments	22,990							
Intergovernmental - County/State/Federal		1,953,445	1,738,205					
Interest	3,740	(17,149)						
Miscellaneous								
Total Revenue	811,802	3,434,350	2,616,529	470,000	470,000	470,000	470,000	470,000
EXPENDITURES								
East Ravine infrastructure development	8,987		25,000	25,000	25,000	25,000	25,000	25,000
Hy-Vee								
Miscellaneous	14,003	15,349						
South District Street & Utilities			1,154,990	792,710				
95th & Jamaica								
EPD & Ravine Pkwy - Shoppes at Cottage View					469,000			
CSAH 19 & TH 61						500,000		
Harkness Avenue						485,400		
Trunk sewer extension - Met council	163,291	3,950,107	253,000					
Trunk Fund Oversizing			76,000	10,000	10,000	10,000	10,000	10,000
Sanitary Sewer Plan		80,184						
Total Expenditures	186,281	4,045,640	1,508,990	827,710	504,000	1,020,400	35,000	35,000
OTHER FINANCING SOURCES (USES)								
Debt Service - principal & interest	-	-	-	-	-	-	-	-
Transfers in								
Transfers out			(239,818)					
Total other sources	-	-	(239,818)	-	-	-	-	-
Increase (decrease) in fund balance	625,521	(611,290)	867,721	(357,710)	(34,000)	(550,400)	435,000	435,000
FB Beginning balance	21,858	647,379	36,089	903,810	546,100	512,100	(38,300)	396,700
FB Ending balance	647,379	36,089	903,810	546,100	512,100	(38,300)	396,700	831,700

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Storm Water Area Fund (585)
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
Developer fees	$ 792,024	$ 1,878,690	$ 1,736,800	$ 1,300,000	$ 1,300,000	$ 1,300,000	$ 1,300,000	$ 1,300,000
Special Assessments	64,551							
Intergovernmental - County/State								
Interest	58,441	(28,776)						
Miscellaneous								
Total Revenue	915,016	1,849,914	1,736,800	1,300,000	1,300,000	1,300,000	1,300,000	1,300,000
EXPENDITURES								
95th & Jamaica Improvements	86,524							
Business park pond & grading		1,046						
River acres water main project	69,800							
TG-14		147,439	550,520					
East Ravine infrastructure & AUAR	8,987							
Anderson	21,883							
Miscellaneous	1,834	38,774	197,600					
South District Trunk Storm Sewer			3,210,300					
South District Street & Utilities			292,000	1,042,570				
CSAH 19 & TH 61								
EPD & Ravine Pkwy - Shoppes at Cottage View				-	134,000			
Harkness Avenue						970,600		
oversizing	476,535	348,966	161,774					
Lake Robert	48,355	210,817						
West draw modeling	32,676							
Total Expenditures	746,594	747,042	4,412,194	1,042,570	134,000	970,600	-	-
OTHER FINANCING SOURCES (USES)								
Transfers in - 95th &Jamaica								
Transfers in (out)	(129,972)		(319,059)					
Total other sources	(129,972)	-	(319,059)	-	-	-	-	-
Increase (decrease) in fund balance	38,450	1,102,872	(2,994,453)	257,430	1,166,000	329,400	1,300,000	1,300,000
FB Beginning balance	4,995,947	5,034,397	6,137,269	3,142,816	3,400,246	4,566,246	4,895,646	6,195,646
FB Ending balance	5,034,397	6,137,269	3,142,816	3,400,246	4,566,246	4,895,646	6,195,646	7,495,646

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

3M Settlement/MPCA Fund 455
Projected Financial Position

	2020 ACTUAL	2021 ACTUAL	2022 ESTIMATED	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES								
3M Settlement funds		$ 2,631,697	$ 548,697	$ 15,860,000	$ 27,900,000		$ 5,000,000	
Interest	-							
Miscellaneous								
Total Revenue	-	2,631,697	548,697	15,860,000	27,900,000	-	5,000,000	-
EXPENDITURES								
Land Purchase		2,401,553						
PFAS Study								
Low Zone Treatment Facility		35,842	76,963					
Intermediate Zone Treatment Facilities		55,195	26,229					
Intermediate & low zone water treatment facilities			200,000					
Settlement Agreement Services		8,288						
Goodview Ave Watermain Extension		142,004	165,373					
Well 13 Services			68,947					
Low Zone Water Treatment Plant & Well 13				15,860,000				
Intermediate Zone Water Treatment Plant					27,900,000			
Well 1, Well 2, & Temp Treatment Plant decomm.							5,000,000	
Total Expenditures	-	2,642,882	537,512	15,860,000	27,900,000	-	5,000,000	-
OTHER FINANCING SOURCES (USES)								
Bond Proceeds								
Transfers in								
Transfers out								
Total other sources	-	-	-	-	-	-	-	-
Increase (decrease) in fund balance	-	(11,185)	11,185	-	-	-	-	-
FB Beginning balance		-	(11,185)	-	-	-	-	-
FB Ending balance	-	(11,185)	-	-	-	-	-	-
Goal								

City of Cottage Grove, MN
Capital Improvement Plan 2023-2027

Developer Petitioned Fund -Fund 568
Projected Financial Position

	2019 ACTUAL	2020 ACTUAL	2021 ACTUAL	2022 Estimated	2023 ESTIMATED	2024 ESTIMATED	2025 ESTIMATED	2026 ESTIMATED	2027 ESTIMATED
REVENUES									
Summers Landing 1st	1,589,102	668,662	157,906	16,690					
Summers Landing 3rd	1,105,148	720,107	40,187						
Summers Landing 4th		1,128,890	2,656,951	11,977					
Summers Landing 5th			2,162,862						
Parkview Pointe	88,554	1,558,182	1,142,330	54,750					
Developer Fees					3,030,000				
Investment Interest			(3,016)	(50,619)					
SWWSD		13,019							
Total Revenue	2,782,804	4,088,860	6,157,220	32,798	3,030,000	-	-	-	-
EXPENDITURES									
Summers Landing 1st	1,901,223	3,728,658	2,462,363	160,954					
Parkview Pointe	1,910,597	206,895	13,836	223,923					
South District Street & Utility Improve.				1,780,900	6,760,000				
Total Expenditures	3,811,820	3,935,553	2,476,199	2,165,777	6,760,000	-	-	-	-
Other Financing Sources (uses)			-						
Bond proceeds									
Close Fund									
Transfer in for South District				1,780,855	3,730,000				
Total other sources	-	-	-	1,780,855	3,730,000	-	-	-	-
Increase (decrease) in fund balance	(1,029,016)	153,307	3,681,021	(352,124)	-	-	-	-	-
FB Beginning balance	(1,588,304)	(2,617,320)	(2,464,013)	1,217,008	864,884	864,884	864,884	864,884	864,884
FB Ending balance	(2,617,320)	(2,464,013)	1,217,008	864,884	864,884	864,884	864,884	864,884	864,884

City Council Action Request

14A

Meeting Date	12/7/2022
Department	Administration
Agenda Category	Workshops - Closed to Public
Title	City Administrator Performance Evaluation
Staff Recommendation	Close the meeting pursuant to MN Statute 13D.05 subd. (3)a to conduct a performance evaluation of City Administrator Jennifer Levitt.
Budget Implication	N/A
Attachments	