



COTTAGE GROVE PARKS, RECREATION AND  
NATURAL RESOURCES COMMISSION

December 9, 2024

12800 RAVINE PARKWAY SOUTH  
COTTAGE GROVE, MN 55016

COUNCIL CHAMBER - 7:00 PM

- 1 Call to Order
- 2 Roll Call
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  - A Mission & Work Plan
- 4 Approval of the Agenda
- 5 Approval of Minutes
  - A September 9, 2024
- 6 Open Forum
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## Cottage Grove Parks, Recreation and Natural Resources Commission 2025-2027 Work Plan

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

### **Mission**

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

### **Work Plan**

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



# Minutes

## City of Cottage Grove

### Parks, Recreation and Natural Resources Commission Meeting

#### September 9, 2024

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Pursuant to due call and notice thereof, a Cottage Grove Parks, Recreation and Natural Resources Commission Meeting was held on September 9, 2024.

**I. CALL TO ORDER & READING OF MISSION**

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

**II. Roll Call**

**Members Present:** Samantha Crabtree, Susannah Brown, Adam Larson, Kelly Glasford, Debra Gustafson, Shane Waterman, David Olson, & Justin Waterman

**Members Absent:**

**Others Present:** Zac Dockter Parks & Recreation Director, Jim Fohrman Parks Supervisor, Monique Garza-City Council Liaison

**III. Approval of Agenda**

A Motion to approve agenda made by Commissioner Crabtree & Seconded by Commissioner Olson. Agenda approved.

**IV. Approval of Minutes**

A Motion to approve minutes from May 13<sup>th</sup>, 2024. Motion made by Commissioner Gustafson & Seconded by Commissioner Glasford. Minutes approved.

**V. Open Forum- None**

**VI. Presentations**

**a. Preserve. Play. Prosper. Plan**

- i. Based on community feedback the city is proposing to invest \$36 million to upgrade and enhance Hamlet Park, create a new park along the river at Mississippi Dunes Park, & transform River Oaks to a recreation destination for all ages. Hamlet Park is proposed to receive \$17 million to upgrade playground equipment, construct a new recreation building, install a splash pad and many more upgrades. Mississippi Dunes Park is proposed to receive \$13 million to restore and preserve natural habitat, recreational access

to the river, construct and enhance existing trails, and many more nature inspired upgrades. River Oaks Golf Course & Event Center is proposed to receive \$6 million to upgrade the facility to a year-round multi-use recreation facility. All projects must stand on their own merit on the November ballot. A half-percent sales tax would be applied to all taxable sales in Cottage Grove (including online sales). This will result in approximately 31.3% or \$11.3 million of the tax being paid by non-residents, and estimating each Cottage Grove resident will pay on average \$22.99 a year. Commissioner Crabtree asked if the sales tax applies to food trucks or Strawberry Fest vendors. Zac did not have an answer at this time & will look into it.

## **VII. Action Items**

### **a. Mississippi Dunes Park Master Plan Review**

- i. Zac presented the master plan after the Commission reviewed it back in April or May provided feedback. Consultants have addressed and edited concerns and suggestions made by the Commission and added a building concept design plan. Looking for one more review and approval. Commissioner Larson asked if the reflecting pool is a play feature or visual design. Zac stated that the reflecting pool is not meant for play, but it is more a focal point. Zac added the splash pad included in the plan is not as “splashy” as it doesn’t hold a large amount of water for a long period of time. Commissioner Larson also asked if the picnic shelter between the two playgrounds would be a reservable space. Zac stated that it has not been decided whether it will be reservable or open to the public. Commissioner Olson wanted to revisit the reflecting pool and the flow/quality of water. Zac stated that there is a creek bed that collects rain, but there also is an alternative method for distributing water. Commissioner Olson expressed concern about how the water quality would be in the future. Zac stated that there are many options for keeping clean water (pellets, water turn over) but reminded the Commission that it still in fact standing water. A motion was made by Commissioner Brown to approve the Mississippi Dunes Master Plan. Commissioner Glasford seconded. Motion carried.

### **b. Denzer Park Master Plan**

- i. Site location will be near 105<sup>th</sup> Street to better serve the west side of town that is currently being developed. The land is currently being rough graded, and utilities are being installed. The park will be a simple neighborhood park, with some trails, a playground, an elevated picnic shelter (6ft to 8ft elevation), tetherball courts, & a

half sport court. Looking for feedback on design. Commissioner Brown asked if there is going to be a portable restroom. Zac stated that typically if a park does not have an athletic facility/program we don't install restrooms, however if we find a need we would install one. Commissioner Crabtree asked if the trails would connect to Mississippi Dunes Park. Zac stated the purple trail on the map provided is a sidewalk that runs through the housing development. Ultimately it leads to 100<sup>th</sup> Street and East to Ideal where there will be additional housing. In the current state there is not a way to connect a trail to Mississippi Dunes. Commissioner Larson asked if there is going to be any additional parking. Zac stated there is room for on street parking (approximately 28 stalls) that does not impede on traffic. A motion was made by Commissioner Brown to approve the Denzer Park Master Plan. Commissioner Crabtree seconded. Motion carried.

**c. Pine Tree Pond Park Master Plan**

- i. With the construction of the water treatment plant located near Central Fire, it has produced funds that can be used only at that location, to help develop park & recreational amenities. Stantec just completed the first draft of the master plan. This concept plan includes upgrades to the archery range and adding a boardwalk to the south end of the pond. The existing playground will stay as is, with the exception of the addition of a park shelter as well as a 5–6-hole novice disk golf course. The plan also includes adding paved trails and additional parking. Looking towards the fire station, we are proposing at a hero themed playground and a picnic shelter. Additionally, there is a design we are considering for an outdoor adult fitness station. Commissioner Brown recalled that when the surrounding area had been surveyed about what they would like, she believed that residents were looking for things geared more towards teens vs a cute little fire truck playground. She asked if we had a better idea of what the neighborhood would like to see with this playground, or would the fire department have an input or a need for an outdoor exercise area? Zac stated that we can reach out to neighborhood when we get closer to the design of the facility. Zac also stated that the previous survey did show residents wanted to see amenities geared towards teens. Commissioner Glasford inquired about the current usage of the outdoor exercise area (located at Kingston). Zac stated that he has seen some use, but not a lot, though it is hard to gauge usage.

Commissioner Olson questioned the master plan itself, as he said it doesn't resemble a true master plan, that it is missing details, descriptions and explanations. Zac stated that there are many levels of master planning and since the park is already in place and we are just doing some straightforward additions/alterations, we are not spending a lot of focus on a "master plan". Looking to see if the Commission thinks that we have the right elements and are heading in the right direction. Commissioner Crabtree liked the design, especially the boardwalk & disc golf course. She did question parking and access to the upper park. Zac stated that right now the anticipation is to use the parking lot at Central Fire. Commissioner Brown expressed concern regarding safety when crossing 80<sup>th</sup> street for those who like to utilize the path from Pine Tree Valley to Pine Tree Pond. Zac advised the Commission that traffic engineers are not comfortable putting a crosswalk at the fire station as it is a safety concern with visibility with traffic and pedestrians. This is a topic that has been brought up many times over the years and will be readdressed again. A motion was made by Commissioner Olson to approve the Pine Tree Pond Park Master plan. Commissioner S. Waterman seconded. Motioned carried.

**d. 2025-2029 Capital Improvement Plan**

- i. Zac presented CIP for investments that are over \$15,000 and a life expectancy of 5 years or more. This summary included description of funding such as Park Improvement Fund, Park Trust Fund, and Public Landscape Initiatives. Zac wanted to remind the Commission that this is not the official CIP, but a summary for the Parks Projects & funding. The 2025-2029 CIP will be presented to City Council in October. Commissioner Brown asked about funding regarding the local option sales tax and if it does not pass do we have a "Plan B" for funding these projects. Zac stated that if it does not pass City Council will spend 2025 reviewing and preparing for the 2026 CIP as there are still aspects of these projects that we would want to allocate funds for since we already have the land & parks. Commissioner Larson asked about Oltman Middle School Park and if that is a city owned park or owned by the district. Zac stated the property itself is owned by the school district, however across from the roundabout off Goodview there is an open space that is city owned space to develop. Commissioner Crabtree

motioned to approve the proposed five-year CIP. Commissioner Olson seconded. Motioned carried.

**e. 2025-2027 Commission Workplan**

- i. The Commission discussed the order should be amended to 5,1,4,3,2 moving from top to bottom. Commissioner Crabtree motioned to approve the workplan with amendments. Commissioner Olson Seconded. Motion carried.

**VIII. Presentation of Information-None**

**IX. Action Updates**

**a. Community Garden**

- i. The first season of the community garden has been a great success, 39 out of 40 beds were rented, planted, and harvested.

**b. CG Trailway Corridor Grants**

- i. We have removed trees/buckthorn and killed off existing vegetation so we can prepare for next year when plant prairie seeds. We do anticipate a prescribed burn to be completed in the next 2 to 3 weeks. We will do tree editing this winter so we can expand on the prairie area, specifically removing black locust trees & other invasive species.

**c. Oltman/Mississippi Dunes Park Grants**

- i. We have a \$350,000 grant from the MN DNR for the Oltman Park. Site work will start next year, and an athletic complex will be completed in 2026 and playable in 2027. We were also just awarded another \$350,000 grant from the MN DNR for Mississippi Dunes Park. This is the maximum amount of grant money that can be awarded, & receiving two in one year is a huge success.

**d. Pine Coulee RC Track**

- i. We have no updates from the RC Track group.

**e. Playground Installations**

- i. Installations were completed at Nina's, Granada, and West Draw Park

**f. Kingston Park Building**

- i. Council has decided they want to do site power upgrades next year (power down the main parking lot). Upgrades to the new building would start in 2026.

**X. Donation and Acknowledgements**

**a. Memorial benches**

- i. Benches installed at Highlands Park

**b. Olson Memorial Trail Sign**

- i. Sign and rock garden has been installed

**c. Hamlet Little Free Library**

- i. VanMeter donated a little free library that has been installed

**XI. Staff Reports & Educational Materials**

**XII. Commission Comments**

- a. Commissioner Brown has received questions regarding trash can access near Grey Cloud Elementary School & Kingston Park, specifically along the trailway between 75<sup>th</sup> Street & Indian Boulevard. Residents would like one replaced along this stretch of path. Zac referred to Jim Fohrman. Jim stated he would have to look into this. Currently we have 16 trash cans throughout the park and the trail. Some of the cans have deteriorated and had to be removed and may have not been replaced. We have approximately 280 trash cans throughout the community. Mondays we typically run between 1,500 and 2,500 pounds of trash and another 1,000 pounds on Thursdays. So, it is apparent there is a high usage of the receptacles.
- b. Commissioner Olson asked for an update on the Parks Discretionary Fund. The Commission has the authority from the Park Improvement Fund to match up to \$2,500 per project proposal up to \$10,000 annually. Currently we have not had any proposals this year. Commissioner Olson asked specifically about the bike park and Zac stated that project has been put on hold, as is the RC track.
- c. Commissioner Larson asked about significant damage from the August storm. Zac stated by the end of the week we have estimated approximately 900 hours of overtime worked for the event, not to mention the 1,300 regular hours worked. We have received 120 hours of overtime and 500 hours of regular hours from external staff (Burnsville, West St. Paul, Eagan, & Washington County) through a mutual aide pact. There is still a lot of work to be completed. In terms of Parks, the damage was solely to trees, many trees. There were a few fences damaged but nothing substantial.

**XIII. Council Comments-None**

**XIV. Adjournment-** Motioned by Commissioner Crabtree.

Seconded by Commissioner Olson. Meeting Adjourned at 7:28pm.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Zac Dockter, Parks and Recreation Director  
**CC:**  
**Date:** November 25, 2024  
**Subject:** Winter Programming Presentation

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**Introduction/Background**

Recreation staff will present winter recreational programming and events for the community at the December Commission meeting.

**Recommendation**

Receive presentation.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Zac Dockter, Parks and Recreation Director  
**CC:**  
**Date:** November 25, 2024  
**Subject:** Hidden Valley Park Improvement Plan

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### **Introduction**

The Hidden Valley neighborhood is scheduled for pavement reconstruction in 2025. Typically, staff take the opportunity to review any park facilities within pavement management areas to take advantage of construction activity and to invest into park improvements.

### **Background**

Hidden Valley Park is a 26-acre park located between Hardwood Avenue and Hinton Avenue via the powerline corridor and greenspace. The majority of the site is open space which includes paved trails, two large ponds, a fishing pier and restored habitats of prairie and wetland. Along Hidden Valley Trail is a small neighborhood park approximately ½ acre in size that currently houses a playground and horseshoe pits.

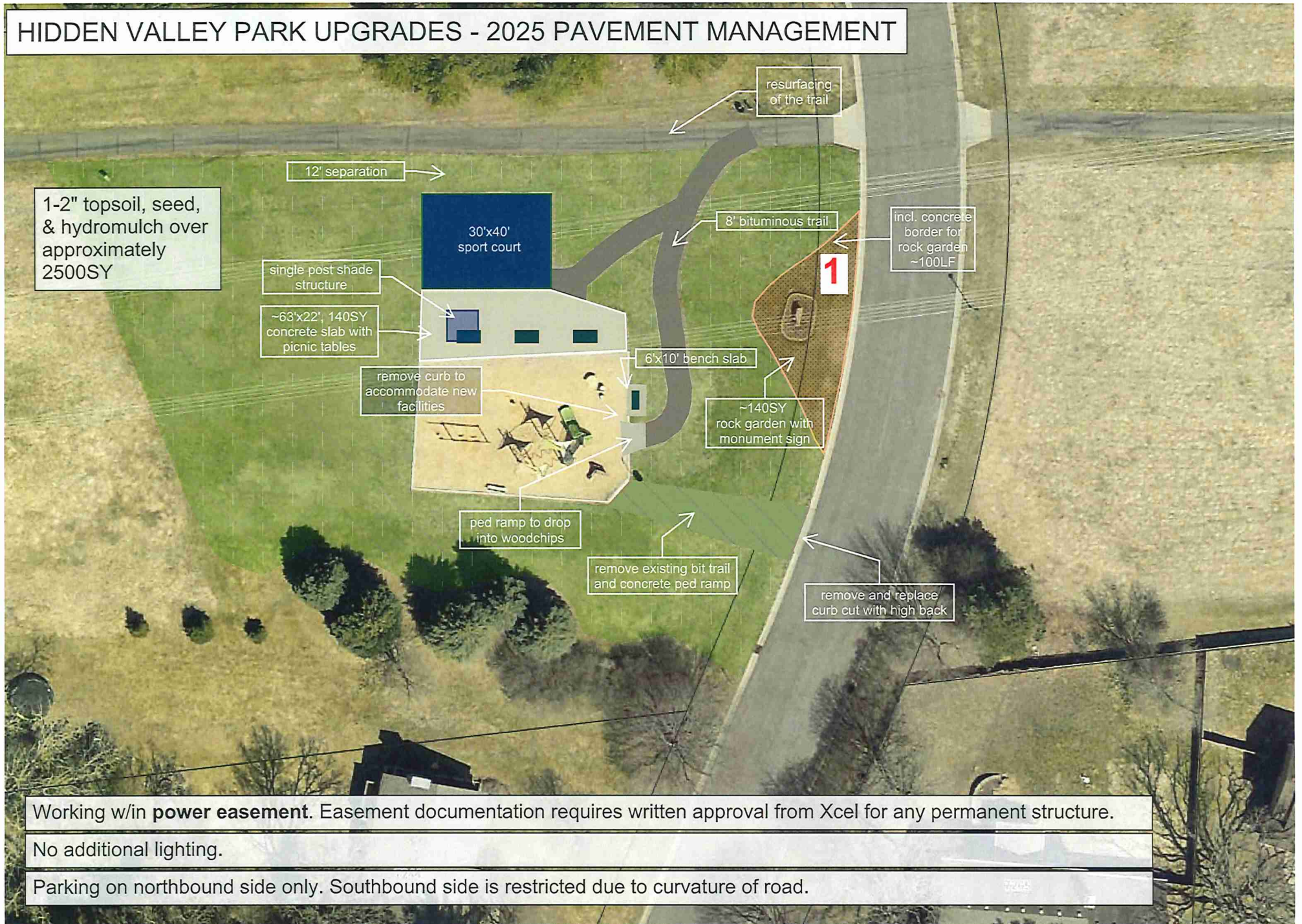
As part of the 2025 pavement management project, staff is recommending the following park improvements:

1. Creating a paved trail connection from existing recreational trail to the playground (including ADA ramp into playground)
2. Eliminating current paved trail from road.
3. Adding a steel shade structure.
4. Adding a concrete slab adjacent to playground with picnic tables.
5. Adding a rock garden at park entry to house park sign.
6. Importing topsoil to improve turf conditions.

### **Recommendation**

Approve Hidden Valley Park improvement plan.

# HIDDEN VALLEY PARK UPGRADES - 2025 PAVEMENT MANAGEMENT



Working w/in **power easement**. Easement documentation requires written approval from Xcel for any permanent structure.

No additional lighting.

Parking on northbound side only. Southbound side is restricted due to curvature of road.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Brad Muckenhirn, Recreation/Arena Supervisor  
**CC:** Zac Dockter, Parks and Recreation Director  
**Date:** November 25, 2024  
**Subject:** Belden and Hardwood Park Playgrounds

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### **Introduction/Background**

Recreation staff sent request for proposals for two separate playground replacements within Cottage Grove for Belden Park and Hardwood Park. The budget for these proposals were capped at \$65,000, leaving some dollars for minor modifications/additions to each playground at the Commission's discretion as done in the past.

Additionally, staff sent out surveys to surrounding neighborhoods to allow the most frequented users to voice their opinions on which design and color combinations they prefer. These surveys have proven to be an effective tool in giving neighborhoods advanced notice of the projects as well as providing a sense of ownership within the park.

Staff have received proposals and survey results and both are included in this report. Playgrounds will be installed spring/summer of 2025.

### **Recommendation**

Review all proposals for Belden and Hardwood Park, view survey results, make recommendations/approve design and color combinations.

\*See playground options below

# Belden Park Playground Options

-Listed in order of survey results

## 1. Webber Design 1 (most votes)



2. Belden Park Webber Design 2

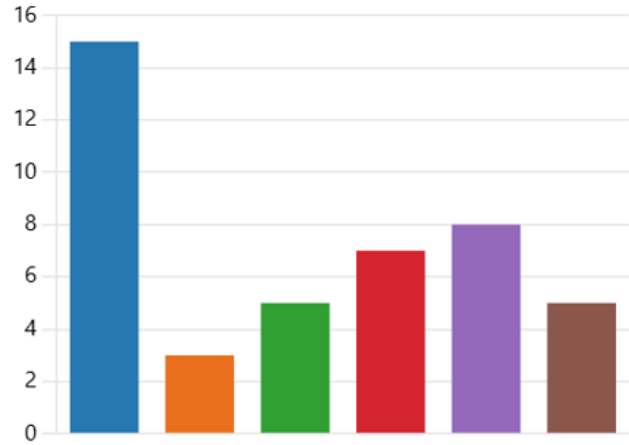


### 3. Belden Park Flagship Design



# Belden Park Color Options

<span style="color: blue;">●</span> Electric	15
<span style="color: orange;">●</span> Enchanted	3
<span style="color: green;">●</span> Angel Fish	5
<span style="color: red;">●</span> Meadow	7
<span style="color: purple;">●</span> Retro	8
<span style="color: brown;">●</span> Citrus	5



Electric



Enchanted



Angel Fish



Meadow



Retro



Citrus

## Hardwood Park Playground Options

\*Listed in order of survey results

### 1. Flagship Design (most votes)



slr  
landscape  
structures

Hardwood Park

CottageGrove\_Hardwood 100324 • 10.3.2024

flagship  
recreation



slr landscape Hardwood Park



slr landscape Hardwood Park

2. Hardwood Park Webber Design 1



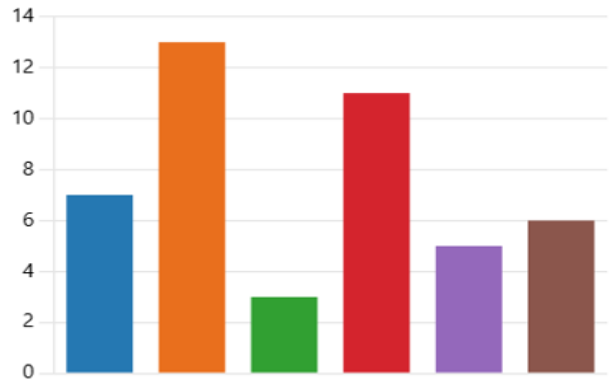


### 3. Hardwood Park Webber Design 2



# Hardwood Color Options

- Citrus 7
- Forest 13
- Chameleon 3
- Meadow 11
- Toucan 5
- Angel Fish 6



Citrus



Forest



Chameleon



Meadow



Toucan



Angel Fish

<b>To:</b>	Honorable Mayor and City Council
<b>From:</b>	Zac Dockter, Parks and Recreation Director
<b>CC:</b>	Gavin Hochstetler, Management Analyst Ryan Burfeind, Public Works Director
<b>Date:</b>	November 18, 2024
<b>Subject:</b>	Street Parking concerns near Granada Park

### Introduction

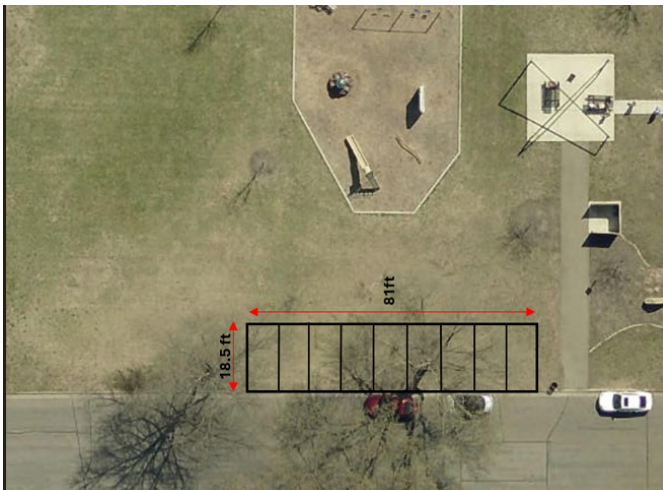
Granada Park has become a thriving park space, attracting community members and sports enthusiasts alike. The Cottage Grove Parks Department has invested heavily to bring the community quality pickleball opportunities throughout the parks system. The enhanced popularity of pickleball has led to a greater influx in visitors to Granada Park. While this increased usage is a testament to the parks success, it has also resulted in concerns about on street parking due to the park not having a dedicated parking lot.

Residents have reported concerns of limited parking availability near their residence, increased traffic congestion, illegal parking and safety hazards. Potential options for resolution would include;

1. Street-Adjacent Parking
2. Dedicated Parking Lot
3. One-Sided Street Parking

### Street-Adjacent Parking

This parking would allow vehicles to pull into a parking stall directly from Granada Avenue. It would allow for 8-10 parking stalls to alleviate street-side parking congestion. This would be similar in style to Pine Tree Valley Park along Indian Boulevard. If the problem persists, this parking option is easy to expand upon. Estimated cost is \$15,000 to include removal of the large Ash tree, curbing the perimeter and lot construction (rock base, asphalt, striping).



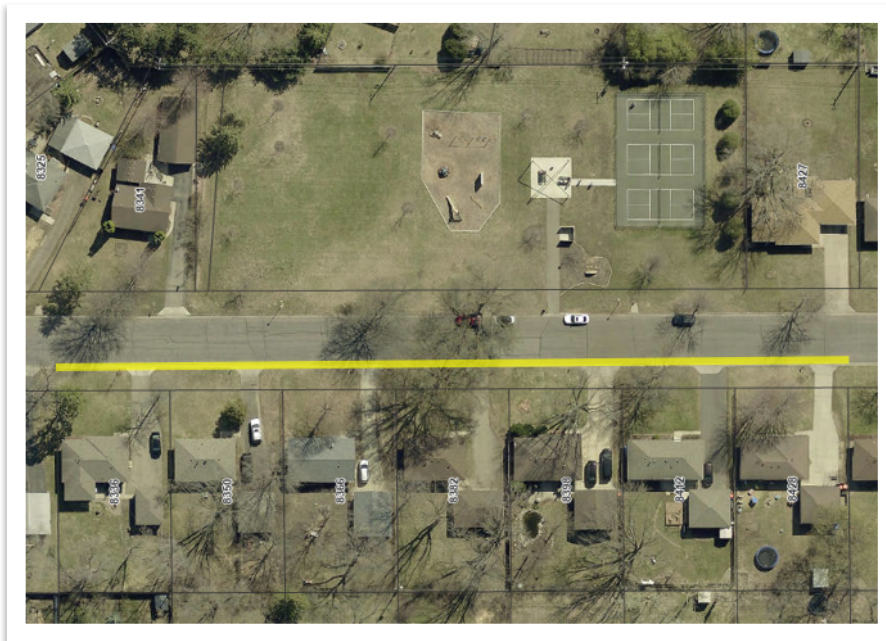
### Dedicated Parking Lot

This parking would allow for 14-16 stalls in a dedicated off-street lot. It would be constructed in the current turf space that was originally designed for open play. Estimated cost is \$100,000 to include tree removal, concrete gutter perimeter and lot construction (rock base, asphalt, striping). Once complete, it would be difficult and expensive to expand if needed in the future.



### One-Sided Street Parking

This parking restriction would affect homeowners/residents of the proposed enforcement area which would extend approximately the entire length of Granada Park. Costs for this option would be nominal as signs would be constructed and erected in-house. Potential concerns of this option are that adjacent residents would lose the ability to park in front of their own homes (for themselves or guests), this potentially pushes the problem from one area to another and enforcement concerns from the Public Safety Department.



**Discussion**

Park adjacent residents were invited to the November 18, 2024 Public Services Commission where this topic was reviewed. One resident appeared and spoke publicly expressing his concerns with safety and invasion of privacy from the current on-street parking situation.

The Public Services Commission took feedback from Park, Public Works and Police Department staff. They directed staff to provide some costs related to street-adjacent parking while also gathering feedback from the Parks, Recreation and Natural Resources Commission. Further, they wanted clarification on ordinance requirements and current park parking lot options. All the aforementioned parking options all have been used within the community to mitigate on-street parking concerns.

**Staff Recommendation**

Recommend the street-adjacent parking as the preferred option if the Public Services Commission deems off-street parking necessary to mitigate safety/traffic concerns at Granada Park.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Zac Dockter, Parks and Recreation Director  
**CC:**  
**Date:** December 1, 2024  
**Subject:** Commissioner Terms

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### **Introduction/Background**

Below is a list of the new term details for each Commissioner. Reminder that each Commissioner may serve up to four full terms before their term limit.

<b>Commissioner</b>	<b>Term</b>	<b>Term Expiration</b>
Larson	3 <sup>rd</sup>	February 2025
Brown	3 <sup>rd</sup>	February 2025
Gustafson	1 <sup>st</sup>	February 2025
Glasford	1 <sup>st</sup>	February 2025
Crabtree	4 <sup>th</sup>	February 2026
Olson	2 <sup>nd</sup>	February 2026
S Waterman	2 <sup>nd</sup>	February 2026
J Waterman	2 <sup>nd</sup>	February 2026

### **Recommendation**

No action required at this time.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Zac Dockter, Parks and Recreation Director  
**CC:**  
**Date:** November 25, 2024  
**Subject:** Referendum Results

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### **Introduction/Background**

The City offered residents the opportunity to vote on the Preserve.Play.Prosp. Plan at the November 5, 2024 election. Voters did not approve any of the three referendum questions related to park and recreational improvements at Hamlet Park, Mississippi Dunes Park and River Oaks Golf Course and Event Center.

The communications strategy team of ICS and Rapp Strategies provided the attached Post-Election Summary Report to share with community leaders.

### **Recommendation**

Receive information, no action required.



## RAPP STRATEGIES

### Post-Election Summary: 2024 Referendum November 22, 2024

**Summary:** In November 2024, as part of the general election, the City of Cottage Grove asked voters to consider three ballot questions to fund projects at Hamlet Park, Mississippi Dunes, and River Oaks using a local half-percent sales tax. Voters did not approve of any of the three questions, continuing a trend in this community that is different from the norm for Twin Cities suburbs. This memo will review the city's referendum communication efforts, consider why the measures didn't receive the needed support to pass, and outline potential next steps.

**Referendum Communications and Engagement:** The City of Cottage Grove, ICS, and Rapp Strategies worked together to raise awareness and understanding among residents about the *Preserve. Play. Prosper.* plan and the referendum to support it.

Guided by a commitment to transparency, the team developed communications to inform residents, encourage feedback, and respond promptly to questions. Using established city communication channels and a dedicated website, the city prioritized sharing information to help residents make informed decisions about the three projects. This included the need for enhanced parks, outdoor spaces, and recreation opportunities, the plan to address those needs, the costs of each project, the funding source, the tax implications, and voting information.

In February 2024, the city launched the *Preserve. Play. Prosper.* brand, which gave a unified identity to the three projects. Over the next nine months, the team implemented a comprehensive communications plan. It began with the development of core messages and the launch of a referendum website in March 2024. The website provided project details, including features, designs, costs and tax impact, as well as frequently asked questions, resources and voting information. The team utilized social media, monthly city newsletters, city-wide emails, local community meetings and events, and an open house to share information and engage with residents.

A tabloid mailer was distributed to all households in mid-September and a postcard focused on the ballot questions was distributed to all households in late October. As Election Day approached, messaging across all platforms shifted from sharing information about the plan to providing reminders about how to cast a ballot in the upcoming election.

**LOST Referenda Across Minnesota:** During the general election, 23 cities and counties across Minnesota asked voters to consider ballot questions for local sales taxes to fund capital projects of regional significance. Of these cities and counties, 18 passed their primary question, and 3 passed multiple questions. Rapp Strategies worked on successful referenda in Dilworth, Hibbing, Richfield, Roseville, Stillwater, Jackson County, and Winona County. Brooklyn Center was unsuccessful in its request.

**Why Good Proposals Fail to Gain Public Support:** Each referendum is unique, with various factors at play for why they succeed or fail to gain voter support. Rapp Strategies has analyzed local ballot results for more than 1,200 referenda and worked on more than 100 referenda for local units of government across Minnesota. Based on this experience, we have identified the most common reasons why a plan doesn't win voter approval:

- The focus of public discussion is trying to explain taxes rather than also communicating the benefits of the plan and the value for local taxpayers.
- Council members aren't visible during the campaign or communicate inconsistently.
- Local advocates do not emerge to motivate voters.
- Public questions are left unanswered.

**Factors that May Have Hindered the Success of the *Preserve. Play. Prosper. Plan*:** Without the knowledge that comes from a post-referendum community survey, the analysis of the success or failure of any referendum is somewhat speculative, especially when other communities were successful. With this in mind, we are highlighting a few factors that could have had a significant role in the referendum's outcome.

- *The Economy*: The economy plays a significant role in shaping voter turnout and influencing the election outcome. With a national campaign focused on the economy, projects like parks and recreation can be perceived as a want rather than a need. With families struggling to afford basic necessities due to rising costs, the prospect of an additional tax increase may have been particularly unwelcome to voters in this area.
- *Project Scope*: A referendum with three questions on the ballot may have confused voters, leading to conclusions that the city is not prioritizing its projects.
- *Focus on Taxes*: Compared to other communities, discussions about the plan in Cottage Grove, particularly on social media, skewed towards the cost and tax implications. Using mass communication to clarify or explain the tax impact may have contributed to intensifying the tax discussion, distracting from the need and long-term value of the plan.
- *Lacking Visible Support*: A dedicated "Vote Yes" committee was not established by community leaders to help educate residents, show community support, and encourage supporters to the polls. City council members also faced re-election, which may have also caused distractions from city efforts to deliver public information. Since Rapp Strategies did not participate in city council races, this factor is speculative on our part.
- *Timing*: A lawsuit over a development project in the community and the grand opening of a new park in the summer of 2024 sparked public discussion. These either created delays in implementing the communications plan or may have overshadowed the plan itself.
- *High Voter Turnout*: Rapp Strategies' research has shown that presidential elections in 2016 and 2020 have resulted in very high voter turnout but a trend toward lower levels of support for referenda with new taxes. The nationalization of this year's elections may have resulted in less attention on parks and recreation needs. In addition, November of odd-numbered years tends to be more successful than presidential elections.

**Moving Forward:** As the city explores the next steps, including alternative funding options for the three projects, it should continue to prioritize community engagement through public meetings, open forums, surveys, and regular updates to keep residents involved and build broad public

awareness. Clear communication about the future of these proposed park investments will help sustain public trust and interest.

**Survey Options:** The city could explore two options to gain a deeper understanding of community sentiment, helping shape future project planning and communications.

- *Online Survey:* A well-promoted online survey could provide residents with a convenient way to share feedback on project priorities, tax tolerance, and trust in city leadership, among other issues. Although it is not scientifically proven, this type of survey could still offer valuable insights into public sentiment on key issues.
- *Scientific Poll:* A phone survey of randomly selected residents representative of Cottage Grove's population would provide statistically reliable data and a clearer picture of community attitudes across different demographics. Unlike online surveys, where participants are self-selected and not as widely spread in terms of respondents, scientific polls more accurately represent public opinion, offering a strong foundation for informed decision-making. However, they are more expensive to implement and require hiring a polling company.

We thank the City of Cottage Grove for selecting ICS and Rapp Strategies to assist with communications. We are equally disappointed with the outcome, but there is no doubt that city staff dedicated significant effort to providing factual and fair information while responding to every inquiry from residents about the plan.



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

---

### **Introduction/Background**

Staff will present on the following topics:

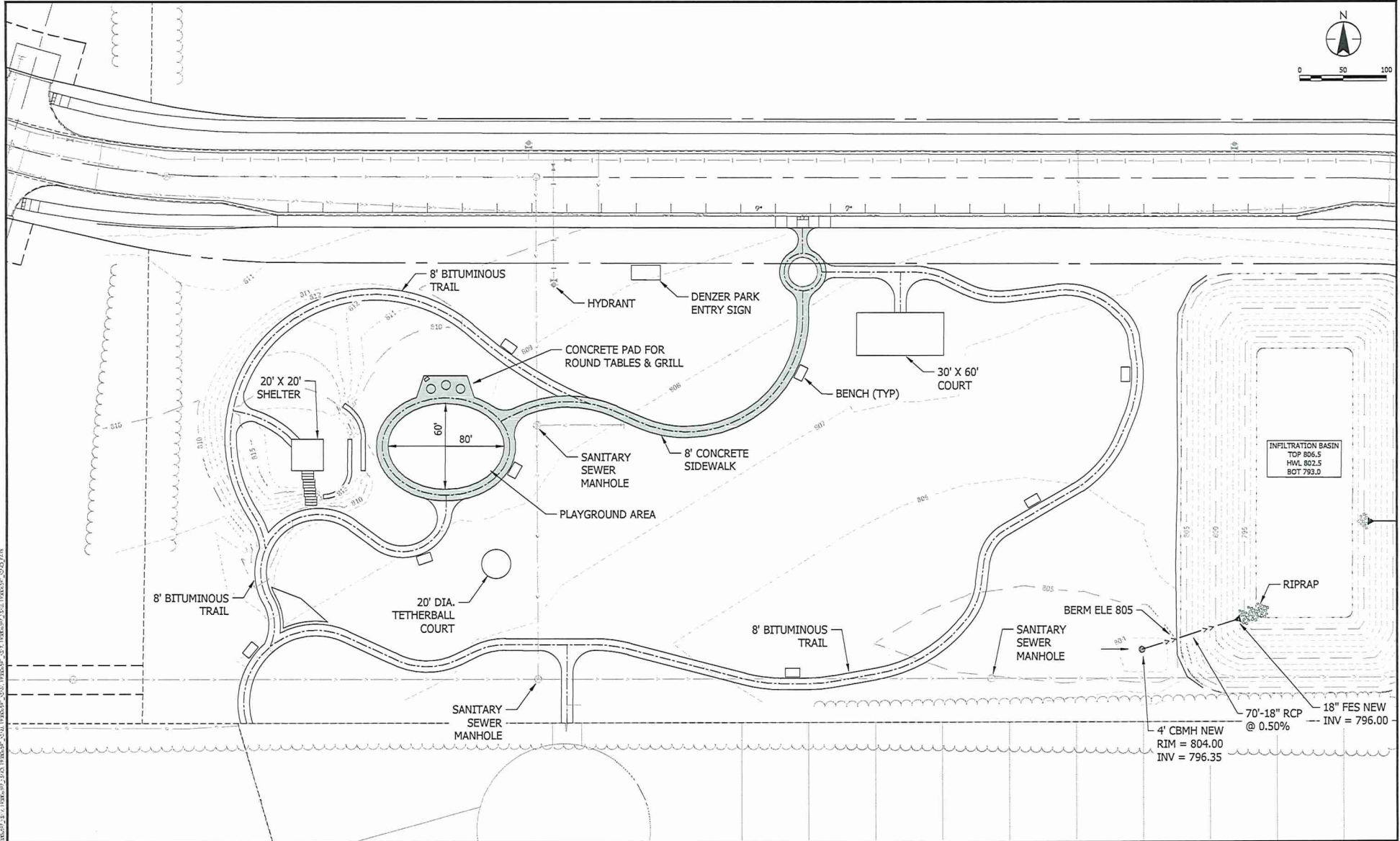
1. Denzer Park
2. Cottage Grove Trailway Corridor Habitat Restoration Grant
3. Oltman/Mississippi Dunes Park Grant
4. Kingston Park Building

Supporting information/images are included with this report.

### **Staff Recommendation**

Receive information.

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NO	DATE	APPR	REVISION

SURVEY	PRN
DRAWN	MAK
DIGNEED	MAK
CHECKED	JEP
APPROVED	DPS
PROJECT NO.	19020477

I HEREBY CERTIFY THAT THE PLANS, SPECIFICATIONS, OR REPORTS THAT I HAVE PREPARED OR SUPERVISED THE PREPARATION OF, AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.




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GRADING PLAN  
CITY PARK AREA

COTTAGE GROVE, MN  
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 IMPROVEMENTS - PHASE 2

SHEET  
 83  
 OF  
 158

# Denzer Park Playground Cottage Grove, MN



CUSOTM DESIGNED 76 CLIMBER

\*RENDERINGS ARE FOR CONCEPTUAL PURPOSES ONLY  
ACTUAL PRODUCT MAY VARY

September 11, 2024

Dear Resident,

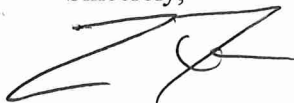
In March of 2024, the City of Cottage Grove notified residents of an effort to restore 21 acres of prairie, wetland and woodland habitat to the open spaces of the Cottage Grove Trailway Corridor. The restoration work is designed to improve ecological habitat, minimize long-term maintenance, beautify the landscape, improve pollination, add nesting habitat and improve water quality. This letter serves as a project update.

In May, the grasslands were mowed and inspected. On July 10, a broadcast herbicide treatment (Glyphosate) was performed with follow up spot treatments to treat missed spots. The remaining work this growing season includes a prescribed burn to burn off dead vegetation followed by spot herbicide treatment. Over the winter, a forestry contractor will eliminate standing non-native or invasive woody species (Buckthorn, Black Locust, etc), reduce population of lower quality woody vegetation and open the soil bank to the sun to inspire native seed germination and establishment.

Spring of 2025, we will perform one last herbicide treatment to eliminate any last weeds or invasive species to prepare the seed bed. Native prairie seeding will take place in May or June of 2025. After seeding, periodic mowing and spot spraying will be the primary form of grow-in maintenance. As each year passes, the maintenance requirements will lessen until we are typically down to one mow or burn per year at the site. The maintenance during the first three years of any native restoration project are the key to success. Restoration work requires patience and the full cooperation of its neighbors while the landscape matures.

Any private encroachment onto public land should be removed within 30 days of this letter. If you have questions regarding your property line or what might define encroachment, please reach out to us directly and we can help.

Sincerely,



Zac Dockter  
Parks and Recreation Director  
651-458-2808  
zdockter@cottagegrovemn.gov



<b>To:</b>	Honorable Mayor and City Council Parks, Recreation and Natural Resources Commission
<b>From:</b>	Dennis Neitz, River Oaks General Manager
<b>CC:</b>	Zac Dockter, Parks and Recreation Director Jennifer Levitt, City Administrator
<b>Date:</b>	May 5, 2024
<b>Subject:</b>	River Oaks December 2024 Update

---

December Key Updates:

- 42,816 Rounds in 2024 up from 2023 where we had 42,637
- Revenue increase of about 5%
- Santa Brunch is coming up on December 8<sup>th</sup>. Roughly 500 guests
- Holiday Parties in December along with Gift Card Sales
- Signature Wine Dinner coming up on January 16<sup>th</sup>
- Maintenance is going through all equipment to get ready for 2025



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Jordan Hirman, Facility Services Manager  
**CC:**  
**Date:** December, 2024  
**Subject:** Update on Ice Arena Activities

---

Below is an overview of Ice Arena Activities that are complete, projects/programs we are working on, and upcoming projects/programs:

### **COMPLETED PROJECTS/PROGRAMS**

- Minor Officials scheduled for High School home games.
- Assigned CGHA ice time per level on scheduling software.
- Invoiced current advertisers for yearly fees.
- Sold 200 tickets for Halloween Bash skating event held on October 30<sup>th</sup> which was sold out.
- Hosted CGHA Turkey Tournament with concession sales topping \$8000 for three days.
- Marketed Winter Skate School Lessons.
- Hosted open night for East Ridge Boys hockey with 462 tickets sold.
- East Ridge used the West Rink party lights for their opener and was a big hit.

### **CURRENT PROJECTS/PROGRAMS**

- Scheduling ice time for outside user groups for Spring and Summer of 2025.
- Identifying CGHA District February and March tournament ice time.
- Solar panel project installation is complete and waiting on Xcel to inspect.
- Pre-planning CGHA Mite Jamboree hosted on December 20<sup>th</sup>-22<sup>nd</sup>.
- Pre-planning CGHA End of Year Bash hosted on December 27<sup>th</sup> – 29<sup>th</sup>.

### **UPCOMING PROJECTS/PROGRAMS**

- Mite Jamboree December 20<sup>th</sup>-22<sup>nd</sup> with 60 teams.
- Year End Bash CGHA Bantam B2/Peewee B2, Girls U12, Squirts B2 tournament December 26<sup>th</sup> through 29<sup>th</sup> with 32 teams.
- Multiple home High School hockey games.
- Start of Winter Skate School.
- Spring Skate School lessons registration.



**To:** Parks, Recreation and Natural Resources Commission  
**From:** Jim Fohrman, Parks Superintendent  
**Date:** December 2024  
**Subject:** Park Maintenance Activity Update

---

Below are the projects for the Parks Maintenance division. The projects are either in the process of being completed or have been completed.

### **November 1-15**

- Building maintenance
- Tree cutting
- pumpkin chuck
- stake plow routes
- Tennis nets and shut lights off
- clean kayaks and prep trailer for snowshoes
- Mow natural trails (Woodridge, Oakwood, Antler Ridge)
- drinking fountains
- pesticide license recertification

### **November 16-30**

- Building maintenance
- snow fence at Lamar
- Shovels for buildings
- Rink board repair
- Check hockey lights
- Bring chair to city hall
- inspect flooding hoses
- install reels in vehicles
- Fecon tree maintenance area
- Lights at City Hall

**December 1-15**

Building maintenance-detail work

Install gate boards

snow removal

Put water down on rinks

fix hockey nets

Install ice resurfacers blade

Tree removal in maintenance area

Hometown Holiday prep/cleanup

Holiday train prep/cleanup

Department training


# DAN BUETTNER

Shares the Secrets  
to Longevity

**Author, explorer and founder of the Blue Zones®  
gets candid about health and happiness**

By Vitisia Paynich

**I**f you ever have the good fortune of meeting Dan Buettner, you'll quickly discover that he is passionate and equally dedicated to his work of more than 20 years. This author, modern-day adventurer and founder of the Blue Zones® has crisscrossed the globe studying different cultures, life experiences and overall worldviews of some of the most fascinating and inspiring centenarians in search of the secrets to happiness and longevity.



Dan Buettner, author, modern-day adventurer and founder of the Blue Zones®, has traveled the globe learning about health and longevity.

PHOTO COURTESY OF DAN BUETTNER

What are blue zones? “A geographically defined area with a population that lives measurably longest,” explains Buettner. His work prompted the founding of the for-profit organization, Blue Zones®, along with the Blue Zones Project® initiative, which strives to help communities establish policies and practices for improving people’s overall long-term health and well-being. Buettner has even introduced a line of affordable frozen meals, called Blue Zones Kitchen, based on the healthy plant-based diets of designated blue zone communities around the world. More recently, his research has been highlighted in the Netflix docuseries, *Live to 100: Secrets of the Blue Zones*.

**What are blue zones?  
“A geographically defined  
area with a population that  
lives measurably longest,”  
explains Buettner.**

On Tuesday, October 8, Buettner will present the keynote during the Opening General Session at the 2024 NRPA Annual Conference in Atlanta. *Parks & Recreation* magazine recently spoke with Buettner to learn more about blue zones, why we need to change our thinking about our overall health and living habits, and the impact that parks and recreation can have on communities to ensure people of all ages can experience healthier, happier and longer-life outcomes.

***Parks & Recreation:* How did your childhood and family life influence your interest in nature, outdoor recreation and travel?**

**Dan Buettner:** From age 5 on, my dad would take me to the Boundary Waters Canoe Area [Wilderness], and I learned self-sufficiency and appreciation of nature.... I went to day camp [and] I had a playground at the end of my block, where I spent almost my entire summers. I played Little League baseball, football and hockey. The main social hub for me

was [what] we called...“the shanty,” but it was basically the park, North Dale playground. Now, of course, it’s a fancy recreation facility. [From childhood] into my teens, we were at national parks [during summers]. I also live in a place [in] Minneapolis, where nobody in the neighborhood is more than about 400 yards from a park. In my work, we find a huge correlation between access to nature and parks. Parks are the closest thing we get to nature and happiness, [especially] if we’re living in the city.

***P&R:* In your Netflix docuseries, *Live to 100: Secrets of the Blue Zones*, you said that worldwide, about two-thirds of the 8 billion people on this planet will die prematurely from an avoidable disease. And, for the first time in a century, life expectancy is dropping in the United States. In order to fix this, you stated, “it’s not by trying to prevent death; it’s by learning how to live.”**

**This seems like a commonsense notion on its face, but what makes this more complicated?**

**Buettner:** Well, about 20 percent of the longevity formula is your genes. The variance in a population only accounts for 20 percent. Fifteen percent is your healthcare — your doctor [visits], the pharmaceuticals you take, your hospital care, etc. — that still leaves 65 percent of the longevity formula. So, two-thirds of the longevity formula is health maintenance, and we don’t really invest in that as a country. We invest \$4.4 trillion in that tiny 15 percent. But not...a lot in creating an environment that preserves health, which is mainly my interest.

[I]f you look at...your gym membership or CrossFit or yoga [classes], they all last just a hand-



“When it comes to longevity, you have to think of things that are going to influence your behaviors for decades or a lifetime,” which includes access to healthy foods, says Buettner.

ful of years at best. When it comes to longevity, you have to think of things that are going to influence your behaviors for decades or a lifetime. So, this all leads me to what drives our health, and thereby, our longevity is our environment. And it's so clear that...access to healthy food [is critical]. Is it cheap? Is it accessible? Is it delicious? Nature...is it nearby? Is it affordable? Physical activity [in] parks is huge. Also, parkways — beautiful areas with trees and wide sidewalks and low or no traffic — and interesting retail along the way that invites the pedestrians, invites walking and biking as opposed to most roads.... Think of every freeway in America. Think of most multilane cars where speed limits and [fuel] emissions are high and noise and chanc-

es of accidents are high. That essentially tells us to stay away from these places, which turn out to be our best opportunity for daily physical activity. And we know it's the daily physical activity over decades that keeps us healthy....

**P&R: You have identified five blue zones: Okinawa (Japan), Sardinia (Italy), Loma Linda (California – United States), Ikaria (Greece) and Nicoya (Costa Rica) — and through your research, you pinpointed four common denominators within these regions: Move naturally, Outlook, Eat wisely and Connect. Could you provide a high-level overview of each of these factors?**

**Buettner: Moving naturally** is living in a place where you're nudged

**“Moving naturally is living in a place where you're nudged into physical activity — living in a walkable community, having a garden. Gardens are huge.”**

into physical activity — living in a walkable community, having a garden. Gardens are huge. [It's also about] not looking to have mechanical conveniences do all your work for you [and] thinking about setting up your home so you're doing a fair number of things by hand, like lifting your own garage door. [Using] a push mower, [using] a hand can opener, kneading dough by hand, all these things add up. And mindlessly moving throughout the day is way better than sitting in front of

# THANK YOU, BUSINESS COUNCIL MEMBERS

We would like to extend a sincere thank you to the members\* of the NRPA Business Council for their dedication to advancing park and recreation solutions.

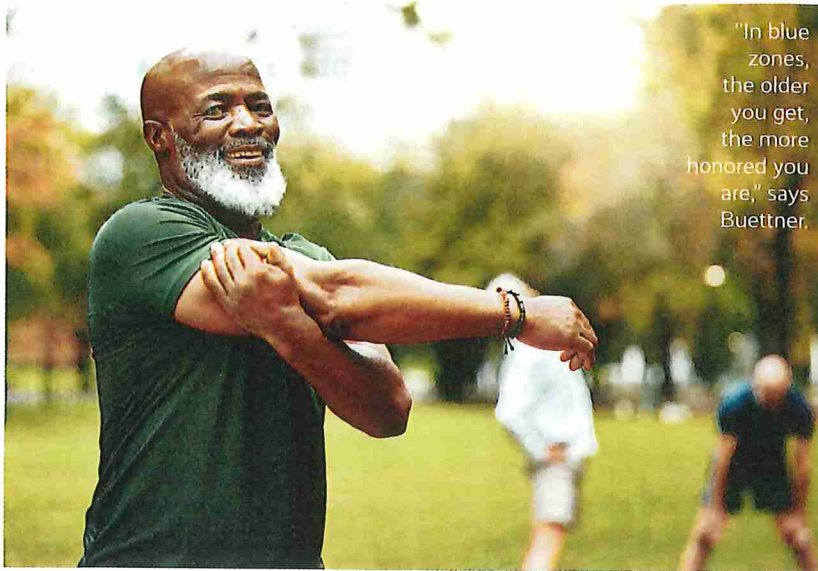


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\*as of August 2024



"In blue zones, the older you get, the more honored you are," says Buettner.

**"You can have all the knowledge in the world, but if you don't have applied experience, it's not as good."**

our TV [at home] or at our offices [in front of a computer] and thinking we're going to make up for it with a half hour of intense physical activity at the gym.

First, we don't [all] go to the gym. The reality is people sign up with these memberships and they make it fewer than once a week on average. But number two, that's not the way we evolve. We evolve moving all the time, so that's moving naturally. **Eating wisely.** If you mimic the way centenarians — or people who have made it to 100 — have eaten throughout their lifetime, they're eating peasant food. They're eating whole grains, beans, greens, tubers (vegetables). [It's] very cheap food, but they've taken the time to learn how to make that delicious. And the diet of longevity, beyond a shadow of a doubt, is two-thirds complex carbohydrates. We're not talking jellybeans; we're talking lentil beans. **Outlook.** That

essentially means having a sense of purpose. That means knowing what you like to do, what you're good at, what you can contribute and having an outlet for that. The outlet is important — you can't just have your sense of purpose and sit at home and do it. **Connection.** In blue zones, there are always philanthropic [and social] elements to it. If you look at all the data on longevity and happiness, they all converge on having a group of four or five friends who are healthy in the first place, who you can have meaningful conversations with, and who care about you.... And forget all the supplements, super foods...and anti-aging [products]. If you focus on those four factors, it's worth about 10 extra years of life expectancy. There's nothing else that will get you anywhere near that.

**P&R: Tell me about the concepts of *ikigai* and *plan de vida*, which you believe are primary factors to Okinawans' and Nicoyans' longevity.**

**Buettner:** It's their vocabulary for purpose. And as I said, in both instances, it's having an outlet for doing what you do best in a way that

helps others. I mean, we have the vocabulary for purpose, but people don't really know what it means and they don't know how to create it for themselves. In blue zones, it's easier. Does this help my family, my neighbors and my community? And am I good at it? And now let's do it. It's a little harder in America. But as I said before, it's the convergence of what you're good at, what you like to do, what you can contribute, and then having an outlet for that.

**P&R: In the United States, ageism in the workforce and society is a reality. What can we learn from the cultural norms in these blue zones?**

**Buettner:** The older you get, the wiser you are. And while other cognitive elements may diminish wisdom, [that] wisdom is the sum of knowledge plus experience. You can have all the knowledge in the world, but if you don't have applied experience, it's not as good. So, we very quickly judge older people on their outward appearance or the way they walk or the way they talk, but we are doing ourselves a disservice.... In blue zones, the older you get, the more honored you are. You're looked to for resilience, for guidance on running the family. Older people are tapped to help with raising children, with agricultural decisions. With village decisions, almost all the time it's the older person who is the consigliere to the mayor. The mayor might be younger, but he or she is surrounded by older people.

**P&R: And in some of these areas are smaller villages, but they really value that sense of family as well as community.**

**Buettner:** Yes, it's some of the smaller areas, but also Okinawa has

several million people. The idea is scaled; it's not population dependent as much as it is culturally dependent. Do I value older people or do I dismiss them as recipients of care? It has a huge impact on not only how the older people fare, whether they thrive or whether their community tells them they're [not respected], but also the community loses a huge opportunity when you're not actively harnessing their wisdom, their resiliency, and the skills they have to offer — not the skills of a 20-year-old programmer, but it's often the skills of the grandmother or the grandfather that are hugely valuable.

**P&R:** According to the World Health Organization, "In 2020, the number of people age 60 and older outnumbered children younger than 5 years old." That figure is expected to increase exponentially over time. What challenges do you foresee happening if we don't heed the warnings the data shows us or change our behaviors about health and longevity?

**Buettner:** There are two challenges that can be overcome. I'm doing a project right now on health-adjusted life expectancy. You're right, we have more people who are older and those older people are living longer, but also with more sickness. But it doesn't have to be like that. We know from blue zones that there is a lifestyle or an environment that leads to older people not getting sick and dying very quickly at the end of their lives without huge healthcare. So, I do believe the bucket of recommendations we make with blue zones would help create a 65-plus population who stay healthy. The other thing is, again, we miss the boat if we're not honoring the wisdom that older people can offer us. We should for sure be eliminating or raising the retirement age, figuring out employment opportunities for older people, sending them the message that they're valuable, and making sure there's an outlet for older people. Because as soon as people [hear] 65, they say, "Oh...that's an economic drain on the city!" If you provide opportunities for them to work...a lot of older people love to work and they're really good at what they do...they could be contributing to the economy until the day they die. And that's largely a matter of policy. Most [older people] don't want to be cared for; [they] want to continue to be valuable, contributing and [being] useful. Maybe [it's] not as much, but it's just a shift in orientation from "we're going to care for elders" to "we're going to create opportunities for older people" — which is the correct terminology — to contribute to our community, to our families, to our workforce. And those are both very doable policy bundles that we ought to be considering.

**"One of the easiest ways to raise the physical activity level of a population is to clean up parks, have inviting parks that are nearby, that have sidewalks and bike lanes and trees. You can raise the physical activity level of a whole city by 20 percent with these things."**

**P&R:** At NRPA, we emphasize the importance of health equity in terms of food security, access to local parks and green spaces, and the creation of Community Wellness Hubs that connect all people to essential programs and services. It's clear from your work with cities like Albert Lea, Minnesota, that this is top of mind for you as well. What did you glean from the research as it relates to the city's health outcomes and mortality rates?

**Buettner:** One of the easiest ways to raise the physical activity level of a population is to clean up parks, have inviting parks that are nearby, that have sidewalks and

Manage programs, events, memberships, and rentals all within one solution.

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bike lanes and trees. You can raise the physical activity level of a whole city by 20 percent with these things. So, for physical activities, it's our best investment. I don't really understand [what food security is], because there isn't an American [who] can't afford a bag of beans and a bag of rice. And when you combine beans and rice and put some inexpensive spices, you have all the protein and complex carbohydrates

**“Parks and recreation centers are natural places for people to gather, and I think programming aimed at getting people out of their house and connecting in a way that transcends just small talk [is important].”**

and...a ton of minerals. [With] the millions of dollars we're spending on food security, why not just set up programs where they have easy access to learn how to cook with these foods and you can give it away for free? So, I know this is disruptive, but it's largely because I'm focused mostly on what I've seen work around the world. People in blue zones are poor. How about in parks and rec centers, there [are] cooking demonstration classes where everybody gets an Instant Pot and they're shown how to make these simple blue zones-type foods that are delicious, cheap, easy to make and accessible to [everybody]. I'd like to reorient our thinking.

**P&R:** What's your vision for Blue Zones 2.0 and what cities have the highest potential to be designated blue zones?

**Buettner:** I'm working on...2.0 right now, but these are places

that have manufactured healthier populations through a smart policy environment. And I've already highlighted Singapore in the Netflix series. But for America, the ones that are most likely to succeed are the cities where the leadership, the mayor [and] city council are willing to put their political equity on the line. In other words, commit to health as opposed to the other competing agenda items. And [I look at] cities where the public sector and the private sector work well together, because it's never a government mandate. It's always a handshake between private and public with participation from the community. That's what works, and they're interested in evidence-based ways to change their ecosystem in [the] long term...or change their environments [whereby] people in those cities are set up for success. Right now, we're set up for failure....

We're set up for physical inactivity, and we're set up for eating [unhealthy]. So, it's not until the private and public sector say, "All right, we're going to lock arms and create an environment where people are set up for success," where the cheapest, most accessible foods are healthy and where it's way easier to walk to places than it is to drive. Nobody wants to acknowledge the elephant in the room because the solutions are difficult, and you also have a legislative environment that [believes] it's not good for business [even though] it's good for us.


**P&R:** What role can park and recreation professionals play in helping turn communities into future blue zones? (e.g., advocacy, programming, community outreach)

**Buettner:** First of all, I think it's

huge. I mean to the extent that you can advocate for a Blue Zone Project, it's great. Parks and recreation centers are natural places for people to gather, and I think programming aimed at getting people out of their house and connecting in a way that transcends just small talk [is important]. We have a loneliness epidemic here. So, programming that gets like-minded people together in a way that they're likely to be friends after the interaction would be huge. Number two [is] cooking demonstrations, showing people how to cook cheap, healthy food at home. Right there, that would probably solve 50 percent of the problem. [Also,] pay attention to what people like to do nowadays — not just children but older people. I think pickleball has been the most important social innovation our country has seen in 50 years. I think every park should have a pickleball court. Why? Because it draws older people, and they tend to become friends over time. It's so obvious [because] you have these tennis courts sitting empty and a ready market of people want to play pickleball.

**P&R:** How would you finish this sentence, "The secret to living a full life is \_\_\_\_\_"?

**Buettner:** Shaping your environment so the healthy choice is unconscious. And I'd end it with an exclamation mark.

**SEE ALSO:** "Getting Into the Blue Zone," Lindsay Collins, Parks & Recreation, June 2022, Vol. 57, Iss. 6, [tinyurl.com/3tk74hrp](http://tinyurl.com/3tk74hrp). 

Vitisa Paynich is Executive Editor and Director of Print and Online Content at NRPA ([vpaynich@nrpa.org](mailto:vpaynich@nrpa.org)).



**TO:** Advisory Committee on Historic Preservation

**FROM:** Conner Jakes, Planner

**DATE:** October 8, 2024

**RE:** Historic Context Study Project Kick-Off

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## **Background**

The City was awarded a Certified Local Government Grant by the Minnesota State Historic Preservation Office (SHPO) in the amount of \$30,000 to produce a Historic Context Study on the Suburban Expansion Era in Cottage Grove (1945-1990). The Grant was awarded with a project start date of July 1, 2024; however, contract signatures delayed the project start date until late August. As a result, the project kick-off meeting is being held at this October ACHP meeting with the project consultant, New History, discussing the project with the Committee.

## **Discussion**

Through the Request for Proposal process, the ACHP selected New History as the consultant to conduct the work of the project. New History would like to kick-off the project with the Committee by providing an introduction and discussing project goals, purpose, and timeline. In addition, New History and staff will also discuss the public outreach that will be conducted with the project, so the Committee is aware. As part of the outreach involved with the project, staff and New History will be conducting resident interviews, hosting an open house (October 22 in the Training Room at City Hall from 4:30 p.m. to 6:00 p.m.), and hosting a webpage on the City website that will allow residents to provide stories and information.

## **Recommendation**

That the ACHP receive a presentation from New History and staff relating to the Historic Context Study: Suburban Expansion Era (1945-1990) Project Kick-Off.



NEW HISTORY

COTTAGE GROVE HISTORIC CONTEXT STUDY:  
SUBURBAN EXPANSION ERA (1945-1990)

Advisory Council on Historic Preservation

October 8, 2024

6:00pm

## GOALS FOR TONIGHT

- 1. What and Why:** Purpose and goals of this context study
- 2. How and When:** Process and timeline for the context study
- 3. Questions and Discussion**

## HOW DID WE GET HERE?

- Cottage Grove is a Certified Local Government (CLG)
  - Local program to survey (identify and evaluate), designate, and protect historic properties (City Register of Historic Sites and Landmarks)
  - Heritage Preservation Commission (AHP)
  - Partnership with Minnesota State Historic Preservation Office (SHPO)
  - Access to CLG grants
- City was awarded a CLG grant for this historic context study in May

# WHAT IS A HISTORIC CONTEXT STUDY?

Historic contexts are the first step in the preservation planning process.



**Historic context study** provides a framework for evaluating properties (Focuses on a particular time period, place, and themes/topics)

**Architectural history surveys** identify which individual properties are historically significant and eligible for designation

**Designation studies** formally list properties in the National Register of Historic Places or the City's Register of Historic Sites and Landmarks

## LOCAL VS. NATIONAL REGISTER DESIGNATION

### Local Designation:

- Completed by City of Cottage Grove/ACHP
- Requires that properties meet City criteria for designation (Criteria 1-5 listed in Chpt. 9 of City Code)
- ACHP review of permits for designated properties

### National Register Designation:

- Requires approval of property owner
- Process overseen by SHPO and National Park Service (NPS)
- Requires that properties meet NPS criteria for designation (Criteria A, B, C or D)
- Does *not* result in ACHP permit review

## WHY *THIS* CONTEXT STUDY?

- Why 1945-1990?
  - Most preservation planning in Cottage Grove has been focused on developing historic contexts, surveying, and designating properties built *before* 1945
  - Less work has been done on the period 1945-1990
  - Proactive preservation planning helps prevent loss of historic resources
  - Sets the stage for future survey and designation of mid-twentieth century resources
  - Increases community awareness of 1945-1990 history

## THIS CONTEXT STUDY WILL INCLUDE:

- 1) **Location:** City of Cottage Grove
- 2) **Time period:** 1945 - 1990
- 3) **Themes/subjects:**
  - Residential and suburban development
  - Business and industry
  - Institutions (civic, educational)
  - Cultural life (recreation, religion)

## EXAMPLE: RESIDENTIAL DEVELOPMENT



## THIS CONTEXT STUDY *WON'T* INCLUDE:

- An exhaustive history of Cottage Grove
- A complete list of properties that should be surveyed and designated

## PROJECT OUTCOME

This historic context study will set the stage for identifying and protecting specific buildings that are important to the 1945-1990 era of Cottage Grove history.

# PROJECT PROCESS

PHASE AND TASK	PROJECT TIMELINE: AUGUST 2024 – JULY 2025											
	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
Contract Awarded (6/12/24)												
Contracting												
Project Commences (8/23/24)	★											
<b>1. Research and Outreach</b>		PHASE 1										
Project Kick-Off												
Open House Meeting												
Stakeholder Interviews												
Research												
Report Outline (11/27/24)					★							
Communication												
<b>2. Draft Report</b>					PHASE 2							
Draft Report (2/28/25)								★				
City/SHPO Review (30 days)												
Communication												
<b>3. Final Report</b>									PHASE 3			
Revised Report (4/30/25)										★		
City/SHPO Review (30 days)												
Final Report & Present (6/30)												★
Communication												
Project Complete (7/31/25)												★

★ = submission of deliverables ★ = project start and end dates

# PHASE 1: RESEARCH AND OUTREACH

## OCTOBER – NOVEMBER 2024

- Project Kick-Off (tonight)
- Community Open House (October 22, 2024)
- Stakeholder Interviews (October 2024)
- Historic Research
- Context Study Outline (November 27, 2024)

## PHASE 2: DRAFT REPORT

DECEMBER 2024 – MARCH 2025

- Draft context study (February 28, 2025)
- ACHP/SHPO review (March 2025)

# PHASE 3: FINAL REPORT

APRIL – JUNE 2025

- Revised context study (April 30, 2025)
- ACHP/SHPO review (May 2025)
- Final report presentation to ACHP (June 10, 2025)
- All work complete by June 30, 2025

QUESTIONS?



## A HISTORIC CONTEXT:

- Is a framework for evaluating buildings for historic significance
- Focuses on a particular geographic area, a defined time period, and specific themes/topics from that time period
- Describes broad patterns of development and explains how these patterns show up in the built environment (as types of buildings, structures, landscapes, and sites)
- Provides a basis for comparing buildings to each other and determining which buildings are most important and significant

# Washington County Parks and Open Spaces Commission

November 21, 2024

- A. Agenda below
- B. September, 2024 unapproved minutes are below. These were approved with minor if any changes
- C. OLD BUSINESS - we are rewriting the Parks and Open Spaces Commission Ordinance. There are several conflicts between the existing ordinance and the County's general ordinance regarding commissions. There are also issue with State law. This is a long highly detailed process. There are documents with redline changes and others explain the importance of making these changes. Let me know if you want copies.
- D. NEW BUSINESS
  - A. A few Land and Water Legacy Program project updates and stewardship plans.
    - A. Herreid Stewardship Plan
    - B. LaLake Park Stewardship Action Plan
    - C. Prairie Ridge Park Stewardship Action Plan
    - D. Valley Creek Park Stewardship Action Plan
    - E. Woodbury Stewardship Action **Plans** - powerpoint preso pdf below
  - B. We recommenced approval of the Glacial Hills Regional Trail Long Range Plan. This is a multi-use West-East trail in the northern part of the county - powerpoint preso pdf below
  - C. Battle Creek to St. Croix River Long Range Plan which is also a multi-use West-East regional trail in the central part of the county. This was our first opportunity to provide input - powerpoint preso pdf below
- E. Park updates - document attached
- F. If you have any questions or want copies of other items on the agenda, please let me know.

Dave Olson



**PUBLIC WORKS**

Wayne Sandberg, P.E., Director, County Engineer  
Frank D. Ticknor, P.E., Deputy Director

**PARKS AND OPEN SPACE COMMISSION AGENDA**

Thursday, November 21, 2024 / 6:00 p.m.

**Washington County Public Works**

**11660 Myeron Rd. N**

**Stillwater, MN 55082**

- I. CALL TO ORDER
- II. ROLL CALL
- III. COMMENTS FROM THE PUBLIC
- IV. APPROVAL OF AGENDA
- V. APPROVAL OF MINUTES:
  - a. September 19, 2024
- VI. OLD BUSINESS
  - a. Parks and Open Space Commission Ordinance Update Alex McKinney 30 min.
- VII. NEW BUSINESS
  - a. Land and Water Legacy Program Serena Raths 30 min.
  - b. Approval of Glacial Hills Long Range Plan Connor Schaefer 20 min.
  - c. Battle Creek to St. Croix River Long Range Plan Connor Schaefer 10 min.
  - d. 2025 Meeting Dates/Locations Alex McKinney 10 min.
- VIII. INFORMATION / UPDATES
  - a. Board Updates Comm. Clasen 5 min.
  - b. Park Updates Alex McKinney 5 min.
- IX. NON-AGENDA ITEMS (GROUP DISCUSSION)
- X. ADJOURN

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**PARKS AND OPEN SPACE COMMISSION  
DRAFT MEETING MINUTES  
Thursday September 19, 2024**

**CALL TO ORDER**

Chair Anne Siess called to order the Parks and Open Space Commission (POSC) meeting at 6:01 p.m. The meeting was held at Nordic Center in Lake Elmo Park Reserve, Minnesota.

**ROLL CALL**

Members Present: Anne Siess, Chair  
Ben Meyer, Gary Severson, Michael Kraemer, Dave Olson, Tammy McColloch,  
Corcoran Wicker, Tori Dupre, Kevin Smith

Members Absent: Jim Kelly, Jyneen Thatcher, Meri Danielson

Staff present: Alex McKinney, Commissioner Michelle Clasen, Emily Jorgensen, Colin Kelly,  
Matt Oldenburg Downing, Emmett Mullin, Serena Rath

Others Present: Met Council Member Gail Cederberg

**APPROVAL OF AGENDA**

*Motion by Michael Kraemer, seconded by Tori Dupre, to approve the agenda. All in favor. Motion carried.*

**APPROVAL OF MINUTES**

*Motion by Michael Kraemer, seconded by Tori Dupre, to approve the July 11, 2024, minutes, as written. All in favor. Motion carried.*

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## **OLD BUSINESS**

Alex McKinney states no old business

## **NEW BUSINESS**

### **Regional Parks Policy Plan**

*Presented by Emmett Mullin, Manager- Regional Parks and Trails and Colin Kelly, Planning Analyst- Regional Parks and Trails*

Emmett Mullin, Manager- Regional Parks and Trails introduced Council Member Gale to speak about 2050 Met Council plans. Gale stated the importance of equity and inclusion with the plans. Gale discussed examples of what inclusion looks like for parks and trails to be accessible for everyone. Dave Olson asked about examples of inclusion for underserved communities. Gale stated what the DNR is doing, and Director Alex McKinney gave examples of inclusion in Washington County Parks, including the St. Croix Bluffs play structure, the award-winning Dias De Los Muertos celebration at Lake Elmo Park Reserve, sit skis, the GRIT Freedom chair at Lake Elmo, and the pavement in the parks that has been undated for visually impaired visitors. Commissioner Clasen gave examples of handicap accessible kayaks available and beach access along with adding positions to this committee who would represent the community.

Mullen stated the timeline for finalizing the Regional Development Guide. An overview of regional system, regional parks and trails policy plan discussed by Colin Kelly, Planning Analyst- Regional Parks and Trails. A system vision, mission, value and objectives were added to the 2050 plan. \$1.25 billion dollars was invested in state and regional funding from 1974-2024. There is a new policy added with three actions focusing on maintaining data, maps, plan, processes and application. They have modified the classification to special features and created a new cultural landscape sub-classification. The system plan maps and trails have been updated, along with the cost to complete. A new policy for protecting natural systems land and promoting resilience to climate changes has also been added.

Planning policy and action updates include moving details of long- range plan requirements and amendments processes to the planning handbook, clarifying the types of long- range plans, and moving the existing joint powers agreements strategy to the planning handbook.

The system protection policy and actions for 2050 include streamlining language, updating language on regional wastewater infrastructure, and moving the reimbursement for contamination and environmental site assessments strategies to the grand administration guide.

New for recreation, facility and programming policy includes increasing equity in activities, new support partnerships and outreach, creating new recreation activities, and a strengthened commitment to coordinating Regional Trail System and the Regional Bicycle transportation network.

New finance policy updates include formalizing the Equity Grant Program, increasing the park acquisition opportunity fund cap and new action for Council to actively analyze the regional funding budget to pursue increasing funding.

The Workplan for 2050 includes continuing dialogue around special feature sub-classifications, exploring and establishing cultural resources, inventory requirements with agencies, consulting with American Indian communities, increased coordination with bicycle transportation network systems, and continuing strategic funding.

The end of the presentation included time for questions. A question was asked about how the Met Council will increase equity. The Met Council plans to have workgroups and ask the community.

Comm. Clasen asked about access to transportation and financial barriers for Washington County. It was recommended to speak with transit to improve bus schedules.

Comm. Clasen asked if Washington County could ask the state for funding because of the Yellowstone trail and American Indian historic sites. Comm. Clasen also asked about funding and how to get the water cleaner from PFAS. The recommendation was to ask the Met Council specifically with each individual question and include reasons for why funds should be allocated to them.

### **Land and Water Legacy Program- Cremens Conservation Easement**

*Presented by Serena Raths, Planner I-Office of Administration and Emily Jorgensen, Planning Manager-Office of Administration*

Project will be funded by 2024-2026 Land and Water legacy interim funding and awarded leverage DNR Natural and Scenic Area grant funds. It is a conservation easement project in Afton along Valley Creek. The property ranks "High" overall according the LWWLP priority ranking criteria. There are multiple rare, endangered, and special species of concern on or within the one-mile property. Once the easement property closes, all structures will be removed. The property is in partnership with Belwin Conservancy. The property will be used for guided educational hikes and tours, and access will be provided to research for water quality and monitoring other data.

The conservation easement was appraised at a value of \$660,000. Funding partnerships include Belwin Conservancy, MN Department of natural resources, and Washington County. Conservation easement terms include unpaved paths, parking up to 10 spaces, a small picnic area and maintenance shed, public access through educational programming and research. General restrictions include no industrial, commercial, residential or agricultural uses, no new roads, no alterations of surface, shorelines, water bodies or wetlands. The project is anticipated to close late fall/winter of 2024. POSC action requested seeking a motion of support to proceed with efforts.

There was a question on what Belwin paid for the property. The exact number was unknown but estimated that around one million was paid.

*Motion by Dave Olson, seconded by Gary Severson, to support proceeding with efforts for the Cremens Conservation Easement. All in Favor. Motion carried.*

### **Land and Water legacy Program- Arnold Conservation Easement Stewardship Plan**

*Presented by Serena Raths, Planner I-Office of Administration*

The proposed project is in Scandia. It is within the St. Croix River Buffer Zone High Priority Conservation Area. A stewardship plan was developed by the Minnesota Land Trust in collaboration with landowner/land steward to provide recommendations on how to best maintain the conservation values. The plan identifies the management of five units. Objectives and plan priorities for stewardship include restoring habitat, removal of non-indigenous species, increase diversity, maintain native plants and stabilize soils.

Management of Unit 1, sustainable restoration area is currently comprised of non-indigenous forbs. The recommended activities include native planting, periodic mowing, removing non-indigenous or ecologically inappropriate species, encourage tree regeneration, monitor for non-indigenous grassland species, facilitate soil regeneration.

Management of Unit 2, Southern Mesic prairie and old field. The 3-acre unit has a diverse restored mesic prairie with non-indigenous grasses. The recommended activities include removing woody non-indigenous species, monitor, prescribed burning of prairie, restoring the fields to prairie and savanna.

Management of Unit 3, Central mesic hardwood forest and southern dry-mesic red and white oak forest. The existing 35.97-acre unit is a forested ravine. The desired condition is to maintain the native mesic hardwood forest by monitoring species, removal of inappropriate trees and shrubs, and promoting pine and oak regeneration.

Management of Unit 4, Black ash seepage. The existing 1.6 – acre unit contains a wet ash swamp. The desired conditions include resiliency and management of loss due to emerald ash borer. Recommended activities include monitoring woody and herbaceous species and interplanting.

Management of Unit 5, Cultivated pine stand. The existing 7-acre unit contains pine. The desired conditions include a transition to a red and white oak forest by removing non-indigenous woody and herbaceous species, remove pin stands and interplant.

The commission questioned Serena Rath on how the lands will be monitored. Rath responded that monitoring will include annual site visits to the properties by LWLP staff.

A question on if this conservation project is completed. Rath responded that the project closes in November. The landowner is responsible for maintaining the property.

A question was asked on how the council can best support the easement proposal. Rath answered that staff must present a thorough report so the commission can best support the management plan.

Another question was asked on how the landowners get funding for projects. Rath responded that private landowners apply to grants and stewardship activities.

A question on timeline for recommendations was asked. Rath stated that the prioritization of projects is up to the landowner. This landowner has a 70-year timeline.

Land and Water Legacy Program bond and funding update was presented by Emily Jorgensen, Planning Manager- Office of Administration. The program's initial 20 million bond is almost spent and there are several projects closing. Currently about a \$500,000 remains in the bond. An overview of the bond and interim funding allocated in the spring of 2024 showed that there are multiple conservation and parks projects in-process. Currently, there is not a need to seek additional interim funding nor strategize projects based on existing funds.

### **AIS Management and Zebra Mussel infestation on Big Carnelian Lake**

*Presented by Matt Oldenburg- Downing, Senior Specialist WCP*

The State Framework for AIS management through state funding and research is prevention, containment and control. Prevention is challenging for zebra mussels. New infestations continue despite inspections and education. Early detection and rapid response for containment are not guaranteed to be successful. Control of zebra mussels is not eradication focused but it includes a science-based approach. Pathways for zebra mussel infestations include recreational watercrafts, live bait, gear and equipment, aquarium trade and aquatic plant trade. The inspection program overview states that time allocated to inspections are more intentional to busy times resulting in a higher inspection count with decreased inspection hours. Partnerships formed with AIS with watershed, lake associations, and cities for funding along with Washington County. Zebra mussels are a regional and state concern. Matt Oldenburg opened the meeting for discussion on the topic

Question on portable wash stations. Matt stated that there are regional decontamination stations. The challenges with decontamination stations include the expense and they are hard to fix. People are directed to decontamination stations when in violation, but it cannot be required to decontaminate. Most people are opting out of voluntary decontamination.

A question was asked, what is the eradication technique? Matt stated that it is species specific. There are herbicides for invasive plants and copper sulfates for zebra mussels.

A question was asked on what is decontamination? Matt stated decontamination is high pressure and hot water. The signs posted at the boat launches are tool stations not decontamination stations. The zebra mussels can be scrapped off.

Commissioner Clasen asked if there any trainings that could be provided at the dock for decontamination? Matt answered that there is a certification through the state of MN. Many people and companies are not certified. DNR policy changes need to happen to be able to regulate companies.

A question was asked if zebra mussels effect the clarity of water, will that help aquatic plants? Matt states the concern is that zebra mussels effect the nutrients for plant life in a lake.

A question was asked on when herbicides are put into the water. Matt replied, there are signs posted but not much notice is given when herbicides are put into the water. It is not a requirement by the state of Minnesota to post when herbicides are being used in the water.

A question was asked on if you are using copper sulfite, what is the half-life or dilution rate until the water goes back to normal? Matt replied that we refer to what the manufacturer label states.

A question was asked on when using copper sulfite, when does the habitat go back to normal? Matt answered that it is difficult to know.

### **INFORMATION/UPDATES**

*Alex McKinney, Parks Director and Commissioner Clasen provided park updates.*

Alex announces that everyone should have the park updates information. On October 8<sup>th</sup>, there is a discussion on zebra mussels

Commissioner Clasen announced that on July 23 the Washington County Commissioners approved funding for land and water legacy. The Eagle Point trailhead improvement project was approved at Lake Elmo.

There were several awards of achievement given out from the State and Washington County Parks was recognized nationally.

Playground concepts for Lake Elmo swim pond and St. Croix Bluff hilltop were conducted.

The pavement preservation project was approved at Lake Elmo.

Several grant applications were submitted including an application for the Square Lake Park clean water grant.

There was a purchase order for the swim pond play area at Lake Elmo. Landscape and play structure improvements are being done at St. Croix Reginal Bluffs Park. Playground equipment from St. Croix Bluffs Regional Park and Lake Elmo Park Reserve is being provided to Kids Around the World. The value of the play equipment is in exchange for removal of the playground equipment which is similar in value.

There is an application for a legacy grant for the habitat restoration in Big Marine and Lake Elmo Park Reserve. Lastly, the Ravine Landing drainage improvement project due to flooding. Thanks to Met Council for grant money for park improvements.

### **ADJOURNMENT**

*Motion by Gary Severson, seconded by Michael Kraemer, to adjourn the meeting. All in favor. Motion carried.*

Meeting adjourned at 8:11 p.m.

Respectfully submitted, Sydney Willar, Acting Secretary

DRAFT



POSC Meeting - November 21<sup>st</sup>, 2024

# Restoration and Enhancement of LWLP Conservation Easements

Serena Rath - Planner I



# Purpose

Review plans for restoration and enhancement on three Land and Water Legacy Program (LWLP) conservation easement properties which will utilize Lessard Sam's Outdoor Heritage Council (LSOHC) grant funding



# LWLP Commitment: Lessard-Sams Grant Deliverables

- In 2022, the Lessard Sams Outdoor Heritage Conservation Fund (LSOHC) awarded \$4.288M to the County and the Minnesota Land Trust (MLT) for LWLP projects in Washington County
- A portion of this grant funding is allocated for the restoration and enhancement of protected properties within Washington County, deliverables include:
  - 150 acres of enhancement
  - 30 acres of restoration



# Contract with Stantec Consulting Services

- In February of 2024, the County Board approved a contract with Stantec Consulting Services for restoration and enhancement work on three LWLP conservation easements over Woodbury city parks:
  - Prairie Ridge Park
  - Valley Creek Park
  - La Lake Park
- Stantec has prepared Stewardship Actions Plans to guide restoration and enhancement work on these sites. These plans detail desired future conditions, activities, and performance measures to determine the long-term success of this work.

# Prairie Ridge Park

## Activities

- *Dry-Mesic Oak Woodland* – Selective tree thinning, invasive shrub removal/treatment and enrichment seeding
- *Mesic Woodland* – Selective tree thinning, invasive shrub removal/treatment and enrichment seeding
- *Mesic Prairie* – Prescribed burn and spot treatment
- *Woodland Edge* – Broad invasive species treatment, seeding and periodic mowing/treatment
- *Wetland* – Invasive grass spot spray, woody invasive removal, native plant seeding and plug planting

## Results

Restoration: 20.5 acres   Enhancement: 41.7 acres



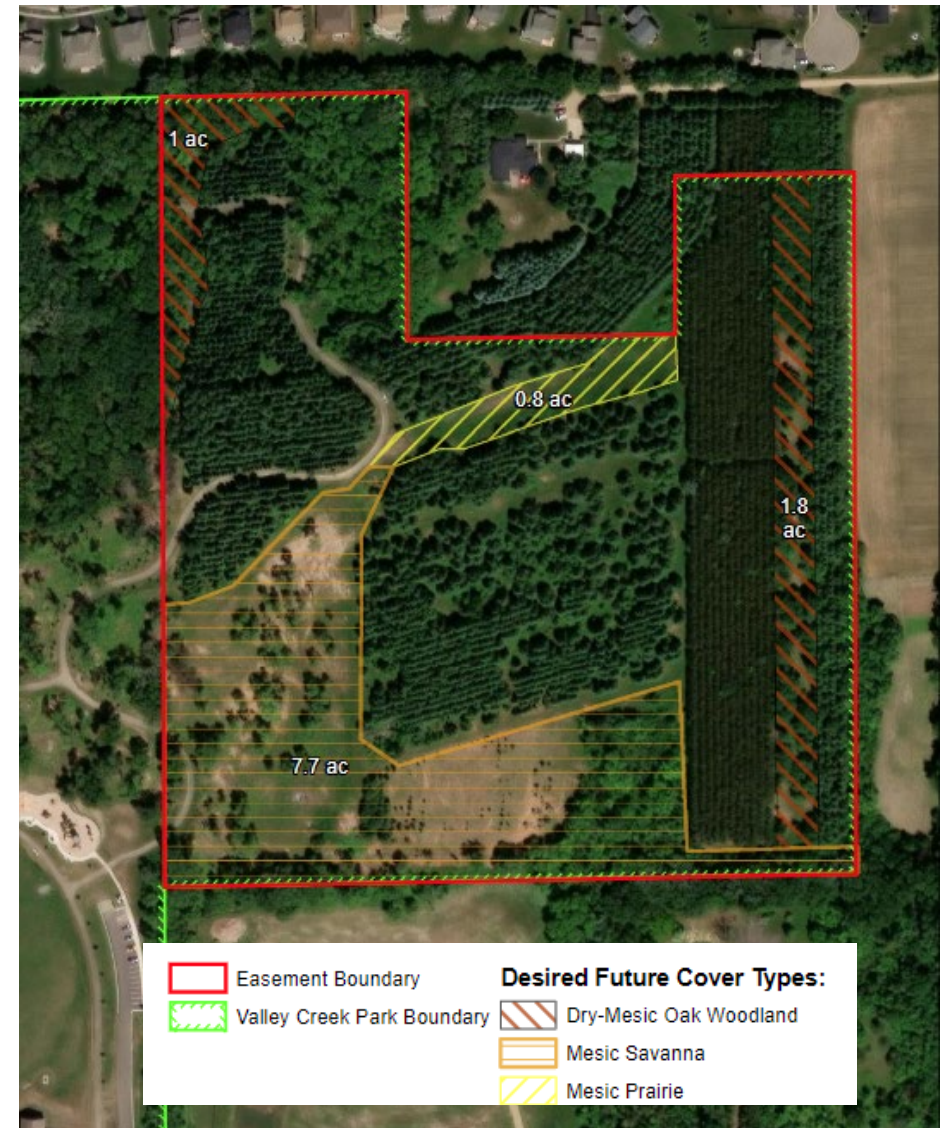
# Valley Creek Park

## Activities

- *Dry-Mesic oak Woodland* – Selective woody invasive treatment, seeding and periodic mowing
- *Mesic Savanna* – Spot treatment, periodic mowing, prescribed burn and enrichment seeding
- *Mesic Prairie* – Seeding, spot treatment and periodic mowing

## Results

Restoration: 11.3 acres



# La Lake Park

## Activities

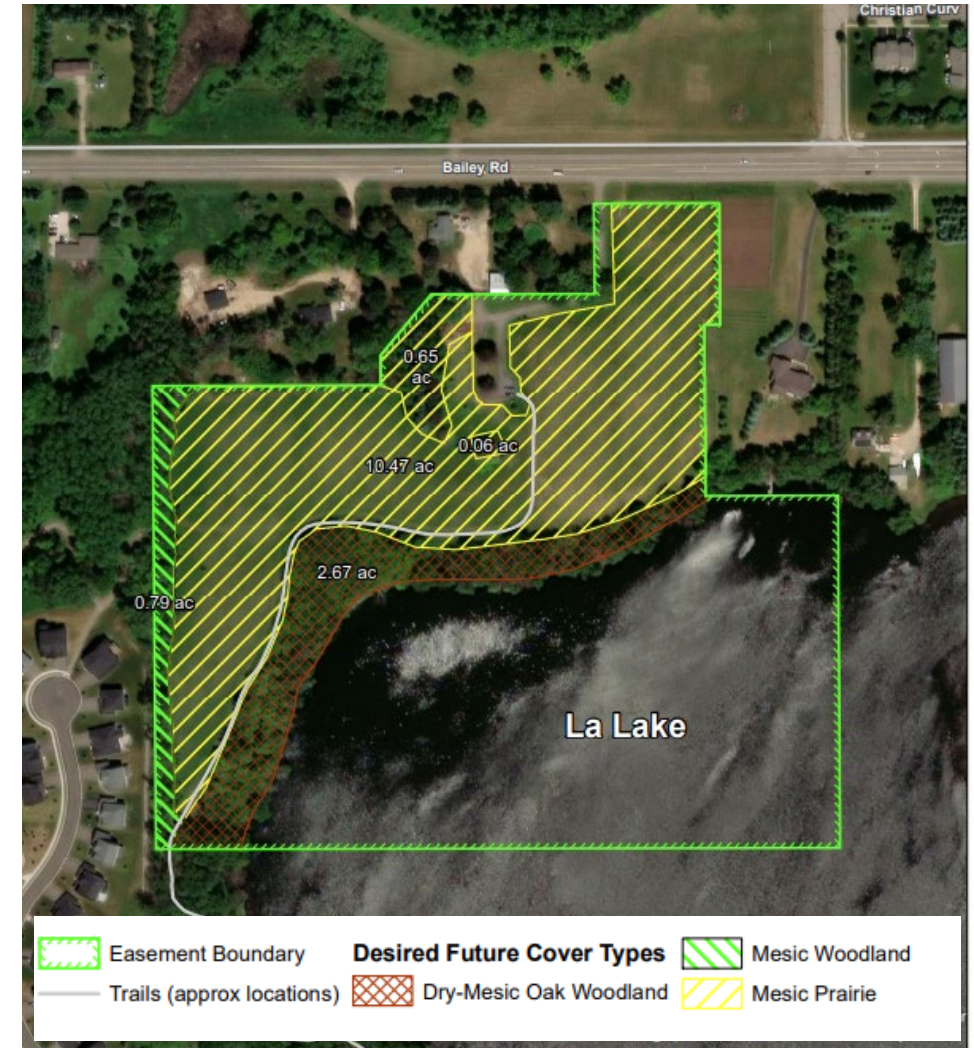
*Dry-Mesic Oak Woodland* – Selective thinning, invasive brush removal, erosion control, spot treatment, native plant seeding and plug planting along shoreline

*Mesic Prairie* – periodic spot spraying/mowing, prescribed burn and enrichment seeding

*Mesic Woodland* – Invasive brush removal

## Results

Enhancement: 11.2 acres



# Project Results and Next Steps

- Project totals include:
  - Restoration: 31.8 acres out of desired 30 acres
  - Enhancement: 52.9 acres out of desired 150 acres
- Plan implementation will begin in December of 2024 and conclude May of 2026



# Additional Enhancement Work

To reach the LSOHC grant enhancement deliverable, 95.1 acres of work is still needed. Additional projects include:

## Long Lake Conservation Area

- 28.37 acres
- Selective removal and basal bark treatment of buckthorn

## Lake Elmo Park Reserve

- 63 acres
- Controlled burn and overseeding

## Carpenter Nature Center

- 8 acres
- Controlled burn and overseeding
- This project is still under consideration

## Results

Enhancement: 99.37 acres out of desired 97.1 acres

Questions?



Washington  
County


# Glacial Hills Regional Trail Long Range Plan

Parks and Open Space Commission 11/21/24

1

## Agenda

1. Project Overview
2. Stakeholder Engagement
3. Route Evaluation and Recommendation
4. Next Steps
5. Proposed Motion
6. Questions



Washington  
County

2

2

# Project Overview


3

3

## Regional Trail Long Range Plans



**Regional Trails**

- “Tree trunks” or "highways" of system
- Standard: 10 ft wide paved trail, with 10 ft buffer
- Quality signage and amenities

**Long Range Plans**

- Guidance on future alignment, development, management
- Eligible for funding
- Engagement with partners and public

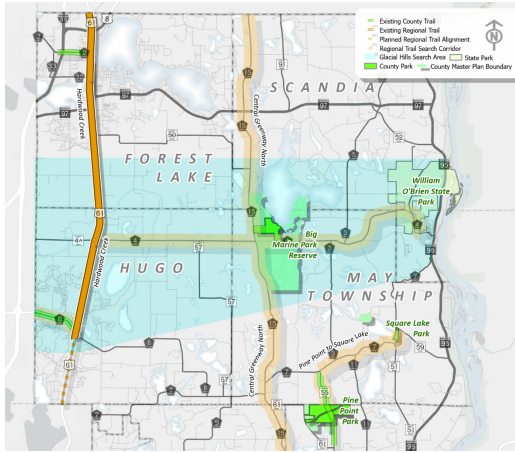




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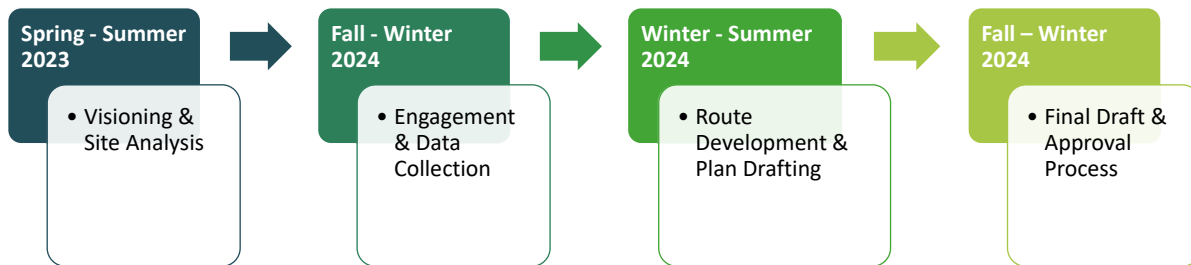
## Glacial Hills Corridor Background



- West-East arterial trail in northern Washington County
- Priority in County’s Bike / Pedestrian Plan
- Destinations:
  - Hardwood Creek Regional Trail
  - Central Greenway Regional Trail
  - Big Marine Park Reserve
  - William O’Brien State Park

5

## Glacial Hills Timeline



6

## Project Goals



Create a safe and comfortable recreational experience that is accessible to all abilities.



Promote equity and inclusion.



Connect users to destinations while expanding regional connectivity.



Develop a trail alignment that is implementable, responsible, and supported by the community.



Feature and steward natural resources while promoting environmental resiliency.

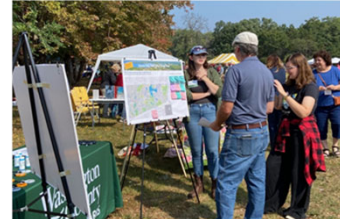
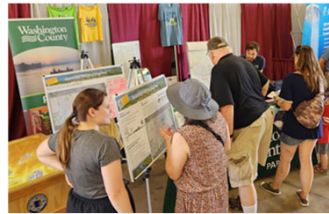
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## Stakeholder Engagement

8

# Public Engagement

- Technical Advisory Committee
  - POSC member representatives
- Parks and Open Space Commission updates
- City/Township Meetings
- Hugo Good Neighbor Days
- Washington County Fair
- Big Marine Park Reserve Pop-Up
- Art in the Park / Farmer's Market
- Marine Mills Folk School Fall Festival
- Senior Expo at Forest Lake YMCA
- Community Conversation at Forest Lake YMCA
- On-line Survey
- Open Houses: Nov 2023, June 2024, July 2024



9

# Public Input: Key Messages

Community members prefer:

- Scenic, off-road experience
- Connections to natural areas
- Loop opportunities
- Opportunities for shade and rest

## TRAIL EXPERIENCE PREFERENCE RESULTS

### Connector / Direct Trail

Identify a direct route between predetermined destinations along the corridor. Trail would likely follow road alignments.



### Destination / Indirect Trail

Identify a distinct trail experience. Trail may deviate from direct roadway alignments to provide connections to less-direct destinations or resources.

### Utilizing Existing Trail Corridors

Prioritize designation of existing trail corridor - potential for reduced cost, expedited implementation.



### Create New Trail Corridors

Prioritize new trail connections - potential for new trail facilities connecting areas in the County without an existing trail.

### Connect With Natural Areas

Route alignment prioritizes connections to parks, open space, and providing opportunities to experience natural areas.



### Connect With Downtowns

Route alignment prioritizes convenient connections to local businesses and downtowns.



10

# Route Evaluation and Recommendation

11

## Initial Route Opportunities



### Phase 1: Segment Assessment

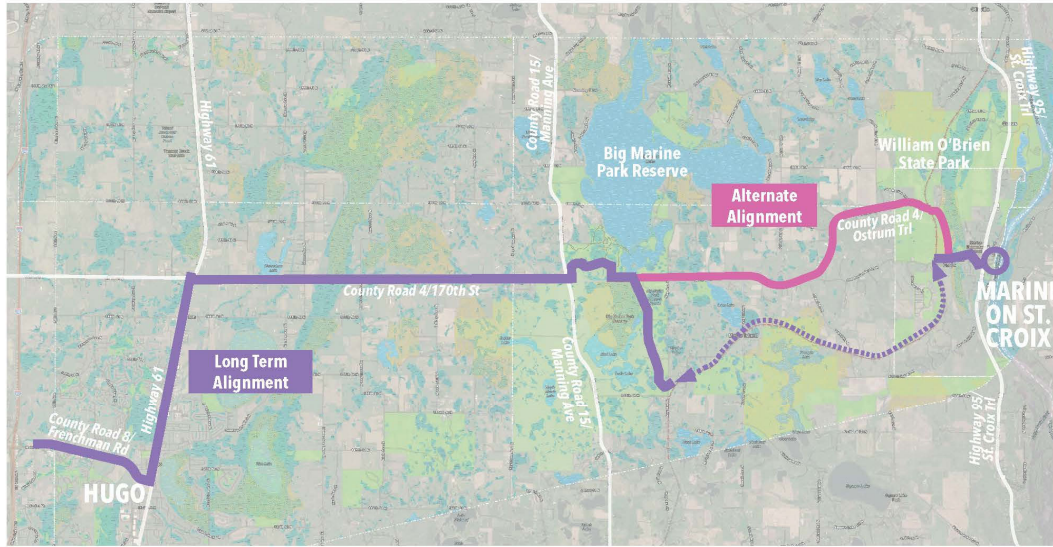
- “Spaghetti at the wall”
- Low hanging fruit

### Phase 2: Evaluation Analysis

- Data-driven, each segment scored based on Project Goals
- Evaluation Scores = used as a guide
  - Not prescriptive
  - “Boots on the ground”

12

# Draft Route Recommendation



- Long Term Alignment
- Alternate Alignment

13

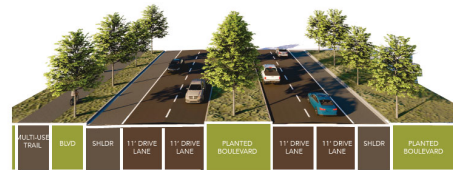
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# Route Segments – County Road 8

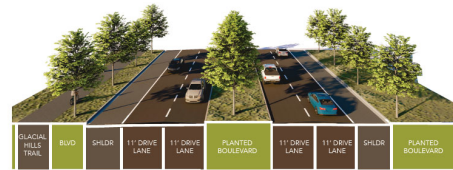


## Long Term Alignment

County Road 8/Frenchman Road (no changes)



Existing



Proposed (no changes)

14

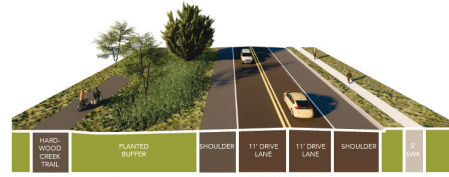
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# Route Segments - Harwood Creek Reg Trail

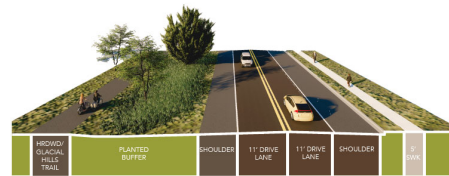


## Long Term Alignment

Highway 61/Forest Boulevard North (no changes)



Existing



Proposed (no changes)

15

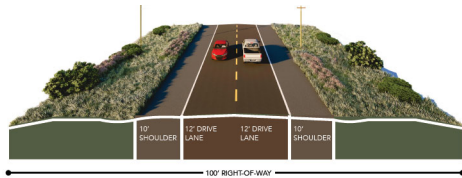
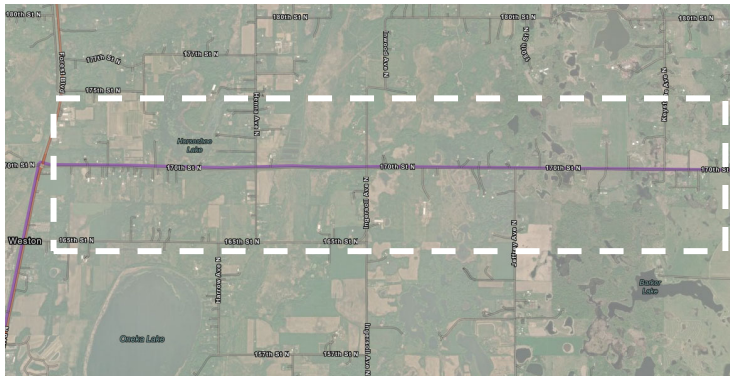
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# Route Segments – County Road 4

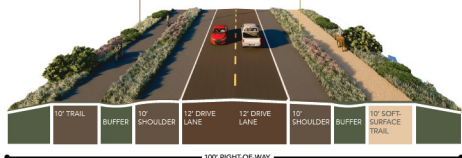


## Long Term Alignment

County Road 4/170th Street North



Existing



Proposed

16

16

# Route Segments – Big Marine Park Reserve

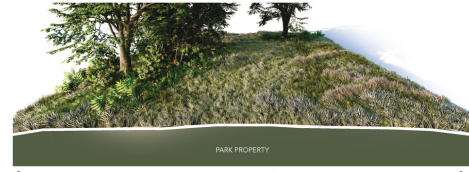


**Long Term Alignment**

Big Marine Park Reserve

**Alternate Alignment**

County Road 4 / 170th Street North



Existing



Proposed

# Route Segments – Railroad ROW/CR-4

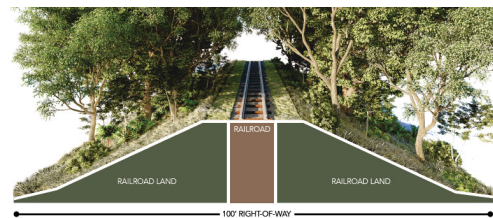
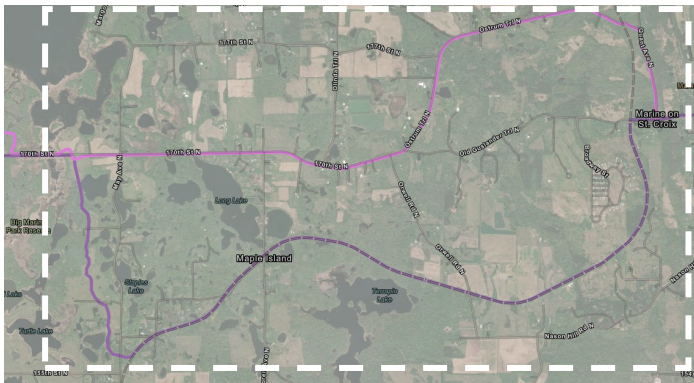


**Long Term Alignment**

CN Railroad ROW

**Alternate Alignment**

County Road 4 / 170th Street North



Existing



Proposed

# Marine on St Croix- Segments

## Alternate Alignment

County Road 4 (Ostrum Trail) / Railroad Underpass



Existing



Option 1

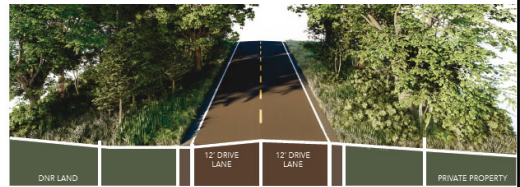
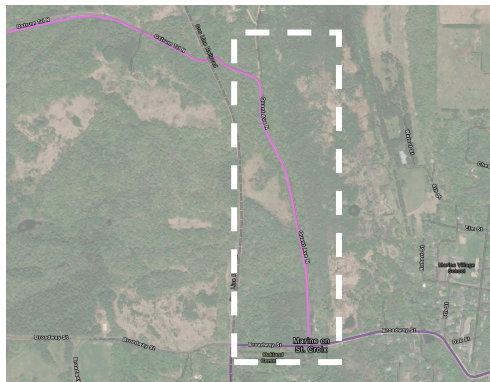


Option 2

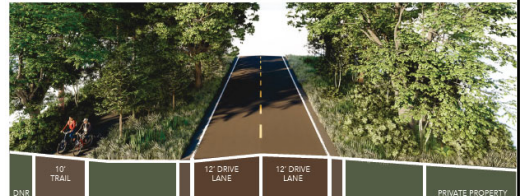
# Marine on St Croix- Segments

## Alternate Alignment

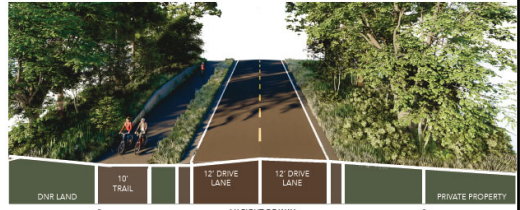
• County Road 4 (Quant Avenue)



Existing



Option 1

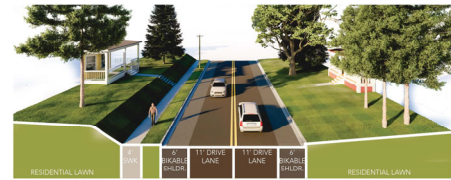
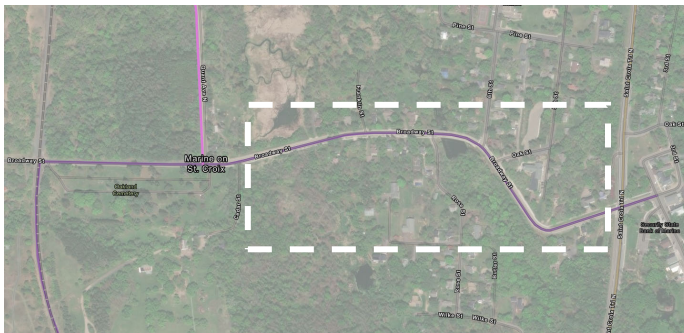


Option 2

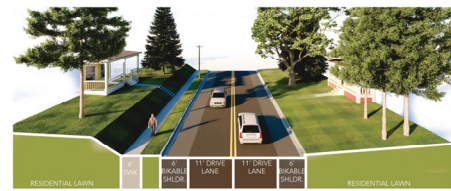
# Marine on St Croix- Segments

## Long Term Alignment

- County Road 4 (Broadway Street)

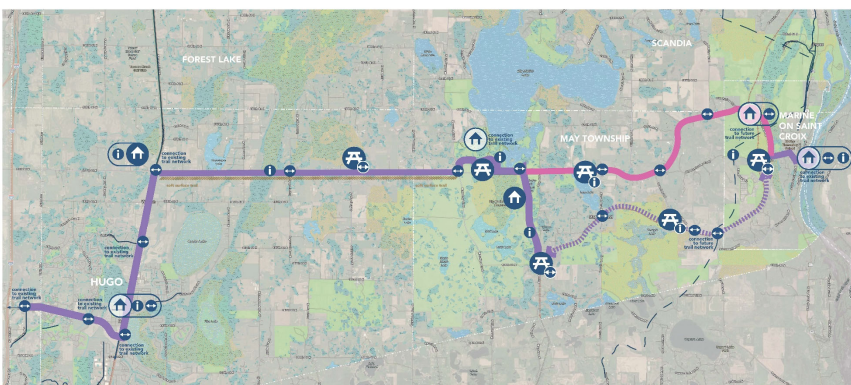


Existing



Proposed (no changes)

# Trail Features



- Long-Term Alignment
- Alternate Alignment
- 🏠 Proposed Trailhead
- 🏠 Enhanced Trailhead
- 🏠 Existing Trailhead
- 🏠 Rest Stops
- 📍 Interpretive Signage
- 📍 Directional Signage
- Existing Trails
- Soft Surface Trail
- ⋯ Planned Trails

## Trail Amenities

- Improve user experience
- Provide access, information

## Considerations within City:

- Trailheads
- Wayfinding/interpretive signage opportunities



# Next Steps



## Stakeholder Support Phase

- Cities and Township – Municipal Support Process
  - Engagements with Commissions and Councils
- Letters of Support Received:
  - Carnelian-Marine-St. Croix Watershed District
  - Hopkins Schoolhouse and Heritage Center
  - Washington Conservation District



## County Next Steps



Finalize Plan Document & Continue Stakeholder Engagement

Approval Process:

- November/December – Municipal Support
- January/February – County Board & Met Council

## Proposed Motion

## Parks and Open Space Commission - Consideration

### Motion of Support

- Support the Glacial Hills Regional Trail Long Range Plan and recommend approval from the Washington County Board of Commissioners



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**Connor Schaefer**

Senior Planner

651-430-4303

[connor.schaefer@co.washington.mn.us](mailto:connor.schaefer@co.washington.mn.us)

**Andrea Rehm**

Planner II

651-430-4332

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A dark green silhouette of Washington County with a white, irregular border, positioned on the left side of the slide.

# Battle Creek to St Croix River Regional Trail Long-Range Plan

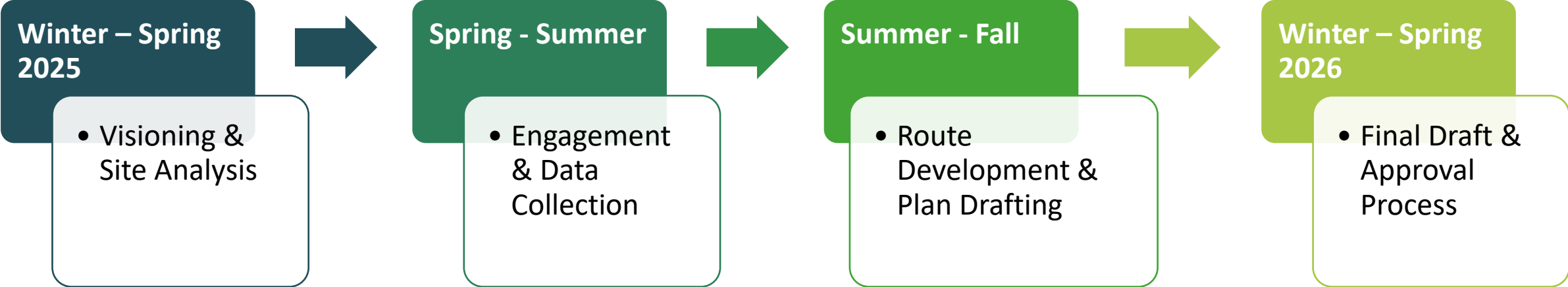
Parks and Open Space Commission 11/15/24

# Agenda

- Background
- Project Structure
- Next Steps

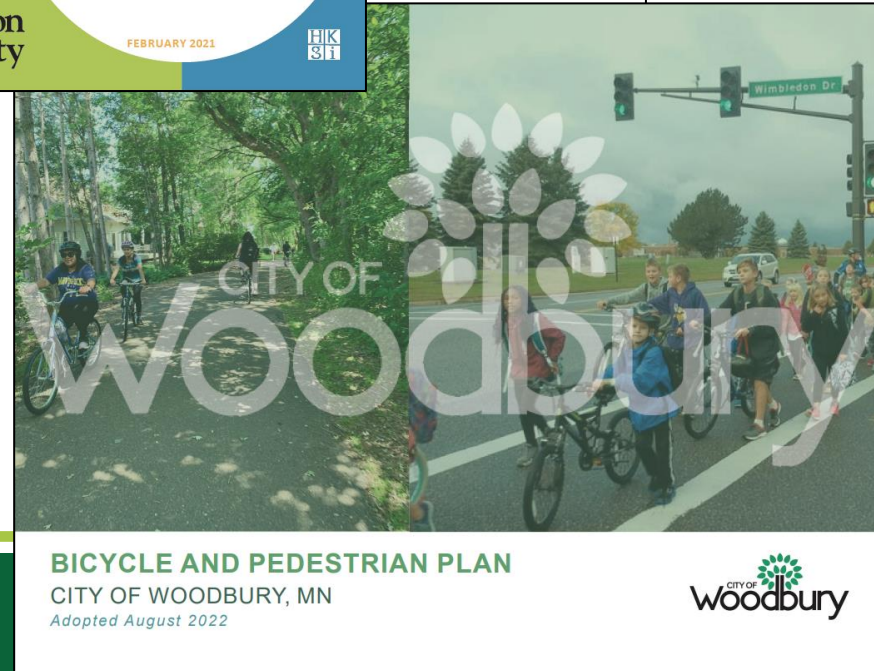
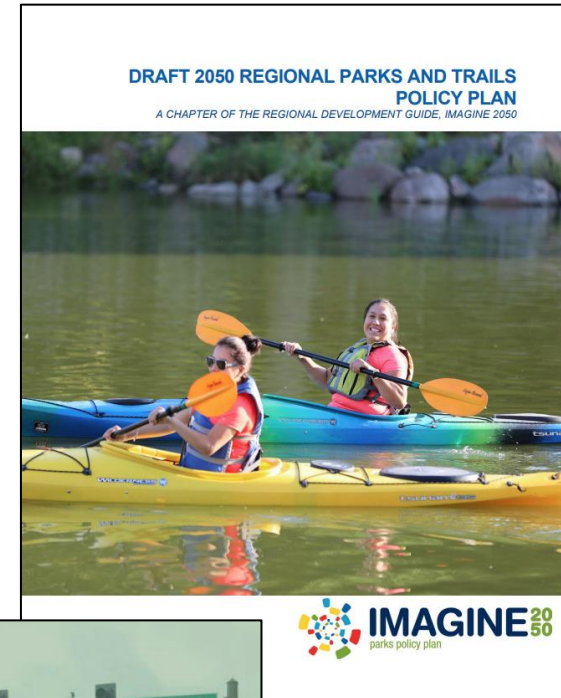


# Long-Range Plan Timeline

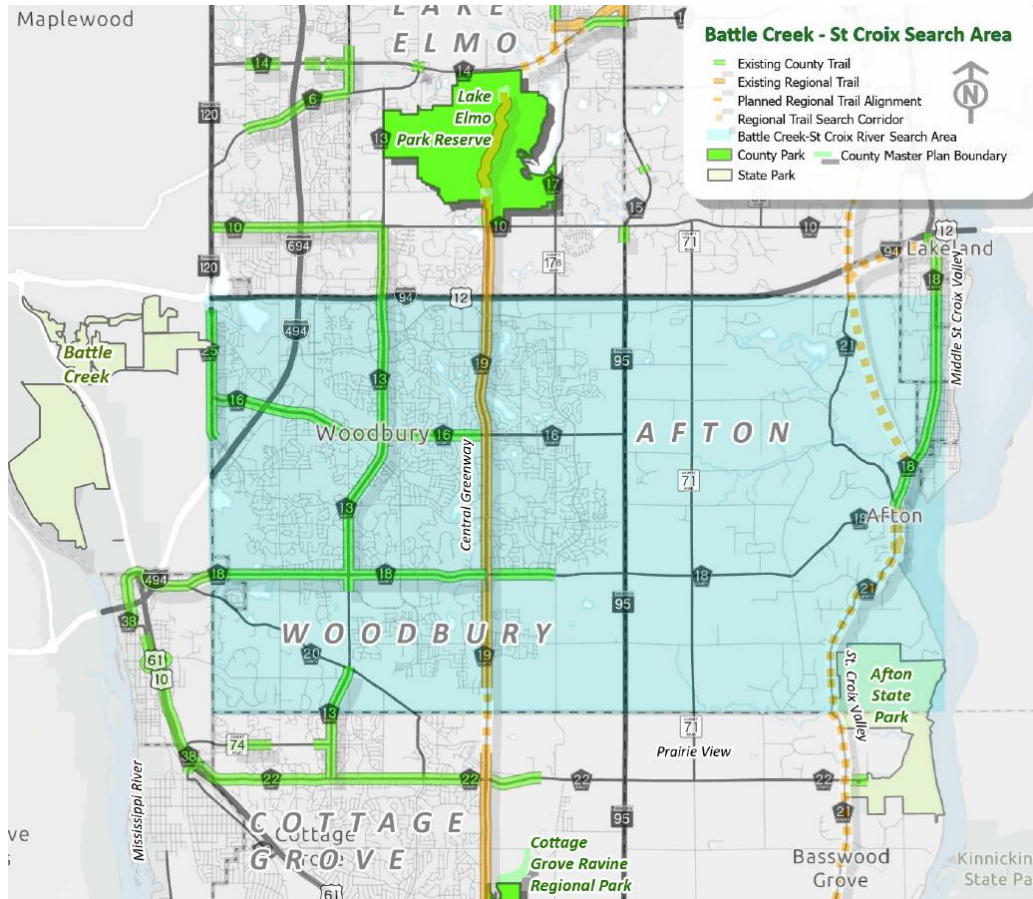


# Corridor Background

- Regional System Vision
- Bike and Pedestrian Plan (2021)
- City Plans
- Watershed Plans



# Corridor Background



~13-mile West-East Arterial Trail

- **West:** County line
- **East:** St Croix River/Downtown Afton

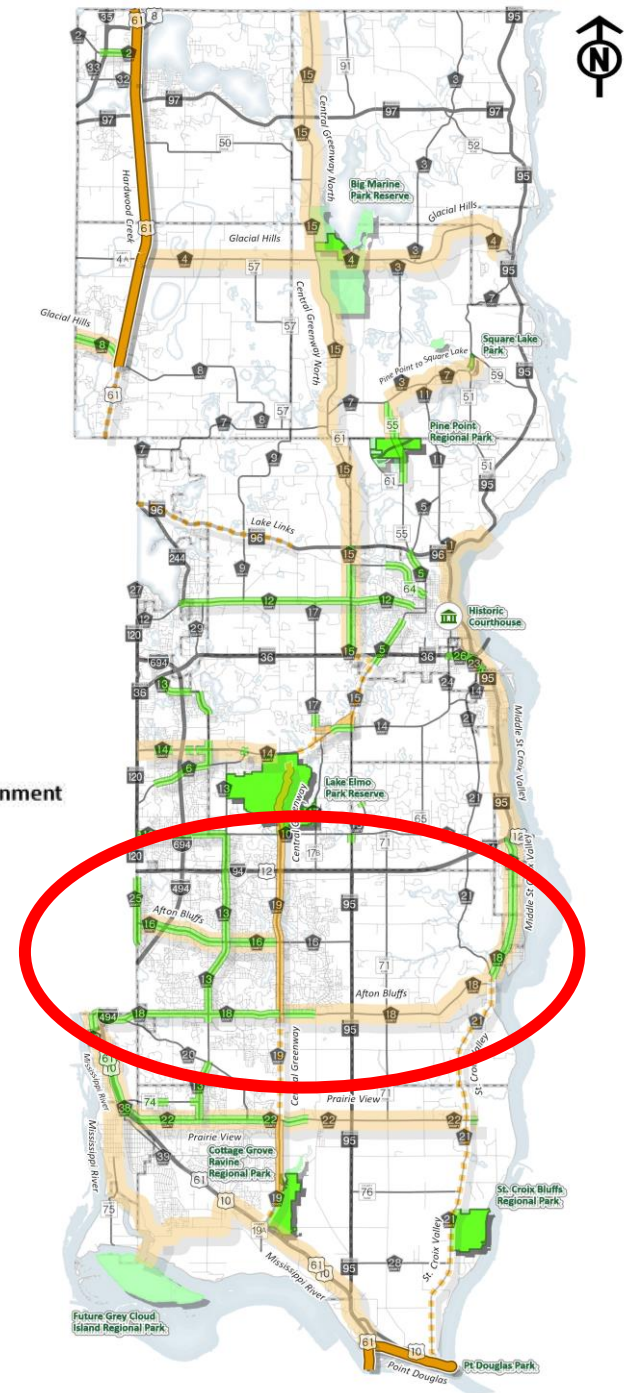
Link between Maplewood/Ramsey County -> Woodbury -> Afton

# Why this corridor?

- Destinations:
  - Battle Creek Regional Park
  - Central Greenway
  - St Croix Valley Regional Trails
- Priority in Bike/Pedestrian Plan
- Demand for trail planning
- Alignment with future plans
- Equity and population growth area

## Legend

- Existing County Trail
- Existing Regional Trail
- Planned Regional Trail Alignment
- Regional Trail Search Corridor
- Planned Alternate Regional Trail Alignment
- Regional & County Parks



# Process Values



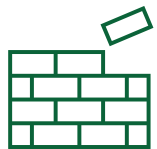
Address requirements for regional trails in **2040 Parks Policy Plan**



Consistent with **Washington County policies, goals, and priorities**



Plan accounts for the inventory and management of **natural and cultural resources**



The plan is **implementable** – assessing key barriers to implementation



Engage broad **cross section of the public**, especially historically underrepresented populations

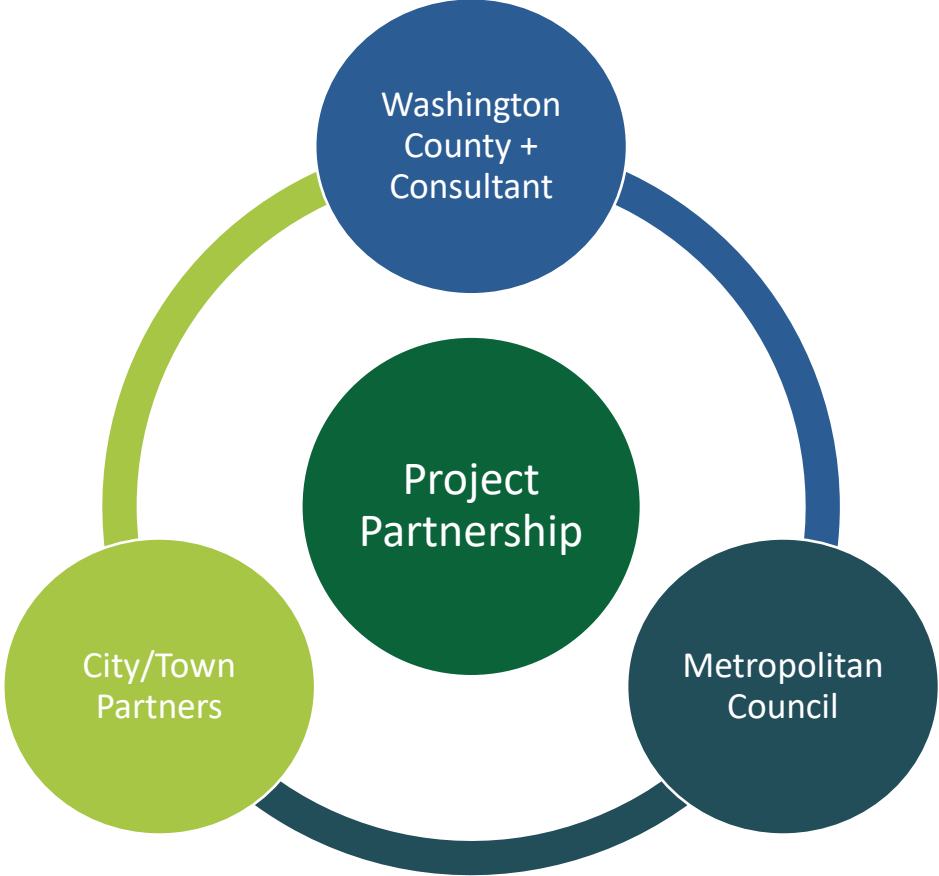


Develop/expand relationships with local communities, affected public agencies and community groups. Project is **supported by local partners**.

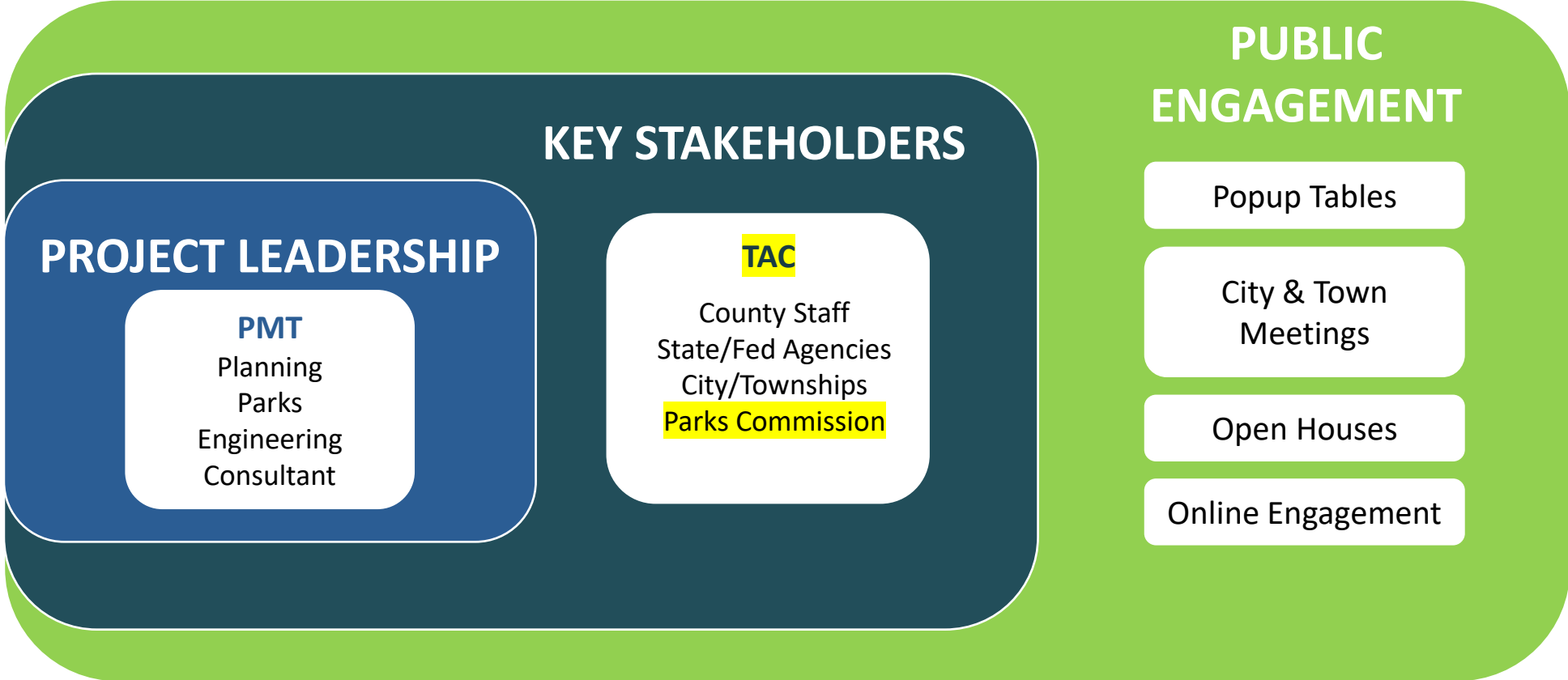


**Process is fun** and keeps people positively engaged!

# Project Partnership



# Engagement Structure



# Technical Advisory Committee (TAC)

## Roles

- Act as liaisons to boards/councils
- Assist in the establishing project priorities
- Ensuring partner agency input

## Responsibilities

- Mutual sharing of information and community feedback.
- Contribute technical expertise and relevant data for project use
- Provide feedback on project options and alternatives

# Next Steps

## Nominate POSC member(s) for Technical Advisory Committee

### Next project steps:

- Plan TAC #1 meeting
- Identify project goals
- Stakeholder analysis
- Begin gathering data and information



An aerial photograph of a park area. A paved path runs vertically through the center. To the left of the path is a grassy area with some trees. To the right is a larger area with many trees, some of which are bare, suggesting a late autumn or winter setting. The word "Questions?" is overlaid in large white text in the center of the image.

# Questions?

**Connor Schaefer**

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**Washington**  
 **County**

## **November 21, 2024 Park Updates**

### **Programs**

#### **Fall Night Hike – October 3**

80 people hit the trails for the Fall Night Hike on October 3rd. Most people had never been on the trails at night before and were unaware that the lights are on until grooming begins, and a few people were new to Lake Elmo Park Reserve.

#### **Scary Stories – Friday, October 11**

Over 160 people attended Scary Stories at Lake Elmo Park Reserve with storyteller Dwight Wilcox. Aamodt's Apple Farm in Stillwater donated apple cider, and Sun Country Farms donated straw bales and pumpkins for the program.

#### **Bird Hike – October 12**

There were 24 hikers ready to look for birds at Big Marine Park. Bird of the day were two beautiful adult Bald Eagles who perched in two trees next to each other and started talking to each other before flying off.

#### **Full Moon Forest Bathing – October 17**

It was a full program with 24 people attending the Full Moon Forest bathing program at Lake Elmo Park Reserve. It was predicted to be an incredibly bright moon, and it didn't disappoint, it was a gorgeous evening!

#### **Courthouse by Candlelight – October 10 and October 24**

Participants joined the Courthouse staff for a unique experience walking the halls of the Historic Courthouse at night by candlelight and exploring the areas typically closed to the public, including the basement, sheriff's residence and the old 1900's county jail while learning the history behind this historic site and enjoying some fun, slightly spooky stories along the way. All 6 scheduled tours were sold out.

#### **BIPOC Connect Night Hike – October 12**

Participants enjoyed an intimate gathering out on the Hills trail at the Lake Elmo Park Reserve. The fall colors and sunset were beautiful! This hike introduced first-time visitors to the park.

#### **Día de Los Muertos – October 26**

200 attendees celebrated the Day of the Dead at the Lake Elmo Park Reserve's Nordic Center. Hot coco was slurped, art made, and music enjoyed! Event vendors included the Salsa Spot food truck, glitter tattoos, and a Mexican folkloric music duo, Donna and Pedro. With bilingual story time from Washington County Libraries and a scavenger hunt out in the woods, participants learned about this culturally significant holiday while enjoying the cozy weather.



\*Photo from Dia de Los Muertos Celebracion

## Parks on the Go

The new Parks on the Go Outreach Van is ready for action. The van will be used for programming throughout Washington County Parks as well as events in local communities. The van was purchased through equity grant funding provided by the Met Council and funding from SHIP provided the unique wrap welcoming people to Washington County Parks. Look for Parks on the Go at upcoming events throughout Washington County.



## 2025 Vehicle Permit Contest

The public submitted photos for the 2025/2026 Washington County photo contest for the park's vehicle permit. Photos were excepted that featured any Washington County Park. Congratulations to Nicole Love, her Great Horned Owl photo won the contest.



## Natural Resources

### Prescribed Burn Training with Lake Elmo Fire Department

On Monday, October 21<sup>st</sup> the City of Lake Elmo Fire Department and County Parks Natural Resource staff completed a prescribed/wildland fire training exercise in Lake Elmo Park Reserve in the evening. This exercise provided hands-on experience for the staff in responding to a wildfire in a challenging night environment. In addition, it provided parks staff an opportunity to see the importance of clear communication and how resources could be used in the event of an escape.



### **Deer Management at St. Croix Bluffs**

The Metro Bow Hunters Resource Base held the first of 2 bow hunts to reduce the deer population at St. Croix Bluffs Regional Park November 15<sup>th</sup> – 17<sup>th</sup>. 23 deer were harvested that included 18 antlerless and 5 bucks. The second hunt weekend at St. Croix Bluffs will take place December 6<sup>th</sup> – 8<sup>th</sup>. During hunt dates sections of the park will be closed to the public to ensure safety.

The Minnesota DNR recommends deer populations of 10 – 20 per square mile. Counts at St. Croix Bluffs revealed 74 deer found during the survey. Overpopulations of deer impact herd health, create excessive browsing which prevents the establishment and regeneration of native plants, and increase vehicle collisions.



COTTAGE GROVE CITY COUNCIL

December 4, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Public Safety Board Presentation  
*Staff Recommendation: Recognize Panamint Capital for their support of the K-9 Program.*
  - B Eagle Scout Award - Cameron Rekstad  
*Staff Recommendation: Recognize Cameron Rekstad's accomplishment of Eagle Scout and award him with a plaque.*
- 7 Consent Agenda
  - A City Council Regular Meeting Minutes (2024-11-06)  
*Staff Recommendation: Approve the November 6, 2024, City Council Regular Meeting Minutes.*
  - B Public Services Commission Meeting Minutes (2024-10-21)  
*Staff Recommendation: Approve the October 21, 2024, Public Services Commission Meeting Minutes.*
  - C Planning Commission Meeting Minutes (2024-10-28)  
*Staff Recommendation: Accept and place on file the minutes from the October 28, 2024, Planning Commission meeting.*
  - D Response Letter to Open Forum Question (2024-11-20)  
*Staff Recommendation: Receive the Response Letter.*
  - E Single-Occassion Gambling Permit - St. Rita's Church  
*Staff Recommendation: Authorize issuance of a single-occassion gambling permit to St. Rita's Church to conduct bingo at 8694 80th Street South, Cottage Grove on February 21-22, 2025.*
  - F Temporary Liquor License - St. Rita's Church  
*Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to St. Rita's Church for their Cabin Fever Bingo event held on February 21 & 22, 2025, at 8694 80th Street South, Cottage Grove.*
  - G Temporary Liquor License - Cottage Grove Lions Club  
*Staff Recommendation: Authorize issuance of a temporary intoxicating liquor license to Kaitlyn Tobritzhofer, on behalf of the Cottage Grove Lions Club, for the Dust 'Em Off Vintage Snowmobile Show to be held at the corner of 70th Avenue So. and Keats Ave So. on January 4, 2025.*

- H Certify Delinquent Utility Accounts  
*Staff Recommendation: Adopt Resolution 2024-164 certifying delinquent utility bills to the property tax rolls payable in 2025.*
- I 2025-2029 Capital Improvement Plan  
*Staff Recommendation: Approve the 2025-2029 Capital Improvement Plan and adopt Resolution 2024-178, Resolution Approving a Comprehensive Plan Amendment to the City's Comprehensive Plan 2040 to Incorporate the Capital Improvement Plan.*
- J Rental License Approvals  
*Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.*
- K Business Licenses 2025  
*Staff Recommendation: Adopt Resolution 2024-172 authorizing renewal of business licenses for 2025.*
- L 2025 Fee Table  
*Staff Recommendation: Adopt Ordinance 1091, authorizing the implementation of fee changes, increases, and additions for the year 2025, effective January 1, 2025.*
- M 2025 Part-time Firefighters Pay Plan  
*Staff Recommendation: Approve Resolution 2024-167 adopting the 2025 Part-time Firefighters Pay Plan.*
- N 2025 Part-time Pay Plan  
*Staff Recommendation: Adopt resolution 2024-168 approving the 2025 Part-time Pay Plan.*
- O 2025 Non-Represented Pay Plan & Benefits  
*Staff Recommendation: Approve Resolution 2024-166 adopting the 2025 Pay Plan and Benefits for employees not covered by a labor contract for the City of Cottage Grove.*
- P Personnel Policy Amendment  
*Staff Recommendation: Adopt Resolution 2024-165 approving the updated Personnel Policy.*
- Q Cannabis & Lower Potency Hemp Edibles  
*Staff Recommendation: Approve the adoption of Ordinance 1088 for the Zoning Ordinance amendments regarding Cannabis and Lower-Potency Hemp Edibles, Ordinance 1089 for the Registration Ordinance Amendments regarding Cannabis and Lower-Potency Hemp Edibles, and Ordinance 1090 Enacting an Odor Ordinance.*
- R Adoption of the City of Cottage Grove All-Hazard Plan  
*Staff Recommendation: Adopt Resolution 2024-169 receiving and approving the City of Cottage Grove All-Hazard Plan.*
- S Authorization to Apply for FY2024 Assistance to Firefighters Grant  
*Staff Recommendation: Authorize the Fire Department to apply for a FY24 FEMA AFG for \$367,656.80 which requires a match for 10 percent of the total cost of \$36,765.68.*
- T Letter of Understanding for Impound Housing Services  
*Staff Recommendation: Approve the Letter of Understanding for Impound Housing Services 2025 between Animal Humane Society and City of Cottage Grove.*
- U Lease Agreement to Use the Cottage Grove Armory Parking Lot for Holiday Train Attendees  
*Staff Recommendation: Approve the lease agreement with the Minnesota National Guard to use the Cottage Grove Armory parking lot for Holiday Train attendees.*
- V Public Facility Outdoor Maintenance Contract  
*Staff Recommendation: Approve the First Amendment to the service agreement through December 31, 2028 with Valdes Lawn Care & Snow Removal to provide outdoor maintenance services to City Hall, HERO Center, Central Fire Station and Fire Station #4.*

- W Cintas Uniform and Floor Coverings Service Agreement  
*Staff Recommendation: Accept the one year service agreement with Cintas to provide rented floor mats and uniforms for the facilities owned by the City of Cottage Grove.*
- X High Zone Raw Water Main Project - Easement Agreement and MOU  
*Staff Recommendation: Approve executing the Memorandum of Understanding with compensation for the easement in the amount of \$3,100, and the Permanent Utility Easement agreement with Jason and Jessica Sadek, to accommodate the water main to be installed on 8532 Indian Boulevard South, as part of the High Zone Raw Water Main Project.*
- Y Denzer Park Service Agreement to Install and Purchase Playground Equipment  
*Staff Recommendation: Authorize service agreement with Webber Recreational Design, Inc. for the purchase and installation of playground equipment at Denzer Park for \$83,845.85.*
- Z Denzer Park Grading Project Quote Award  
*Staff Recommendation: Adopt Resolution 2024-175 awarding the Denzer Park Grading Project to the quote supplied by Miller Excavating, Inc. in the amount of \$24,245.00 and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.*
- AA DNR No Child Left Inside Grant  
*Staff Recommendation: Authorize staff to apply for the Minnesota Department of Natural Resources No Child Left Inside Grant to purchase archery program supplies in the amount of \$4,940.00.*
- BB MemberSports Agreement - River Oaks Golf  
*Staff Recommendation: Staff recommends the approval of the MemberSports 5-year software agreement as reviewed by the City Attorney and City staff based on the payment terms as outlined in the attached memo.*
- CC Rental License Ordinance Amendment – Short Term Rental Exemptions  
*Staff Recommendation: Adopt Ordinance No. 1085 amending City Code Title 3-15-3 and 3-15-9 to add language exempting short-term rental properties from requiring a crime-free lease addendum for tenants and the unrelated persons maximum.*
- DD 2025 Pavement Management – Approve Feasibility Report, Call for Public Improvement Hearing, and Authorize Preparation of Plans and Specifications  
*Staff Recommendation: Adopt Resolution 2024-174 approving the Feasibility Report, establishing a December 18, 2024, Public Hearing date, and authorizing the preparation of Plans and Specifications for the 2025 Pavement Management Project.*
- EE Street Name Change – Preserve at Prairie Dunes and Pine Glen 7th Addition  
*Staff Recommendation: Adopt Resolution 2024-173 approving the street name change for the segment of 100th Street South depicted on the Street Name Change Exhibit to Hamlet Avenue South in the Preserve at Prairie Dunes and Pine Glen 7th Addition.*
- FF Joint Powers Agreement For Maintenance of Century/Geneva Ave. So.  
*Staff Recommendation: Approve of the Joint Powers Agreement between the City of Cottage Grove and the City of Newport for Joint Responsibilities of Century/Geneva Avenue South.*
- GG Cottage Grove Logistics Park (NorthPoint Development) – Master Site Plan Amendment, Zoning Amendment, Conditional Use Permit (Data Center)  
*Staff Recommendation: 1) Adopt Ordinance No. 1086 approving the Zoning Amendment to rezone 38.85 acres of land from AG-2, Agricultural, to I-1, General Industrial District, and amend an existing PUD to include an additional 38.85 acres of land owned by NP BGO Cottage Grove Logistics Park, LLC. 2) Adopt Resolution 2024-176 rescinding Resolution 2021-166 and approving an amendment to the Cottage Grove Logistics Park Master Site Plan to include an additional 38.85 acres of land owned by NP BGO Cottage Grove Logistics Park, LLC, and approving a Conditional Use Permit (CUP) for a Data Center use over the Cottage Grove Logistics Park Master Site Plan under NP BGO Cottage Grove Logistics Park, LLC ownership.*

## 8 Approve Disbursements

A Approve Disbursements  
*Staff Recommendation: Approve disbursements from 11-15-2024 through 11-28-2024 in the amount of \$2,716,222.73.*

9 Public Hearings

A Property Tax Levy Payable in 2025 and Adoption of the 2025 Budget  
*Staff Recommendation: 1) Adopt Resolution 2024-170, Resolution adopting the 2024 Property Tax Levy Collectible in 2025. 2) Adopt Resolution 2024-171, Resolution adopting the 2025 Budget. 3) Adopt Resolution 2024-179, Resolution adopting the Housing and Redevelopment Authority Property Tax Levy.*

10 Bid Awards

11 Regular Agenda

A Park High School – Site Plan Review  
*Staff Recommendation: 1) Adopt Resolution 2024-177 approving the site plan review for two additions to Park High School located at 8040 80th Street South totaling approximately 35,000 square feet and additional site improvements to property located at 8040 80th Street South and 7830 80th Street South. 2) Approve drainage and utility easements, right-of-way easement, encroachment agreement, and a stormwater maintenance agreement on property located at 8040 and 7830 80th Street South.*

12 Council Comments and Requests

13 Workshops - Open to Public

14 Workshops - Closed to Public

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

15 Adjournment



COTTAGE GROVE CITY COUNCIL

November 20, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Swearing In and Badge Pinning Ceremony  
*Staff Recommendation: Swearing In and Badge Pinning Ceremony for Deputy Fire Chief Peter Fischer, Fire Captain Chelsey Flores and Firefighter/Paramedic Riley Erickson.*
  - B Eagle Scout Award - Ryker Pace  
*Staff Recommendation: Recognize Ryker Pace's accomplishment of Eagle Scout and award him with a plaque.*
  - C Cottage Grove Holiday Events  
*Staff Recommendation: Receive the presentation outlining the upcoming holiday events within the community.*
  - D Proclamation - Small Business Saturday  
*Staff Recommendation: Proclaim November 30, 2024, as Small Business Saturday.*
- 7 Consent Agenda
  - A City Council Special Meeting Minutes (11-06-2024)  
*Staff Recommendation: Approve the November 06, 2024, Special Meeting Minutes.*
  - B Approval of Rental Licenses  
*Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.*
  - C Business Retention & Expansion Program Survey Results  
*Staff Recommendation: Receive Report.*
  - D Authorization to Utilize HTTF/Narcotics Forfeiture Funds  
*Staff Recommendation: Authorize the purchase of the equipment and service ribbons utilizing criminal forfeiture funds to be reimbursed by Washington County.*
  - E Portable Restroom Contract  
*Staff Recommendation: Adopt resolution number 2024-158, awarding the Portable Restroom contract to LRS and authorize the service agreement for the three-year contract commencing on January 1, 2025 for the portable restroom service for the City of Cottage Grove.*

- F Purchase and Installation of Picnic Shelters at Pine Tree Pond and Pine Glen Park  
*Staff Recommendation: 1) Approve purchase order to St. Croix Recreation for picnic shelters for Pine Tree Pond Park and Pine Glen Park in the amount of \$36,276.00 2) Adopt resolution 2024-161 authorizing the service agreement with Michael Basich, Inc for the installation of picnic shelters at Pine Tree Pond Park and Pine Glen Park for the amount of \$33,120.00.*
- G Sale of Surplus Property  
*Staff Recommendation: Authorize Public Works to advertise and sell surplus property on Cranky Ape.*
- H Xcel Energy Consent to Improvements Agreement  
*Staff Recommendation: Approve the consent to improvements agreement with Xcel Energy.*
- I TH 61 River Oaks RCUT – Change Order #2  
*Staff Recommendation: Approve Change Order #2, thereby increasing the contract amount by \$2,650.00 to a total of \$1,209,527.40.*
- J Holcim Draft Environmental Impact Statement (DEIS) - Request to Publish  
*Staff Recommendation: Adopt Resolution 2024-163 authorizing distribution of the Draft Environmental Impact Statement for the Nelson Backwaters Project.*
- K U.S. Home, LLC - Sanitary Pipe for Graymont Village  
*Staff Recommendation: Authorize the Mayor to sign the Agreement between City of Cottage Grove and U.S. Home, LLC Related to Segments of Sanitary Pipe for Graymont Village.*
- 8 Approve Disbursements
  - A Approve Disbursements
- 9 Public Hearings
- 10 Bid Awards
- 11 Regular Agenda
  - A Intermediate Zone Water Treatment Plant - Preliminary and Final Plat, Site Plan Review, and Variance  
*Staff Recommendation: 1) Approve Resolution 2024-159 approving the preliminary and final plat to be called Pine Tree Pond Addition 2) Approve Resolution 2024-160 approving a site plan review for the construction of an Intermediate Zone Water Treatment Plant and variances to the maximum building height and minimum rear yard setback located at 8300 Iselton Court South.*
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
  - A Cannabis Businesses/Uses - Zoning & City Code Ordinance Amendments  
*Staff Recommendation: Discuss and provide feedback regarding Cannabis Businesses/Uses, Zoning and City Code Ordinance Amendments.*
  - B 2025 Property Tax Levy and Budget Workshop  
*Staff Recommendation: Provide staff with feedback and direction regarding the 2025 Property Tax Levy and Budget.*
- 14 Workshops - Closed to Public
- 15 Adjournment



COTTAGE GROVE CITY COUNCIL

November 6, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Mayor for a Day  
*Staff Recommendation: Appoint Lily Schmitt as Mayor for a Day on November 6, 2024.*
- 7 Consent Agenda
  - A City Council Special Meeting Minutes (2024-10-02)  
*Staff Recommendation: Approve the October 2, 2024, Special Meeting Minutes.*
  - B City Council Regular Meeting Minutes (2024-10-02)  
*Staff Recommendation: Approve the October 02, 2024, Regular Meeting Minutes.*
  - C City Council Special Meeting Minutes (2024-10-16)  
*Staff Recommendation: Approve the October 16, 2024, Special Meeting Minutes.*
  - D City Council Regular Meeting Minutes (2024-10-16)  
*Staff Recommendation: Approve the October 16, 2024, Regular Meeting Minutes.*
  - E Public Services Commission Meeting Minutes (2024-07-15)  
*Staff Recommendation: Approve the July 15, 2024, Regular Meeting Minutes.*
  - F Planning Commission Meeting Minutes (2024-08-26)  
*Staff Recommendation: Accept and place on file the minutes from the August 26, 2024, Planning Commission meeting.*
  - G Massage Therapist License - Lisa Christine Ramos  
*Staff Recommendation: Authorize issuance of a Massage Therapist License to Lisa Christine Ramos.*
  - H Single-occassion Gambling Permit - Strawberry Fest Bingo  
*Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Loriann Olsen on behalf of Strawberry Fest to conduct bingo at River Oaks Golf Course (11099 Highway 61, Cottage Grove) on February 22, 2025.*
  - I Rental License Approvals  
*Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.*

- J 2025-2026 Police Officers Labor Contract  
*Staff Recommendation: Approve the 2025-2026 labor contract with the Police Officers union.*
- K Metro Transit Network Now Comment Letter  
*Staff Recommendation: Approve submittal of the comment letter to Metro Transit on their Network Now plan.*
- L Washington County 2025-2029 CIP Response Letter  
*Staff Recommendation: Approve the response letter to the Washington County 2025-2029 Draft CIP.*
- M Joint Powers Agreement Between Washington County and the City of Cottage Grove for a Mass Community Notification System  
*Staff Recommendation: Authorize executing the Joint Powers Agreement between Washington County and the City of Cottage Grove for a mass community notification system.*
- N Updated Ambulance Purchase Authorization  
*Staff Recommendation: Authorize the Mayor and Clerk to sign the sales quote for the purchase of a Ford E-450 Road Rescue Ultramedic from Everest Emergency Vehicles with an estimated cost of \$293,627.00 and an estimated delivery of December 2025.*
- O Authorization to order 2025 Fire Tender  
*Staff Recommendation: 1) Authorize the order of the 2025 Fire Tender utilizing the Sourcewell Cooperative Purchasing Group. 2) Approve Resolution 2024-155, Declaring the official intent of the City of Cottage Grove to reimburse certain expenditures from the proceeds of bonds to be issued by the City with respect to equipment (Fire Tender).*
- P Utility and Engineering Building Change Order # 3  
*Staff Recommendation: Approve Change Order #3 for the Utility and Engineering Building which results in a reduction in project costs in the amount \$9,159.33.*
- Q Goodview Avenue Well Sealing Project Final Payment  
*Staff Recommendation: Adopt Resolution 2024-152 approving the final payment in the amount of \$29,062.15 to Mineral Services Plus, LLC for the Goodview Avenue Well Sealing Project.*
- R Gateway North Second Addition – Preliminary and Final Plat  
*Staff Recommendation: Adopt Resolution 2024-153 approving the Preliminary and Final Plat to be called Gateway North Second Addition in order to create two parcels (a 7.89-acre parcel for Kohl's and a new 1.03-acre parcel for Chase Bank).*
- S Hometown Fiber Broadband Aware  
*Staff Recommendation: Staff recommends the approval of the scope of work and services proposed by Hometown Fiber for the Broadband Aware program, at a cost of \$22,528.*

8 Approve Disbursements

- A Approve Disbursements

9 Public Hearings

10 Bid Awards

- A Low Zone Water Tower Bid Award  
*Staff Recommendation: 1) Adopt Resolution 2024-151 awarding the bid for the Low Zone Water Tower to Landmark Structures 1, LP in the total amount of \$5,183,000.00. 2) Approve Resolution 2024-156, Declaring the official intent of the City of Cottage Grove to reimburse certain expenditures from the proceeds of bonds to be issued by the City with respect to the construction of the Low Zone Water Tower.*
- B Kingston Park Electrical Improvements-Bid Award  
*Staff Recommendation: Adopt Resolution 2024-154 awarding the bid for Kingston Park Electrical Improvements to Killmer Electric in the total amount of \$152,345.*

11 Regular Agenda

- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- 14 Workshops - Closed to Public
- 15 Adjournment



COTTAGE GROVE CITY COUNCIL

October 16, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Terrance Patrick Cahill Award Recognition - Officer Sorgaard and K9 Odin  
*Staff Recommendation: Recognize Officer Matt Sorgaard and his partner, K9 Odin, for their achievements at the USPCA National Field Trials.*
- 7 Consent Agenda
  - A City Council Regular Meeting Minutes (2024-09-04)  
*Staff Recommendation: Approve the September 4, 2024, Regular Meeting Minutes.*
  - B Advisory Committee on Historic Preservation Meeting Minutes (2024-08-13)  
*Staff Recommendation: Accept and place on file the minutes from the August 13, 2024, meeting of the Advisory Committee on Historic Preservation.*
  - C Single Occasion Gambling License - Beyond the Yellow Ribbon  
*Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Mississippi River Valley Beyond the Yellow Ribbon to conduct a raffle at 12800 Ravine Parkway on December 1, 2024.*
  - D Accept donations  
*Staff Recommendation: Adopt Resolution 2024-144, Accepting donations for 2024.*
  - E Accelerated Firefighter/Paramedic Program Agreement  
*Staff Recommendation: Approve the Accelerated Firefighter/Paramedic Recruitment Program agreement for Mike Dandle and Sam Anderson.*
  - F Authorization to Order 2025 River Oaks Lawn Mowers  
*Staff Recommendation: Authorize staff to place the order of two Greensmaster eTriflex mowers in 2024 with receipt and invoicing to occur in 2025.*
  - G 90th Street – No Parking Zone  
*Staff Recommendation: Adopt Resolution 2024-148 restricting parking on the north side of 90th Street extending from Hadley Avenue to Greene Avenue, Monday through Friday, 7:00 AM to 9:00 AM, and 2:00 PM to 4:00 PM.*
  - H Intersection Control at Hemingway Avenue and 79th Street  
*Staff Recommendation: Adopt Resolution 2024-149 approving the placement of stop signs for northbound*

and southbound traffic on Hemingway Avenue at 79th Street, which will make the intersection an all-way stop.

I Woodward Ponds 2nd Addition – Final Streets Memorandum of Understanding  
*Staff Recommendation: Approve the Memorandum of Understanding between Ravine Parkway LLC and the City of Cottage Grove.*

J Washington Conservation District and Members of the 2025-2027 East Metro Water Education Program - Agreement  
*Staff Recommendation: Approve the Agreement between Washington Conservation District and Members of the 2025-2027 East Metro Water Education Program (EMWREP).*

K 2025-2026 Service Agreement - Washington Conservation District  
*Staff Recommendation: Approve the 2025-2026 Service Agreement between Washington Conservation District and the City of Cottage Grove.*

L Oltman Middle School – Stormwater Maintenance Agreement  
*Staff Recommendation: Approve the Stormwater Management Facilities Agreement between the City of Cottage Grove and Independent School District #833.*

8 Approve Disbursements

A Approve Disbursements

9 Public Hearings

A Tall Weeds Assessment Hearing  
*Staff Recommendation: 1. Hold Public Hearing. 2. Adopt Resolution 2024-142, Adopting service charges for the removal of noxious weeds and plants from private property.*

B 2024 Pavement Management Hearing  
*Staff Recommendation: 1. Conduct the Public Hearing for the 2024 Pavement Management Project. 2. Adopt Resolution 2024-143, Adopting the Assessment Roll for the 2024 Pavement Management Project.*

C Oltman Middle School – Easement Vacation(s), Drainage and Utility Easement, Access Easement  
*Staff Recommendation: 1) Hold the public hearing regarding vacating, rescinding, terminating, and releasing a permanent easement and temporary easement for watermain for Lot 1, Block 1, New Oltman Middle School and permanent easements for storm sewer for Lot 2, Block 1, New Oltman Middle School. 2) Adopt Resolution 2024-145 rescinding the July 17, 2024, City Council actions related to Oltman Middle School. 3) Adopt Resolution 2024-146 vacating, rescinding, terminating, and releasing a permanent easement and temporary easement for watermain for Lot 1, Block 1, New Oltman Middle School. 4) Approve the Permanent Access Easement for Lot 1, Block 1, New Oltman Middle School. 5) Adopt Resolution 2024-147 vacating, rescinding, terminating, and releasing permanent easements for storm sewer on Lot 2, Block 1, New Oltman Middle School. 6) Approve the Permanent Easement for Storm Sewer over a portion of Lot 2, Block 1, New Oltman Middle School.*

10 Bid Awards

11 Regular Agenda

12 Council Comments and Requests

13 Workshops - Open to Public

14 Workshops - Closed to Public

15 Adjournment



COTTAGE GROVE CITY COUNCIL

October 2, 2024

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

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Proclamation – 2024 Fire Prevention Week  
*Staff Recommendation: Proclaim the week of October 6 through October 14, 2024, as Fire Prevention Week.*
- 7 Consent Agenda
  - A City Council Special Meeting Minutes (2024-08-07)  
*Staff Recommendation: Approve the August 7, 2024, Special Meeting Minutes.*
  - B City Council Regular Meeting Minutes (2024-08-07)  
*Staff Recommendation: Approve the August 7, 2024, Regular Meeting Minutes.*
  - C City Council Special Meeting Minutes (2024-08-21)  
*Staff Recommendation: Approve the August 21, 2024, Special Meeting Minutes.*
  - D City Council Regular Meeting Minutes (2024-08-21)  
*Staff Recommendation: Approve the August 21, 2024, Regular Meeting Minutes.*
  - E City Council Emergency Meeting Minutes (2024-08-30)  
*Staff Recommendation: Approve the August 30, 2024, Emergency Meeting Minutes.*
  - F Planning Commission Minutes (2024-07-22)  
*Staff Recommendation: Accept and place on file the minutes from the July 22, 2024, Planning Commission meeting.*
  - G Economic Development Meeting Minutes (2024-07-09)  
*Staff Recommendation: Approve the July 9, 2024, Economic Development Regular Meeting Minutes.*
  - H Parks, Recreation and Natural Resources Commission Meeting Minutes (2024-05-13)  
*Staff Recommendation: Approve the May 13, 2024, Parks, Recreation and Natural Resources Meeting Minutes.*
  - I Rental License Approvals  
*Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.*
  - J Election Judge Appointment - General Election (2024-11-05)  
*Staff Recommendation: Approve Resolution 2024-133 and the appointment of the election judges listed in*

*Exhibit A for the General Election on November 5, 2024, and authorize the City Clerk to appoint additional election judges, as needed, to fill vacancies.*

- K Fire Labor Contract  
*Staff Recommendation: Approve the 2025-2026 labor contract with the Firefighters Union. All wage and benefits costs have been budgeted for in the 2025 budget.*
- L 49er Labor Contract  
*Staff Recommendation: Approve the 2025-2026 labor contract with the 49er's Union. All wage and benefits costs have been budgeted for in the 2025 budget.*
- M East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Project - Easement Acquisition  
*Staff Recommendation: Approve the Stipulation of Settlement for Parcel 14 by and between YG Properties, LLC and the City for the East Point Douglas Road and Jamaica Avenue Reconstruction and Signal Project and authorize payment of the balance of the settlement amount, \$51,300.00.*
- N Coordinated Mental Health Response Agreement  
*Staff Recommendation: 1) Authorize the agreement between the City of Cottage Grove and Washington County Community Services for Coordinated Mental Health Response. 2) Authorize utilizing the Opioid Settlement to fund Cottage Grove's portion of the Coordinated Mental Health Response agreement.*
- O 2025 DWI/Traffic Safety Officer Grant Agreement  
*Staff Recommendation: Adopt Resolution 2024-139, authorizing execution of the 2025 DWI Traffic Safety Officer grant agreement with the Minnesota Department of Public Safety.*
- P Purchase - Cardiac Monitors, AEDS, & Ventilators  
*Staff Recommendation: Authorize the purchase of Zoll cardiac monitors (3), AEDs (5) and ventilators (3), including service plans, for a total of \$229,488.31 paid over five years utilizing a no interest payment plan of \$45,897.66 per year.*
- Q East Metro Human Trafficking Task Force Forfeiture Funds  
*Staff Recommendation: Authorize the purchase of four ballistic shields utilizing criminal forfeiture funds to be reimbursed by the Washington County Sheriff's Office.*
- R Adoption of Fire 5-Year Strategic Plan  
*Staff Recommendation: Adopt the fire department's 5-year strategic plan.*
- S Authorization to Order 2025 Public Safety Vehicles  
*Staff Recommendation: Authorize the order of five 2025 Dodge Durango's in 2024 during the state contract pricing vehicle ordering window.*
- T Assessment of Removal of Noxious Weeds on Private Property  
*Staff Recommendation: 1) Adopt Resolution 2024-134 Declaring Costs to be assessed for Removal of Noxious Weeds from Private Property. 2) Adopt Resolution 2024-135 calling for a Public Hearing on Proposed Assessments to be held on October 16, 2024, for the Removal of Noxious Weeds from Private Property.*
- U Two Year Tree Trimming Contract Quote Award  
*Staff Recommendation: Authorize resolution 2024-132, awarding the quote for boulevard tree trimming services to Birch Tree Care in the amount of \$113,887 for the 2024-2025 trimming season, and authorize the service agreement for the two-year tree trimming project.*
- V Sale of Surplus Property  
*Staff Recommendation: Authorize Public Works to advertise and sell surplus property on Cranky Ape.*
- W Grey Cloud Island Township - Detour MOU  
*Staff Recommendation: Authorize the City Administrator to enter into an agreement with Grey Cloud Township allowing City staff to perform roadway shouldering for Grey Cloud Township in lieu of detour compensation.*

- X Jamaica Avenue Trunk Storm Sewer realignment Project - Right of Entry  
*Staff Recommendation: Approve the Right-of-Entry Agreement as part of the Jamaica Avenue Trunk Storm Sewer Realignment Project with the Joan Glendenning Kennedy Family Limited Partnership, WAG Farms, Inc. Landowner, and Glendenning Farms, L.P.*
- Y 2024 Goodview Ave Well Sealing Quote Award  
*Staff Recommendation: Adopt Resolution 2024-140 awarding the 2024 Goodview Avenue Well Sealing Project to Kimmes Bauer Well Drilling, Inc. in the amount of \$29,624.00 and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.*
- Z 2024 Pavement Management Project - Declare Costs to be Assessed and Call for a Public Hearing  
*Staff Recommendation: 1) Adopt Resolution 2024-136 declaring the costs to be assessed for the 2024 Pavement Management Project. 2) Adopt Resolution 2024-137 calling for a Public Hearing to be held on October 16, 2024, for the 2024 Pavement Management Project.*
- AA Kingston Park Power Upgrade  
*Staff Recommendation: Adopt Resolution 2024-138 approving the plans and specifications and authorizing bidding for the Kingston Park Site Power Upgrade Project.*
- BB Summer Valley - Right of Entry  
*Staff Recommendation: Approve the Summer Valley Right of Entry agreement with the South Washington Watershed District subject to minor modifications by the city attorney.*
- CC Imagine 2050 Comment Letter  
*Staff Recommendation: Authorize the submission of the Comment Letter to the Metropolitan Council on the Imagine 2050 Policy Plan.*
- 8 Approve Disbursements
  - A Approve Disbursements
- 9 Public Hearings
- 10 Bid Awards
  - A Jamaica Avenue Trunk Storm Sewer Realignment Project - Bid Award  
*Staff Recommendation: Adopt Resolution 2024-141 awarding the bid for the Jamaica Avenue Trunk Storm Sewer Realignment Project to New Look Contracting in the total amount of \$298,439.00.*
- 11 Regular Agenda
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
  - A August 29, 2024 - Severe Weather Emergency Update  
*Staff Recommendation: Receive an update from staff regarding the State of Emergency issued on August 29, 2024.*
- 14 Workshops - Closed to Public
- 15 Adjournment