



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

December 18, 2024

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
 - A Life Saving Award
Staff Recommendation: Present Lauren Rowe with a life saving award.
- 7 Consent Agenda
 - A City Council Special Meeting Minutes (2024-11-13)
Staff Recommendation: Approve the November 13, 2024, City Council Special Meeting Minutes.
 - B Parks, Recreation and Natural Resources Commission Minutes (9-9-2024)
Staff Recommendation: Approve the September 9, 2024, Parks, Recreation and Natural Resources Regular Commission meeting minutes.
 - C Economic Development Authority Regular Meeting Minutes (2024-11-12)
Staff Recommendation: Approve the November 12, 2024, Economic Development Authority Regular Meeting Minutes.
 - D CVB Member Appointment
Staff Recommendation: Appoint Chris Reese to the vacant seat on the Convention and Visitors Bureau Board of Directors.
 - E Designate Newspaper 2025
Staff Recommendation: Designate the St. Paul Pioneer Press as the City of Cottage Grove's newspaper for official publication in 2025.
 - F Business Licenses 2025
Staff Recommendation: Adopt Resolution 2024-187 authorizing renewal of business licenses for 2025.
 - G 2025 Council Meeting Schedule
Staff Recommendation: Approve the 2025 Council Meeting Schedule.
 - H Washington County Worksite Wellness Grant
Staff Recommendation: Approve the agreements for the Wellness Committee to purchase materials to construct and plant raised garden beds for City employees.
 - I Health and Dental Insurance Benefits
Staff Recommendation: Approve the MetLife Dental Policy and the Medica Master Group Contract for 2025.

- J Rental License Approvals**
Staff Recommendation: Approve the issuance of rental licenses to the properties listed in the attached table.
- K Amend 2024 and 2025 Budget**
Staff Recommendation: 1) Adopt Resolution 2024-180, 2024 Budget Revisions. 2) Adopt Resolution 2024-181, 2025 Budget Revisions.
- L Fund Balance Policy and Interfund Transfer**
Staff Recommendation: 1) Adopt Resolution 2024-183, approving the Fund Balance Policy. 2) Adopt Resolution 2024-192, approving the Interfund Transfer.
- M Accept donation from LSP Cottage Grove, LP**
Staff Recommendation: Adopt Resolution 2024-185, Accepting donation from LSP Cottage Grove, LP for the Economic Development Trust Fund.
- N Utility Billing Printing Service Agreement**
Staff Recommendation: Approval of the service agreement with InfoSend, Inc. for the mailing and printing of utility bills.
- O Consent Order Letter**
Staff Recommendation: Approve letter for O&M Funding Transition
- P 2025 Lobbyist Contract Approval**
Staff Recommendation: 1) Authorize entering into an agreement with Aurora Strategic Advisors for federal lobbying services in 2025. 2) Authorize the letter of engagement with Larkin Hoffman for state lobbying services in 2025.
- Q Community Service Officer Cadet Program and Agreement**
Staff Recommendation: 1) Authorize the implementation and cost for two Community Service Officer Cadets to start in 2025. 2) Approve the Community Service Officer/Cadet Law Enforcement Program agreement for Cole Pfeiffer and Ella Haas.
- R Renewal of Prosecution Services Agreement with F. Joseph Taylor Law Firm**
Staff Recommendation: Authorize an agreement for prosecution and related services with the F. Joseph Taylor Law Firm for the contract years 2025-2027.
- S Amended Purchase Agreement - Roers Companies**
Staff Recommendation: Adopt Resolution 2024-190 approving the first amendment to the purchase agreement between the City of Cottage Grove and Roers Cottage Grove Apartments LLC extending the closing date for Outlots A, C, and D of Frattalone's Southpoint Ridge plat to June 30, 2025.
- T County 19A/100th Street Realignment – RAISE Grant Application**
Staff Recommendation: Adopt Resolution 2024-184 supporting the City's RAISE grant application for the County 19A/100th Street Realignment Project.
- U Cottage Grove 2025 Standard Specifications for Street & Utility Construction and 2025 Standard Detail Plates**
Staff Recommendation: Approve the Cottage Grove 2025 Standard Specifications for Street & Utility Construction and 2025 Standard Detail Plates.
- V Shelving Quote for Utilities & Engineering Building**
Staff Recommendation: Adopt Resolution 2024-182 awarding the shelving quote to Storage Solutions in the amount of \$56,625 for the Utilities & Engineering Building.
- W John Deere 6M 130 Cab Tractor and Diamond Mower Attachment Purchase**
Staff Recommendation: Authorize the purchase from Midwest Machinery Co. for a John Deere 6M 130 Cab Tractor and the Diamond Mower attachments for \$204,590.08.

- X 81st Street Water Tower - AT&T Lease Agreement
Staff Recommendation: Approve the 3rd Amendment to the Water Tower Lease Agreement with AT&T at the 81st/Innsdale Water Tower Site.
- Y Donation of Surplus Property - Motorola Radios
Staff Recommendation: Authorize the donation of surplus property (15 Motorola radios and equipment) to Washington County Communications.
- Z Electrical Inspection Services - Agreement for Professional Services
Staff Recommendation: Approve the Agreement for Professional Services with River Heights Inspections, LLC for electrical inspector services.
- AA 2026 Pavement Management – Authorization of Feasibility Report
Staff Recommendation: Adopt Resolution 2024-189 authorizing the preparation of a feasibility report for the 2026 Pavement Management Project for roadways in the residential area west of Jamaica Avenue between Hillside Trail and 90th Street, within the Thompson Grove Estates 11th Addition, Woodridge Park Addition, Pinetree Pond Townhouses, and Cottage Grove Commercial Addition neighborhoods.
- BB Hometown Fiber - Permit Assist
Staff Recommendation: Approve the scope of work and services proposed by Hometown Fiber for the Permit Assist program and authorize the appropriate officials to sign all necessary documents to effectuate these actions.
- CC Denzer Park Picnic Shelter and Installation
Staff Recommendation: 1) Approve a purchase order to St. Croix Recreation for a picnic shelter at Denzer Park in the amount of \$19,763. 2) Adopt resolution 2024-186 awarding the installation of a park shelter to Michael Basich, Inc and authorizing the service agreement with Michael Basich, Inc for the installation of a picnic shelter at Denzer Park in the amount of \$16,560.
- 8 Approve Disbursements
 - A Approve Disbursements
- 9 Public Hearings
 - A 2025 Pavement Management – Hold Public Hearing and Order Project
Staff Recommendation: 1) Conduct the Public Hearing for the 2025 Pavement Management Project. 2) Adopt Resolution 2024-188 Ordering the 2025 Pavement Management Project.
- 10 Bid Awards
- 11 Regular Agenda
 - A Roers Companies Cottage Grove Multi-Family – Amended Site Plan Review
Staff Recommendation: Adopt Resolution 2024-191 rescinding Resolution 2024-007 and approving the amended site plan review for a 144-unit, six-story mixed-income multi-family apartment building located at 6850 East Point Douglas Road South.
- 12 Council Comments and Requests
- 13 Workshops - Open to Public
- 14 Workshops - Closed to Public
- 15 Adjournment