



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

May 7, 2025

- 1 Call to Order
- 2 Pledge of Allegiance
- 3 Roll Call
- 4 Open Forum
- 5 Adoption of Agenda
- 6 Presentations
  - A Proclamation - Mental Health Awareness Month  
*Staff Recommendation: Proclaim May 2025 Mental Health Awareness Month.*
  - B Proclamation - Police Week and Police Officer Memorial Day  
*Staff Recommendation: Proclaim National Police Week May 11-17, 2025, and Peace Officers Memorial Day May 15, 2025.*
  - C Proclamation - EMS Week  
*Staff Recommendation: Designate the week of May 18-24, 2025 as Emergency Services Week.*
  - D Proclamation - Building Safety Month  
*Staff Recommendation: Proclaim May 2025 Building Safety Month.*
  - E Proclamation - Asian American and Pacific Islander Heritage Month  
*Staff Recommendation: Proclaim May 2025 Asian American and Pacific Islander Heritage Month.*
- 7 Consent Agenda
  - A City Council Special Meeting Minutes (2025-04-02)  
*Staff Recommendation: Approve the April 2, 2025, Special Meeting Minutes.*
  - B City Council Regular Meeting Minutes (2025-04-02)  
*Staff Recommendation: Approve the April 2, 2025 City Council Regular Meeting Minutes.*
  - C City Council Regular Meeting Minutes (2025-04-16)  
*Staff Recommendation: Approve the April 16, 2025, Regular Meeting Minutes.*
  - D Gambling Permit - Ruth Kay Linkenmeyer-Meirick (MN Foundation for Agriculture)  
*Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Ruth Kay Linkenmeyer-Meirick on behalf of MN Foundation for Agriculture to conduct a raffle at River Oaks Golf Course (11099 Highway 61) on June 17, 2025.*
  - E Gambling Permit - Pamela Jeane Tobritzhofer (Cottage Grove Lions Club)  
*Staff Recommendation: Authorize issuance of a single-occassion gambling permit to Pamela Jeane Tobritzhofer on behalf of the Cottage Grove Lions Club to conduct a raffle at Carbones Pizza (7155 Jorgensen Avenue South) on September 16, 2025.*

- F      **Massage Therapist License - Sarah Ann Meyer**  
*Staff Recommendation: Authorize issuance of a Massage Therapist License to Sarah Ann Meyer.*
- G      **Fee Table Change - Ordinance 1097**  
*Staff Recommendation: Adopt Ordinance 1097 accepting the changes to the City Fee Table as outlined in the City Ordinance.*
- H      **City Engineer Position - Appointment**  
*Staff Recommendation: Appoint Paul Sponholz to the position of City Engineer, at grade X01, step 6, with a start date to be effective as soon as possible.*
- I      **Approval of Rental Licenses**  
*Staff Recommendation: Approve the issuance of rental licenses to the properties in the attached table.*
- J      **2025 Body-Worn Camera Audit - Executive Summary**  
*Staff Recommendation: Accept the Cottage Grove Police Department 2025 Body-Worn Camera (BWC) Audit.*
- K      **FinnlySport MSA and Contract**  
*Staff Recommendation: Approve the proposed contract between the City of Cottage Grove and FinnlySport in the amount of \$6,157.30. This partnership will allow the Ice Arena to modernize its systems, improve operational efficiency, and better serve our community.*
- L      **Code Compliance/Abatement Mowing - Valdes Lawn Care and Snow Removal LLC**  
*Staff Recommendation: Adopt Resolution 2025-36 approving the agreement for Lawn Care Maintenance Abatement Services to Valdes Lawn Care and Snow Removal LLC for the 2025 - 2026 seasons in the amount of \$80 per hour.*
- M      **Temporary Certificates of Occupancy Policy**  
*Staff Recommendation: Adopt the Temporary Certificate of Occupancy Policy.*
- N      **ISD 833 - Park High School Turn Lane MOU**  
*Staff Recommendation: Execute the Memorandum of Understanding with Independent School District 833 to include the design and construction of the required turn lane modifications in the 80th Street Improvements project related to the Park High School Improvements.*
- O      **Purchase Agreement - Outlot G Eastridge Woods 2nd Addition**  
*Staff Recommendation: Approve the Purchase Agreement between the City of Cottage Grove and Ryan and Colleen Johnsen for Outlot G of the Eastridge Woods 2nd Addition.*
- P      **Boundary Adjustment and Drainage and Utility Easement – 7560 Harkness Avenue & 7675 Hardwood Avenue**  
*Staff Recommendation: Adopt Resolution 2025-067 approving the Boundary Adjustment and Permanent Drainage and Utility Easement at 7675 Hardwood Avenue South.*
- Q      **Utility & Engineering Building Change Order #6**  
*Staff Recommendation: Approve Change Order #6 in the amount of \$40,419.50 for the Utilities and Engineering Division Building project, resulting in a remaining construction contingency in the amount of \$458,048.44, and a remaining Owner’s contingency in the amount of \$86,800.11.*
- R      **105th St Engineering Study and Traffic Investigation - Ideal Ave to Hadley Ave**  
*Staff Recommendation: Adopt Resolution 2025-068 requesting MnDOT to complete an Engineering Study and Traffic Investigation along 105<sup>th</sup> Street South from Ideal Avenue to Hadley Avenue.*
- S      **Newport Water System Interconnection - JPA Approval**  
*Staff Recommendation: Approve the Joint Powers Agreement with the City of Newport for a Water System Interconnection to supply water to the Cherrywood and Cherry Meadow developments.*
- T      **6646 96th Street South - Encroachment Agreement**  
*Staff Recommendation: Approve the Encroachment Agreement for 6646 96th Street South and appropriate officials are hereby authorized to sign the Encroachment Agreement to effectuate this action.*

- U      CCIP Grant Acceptance  
*Staff Recommendation: Approve the South Washington Watershed District (SWWD) Coordinated Capital Improvement Program (CCIP) agreement for the Salt Spreader Controls Upgrade Project in the amount of \$102,500.*
- V      Public Works Concrete Quote & Service Agreement  
*Staff Recommendation: Adopt resolution 2025-066 awarding the Public Works Concrete Services Contract to Frank Zamora's Concrete and authorize the service agreement between Frank Zamora's Concrete and the City of Cottage Grove.*
- W      2026 Pavement Management - Isle Ave ROW  
*Staff Recommendation: Approve the MOU for Isle Avenue Right of Way.*
- X      2025 Televising and Cleaning Project Quote Award  
*Staff Recommendation: Adopt Resolution 2025-070 awarding the 2025 Televising and Cleaning Project to the accepted quote supplied by Pipe Services in the amount of \$32,371.41, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.*
- Y      2025 Joint Services Street Striping Project – Quote Award  
*Staff Recommendation: Adopt Resolution 2025-069 awarding the 2025 Joint Services Street Striping Project to the lowest accepted quote supplied by Sir Lines-A-Lot, LLC in the amount of \$77,931.62, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.*
- Z      2025 Joint Services Crack Sealing Project Quote Award  
*Staff Recommendation: Adopt Resolution 2025-071 awarding the 2025 Joint Services Crack Sealing Project to the lowest accepted quote supplied by Asphalt Surface Technologies Corporation in the amount of \$85,680.00, and the appropriate officials are hereby authorized to sign all necessary documents to effectuate these actions.*
- AA      Hearthside Park Sports Lighting  
*Staff Recommendation: Authorize purchase order to Musco Sports Lighting, LLC for Hearthside Park sports lighting package in the amount of \$40,900.*
- BB      Denzer Park Retaining Wall  
*Staff Recommendation: Authorize service agreement with Boulder Images, Inc. for construction of the Denzer Park boulder wall for the amount of \$48,160.00.*
- CC      WCD Native Vegetation Inspection Contract  
*Staff Recommendation: Approve the 2025 Service Agreement between the Washington Conservation District and the City of Cottage Grove for Native Vegetation Inspections.*
- 8      Approve Disbursements
  - A      Approve Disbursements  
*Staff Recommendation: Approve disbursements from 04-11-2025 through 05-01-2025 in the amount of \$4,230,541.57.*
- 9      Public Hearings
- 10      Bid Awards
- 11      Regular Agenda
- 12      Council Comments and Requests
- 13      Workshops - Open to Public
  - A      Real Estate Equities – Proposed Multi-Family Project  
*Staff Recommendation: Provide feedback and direction related to the proposed project and LAHA request by Real Estate Equities.*

B New Well 13 Construction Update

*Staff Recommendation: Receive information on the construction status of Well 13 and offer feedback.*

14 Workshops - Closed to Public

15 Adjournment