

# REGULAR MEETING COTTAGE GROVE CITY COUNCIL

June 21, 2006

## OPEN FORUM – 7:15 p.m.

Open forum provides a person an opportunity to inform the Council of a problem or to request information related to City business not scheduled for Council action and on the Agenda. Mayor Shiely encouraged persons to limit their remarks to two (2) minutes per issue.

Present: Mayor Sandy Shiely  
Council Member Myron Bailey  
Council Member Karla Bigham  
Council Member Mark Grossklaus  
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator  
Ron Hedberg, Finance and Administrative Services Director  
Howard Blin, Community Development Director  
Michael Zurbey, Acting Public Safety Director  
Harry Taylor Public Works Supervisor  
Corrine Thomson, City Attorney

Not Present: None.

Ken Huber, 7725 74<sup>th</sup> Street, said he would like to address the issue of the speed limit change on Hinton Avenue. He was at the public safety meeting last night and there is a group opposing the increase in speed, as done four to five years ago, and he would like to gather then 250 signatures to oppose if needed.

Bill Dwyer, 7740 74<sup>th</sup> Street, said he has been on the road 16 years and opposes the current 30 to 40 limit change due to increased traffic even at 30 miles per hours, the narrow lanes, and pedestrians in the area.

Kathy and Dennis Keenan, 7755 74<sup>th</sup> Street, said she and her husband oppose the increase because children play in the yards very close to the road and can't cross the street, it is quite dangerous at 30 miles per year, and they urge the Council not to raise the speed limit.

Constance Jackson offered Hinton Street photos for the Council's review and said she opposes raising the speed limit because of concern for students at Crestview, the decline in road and lack of adherence to the current speed limit, as well as the original design of Hinton was two 12' lanes with 10' shoulder on both sides, now below specification lanes of 11' on each side, which could create hazards. She also said a blind crosswalk sign to Hidden Valley

Park installed at 74<sup>th</sup> and 72<sup>nd</sup> after the original design may have not been considered by MDOT and she hoped the Council would reconsider the 40 down to 35 miles per hour.

Mayor Shiely reassured Ms. Jackson that residents would have another opportunity to address the Council when the issue officially comes before the Council and that all recommendations expressed by neighbors, staff and Public Safety Commission would be considered by the Council.

Glen Jorgenson, 7756 74<sup>th</sup> Street South, said he opposes the increased speed on Hinton and has lived there since 1978. He said he has seen the road undergo changes since then and feels that when cutting grass there, it is dangerous should a car veer off the road. He added that he opposes any plans to extend the walking path on both sides of Hinton, which would take his private property and that of other owners, and will address at the next Council meeting.

Betty Polly, 8459 Jurgen Avenue South, said density has increased on Hinton with jogging, biking and walking in an area that is mainly residential and opposes the increase in speed limit. She also said she hoped the City would announce the hearing more broadly, to properly notify all homeowners

Jack Hyper, 8199 Homestead, said he wanted to thank the dedication of Mayor, Council, City Clerk, Staff and volunteer firemen in supporting the Strawberry Fest, in particular Council Member Bailey, City Clerk Caron Stransky and staff, and the volunteer firemen who provided security. He said special recognition should be given to Jim Foreman from Public Works for his willingness to help all day and did a fantastic job representing Cottage Grove.

Mayor Shiely thanked all committee members for their work and said it was an incredible festival and said for the first time in history Cottage Council took first place in botchy ball against the school district, St. Paul Park and the Legislature.

#### CALL TO ORDER

The City Council of the City of Cottage Grove, Washington County, Minnesota, held a regular meeting on Wednesday, June 21, 2006, at the Cottage Grove City Hall, 7516 80<sup>th</sup> Street South. Mayor Sandy Shiely called the meeting to order at 7:30 p.m.

#### ROLL CALL

Present: Mayor Sandy Shiely  
Council Member Myron Bailey  
Council Member Karla Bigham  
Council Member Mark Grossklaus  
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator  
Ron Hedberg, Finance and Administrative Services Director

Howard Blin, Community Development Director  
Michael Zurbey, Acting Public Safety Director  
Harry Taylor, Public Works Supervisor  
Corrine Thomson, City Attorney

Not Present: None

1. ADOPTION OF AGENDA

MOTION BY RICE, SECONDED BY BIGHAM, TO APPROVE THE AGENDA AS PRESENTED. MOTION CARRIED 5-0.

2. PRESENTATIONS

A. Girl Scout Gold Awards – Erin Gottfried and Railyn Zenner

Mayor Shiely said that she was extremely proud to be able to present a plaque of recognition to Cottage Grove residents Erin Gottfried and Railyn Zenner, both of whom earned the highest award in Girl Scouting called the Gold Award. She mentioned that the process the girls underwent in achieving the award included personal growth, leadership skills and being positive on the local community and the world and that, in order to achieve it, the girls completed an extensive prerequisite of leadership, skill development and career exploration and plan and implemented a leadership project of 65 hours of community service over four months. Mayor Shiely and the Council Members then presented the awards to the girls, who then each described her particular project.

3. APPROVAL OF MINUTES

None

4. CONSENT CALENDAR

Council Member Bailey pulled item 4D for discussion.

Council Member Bailey said that item 4D is recognition that donations are being accepted in the amount of \$2,175 on behalf of the Public Safety, Fire and Recreation Departments for the 13<sup>th</sup> Annual Youth Safety Camp and that he wanted to thank 3M Company, Anderson Corporation, Bender Heating and Air Conditioning, and J.D. Bobcat Services for their contributions.

MOTION BY RICE, SECONDED BY BAILEY, TO:

- A. ACCEPT AND PLACE ON FILE THE FOLLOWING MINUTES:
- I. PARKS, RECREATION AND NATURAL RESOURCES COMMISSION MEETING MINUTES FROM MAY 8, 2006.
  - II. HUMAN SERVICE/HUMAN RIGHTS COMMISSION MEETING MINUTES

FROM OCTOBER 2005 THROUGH MAY 2006.

- B. ADOPT **RESOLUTION NO. 006-XXX** ADDING A POST-EMPLOYMENT HEALTH CARE SAVINGS PLAN (HCSP) TO THE PERSONNEL POLICY COVERING ALL REGULAR, NON-REPRESENTED EMPLOYEES INCLUDED IN THE NON-REPRESENTED PAY PLAN AND THE CITY ADMINISTRATOR.
- C. AUTHORIZE ENTRANCE INTO A 2006 LABOR AGREEMENT WITH TEAMSTERS PUBLIC AND LAW ENFORCEMENT EMPLOYEES' UNION, LOCAL NO. 320 FOR DISPATCHERS.
- D. ACCEPT DONATIONS IN THE AMOUNT OF \$2,175 ON BEHALF OF THE PUBLIC SAFETY, FIRE AND RECREATION DEPARTMENTS FOR THE 13<sup>TH</sup> ANNUAL YOUTH SAFETY CAMP.
- E. APPROVE THE CHANGE ORDER #1 FOR THE HIGHLANDS POND GRADING PROJECT.
- F. ADOPT **RESOLUTION NO. 006-XXX** APPROVING AN ORDINANCE SUMMARY FOR PUBLICATION OF THE AMENDMENTS TO THE CITY'S SIGN ORDINANCE.
- G. ADOPT **RESOLUTION NO. 006-XXX** APPROVING A CONDITIONAL USE PERMIT TO ALLOW LIQUOR SALES AT HO KING RESTAURANT.
- H. ADOPT **RESOLUTION NO. 006-XXX** AUTHORIZING THE ACCEPTANCE OF GRANT FUNDING FROM CENTERPOINT ENERGY IN THE AMOUNT OF \$2,700 AND AUTHORIZE THE PURCHASE OF TWO (2) STAIR CHAIRS FOR USE IN COTTAGE GROVE AMBULANCES WITH MONEY ALLOCATED IN THE 2006 FIRE DEPARTMENT BUDGET.
- I. RECEIVE INFORMATION REGARDING THE RE-ISSUANCE OF THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT FOR SMALL MUNICIPAL SEPARATE STORM SEWER SYSTEMS (MS4S).
- J. ADOPT **RESOLUTION NO. 006-XXX** AUTHORIZING THE PREPARATION OF A FEASIBILITY REPORT FOR THE 95<sup>TH</sup> STREET PONDING AND UTILITY PROJECT.
- K. AUTHORIZE ISSUANCE OF A TEMPORARY ON-SALE LIQUOR LICENSE TO COTTAGE GROVE VFW POST 8752 FOR THE CAR SHOW EVENT TO BE HELD ON JULY 23, 2006.

MOTION CARRIED 5-0.

#### 5. RESPONSE TO PREVIOUSLY RAISED OPEN FORUM ISSUES

##### A. Receive Update on Code Enforcement Efforts.

Mayor Shiely noted receipt of a memo from Community Development Director Blin dated June 15, 2006, asking for Council comments. She said she wasn't sure about the number of enforcement complaints actions, whether they were initiated by citizens or the City.

Community Development Director Blin responded that they involved both, where there is any necessary correction stemming from a complaint, though the majority are from citizens.

#### 6. PUBLIC HEARING

None

## 7. BID AWARDS

- A. Consider the Purchase of Six Replacement Vehicles for Various Public Works Divisions through the Cooperative Purchasing Agreement with Southeast Service Cooperative.

Public Works Supervisor Taylor reported that the price doesn't include two of the service bodies and some of the snowplow attachments, that most of the savings will be used for those and will be brought before the Council at a future meeting.

Council Member Rice inquired about prices on extras and whether the ball parts and bodies look decent.

Public Supervisor Taylor responded that they were working with different vendors and that they would ensure the prices came in.

MOTION BY RICE, SECOND BY BIGHAM, TO APPROVE THE PURCHASE OF SIX REPLACEMENT VEHICLES FOR VARIOUS PUBLIC WORKS DIVISIONS THROUGH THE COOPERATIVE PURCHASING AGREEMENT WITH SOUTHEAST SERVICE COOPERATIVE. MOTION CARRIED 5-0.

## 8. UNFINISHED AND NEW BUSINESS

- A. Review Concept Plan for South Point Ridge Development and Provide Comments to the Developer Prior to Work on a Preliminary Plat for the Project.

Community Development Director Blin said the project proposed by the Core Development team, located on the Frattalone property at East Point Douglas and Highway 61, includes a combination of senior housing and office development. He said a key issue in future review of the project is minimizing the amount of tree removal necessary, particularly on the slopes on the northeast side of the site. Director Blin added that it would need to be rezoned for the described uses as well as a preliminary plat and site plan approval.

Mayor Shiely invited the developers to address the Council on their design plans but wanted to make it clear that it would be treated as a presentation and that nothing said by Council Members would be binding.

Matt Frisby, Frisby Architects and representing Frattalone, Core Development and Comforts of Home, said he would walk through the project and address any questions the Council may have. He described the project utilizing a site map and said they would plan to work with the grade to create two-story office buildings, office condominiums, walking paths, 44 units for assisted living and 44 senior apartments assisted living with underground parking, surface parking for visitors, and landscape pond.

Council Member Rice inquired as to whether there would be underground parking for the assisted living facility.

Mr. Frisby responded that there would be 22 parking stalls and a cul-de-sac at the top of the hill to provide turnaround for emergency vehicles, i.e., fire department.

Council Member Rice inquired about tree count, as they wished to preserve the trees along the slope, and lighting.

Mr. Frisby said they would do a tree count and try to preserve the trees, making an attractive road coming up the road to the facility, and develop an overall street lighting design with staff.

Council Member Grossklaus inquired about unit square footage.

Mr. Frisby responded that the footprint of the two-story building at the top of the hill would be 15,000 SF, the independent living would be 15,500 SF, the office building would have a 12,000 footprint with possibly two stories, and the office condominium area would 24,000 at 12,000 per level.

Council Member Bailey said he was pleased with the Comforts of Home plan, disturbing the least amount of trees, and would like to see what the building designs are for the other buildings.

Mr. Frisby responded that a full engineering of the site had been completed, to ensure it would work with grading and pond and what that they would bring the concepts before the Council for review.

Council Member Bigham said she liked the senior assisted living and Comforts of Home designs. She said her concern is the removal of the trees and would like to hear more about that in the future.

Mayor Shiely said she was excited about the design except for the potential of tree removal at the top of the hill. She then said she wished to address the Comforts of Home representative about whether any market research had been done about the need for senior housing in the area.

Brian Wingus, Comforts of Home, responded that a private study had been done and that their company provides a different product than the Presbyterian Home, a smaller, more affordable housing for the resident requiring a higher acuity of care.

Council Member Bigham inquired about the number of employees in other buildings comparable to the design.

Mr. Wingus responded that there are approximately 30 full and part-time employees.

Mayor Shiely said she agreed with Council Member Bailey on the coordination between the

office and senior housing complexes.

Council Member Rice inquired about the exteriors on the senior housing.

Mr. Frisby referenced the architectural drawing and said it would be stone base and brick up to the storyboard of the second level and hardy siding both vertical and horizontal and hardy shake in the gables and asphalt shingles for the roof.

Council Member Bailey asked whether the pipeline had been taken into consideration during discussions.

Mr. Frisby responded that he had spoke with Staff about it.

Council Member Grossklaus asked the Community Development Director about zoning for the project.

Community Development Director Blin responded that zoning would have to be a combination of B1, limited business, for the office and likely multifamily districts for the senior project.

Council Member Grossklaus inquired about PUD, to ensure the City would get what it wants.

Community Development Director Blin responded that it would be figured out.

There being no further questions, Mayor Shiely thanked the representatives.

B. Consider Adopting an Ordinance providing for the Certification of Unpaid Ambulance Charges and Consider Adopting a Resolution Authorizing the Publication on an Ordinance Summary.

Finance Director Hedberg said last month there was an ambulance charge write-off of \$500,000, of which \$400,000 was related to nonreimbursable services above what Medicare and Medicaid agree to pay, amounting to \$100,000 or 10% of total charges each year that are not paid. He said a tool being explored is to collect more of that money utilizing certification of unpaid ambulance charges, similar to certification of unpaid utility bills. He stated further that the current process is for an ambulance to respond to call, treat the patient or take the patient to hospital, prepare run sheet and send to billing agency, send bills, follow up with statements, and after 120 days goes to collections for unpaid bills. He said at the same time the bill is sent to collection, it is also sent to the Minnesota State Revenue Recapture Program. If the individual has an income tax or property tax refund coming from the State, it is captured by the State and diverted to the service agencies for reimbursement. Finance Director Hedberg reported that 26% charges sent to the recapture program are collected, above the \$100,000 annual loss, and said they hope the certification tool would help collect more beyond that amount. He said one of the requirements of the ordinance and statute is that it has to be a property owner or dependent of a property owner incurring the charges. He added that the City can certify in the service areas of Newport and St. Paul Park

even though may not adopt a similar ordinance.

Council Member Grossklaus said it would be nice to back up the ordinance with the support of St. Paul Park and Newport.

Mayor Shiely said the ordinance would mean that some unpaid ambulance bills would be certified to property taxes, the same as water unpaid.

MOTION BY BAILEY, SECOND BY GROSSKLAUS, TO ADOPT **ORDINANCE NO. XXX** AN ORDINANCE RELATING TO CHARGES FOR AMBULANCE SERVICES AND COLLECTION THEREOF; AMENDING TITLE 4; ADDING NEW CHAPTER 7, SECTION 7-1-1, OF THE COTTAGE GROVE CITY CODE. TO ADOPT A RESOLUTION AUTHORIZING PUBLICATION OF ORDINANCE NO. XXX BY TITLE AND SUMMARY. MOTION CARRIED 5-0.

- C. Review an Informational Memo on the condition and inventory of City-Owned Welcome to Cottage Grove, Developed Entrance, and Parks Entrance monument Signs.

City Administrator Schroeder said this was prepared as an information item but would ask for any input from Council. He said the issue, as stated in memo, is that the City has inherited some entry signs and that five need repair at \$22,000 and, in addition, would be a policy statement that the City acknowledging ownership and responsibility for maintaining those signs, and an alternative action would be to remove signs that are of a certain state of disrepair or approach some other route that backs away from taking responsibility.

Council Member Bigham inquired about using park dedication funding for repairs instead of parks funding.

City Administrator Schroeder advised against it, due to nexus where money is coming from and going to.

Council Member Bigham inquired with Thompson Grove neighborhood getting sign, will sign come in after Presbyterian Home?

City Administrator Schroeder said approval is trying to be obtained from MDOT just off roadway on northwest quadrant of intersection, regardless of Presbyterian Home project and the City has placed a number of entry signs.

Mayor Shiely said there is a commitment to sign maintenance and she would like to see homeowners associations take more responsibility for them and thinks the red brick Orrin Thompson signs have a historical quality to them and would like to see them continued.

Council Member Grossklaus said the developers have a big stake in Cottage Grove and they may help pay for signs if it's their products. He suggested that staff contact the developers and see if they would be open to making a goodwill gesture for sign repair. He also

suggested placing a sign coming in from the north on 61.

Council Member Rice brought up for discussion the four Orrin Thompson brick signs that are deteriorating.

Council Member Grossklaus said upkeep is a big issue and that Public Works are doing a nice job of doing upkeep landscaping around signs. He suggested placing “Thompson Estates” in rock as an alternative, for historic reasons.

Mayor Shiely asked Public Works Supervisor Harry Taylor to check into the cost of doing that.

Council Member Bailey said the highway exit sign southbound to St. Paul Park covers the Welcome to Cottage Grove sign.

City Administrator Schroeder responded that it is being taken care of.

D. Consider Adopting Bylaws of the Cottage Grove Firefighters Relief Association.

Mayor Shiely read the Staff recommendation to 1) approve an annual funding arrangement for 50% of annual Fire Relief Association audit costs contingent upon City approval of auditor and audit arrangements, 2) approve an annual funding arrangement for annual long-term disability premium costs currently capped at \$385 per annum, and 3) adopt a resolution approving the Cottage Grove Firefighters Relief Association bylaws with a benefit level guarantee of \$2,600 per year of service.

City Administrator Schroeder reported that the City continues to work with the Cottage Grove Firefighters Relief Association Council and that the City last approved a benefit level in the early 1980s. He further reported that the Council does not have to approve the Relief Association bylaws; but if it does, or acknowledges that the bylaws exist, the auditors office would prefer that the Council do so with a benefit level stated in the bylaws, which could be any level that the Council wants and in any manner that the Council would like. City Administrator Schroeder suggested that the Council approve a benefit level that has a coverage ratio of existing assets of 130%, and he said the Relief Association can subsequently adopt a benefit level above that in any amount they want so long as it's supported by the assets of the fund.

City Attorney Thompson clarified that the \$3,000 paid per year is not increasing the benefit level by more than double, but rather the providing City approval to a lower benefit level (\$2,600), which hasn't been increased in a long while. She further clarified that the net effect is, if the assets of the fund do not perform well in the future so they can't sustain the \$3,000 the Association has set for itself, the City would not have an obligation to fund the underfunded balance unless it dipped below \$2,600 per year. Discussion ensued.

Mayor Shiely stated that it would give them more insurance if they had a bad year.

Council Member Bigham reiterated that if the fund were at zero, it would still be guaranteed.

Deputy Chief Beasley said he was available to answer any questions the Council might have and said he was also the treasurer of the fund. He expressed appreciation to City Attorney Thomson, City Administrator Schroeder and Finance Director Hedberg for their assistance over the last 2-3 years. He said the Relief Association also supports and appreciates the City's assistance.

MOTION BY BIGHAM, SECOND BY BAILEY, TO APPROVE AN ANNUAL FUNDING ARRANGEMENT FOR 50% OF ANNUAL FIRE RELIEF ASSOCIATION AUDIT COSTS CONTINGENT UPON CITY APPROVAL OF AUDITOR AND AUDIT ARRANGEMENTS. MOTION CARRIED 5-0.

MOTION BY BAILY, SECOND BY BIGHAM, TO APPROVE AN ANNUAL FUNDING ARRANGEMENT FOR ANNUAL LONG-TERM DISABILITY PREMIUM COSTS CURRENTLY CAPPED AT \$385 PER ANNUM. MOTION CARRIED 5-0.

MOTION BY RICE, SECOND BY BIGHAM, TO ADOPT **RESOLUTION NO. 06-XXX** APPROVING THE COTTAGE GROVE FIREFIGHTERS RELIEF ASSOCIATION BYALWS WITH A BENEFIT LEVEL GUARANTEE OF \$2,600 PER YEAR OF SERVICE. MOTION CARRIED 5-0.

Mayor Shiely thanked Deputy Chief and Deputy Chief for all done on behalf of the City of Cottage Grove.

E. Consider Approving Ordinance Amendments Regarding Design Standards for the East Ravine.

Community Development Director Blin said a set of amendments to both the subdivision and zoning ordinances and proposing single family guidelines adopted by resolution. He wanted to note that the planning commission has spent several months going over plans, the Council has limited time and that it should be open to wanting more time for review.

Proposal Presentation

Subdivision Ordinance Requirements for East Ravine Standards are:

- Roadway green strips would average 75' wide and be maintained by homeowners association.
- Lot landscaping requirements for single family would be four trees and ten shrubs on the lot.
- Streets would be 28' wide local streets in Neighborhood 1.
- Uniform landscaping around ponds.
- Uniform mailbox design
- Homeowners association responsibilities would be to maintain entrance features and roadway green strips.

Zoning districts:

- R-2A single family – 85 ft lots
- R-2B single family – 100 ft lots
- R-2C single family – ½ acre lots
- R-2D twinhouse
- R-2E townhouse
- R-2F multiple family

Minimum house sizes:

- Single family rambler – 1,500 SF
- Single family other – 2,000 SF
- Detached townhouse with basement – 1,500 SF
- Detached townhouse without basement – 1,700 SF
- Attached townhouse with basement – 1,200 SF
- Attached townhouse without basement – 1,400 SF

Minimum garage sizes:

- Single - 576 SF (currently 440 SF)
- Townhouse - 480 SF (no current requirements)
- Multiple family - 300 SF (no current requirements)

Maximum garage size 1,000 SF.

Minimum landscape area:

- 50% single family
- 40% townhouse and multiple family

Garage setback would be no more than 6' in front of house for front-loaded garage.

East Ravine Standards Single Family design Guidelines

- Four-sided architecture
- 20% brick or stone on front façade unless where architecturally incompatible
- 8/12 roof pitch unless where dormers, gables, etc. provide or where architecturally incompatible
- Monotony restriction
- Uniform fence design required

Community Development Director Blin said sidewalk standards had yet to be determined and that it was originally planned for high volume local streets defined as 800 cars or more a day on an average daily traffic. However, he said the Planning Commission suggested looking at all, with the exception of cul-de-sacs and shorter streets. He said it would be reviewed with Public Works and the advisory commissions and come again before the Council. He further stated that, if more sidewalks were to be placed, wide and maintenance would need to be reviewed. Public Works suggests narrowing sidewalks and that only in the case where sidewalks in the rear of the lot or along a minor arterial street would the City continue to

maintain those. Sidewalks in front of lots would be the responsibility of the homeowner to maintain.

He said that guidelines had been considered in townhouse and multiple family developments, with number of units being limited of any particular exterior style, originally suggested as 60 townhouses and others 100.

Council Member Grossklaus inquired as to where boulevard trees would be planted.

Community Development Director responded they would be within right of way on front of the property line, between sidewalk and curb, and that details were being worked out, including tree species and utilities.

Council Member Grossklaus inquired the width of the boulevard.

Community Development Director responded 6-8 feet.

Council Member Grossklaus suggested tightening up specifics regarding pond access and easements and that garage setbacks in stone go back to the Planning Commission.

Discussion ensued about the Planning Commission's recommendation of 30% stone, exterior treatment options and garage setbacks.

Mayor Shiely invited any attending developers to address the Council regarding design standards.

Brad Ryland, Johnson Ryland Construction of Burnsville, said their company has found standards are a personal preference for their customers and that they may not result in good architecture. He added that stone is more expensive than brick and that 20% is not necessarily less appealing than 50-60% standard in the marketplace.

Community Development Director Blin added that exterior standards affect the front façade only.

Mayor Shiely asked Council Members about their treatment standard preference.

Council Member Rice he would like hearty plank included as an option with the 30% brick or stone standard.

Council Member Bailey said he would agree with hearty plank and/or brick and stone.

Council Member Rice brought up the issue of variation in 8/12 pitch.

Council Member Grossklaus agreed that residential developer variations be discussed with the Community Development Director, rather than coming before the Council.

Community Development Director said the framework appears to be something that developers can work with.

MOTION BY RICE, SECOND BY BAILEY, TO ADOPT **ORDINANCE NO. XXX** AN ORDINANCE FOR THE CITY OF COTTAGE GROVE, MINNESOTA, AMENDING TITLE 9, BUILDING REGULATIONS; TITLE 10, SUBDIVISION REGULATIONS; AND TITLE 11, ZONING REGULATIONS OF THE CITY CODES; AND TO ADOPT **RESOLUTION NO. 06-XXX** A RESOLUTION APPROVING GUIDELINES AND POLICIES FOR DETACHED SINGLE FAMILY RESIDENTIAL DEVELOPMENT IN THE EAST RAVINE AREA OF THE CITY OF COTTAGE GROVE, AS AMENDED TO INCLUDE CEMENTIOUS BRICK OR STONE AND/OR STUCCO AT 30% OF FRONT FACADE. MOTION CARRIED 5-0.

F. Consider Receiving and Accepting the 2005 Comprehensive Annual Financial Report.

Finance Director Hedberg introduced Harold Parsons, Principal with the City's auditing firm, and Brock Guy of Larson, Allen, Weishair & Co. LLP.

Mr. Parsons gave an overview of the audit and stated the audit opinion was clean. Mr. Guy walked through the format for the Council.

Mayor Shiely said that extra copies of the audit would be available at City Hall, the Library, and on the website.

Council Member Grossklaus extended thanks to Staff for their hard work.

MOTION BY BIGHAM, SECOND BY RICE, TO APPROVE THE ACCEPTANCE OF THE 2005 COMPREHENSIVE ANNUAL FINANCIAL REPORT. MOTION CARRIED 5-0.

G. Consider adopting a resolution opposing expansion of an eastern metro pipeline in the City of Cottage Grove due to property and community impacts.

Mayor Shiely asked the City Administrator's report.

City Administrator Schroeder said the western route is preferred for the project but they expect the eastern route may be sought, expanding the easement expectation and would include the acquisition would be between \$2-6 million. He said there is a PUC hearing on June 29 and the City wants to provide the Council's response.

Mayor Shiely said it has been tremendously unfair for the Council to be forced to address this issue in a short amount of time.

Council Member Bailey said he agreed with the Mayor and also said that, in addition to the resolution, wording be very strong that the Council vehemently opposes this. He said perhaps a press release to the local newspaper would help inform residents and help them understand the issue. He said he assumes Woodbury and Oakdale would be reacting the same way and would want to make sure that Cottage Grove would be protected.

MOTION BY BAILEY, SECOND BY BIGHAM, ADOPT A RESOLUTION TO OPPOSE THE EXPANSION OF AN EASTERN METRO PIPELINE IN THE CITY OF COTTAGE GROVE DUE TO PROPERTY AND COMMUNITY IMPACTS. MOTION 5-0.

9. RESPONSE TO PREVIOUSLY RAISED COUNCIL COMMENTS AND REQUESTS

None

10. COUNCIL COMMENTS AND REQUESTS

Mayor Shiely announced that the Cottage Grove team won the first-place trophy for botchy ball at the Strawberry Fest. She said the parade was fantastic, as well as the softball tournament with the police and fire departments. Mayor Shiely thanked the planners, in particular Council Member Bailey as Council liaison.

Council Member Bailey thanked all who helped with the festival, including those who donated time and money, and said volunteers for next year's event are welcome to contact him or City Clerk Stransky. He said he heard only two noise complaints at the festival and no alcohol-related issues whatsoever.

Council Member Bailey said, as liaison to the Public Works Department, that effective June 27 dispatching services would be transferred to the Washington County Sheriff's Office for emergency 911 response and 651-439-9381 for non-emergency response. He said if residents want to talk to the Cottage Public Safety Administration or Records Department, they could be reached Monday through Friday, 7 a.m. to 4:30 p.m., at 651-458-2850, or the Public Works Department at 651-458-2808. He added that further information could be obtained at the Cottage Grove city website at [www.cottage-grove.org](http://www.cottage-grove.org).

11. PAY BILLS

MOTION BY BIGHAM, SECONDED BY BAILEY, TO APPROVE PAYMENT OF CHECK NUMBERS 145416 THROUGH 145661 TOTALING \$1,997,313.65. MOTION CARRIED 5-0.

Mayor Shiely called a five-minute break at 9:55 p.m.

Mayor Shiely called the meeting back to order at 10:00 p.m.

WORKSHOP SESSION – OPEN

Present: Mayor Sandy Shiely  
Council Member Myron Bailey  
Council Member Karla Bigham  
Council Member Mark Grossklaus  
Council Member Pat Rice

Also Present: Ryan Schroeder, City Administrator  
Ron Hedberg, Finance and Administrative Services Director  
Howard Blin, Community Development Director  
Michael Zurbey, Acting Public Safety Director

A. Public Facilities

Mayor Shiely said she is looking for direction and priority on the issue.

City Administrator Schroeder reported that he had met with the school district a few weeks ago and spoke with Tom Nelson about the ice area plan. He said the superintendent suggested changes to the plan that would result in the redevelopment of the high school fields and need for 40 additional spaces on the north side, leaving the front entry to the arena in place. He said to keep in the mine that the Council is going to build an expansion of the ice arena in the CIP \$4 million arena expansion, with \$3 million from one of the pockets.

Council Member Bigham asked whether parking could be an issue for huge tournaments at the arena. City Administrator Schroeder responded that it is a valid concern but that there would be 80 to 100 spaces and they would expect six conflicts a year between big school events and ice events. He further stated that there are currently 38,000 square feet allocated for fire and police, and the space needs study recommends the need to double that, in order to provide for needs, and would cost approximately \$18 million.

Mayor Shiely asked for Council feedback. Council Member Bigham said she would like to see plans for police and fire together at station 2, separate from City Hall, with offices at the Government Center and that her idea is none of the proposed options.

Mayor Shiely inquired about land needed for water treatment. City Administrator Schroeder responded that some layouts from other cities like Apple Valley expect 5-7 acres are necessary for that. He said he is confident that the site at East Ravine has enough land to provide for that. He noted that the fire station would cover 1.7 acres and land around to attach another structure to it, with the police portion 28,000 square feet plus any garage attached, and additional parking on one acre for 100 spaces.

Discussion ensued about the options. City Administrator Schroeder said going to East Ravine and building City Hall assumes at some future point having to add a Public Safety building onto it out there and in the interim Public Safety would take over the current building. He added that the current City Hall is not large enough to meet the 20-40 needs for Public Safety. Council Member Bailey suggested building with opportunity for expansion to include police and fire. Mayor Shiely inquired about cost and City Administrator responded that it would be \$4.5 million. Council Member Bailey said he disagreed with option 1. Council Member Bigham said having fire and police at one site and city hall at another would be two versus three sites. City Administrator Schroeder said the best scenario is to end up at one spot.

Mayor Shiely said the Council has committed to an additional sheet of ice at \$4 million, the

Grey Cloud bridge at \$1.2 million, pavement management at \$277,000, and sidewalks along Hinton, and this is not the time to build a new City Hall, fire department and/or police department, even in stages. She said she doesn't believe in piecemealing the project and that she would prefer to do it the right way and extend the commitment out longer. She added that within the next few years, there would be money to do it the right way. Council Member Rice said he agreed that the numbers are too scary to do any of the options. Council Member Grossklaus said his concern is that constructions costs would continue to rise and his choice would be 3A with the ability to expand vertically and horizontally, a \$5.5 million project.

Council Member Grossklaus inquired about the construction timeframe. City Administrator Schroeder responded that if design chosen in January 2007, bidding would begin spring 2008 and moving into the facility 2009, a 2-3 year outlook. He said if the decision was made to go ahead on a deferred schedule, the City would want to stock money away in some fashion to make it easier when the time arrived. Council Member Grossklaus inquired about bonding time allotment, and City Administrator Schroeder responded 20 years.

The issue of tax revenue was discussed as well as the impact using any of the proposed options. Community Development Director Hedlund said

Council Member Rice inquired about remodeling needs, and City Administrator Schroeder responded that it would be three years for investigators to get in a better situation. Mayor Shiely said if the Council didn't move ahead with building, she would support remodeling dollars for the current building for the police, though didn't know the condition of the roof.

Council Member Grossklaus asked for Staff opinion. City Administrator Schroeder responded that he wouldn't build City Hall in East Ravine and that pursuing the project is for Public Safety use. He said he this hope is that the intent would be to eventually end up out there, and that a public safety building would need to be built to the level of design where few mistakes would be made, knowing where the government wing was going to attach, and do some real layout planning. Finance Director Hedberg said he likes the concept of phasing, postponing to absorb the ice arena, East Ravine, making sure everything is working and then go to the next project.

Acting Public Safety Director Zurbey said the police department facility is maxed out and that at some point a commitment will be needed, which he hopes will be 3A with City Hall, police and the current size garage. He said if that's not going to happen, he would support Council Member Bigham's plan, exploring the option of moving police up to fire station 2 and giving City Hall more room here. City Administrator stated that trying to remodel would be spending close to the same amount of money as starting over there.

Mayor Shiely suggested at some point scheduling a meeting with the chairmen of the commissions and including in the training an understanding of what \$130,000 does to a person's tax rate, exactly what it means when building a City Hall. She said she doesn't have any idea right now the impact of all of this, when picking an option, and would want to know how it's going to impact the budget and tax rate. City Administrator Schroeder

responded that if a 2007 project were delayed to 2008, the project would flip to a more rigorous construction method or just delay. Mayor Shiely said she would not want to delay city management of roads upkeep, as seal coating had been put off long enough.

City Administrator Schroeder said he was hearing Council say they are interested in ending up with everyone together, like 3A, but not comfortable pursuing at this time because of the other financial challenges. Mayor Shiely agreed on the importance of being under one roof.

Mayor Shiely asked for firm direction before going into budget and knowing the implication on taxes. City Administrator Schroeder responded that Staff would go through the budget, realizing the Council is not comfortable going ahead with the project now and preferring to wait 1-2 years in order to do the right thing. Finance Director Hedlund noted that for the full \$18 million, there would be an addition to each taxpayer of \$62, \$200 for debt service on all debt, pavement, ice arena and City Hall.

WORKSHOP SESSION – CLOSED

None

ADJOURNMENT

MOTION BY GROSSKLAUS, SECONDED BY BIGHAM, TO ADJOURN THE MEETING AT 11:15 P.M. MOTION CARRIED 5-0.

Respectfully submitted,

Mary Heintz  
*TimeSaver Off Site Secretarial, Inc.*