



## City Council Meeting Agenda

Monday, May 4, 2026 7:00 PM  
Cologne Community Center, 1211 Village Parkway

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### Vision Statement

*The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.*

Mayor: Matt Lein  
Councilmember: Sarah Bruss  
Councilmember: Jeri Bowers  
Councilmember: Selmer Olson  
Councilmember: Carol Szaroletta

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**NOTE: AGENDA ITEMS ARE APPROXIMATE AND SUBJECT TO CHANGE ACCORDING TO LENGTH OF DISCUSSION. TO ENSURE THAT YOU ARE PRESENT FOR ITEMS OF INTEREST, PLEASE ARRIVE AT 7:00 PM.**

1. CALL MEETING TO ORDER & ROLL CALL
2. PLEDGE OF ALLEGIANCE
3. ADOPT AGENDA
4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE
5. ADOPT CONSENT AGENDA  
Items listed below are considered routine and non-controversial by the Council. There will be no separate discussion of these items unless requested by a Councilmember, Staff or Citizen. If removed, the item will be discussed at the end of the regular agenda.
  - a. April 20, 2026 City Council Minutes
  - b. Accounts Payable from April 21st, 2026
  - c. May 5<sup>th</sup> 2026 Payroll Summary and Q1 CFD Payroll Summary

**d. Approve New Liquor License for Inn Town LLC**

**6. NEW COUNCIL BUSINESS**

- a. Ordinance Chapter 30 Amending the City of Cologne City Code Related to the Parks and Recreation Board and the Planning Commission**
  
- b. Ordinance Chapters 73 and 74 Amending Recreational and Special Vehicles, Bicycles, Roller Blades, Roller Skates, Roller Skis and Skateboards**
  
- c. Letter of Intent to Participate in Met Council Small Communities Planning Program**

**7. INFORMATIONAL ITEMS**

- a. Administrator Update**
- b. Mayor / Council / Committees Reports**

**8. ITEMS REMOVED FROM THE CONSENT AGENDA**

**9. ADJOURN**

**CALENDAR OF EVENTS/MEETINGS**

May 6 <sup>th</sup>	Wednesday	Planning Commission Meeting
May 18 <sup>th</sup>	Monday	City Council Meeting
May 25 <sup>th</sup>	Monday	Memorial Day – Offices Closed



## City Council Meeting Minutes

Monday, April 20, 2026 7:00 PM  
Cologne Community Center, 1211 Village Parkway

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### Vision Statement

*The City of Cologne is a vibrant small town that respects its heritage, embraces its future and offers a high quality of life for all who live, work and visit our community.*

Mayor: Matt Lein  
Councilmember: Sarah Bruss  
Councilmember: Jeri Bowers  
Councilmember: Selmer Olson  
Councilmember: Carol Szaroletta

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### 1. CALL MEETING TO ORDER & ROLL CALL

Mayor Lein called the meeting to order at 7:00 PM. Councilmembers Bowers, Bruss, Olson and Szaroletta were present. Also present was City Administrator Michelle Morrison.

### 2. PLEDGE OF ALLEGIANCE

### 3. ADOPT AGENDA

Motion by Councilmember Szaroletta to adopt the agenda, second by Councilmember Bowers. Motion carried unanimously.

### 4. VISITOR'S PRESENTATIONS, PETITIONS, CORRESPONDENCE

## **5. ADOPT CONSENT AGENDA**

Items listed below are considered routine and non-controversial by the Council. There will be no separate discussion of these items unless requested by a Councilmember, Staff or Citizen. If removed, the item will be discussed at the end of the regular agenda.

- a. April 6, 2026 City Council Minutes**
- b. Accounts Payable from April 7th, 2026**
- c. April 20<sup>th</sup> 2026 Payroll Summary**
- d. Approve Annual Haulers License for Republic, Suburban and Waste Management**

After discussion, Councilmember Olson made a motion to adopt the consent agenda, second by Councilmember Bruss. Motion carried unanimously.

## **6. NEW COUNCIL BUSINESS**

- a. Planning Commission Red Line Ordinance Chapter 73  
Recreational Vehicles and Special Vehicles and Chapter 74  
Bicycles, Roller Blades, Roller Skates, Roller Skis and  
Skateboards**

Administrator Morrison advised that no action was requested at this time. All recommended Ordinance updates will be acted on at the May 4<sup>th</sup> meeting. Because these ordinance changes are not related to land use, no public hearing is required but it will be posted. Ms. Morrison asked the Councilmembers to let her know of any concerns they may have with the new language.

## **7. INFORMATIONAL ITEMS**

- a. Administrator Update**
- b. Mayor / Council / Committees Reports**

## **8. ITEMS REMOVED FROM THE CONSENT AGENDA**

## **9. ADJOURN**

Motion by Councilmember Bowers to adjourn at 7:08 PM, second by Councilmember Szaroletta. Motion carried unanimously.

Respectfully Submitted:

Attest:

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Michelle Morrison

City Administrator/City Clerk

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Matt Lein

Mayor

CITY OF COLOGNE

\*Check Summary Register©

Batch:

042026Verizon,042726Mackenth,042726MVEC,042726MetroNet,042726Loffler,050426CR,042726NCPERS,042726Abdo,042726MidCounty,042726Unique,042726VISA,042926MVEC,042926AFLAC

Name	Check Date	Check Amt	
<b>10100 Checking</b>			
3342e	VERIZON WIRELESS	04/24/26	\$210.06 CFD Communication - April
3343e	MACKENTHUN'S	04/27/26	\$267.18 poweraid
3344e	MN VALLEY ELECTRIC COOPERATIVE	04/27/26	\$130.56 2140 N Village Parkway
3345e	METRONET	04/27/26	\$119.60 Phones
3346e	LOFFLER-131511	04/27/26	\$47.52 Monthly Copier Lease Jan
3347e	NCPERS Group Life Ins	04/27/26	\$80.80 Employee Life Insurance - January
3348e	ABDO	04/27/26	\$925.00 State Auditor Financial reporting form
3349e	MID COUNTY CO-OP	04/27/26	\$34.25 Kerosene
3350e	UNIQUE PAVING MATERIALS	04/27/26	\$127.00 UPM Cold Mix
3351e	VISA - CITIZENS ALLIANCE BANK	04/27/26	\$1,203.85 Steel Handle Tampe
3358e	MN VALLEY ELECTRIC COOPERATIVE	04/29/26	\$285.80 Street Light Account
3359e	AFLAC	04/29/26	\$176.08 Employee Insurance May 2026
29821	Alicia Abernathy	05/04/26	\$100.00 Damage Deposit Refund; Event 4.25.26
29822	BEERS, COURTNEY	05/04/26	\$100.00 Damage Deposit Refund; Event 4.25.26
29823	CARVER COUNTY	05/04/26	\$543.55 Q1: Police Overtime
29824	Laura Chesky	05/04/26	\$68.43 Final Water Bill Overage; 207 Church Street East
29825	DEHMER FIRE	05/04/26	\$143.30 Fire extinguishers for Fritz Shack
29826	CROWN COLLEGE	05/04/26	\$500.00 3.23.26 EMT/EMR Refresher Training
29827	Amber Evans	05/04/26	\$100.00 Damage Deposit Refund; Event 4.19.26
29828	Olivia Garens	05/04/26	\$264.88 Final water bill overage; 207 Louis Street East
29829	Benjamin Gaston	05/04/26	\$87.86 Final waterbill overage; 515 Winkler Trail
29830	GILBERT MECHANICAL CONTRACTOR	05/04/26	\$9,688.00 Replace heat pump fitness center
29831	Bailey Graf	05/04/26	\$100.00 Damage Deposit Refund; Event 4.26.26
29832	SCOTT HALLGREN	05/04/26	\$100.00 Damage Deposit Refund; Event 4.18.29
29833	Yuva Kammula	05/04/26	\$100.00 Damage Deposit Refund; Event 4.26.26
29834	David Kent	05/04/26	\$150.00 Final Water Bill Overpayment; 130 Hazelwood Ave
29835	KIRVIDA FIRE	05/04/26	\$1,500.00 Annual Pump Test Engine #11
29837	MID-AMERICAN RESEARCH CHEMICAL	05/04/26	\$561.82 Wash & Wax, Siliconized Release agent, Urinal tabs
29838	MICHELLE MORRISON	05/04/26	\$1,163.81 Insurance
29839	NORMA PEREZ	05/04/26	\$670.00 April 20, 2026
29840	O2B	05/04/26	\$100.00 Damage Deposit; Event 4.24.26
29841	WM MUELLER & SONS, INC.	05/04/26	\$1,611.48 Henry Ave & Stockpile at shop
		<b>Total Checks</b>	<b>\$21,260.83</b>

**10100 Checking**

101 GENERAL FUND	\$19,856.23
601 WATER FUND	\$1,071.05
602 SEWER FUND	\$333.55
	<u>\$21,260.83</u>

Clerk Treasurer

Date

FILTER: (([Act Year]='2026' and [period] in (4,5))) and (Source in ('042026Verizon','042726Mackenth','042726MVEC','042726MetroNet','042726Loffler','050426CR','042726NCPERS','042726Abdo','042726MidCounty','042726Unique','042726VISA','042926MVEC','042926AFLAC'))

CITY OF COLOGNE

**\*Check Detail Register©**

Batch:

042026Verizon,042726Mackenth,042726MVEC,042726MetroNet,042726Loffler,050426CR,042726NCPERS,042726Abdo,042726MidCounty,042726Unique,042726VISA,042926MVEC,042926AFLAC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
<b>10100 Checking</b>					
<b>3342 e</b>	04/24/26	<b>VERIZON WIRELESS</b>			
E 101-42230-320		Communications (GENER	\$210.06		CFD Communication - April
		Total	\$210.06		
<b>3343 e</b>	04/27/26	<b>MACKENTHUN'S</b>			
E 101-42210-210		Operating Supplies (GEN	\$267.18		poweraid
		Total	\$267.18		
<b>3344 e</b>	04/27/26	<b>MN VALLEY ELECTRIC COOPERATIVE</b>			
E 602-49470-381		Electric Utilities	\$72.22		2140 N Village Parkway
E 101-43160-381		Electric Utilities	\$58.34		2043 Village Parkway Light
		Total	\$130.56		
<b>3345 e</b>	04/27/26	<b>METRONET</b>			
E 101-43100-320		Communications (GENER	\$119.60		Phones
		Total	\$119.60		
<b>3346 e</b>	04/27/26	<b>LOFFLER-131511</b>			
E 101-41400-404		Repairs/Maint Machinery/	\$47.52		Monthly Copier Lease Jan
		Total	\$47.52		
<b>3347 e</b>	04/27/26	<b>NCPERS Group Life Ins</b>			
E 101-41400-130		Employer Paid Ins (GENE	\$32.80		Employee Life Insurance - January
E 601-49400-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - January
E 602-49450-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - January
E 101-43100-130		Employer Paid Ins (GENE	\$16.00		Employee Life Insurance - January
		Total	\$80.80		
<b>3348 e</b>	04/27/26	<b>ABDO</b>			
E 101-41400-301		Auditing and Acct g Servic	\$231.25	523075	State Auditor Financial reporting form
E 601-48930-301		Auditing and Acct g Servic	\$231.25	523075	State Auditor Financial reporting form
E 601-49440-301		Auditing and Acct g Servic	\$231.25	523075	State Auditor Financial reporting form
E 602-49490-301		Auditing and Acct g Servic	\$231.25	523075	State Auditor Financial reporting form
		Total	\$925.00		
<b>3349 e</b>	04/27/26	<b>MID COUNTY CO-OP</b>			
E 101-43100-212		Motor Fuels	\$34.25	25663	Kerosene
		Total	\$34.25		
<b>3350 e</b>	04/27/26	<b>UNIQUE PAVING MATERIALS</b>			
E 101-43100-210		Operating Supplies (GEN	\$127.00	93770	UPM Cold Mix
		Total	\$127.00		
<b>3351 e</b>	04/27/26	<b>VISA - CITIZENS ALLIANCE BANK</b>			
E 101-43100-240		Small Tools and Minor Eq	\$33.99		Steel Handle Tampe
E 101-43100-210		Operating Supplies (GEN	\$76.90		black Dirt, rain gauge, papertowel
E 601-49400-311		Analysis	\$7.30		Water Analysis shipping
E 101-45100-223		Building Repair Supplies	\$64.99		Toilet Paper
E 101-45100-210		Operating Supplies (GEN	\$17.98		Replacement hopper ball
E 101-45100-210		Operating Supplies (GEN	\$58.50		Zep Floor cleaner; Endust

CITY OF COLOGNE

**\*Check Detail Register©**

Batch:

042026Verizon,042726Mackenth,042726MVEC,042726MetroNet,042726Loffler,050426CR,042726NCPERS,042726Abdo,042726MidCo  
 unty,042726Unique,042726VISA,042926MVEC,042926AFLAC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
G 101-22800		Farmers Market	\$81.40		Farmers Market Pop Supplies
E 101-45100-223		Building Repair Supplies	\$142.49		Vacuum for community room
E 101-45200-430		Miscellaneous (GENERAL	\$81.00		Trash can liners for trails
E 101-45200-404		Repairs/Maint Machinery/	\$499.00		Universal Mower Canopy
E 101-41400-207		Computer Software/Hardw	\$140.30		Flowroute, Adobe, Icegram
		Total	\$1,203.85		
<b>3358 e</b>	04/29/26	<b>MN VALLEY ELECTRIC COOPERATIVE</b>			
E 101-43160-381		Electric Utilities	\$285.80		Street Light Account
		Total	\$285.80		
<b>3359 e</b>	04/29/26	<b>AFLAC</b>			
E 101-41400-130		Employer Paid Ins (GENE	\$14.08		Employee Insurance May 2026
G 101-21705		Aflac	\$119.76		Employee Insurance May 2026
E 602-49450-130		Employer Paid Ins (GENE	\$14.08		Employee Insurance May 2026
E 601-49400-130		Employer Paid Ins (GENE	\$14.08		Employee Insurance May 2026
E 101-43100-130		Employer Paid Ins (GENE	\$14.08		Employee Insurance May 2026
		Total	\$176.08		
<b>29821</b>	05/04/26	<b>Alicia Abernathy</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.25.26
		Total	\$100.00		
<b>29822</b>	05/04/26	<b>BEERS, COURTNEY</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.25.26
		Total	\$100.00		
<b>29823</b>	05/04/26	<b>CARVER COUNTY</b>			
E 101-42110-310		Other Professional Servic	\$543.55	3985	Q1: Police Overtime
		Total	\$543.55		
<b>29824</b>	05/04/26	<b>Laura Chesky</b>			
R 601-00000-99999		UNALLOCATED UTILITY	\$68.43		Final Water Bill Overage; 207 Church Street East
		Total	\$68.43		
<b>29825</b>	05/04/26	<b>DEHMER FIRE</b>			
E 101-45200-430		Miscellaneous (GENERAL	\$143.30	5659	Fire extinguishers for Fritz Shack
		Total	\$143.30		
<b>29826</b>	05/04/26	<b>CROWN COLLEGE</b>			
E 101-42220-208		Training and Instruction	\$500.00	95	3.23.26 EMT/EMR Refresher Training
		Total	\$500.00		
<b>29827</b>	05/04/26	<b>Amber Evans</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.19.26
		Total	\$100.00		
<b>29828</b>	05/04/26	<b>Olivia Garens</b>			
R 601-00000-99999		UNALLOCATED UTILITY	\$264.88		Final water bill overage; 207 Louis Street East
		Total	\$264.88		
<b>29829</b>	05/04/26	<b>Benjamin Gaston</b>			

CITY OF COLOGNE

**\*Check Detail Register©**

Batch:

042026Verizon,042726Mackenth,042726MVEC,042726MetroNet,042726Loffler,050426CR,042726NCPERS,042726Abdo,042726MidCo  
 unty,042726Unique,042726VISA,042926MVEC,042926AFLAC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
		UNALLOCATED UTILITY	\$87.86		Final waterbill overage; 515 Winkler Trail
		Total	\$87.86		
<b>29830</b>	05/04/26	<b>GILBERT MECHANICAL CONTRACTOR</b>			
E 101-45100-401		Repairs/Maint Buildings	\$9,688.00	67396	Replace heat pump fitness center
		Total	\$9,688.00		
<b>29831</b>	05/04/26	<b>Bailey Graf</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.26.26
		Total	\$100.00		
<b>29832</b>	05/04/26	<b>SCOTT HALLGREN</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.18.29
		Total	\$100.00		
<b>29833</b>	05/04/26	<b>Yuva Kammula</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit Refund; Event 4.26.26
		Total	\$100.00		
<b>29834</b>	05/04/26	<b>David Kent</b>			
R 601-00000-99999		UNALLOCATED UTILITY	\$150.00		Final Water Bill Overpayment; 130 Hazelwood Ave
		Total	\$150.00		
<b>29835</b>	05/04/26	<b>KIRVIDA FIRE</b>			
E 101-42230-404		Repairs/Maint Machinery/	\$375.00	14097	Annual Pump Test Engine #11
E 101-42230-404		Repairs/Maint Machinery/	\$375.00	14098	Annual Pump Test Engine #12
E 101-42230-404		Repairs/Maint Machinery/	\$375.00	14099	Annual Pump Test Tanker #11
E 101-42230-404		Repairs/Maint Machinery/	\$375.00	14112	Annual Pump Test Tanker #12
		Total	\$1,500.00		
<b>29837</b>	05/04/26	<b>MID-AMERICAN RESEARCH CHEMICAL</b>			
E 101-43100-210		Operating Supplies (GEN	\$561.82	874855	Wash & Wax, Siliconized Release agent, Urinal tabs
		Total	\$561.82		
<b>29838</b>	05/04/26	<b>MICHELLE MORRISON</b>			
E 101-41400-130		Employer Paid Ins (GENE	\$1,034.70		Insurance
E 101-41400-200		Office Supplies (GENERA	\$99.54		Paint for community room
E 101-46200-430		Miscellaneous (GENERAL	\$29.57		Senior treats
		Total	\$1,163.81		
<b>29839</b>	05/04/26	<b>NORMA PEREZ</b>			
E 101-45100-300		Professional Srvs (GENE	\$215.00		April 20, 2026
E 101-45100-300		Professional Srvs (GENE	\$215.00		April 27, 2026
E 101-45100-300		Professional Srvs (GENE	\$240.00		Friday, April 24, 2026 Special event
		Total	\$670.00		
<b>29840</b>	05/04/26	<b>O2B</b>			
G 101-22000		Deposits	\$100.00		Damage Deposit; Event 4.24.26
		Total	\$100.00		
<b>29841</b>	05/04/26	<b>WM MUELLER &amp; SONS, INC.</b>			

CITY OF COLOGNE

04/29/26 11:08 AM

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**\*Check Detail Register©**

Batch:

042026Verizon,042726Mackenth,042726MVEC,042726MetroNet,042726Loffler,050426CR,042726NCPERS,042726Abdo,042726MidCo  
 unty,042726Unique,042726VISA,042926MVEC,042926AFLAC

Check #	Check Date	Vendor Name	Amount	Invoice	Comment
E 101-43100-500		Capital Outlay (GENERAL	\$1,611.48	321905	Henry Ave & Stockpile at shop
		Total	\$1,611.48		
		<b>10100</b>	<b>\$21,260.83</b>		

Fund Summary

**10100 Checking**

101 GENERAL FUND	\$19,856.23
601 WATER FUND	\$1,071.05
602 SEWER FUND	\$333.55
	<b>\$21,260.83</b>

\_\_\_\_\_  
 Clerk Treasurer

\_\_\_\_\_  
 Date

**City of Cologne Payroll**

**5-May-26**

Employee	\$	11,197.57	May 05, 2026 Payroll
IRS	\$	3,991.44	May 05, 2026 Payroll
MN Department of Revenue	\$	692.51	May 05, 2026 Payroll
PERA	\$	2,367.92	May 05, 2026 Payroll
Deferred Compensation	\$	3,101.48	May 05, 2026 Payroll
Health Savings Account	\$	634.68	May 05, 2026 Payroll
<b>Total</b>	\$	<b>21,985.60</b>	

**City of Cologne Fire Department Payroll**  
**4/24/26 Quarter 1**

Employee	EFT	\$ 14,303.47	April 9, 2025 Q1 Payroll
IRS	1184 EFT	\$ 2,595.86	April 9, 2025 Q1 Payroll
MN Department of Revenue	1185 EFT	\$ 133.05	April 9, 2025 Q1 Payroll
	<b>Total</b>	<b>\$ 17,032.38</b>	



Minnesota Department of Public Safety  
**ALCOHOL AND GAMBLING ENFORCEMENT**  
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101  
 OFFICE (651) 201-7510 FAX (651) 297-5259 TTY (651) 282-6555  
 DPS.MN.GOV

**APPLICATION FOR OFF SALE INTOXICATING LIQUOR LICENSE**  
 No license will be approved or released until the \$20 Retailer ID Card fee is received.

**PLEASE COMPLETE THIS APPLICATION IN ITS ENTIRETY.**  
**INCOMPLETE APPLICATIONS WILL BE RETURNED WITHOUT ACTION.**

Licensee's MN Sales and Use Tax ID # <u>1769431</u>	To apply for a MN sales and use tax ID #, call (651) 296-6181
Licensee's Federal Tax ID # <u>41-5061786</u>	Licensees must register with the Federal Tax and Trade Bureau (TTB). for information call (513) 684-2979 or 1-800-937-8864

**Applicant:**

Licensee Name (Business, Partnership, Corporation) Inn Town LLC	Business Name (DBA) Inn Town Wine & Spirits		
Physical Business Address 101 Paul Ave N	License Period From <u>May 18, '26</u> To <u>June 30, '27</u>		
City Cologne	County Carver	State MN <input type="checkbox"/>	Zip Code 55315
E-mail Address alabo1980@gmail.com	Business Phone Number 952-466-2766	Applicant's Home Phone # 952-769-7818	

**If a Corporation, LLC, or Partnership - state name, date of birth, Social Security # address, title, and Percent Owned by each officer.**

Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Home Address
Matthew Labo					16850 Market Ave, Carver, MN
Partner Officer (First, middle, last)					Home Address
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Home Address
Partner Officer (First, middle, last)	DOB	SS#	Title	Percent	Address, City, State, Zip Code

- If a corporation, date of incorporation 03-23-2026, state incorporated in Minnesota. If a subsidiary of any other corporation, so state \_\_\_\_\_  
 If incorporated under the laws of another state, is corporation authorized to do business in the state of Minnesota?  
 Yes  No
- Describe premises to which license applies; such as (first floor, second floor, basement, etc.) or if entire building, so state. Front of building
- Is establishment located near any state university, state hospital, training school, reformatory or prison?  
 Yes  No. If yes, state approximate distance. \_\_\_\_\_
- Name and address of building owner \_\_\_\_\_  
 Has owner of building any connection, directly or indirectly, with applicant?  Yes  No

5. Is/are applicant(s), a member of the governing body of the municipality in which this license is to be issued?  
 Yes  No If Yes, in what capacity? \_\_\_\_\_
6. Have applicants any interest whatsoever, directly or indirectly, in any other liquor establishment in the state of Minnesota?  
 Yes  No If yes, give name and address of establishment. \_\_\_\_\_
7. Are the premises now occupied or to be occupied by the applicant entirely separate and exclusive from any other business establishment? Yes  No
8. State whether applicant has or will be granted, an On Sale Liquor License in conjunction with this Off Sale Liquor License and for the same premises.  Yes  No  Will be granted
9. State whether applicant has or will be granted a Sunday On Sale Liquor License in conjunction with the regular On Sale Liquor License. Yes  No  Will be granted \_\_\_\_\_
10. If this application is for a County Board Off Sale License, state the distance in miles to the nearest municipality.  
 \_\_\_\_\_
11. If this license is being issued by a County Board, has a public hearing been held as per MN Statute 340A.405 sub2(d)?
12. If this license is being issued by a County Board, is it located in an organized township?  
**If so, attach township approval.**

**Violations**

1. Has applicant(s) had a liquor license revoked in the last 5 years;  Yes  No If so, give dates and details.  
 \_\_\_\_\_
2. Has applicant, partners, officers, or employees ever had any liquor law violations or felony convictions in Minnesota or elsewhere? Yes  No   
 If yes, give dates, charges and final outcome \_\_\_\_\_  
 \_\_\_\_\_
3. During the past license year, has a summons been issued under the Liquor Civil Liability Law (Dram Shop) M.S. 340A.802.  Yes  No If yes, attach a copy of the summons.

**REPORT BY POLICE/SHERIFF'S DEPARTMENT**

This is to certify that the applicant and the associates named herein have not been convicted within the past five years for any felonies or municipal ordinances relating to intoxicating liquor except as follows:

\_\_\_\_\_  
 \_\_\_\_\_

\_\_\_\_\_  
 Police/Sheriff's Department

\_\_\_\_\_  
 Title

\_\_\_\_\_  
 Signature

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 County Attorney's Signature

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## MEMORANDUM

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**TO:** Mayor Lein and City Council Members  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** ORDINANCE AMENDING THE CITY CODE RELATED TO THE  
PARKS AND RECREATION BOARD AND THE PLANNING  
COMMISSION  
**DATE:** 4/29/2026

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The Planning Commission has reviewed Chapter 30 of the City Code, made suggested edits and discussed the changes with our City Planner – Cindy Nash. The biggest changes include eliminating the Parks and Recreation Board, updated expenditure language, consolidating things they are empowered to do under one header, adding state law and recommending that variances be reviewed at Planning Commission level and approved at the City Council level. The Council has had the opportunity at prior meetings to see both the red-lined original and the clean final and raise any issues or concerns with the proposed document. No issues have been raised at the last two Council meetings.

**RECOMMENDATION:** If Council sees the changes as favorable, I would recommend a motion to Approve an Ordinance Amending the City of Cologne City Code Related to the Parks and Recreation Board and the Planning Commission.

**CITY OF COLOGNE  
CARVER COUNTY  
STATE OF MINNESOTA**

**ORDINANCE NO. 2026-**

**AN ORDINANCE AMENDING THE CITY OF COLOGNE CITY CODE RELATED TO  
THE PARKS AND RECREATION BOARD AND THE PLANNING COMMISSION**

**The City Council of Cologne, Minnesota ordains:**

**SECTION 1. RESCIND SECTION.** Section § 30.15 through § 30.26 of the Cologne City Code is hereby rescinded to eliminate the Parks and Recreation Board.

**SECTION 2. RESCIND AND REPLACE SECTION.** Section § 30.40 through § 30.51 of the Cologne City Code is hereby rescinded and a new Section 30.40 through 30.40 is added as follows:

**30.40 PLANNING COMMISSION REAFFIRMED.**

The Cologne Planning Commission is maintained and reaffirmed as the planning agency for the City. The Planning Commission shall be the city planning agency authorized by Minn. Stat. § 462.354, subd. 1, as it may be amended from time to time. Except as otherwise provided in this ordinance or City Code, the Planning Commission shall be advisory directly to the City Council.

**30.41 COMPOSITION AND TERMS.**

- (A) **Composition, Number.** The Planning Commission shall consist of five members who are residents of the City. Four members shall be appointed by the City Council; and the City Council shall select one member of the Planning Commission from amongst its own members.
- (B) **Terms.** The members of the Commission shall be appointed for staggered terms of four years. Appointees shall hold their offices until their successors are appointed and qualified. The City will accept applications from any eligible individual for appointments to the commission prior to a term expiring. Current members must reapply for the position on the commission and may be appointed for consecutive terms. The City Council shall interview applicants and appoint members to the commission. The City Council shall make appointments in January of each calendar year or as soon as possible thereafter. Vacancies during the term shall be filled by the Council for the unexpired portion of the term. Every appointed member shall, before entering upon the discharge of his or her duties, take an oath

that he or she will faithfully discharge the duties of his or her office. The one member selected by the Council from its members shall be approved with the Annual Appointments typically approved in January of each year to serve until the next time the City Council adopts Annual Appointments. The member so selected from the Council shall not be the Mayor.

- (C) Removal. Members may be removed by the City Council with or without cause by a majority vote of the City Council.
- (D) Compensation. All members shall serve with the compensation as may be set from time to time by the City Council.

#### 30.42 ORGANIZATION AND MEETINGS.

- (A) Officers. At its first meeting of a calendar year, the Planning Commission shall elect a Chairperson from among its appointed members for a term of one year.
- (B) Meeting. The Commission shall hold at least one regular meeting each month. The Chairperson, working in conjunction with the City Administrator, may cancel the regular meeting, or schedule a special meeting.
- (C) Minutes. Written minutes of meetings shall be kept and filed with the City Clerk but shall be subject to approval at the next Planning Commission meeting.
- (D) Expenditures. No expenditures by the City on behalf of the Planning Commission shall be made unless and until authorized by the City Council.

#### 30.43 ATTENDANCE

In the event any appointed member fails to attend either three consecutive meetings or 25 percent of those meetings held in a calendar year, a vacancy may be declared to exist by a majority vote of the City Council. The vacancy shall be filled as provided in Section § 30.41 .

#### 30.44 POWERS AND DUTIES

- (A) Generally.** The Planning Commission shall have the powers and duties given to city planning agencies generally by law, including the authority to conduct public hearings as directed by City Council or city policy. The Planning Commission also shall exercise the duties conferred upon it by this ordinance and the City Code.
- (B) Comprehensive Plan.** It shall be the purpose of the Planning Commission to prepare and adopt a comprehensive plan pursuant to Minn. Stat. § 473.858, Subd.

1. This plan may be prepared in sections, each of which shall relate to a comprehensive plan program. After the City Council has adopted the comprehensive plan, the Planning Commission may periodically, but at least every ten years, review the comprehensive plan and any ordinances or programs implementing the plan.

**(C) Means of Executing Plan.** Upon the adoption of a comprehensive plan or any section thereof, it shall be the concern of the Planning Commission to recommend to the City Council reasonable and practical means for putting into effect the plan or section thereof, in order that it will serve as a pattern and guide for the orderly physical development of the city and as a basis for judging the timely disbursements of funds to implement the objective. Means of effectuating the plan, among other things, shall consist of a zoning ordinance, subdivision regulations, capital improvement programming and technical review, and recommendations of matters referred to the Planning Commission by the City Council.

**(D) Zoning Ordinance.** Pursuant to Minn. Stat. § 462.357, subd. 3, as it may be amended from time to time, after adoption of a comprehensive plan, if any, the Planning Commission shall review all proposed amendments to the zoning ordinance, conduct public hearings as directed by City Council or city policy, and make recommendations to the City Council concerning zoning ordinance amendments and their relation to the city comprehensive plan and other land use controls. The Planning Commission shall report its recommendations to the City Council for action.

**(E) Conditional Use Permits.** The Planning Commission may make recommendations on all requests for a conditional use permit under the terms of the zoning ordinance and conduct public hearings as directed by City Council or city policy. The Planning Commission shall report its recommendations to the City Council for action.

**(F) Interim Use Permits.** The Planning Commission may make recommendations on all requests for an interim use permit under the terms of the zoning ordinance and conduct public hearings as directed by City Council or city policy. The Planning Commission shall report its recommendations to the City Council for action.

**(G) Subdivision Regulations.** The Planning Commission may make recommendations about the subdividing of land as prescribed by the ordinance and conduct public hearings as directed by City Council or city policy. The Planning Commission shall report its recommendations to the City Council for action.

**(H) Zoning Variances.** All applications for variances may be referred to the Planning Commission and forwarded with or without recommendations directly to the City Council. The City Council shall have the powers of a Board of Appeals and

Adjustments as provided for in Minn. Stat. § 462.357, subd. 6, as it may be amended from time to time for its decision.

**(I) Official Map.** Pursuant to Minn. Stat. § 462.359, subd. 2, as it may be amended from time to time, after adoption of a major thoroughfare plan and a community facilities plan (which may be contained in the city comprehensive plan or adopted separately), the Planning Commission, for the purpose of carrying out the policies of the major thoroughfare plan and community facilities plan, may prepare and recommend to the governing body a proposed official map covering the entire municipality or any portion thereof. The governing body may, after holding a public hearing, adopt and amend the official map by ordinance. The official map or maps shall be prepared in sufficient detail to permit the establishment of the future acquisition lines on the ground. In unplatted areas, a minimum of a centerline survey shall have been made prior to the preparation of the final draft of the official map. The accuracy of the future acquisition lines shown on the official map shall be attested to by a licensed land surveyor. After adoption, a copy of the official map, or sections thereof with a copy of the adopting ordinance attached shall be recorded with the county recorder as provided in sections 462.351 to 462.364.

**(J) Purchase and Sale of Real Property.** Pursuant to Minn. Stat. § 462.356, subd. 2, as it may be amended from time to time, after adoption of a comprehensive plan, if any, the Planning Commission shall review all proposed acquisitions or disposals of publicly owned interests in real property within the city by the municipality, or any special district or any agency thereof, or any other political subdivision having jurisdiction within the municipality, and make findings as to the compliance of the proposed acquisition or disposal of real property with the comprehensive municipal plan. The City Council may by resolution adopted by two-thirds vote of those present dispense with the requirements of this section when in its judgment it finds that the proposed acquisition or disposal of real property has no relationship to the comprehensive municipal plan.

**(K) Capital Improvements.** Pursuant to Minn. Stat. § 462.356, subd. 2, as it may be amended from time to time, and if a comprehensive plan has been adopted, the Planning Commission shall review all proposed capital improvements within the city by the municipality, or any special district or any agency thereof, or any other political subdivision having jurisdiction within the municipality, and make findings as to the compliance of the proposed capital improvement with the comprehensive municipal plan. The City Council may by resolution adopted by two-thirds vote dispense with the requirements of this section when in its judgment it finds that the proposed acquisition or disposal of real property has no relationship to the comprehensive municipal plan.

**(L) Comprehensive Plan Amendments.** Pursuant to Minn. Stat. § 462.355, subds. 2, 3, as it may be amended from time to time, after adoption of a comprehensive plan, if any, the Planning Commission shall review all proposed amendments to

the comprehensive plan, hold at least one public hearing, and make recommendations to the City Council comprehensive plan amendments and their relation to the city comprehensive plan and other land use controls. The Planning Commission shall report its recommendations to the City Council for action.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance attached hereto as Exhibit A as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

**SECTION 4. REPEALER**

All prior ordinances to the extent that they are inconsistent with the terms and provisions of this Ordinance, shall be deemed repealed after the effective date of this Ordinance with regard to those inconsistent terms and provisions.

Passed by the City Council of Cologne this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Approved:

\_\_\_\_\_  
Matt Lein  
Mayor

Attested:

\_\_\_\_\_  
Michelle Morrison  
City Clerk

**CITY OF COLOGNE  
CARVER COUNTY  
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING THE CITY OF COLOGNE CITY CODE RELATED TO THE  
PARKS AND RECREATION BOARD AND THE PLANNING COMMISSION**

On May 4, 2026, the Cologne City Council adopted Ordinance Number 2026 - [REDACTED] “An Ordinance Amending the City of Cologne City Code Related to the Parks and Recreation Board and the Planning Commission”. This Ordinance is to eliminate the Parks and Recreation Board and to update the ordinance related to the Planning Commission.

This notice is a summary of the Ordinance that was adopted by the City. A full copy of the Ordinance is available by contacting the City Administrator. This amendment goes into effect upon publication.

Matt Lien, Mayor

Michelle Morrison, City Administrator

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## MEMORANDUM

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**TO:** Mayor Lein and City Council Members

**FROM:** Michelle Morrison, City Administrator

**SUBJECT:** ORDINANCE AMENDING THE CITY CODE RELATED TO RECREATIONAL AND SPECIAL VEHICLES, BICYCLES, ROLLER BLADES, SKATES, SKIS AND SKATEBOARDS

**DATE:** 4/29/2026

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The Planning Commission has reviewed Chapters 73 and 74 of the City Code, made suggested edits and discussed the changes with our City Planner – Cindy Nash. The biggest changes include incorporating or deferring to State Statute when possible, the inclusion of motorized items that have been developed since the original ordinance (motorized and electric scooters etc.) and general cleanup. The Council has had the opportunity at prior meetings to see both the red-lined original and the clean final and raise any issues or concerns with the proposed document.

**RECOMMENDATION:** If Council sees the changes as favorable, I would recommend a motion to Approve an Ordinance Amending the City Code Related to Recreational and Special Vehicles, Bicycles, Roller Blades, Skates, Skis and Skateboards.

**CITY OF COLOGNE  
CARVER COUNTY  
STATE OF MINNESOTA**

**ORDINANCE NO. 2026-\_\_**

**AN ORDINANCE AMENDING THE CITY OF COLOGNE CITY CODE RELATED TO  
RECREATIONAL AND SPECIAL VEHICLES, BICYCLES, ROLLER BLADES,  
ROLLER SKATES, ROLLER SKIS AND SKATEBOARDS**

**The City Council of Cologne, Minnesota ordains:**

**SECTION 1. RESCIND SECTION.** Chapter 73 of the Cologne City Code is hereby rescinded and a new Chapter 73 is added as follow:

**CHAPTER 73: RECREATIONAL VEHICLES AND SPECIAL VEHICLES**

**RECREATIONAL VEHICLES**

- 73.01 Purpose and intent
- 73.02 Definition
- 73.03 Operation requirements
- 73.04 Street crossings
- 73.05 Hours of operation
- 73.06 Minimum equipment requirements
- 73.07 Designation of public areas for use

**SPECIAL VEHICLES**

- 73.08 Motorized golf carts
- 73.09 Motorized Foot Scooters
- 73.10 Medium-Speed Electric Vehicles and Neighborhood Electric Vehicles

**RECREATIONAL VEHICLES**

- 73.01 PURPOSE AND INTENT.

(A) (1) The purpose of this chapter is to provide reasonable regulations for the use of recreational motor vehicles on public and private property in the city.

(2) This chapter is not intended to allow what the Minnesota Statutes prohibit nor to prohibit what the Minnesota Statutes expressly allow.

(B) It is intended to ensure the public safety and prevent a public nuisance.

#### 73.02 DEFINITION.

For the purpose of this chapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

**RECREATIONAL MOTOR VEHICLE.** Any self-propelled vehicle and any vehicle propelled or drawn by a self-propelled vehicle used for recreational purposes including, but not limited to trail bike, off-highway motorcycle, as defined by Minn. Stat. § 84.787, subd. 7, as it may be amended from time to time, or other all-terrain vehicle as defined by Minn. Stat. 84.90 and Minn. Stat. § 84.92, subd. 8-10 as it may be amended from time to time, or motorized go-carts, hovercraft, or motor vehicle licensed for highway operation, which is being used for off-road recreational purposes, but not including motorized golf carts, personal electric mobility devices, motorized foot scooters, neighborhood electric vehicles, medium-speed electric vehicles, or mini-trucks.

#### 73.03 OPERATION REQUIREMENTS.

It is unlawful for any person to operate a recreational motor vehicle:

(A) On private property of another without written or oral permission of the owner of the property; (Written permission may be given by a posted notice of any kind or description, so long as it specifies the kind of vehicles allowed, that the owner, occupant or lessee prefers, such as by saying "Recreational Vehicles Allowed," "Trail Bikes Allowed," "All-Terrain Vehicles Allowed" or words substantially similar.)

(B) On publicly-owned land, including school, park property, playgrounds, recreation areas and golf courses, except where permitted by this chapter;

(C) In a manner so as to create a loud, unnecessary or unusual noise which disturbs, annoys or interferes with the peace and quiet of other persons;

(D) On a public sidewalk or walkway provided or used for pedestrian travel;

(E) At a place while under the influence of intoxicating liquor or narcotics or habit-forming drugs;

(F) At a rate of speed greater than reasonable or proper under all the surrounding circumstances;

(G) At any place in a careless, reckless or negligent manner so as to endanger or be likely to endanger any person or property or to cause injury or damage thereto;

(H) On any public street, highway or right-of-way unless licensed pursuant to Minnesota law;

(I) To intentionally drive, chase, run over or kill any animal, wild or domestic;

(J) By halting any recreational motor vehicle carelessly or heedlessly in disregard of the rights or the safety of others or in a manner so as to endanger or be likely to endanger any person or property or in excess of 25 miles per hour on publicly-owned lands; and/or

(K) Within 150 yards of any public recreational area or gathering of people. This provision does not apply to the occasional use of recreational motor vehicles on private property for the purpose of loading or unloading it from a trailer or for mechanically checking it.

(L) Without headlight and taillight lighted at all times if the vehicle is equipped with headlight and taillight.

(M) Without a functioning stoplight if so equipped.

(N) Without a brake operational by either hand or foot.

(O) At a speed exceeding 10 miles per hour on the frozen surface of public waters within 100 feet of a person not on an all-terrain vehicle or within 100 feet of a fishing shelter.

(P) Helmet and seat belts required.

(1) A person less than 18 years of age shall not ride as a passenger or as an operator of a recreational vehicle regulated herein on public land, public waters, or on a public road right-of-way unless wearing a safety helmet approved by the commissioner of Public Safety.

(2) A person less than 18 years of age shall not ride as a passenger or as an operator of a vehicle regulated herein without wearing a seat belt when such seat belt has been provided by the manufacturer.

(Q) All-terrain vehicles and passengers.

(1) No person under 18 years of age shall operate a class 1 all-terrain vehicle while carrying a passenger. A person 18 years of age or older may operate a class 1 all-terrain vehicle carrying one passenger. For the purposes of this division a **CLASS 1 ALL-TERRAIN VEHICLE** means an all-terrain vehicle that has a total dry weight of less than 900 pounds.

(2) No person under 18 years of age shall operate a class 2 all-terrain vehicle while carrying a passenger. A person 18 years of age or older may operate a class 2 all-

terrain vehicle while carrying a passenger, or up to the number of passengers for which the vehicle was designed, whichever is greater. For the purposes of this division a **CLASS 2 ALL-TERRAIN VEHICLE** means an all-terrain vehicle that has a total dry weight of 1,000 to 1,800 pounds.

Penalty, see § 10.99

#### 73.04 STREET CROSSINGS.

(A) No person under 12 years of age operating the vehicles regulated herein shall make a direct crossing of any street, highway, or public right-of-way; or operate a vehicle regulated herein on a public street, highway, or road right-of-way; or operate a vehicle regulated herein on public lands or waters, except that a person at least 10 years of age but under 12 years of age may operate an all-terrain vehicle with an engine capacity up to 90cc on public lands or waters if accompanied by a parent or legal guardian.

(B) Additional restrictions for all-terrain vehicles. An all-terrain vehicle may make a direct crossing of a public road right-of-way provided:

(1) The crossing is made at an angle of approximately 90 degrees to the direction of the road and at a place where no obstruction prevents a quick and safe crossing.

(2) The vehicle is brought to a complete stop before crossing the shoulder or main traveled way of the road.

(3) The driver yields the right-of-way to all oncoming traffic that constitutes an immediate hazard.

(4) In crossing a divided road, the crossing is made only at an intersection of the road with another public road.

(5) If the crossing is made between the hours of one-half hour after sunset to one-half hour before sunrise or in conditions of reduced visibility, only if both front and rear lights are on.

Penalty, see § 10.99

#### 73.05 HOURS OF OPERATION.

Hours for use are 8:00 a.m. to 10:00 p.m.

Penalty, see § 10.99

### 73.06 MINIMUM EQUIPMENT REQUIREMENTS.

(A) Standard mufflers shall be properly attached and in constant operation to reduce the noise of operation of the motor to the minimum necessary for operation. No person shall use a muffler cutout, by-pass, straight pipe or similar device on a recreational motor vehicle motor. The exhaust system shall not emit or produce a sharp popping or crackling sound.

(B) Brakes shall be adequate to control the movement of and to stop and hold under any conditions of operation.

(C) At least one clear lamp shall be attached to the front with sufficient intensity to reveal persons and vehicles at a distance of at least 100 feet ahead during the hours of darkness under normal atmospheric conditions. The head lamp shall be so that glaring rays are not projected into the eyes of an oncoming vehicle operator. It shall also be equipped with at least one red tail lamp having a minimum candlepower of sufficient intensity to exhibit a red light plainly visible from a distance of 500 feet to the rear during the hours of darkness under normal atmospheric conditions. This equipment shall be required and shall be in operating condition when the vehicle is operated between the hours of 1/2 hour after sunset and 1/2 hour before sunrise, or at times of reduced visibility.

Penalty, see § 10.99

### 73.07 DESIGNATION OF PUBLIC AREAS FOR USE.

(A) The Council may designate areas for use of recreational motor vehicles by approval of a majority of the members of the City Council. The areas designated may be changed from time to time by the City Council. Any area designated shall be published in the official newspaper of the city in a conspicuous place after the approval. If an area is changed, the change shall be published in like manner in the official newspaper of the city. An up-to-date map of any designated park areas open for recreational motor vehicle use shall be kept on file in the office of the City Clerk, who shall provide on request a copy of the map together with the applicable rules, regulations and this chapter to each person requesting the information from the city.

(B) Unless designated by the City Council as an area for recreational motor vehicles, the use on city park property shall be unlawful. Further, the use of city parks designated by the City Council shall be in accordance with all of the applicable provisions of this chapter.

Penalty, see § 10.99

### SPECIAL VEHICLES

### 73.08 MOTORIZED GOLF CARTS.

(A) (1) No person shall operate a motorized golf cart on streets, alleys, sidewalks or other public property without obtaining a permit as provided herein.

(2) Every application for a permit shall be made on a form supplied by the city and shall contain the following information:

- (a) The name and address of the applicant;
- (b) The nature of the applicant's physical handicap, if any;
- (c) Model name, make and year and number of the motorized golf cart;
- (d) Current driver's license or reason for not having a current license; and
- (e) Other information as the city may require.

(3) The annual permit fee shall be as set forth by City Council from time to time.

(4) Permits shall be granted for a period of three years and may be renewed annually January 1 to December 31.

(5) No permit shall be granted or renewed unless the following conditions are met:

(a) The applicant must demonstrate that he or she currently holds or has held a valid Minnesota driver's license;

(b) The applicant may be required to submit a certificate signed by a physician that the applicant is able to safely operate a motorized golf cart on the roadways designated;

(c) The applicant must provide evidence of insurance in compliance with the provisions of Minnesota Statutes concerning insurance coverage for the golf cart;

(d) The applicant has not had his or her driver's license revoked as the result of criminal proceedings.

(6) Motorized golf carts are permitted to operate only on city streets, not state or federal highways, except to cross at designated intersections.

(7) Motorized golf carts may only be operated on designated roadways from sunrise to sunset. They shall not be operated in inclement weather conditions or at any time when there is insufficient light to clearly see persons and vehicles on the roadway at a distance of 500 feet.

(8) Motorized golf carts shall display the slow-moving vehicle emblem provided for in M.S. § 169.522, as it may be amended from time to time, when operated on designated roadways.

(9) Motorized golf carts shall be equipped with a rear view mirror to provide the driver with adequate vision from behind as required by Minn. Stat. § 169.70 .

(10) The operator of a motorized golf cart may cross any street or highway intersecting a designated roadway.

(11) Every person operating a motorized golf cart under permit on designated roadways has all the rights and duties applicable to the driver of any other vehicle under the provisions of M.S. Chapter 169, as it may be amended from time to time, except when these provisions cannot reasonably be applied to motorized golf carts and except as otherwise specifically provided in M.S. § 169.045(7), as it may be amended from time to time.

(12) The City Council may suspend or revoke a permit granted hereunder upon a finding that the holder thereof has violated any of the provisions of this section or M.S. Chapter 169, as it may be amended from time to time, or if there is evidence that the permit holder cannot safely operate the motorized golf cart on the designated roadways.

(13) The number of occupants in the golf cart may not exceed the design occupant load.

(B) For the purpose of this section, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

**DRIVER.** The person driving and having physical control over the motorized golf cart and being the licensee.

**MOTORIZED GOLF CART.** Any passenger conveyance being driven with four wheels with four low pressure tires that is limited in engine displacement of less than 800 cubic centimeters and total dry weight less than 800 pounds.

### **73.09. MOTORIZED FOOT SCOOTERS**

(A) ***MOTORIZED FOOT SCOOTER*** means a device with handlebars designed to be stood or sat upon by the operator, and powered by an internal combustion engine or electric motor that is capable of propelling the device with or without human propulsion, and that has no more than two 12-inch or smaller diameter wheels and has an engine or motor that is capable of a maximum speed of 15 miles per hour on a flat surface with not more than 1 percent grade in any direction when the motor is engaged. An electric personal assistive mobility device, a motorized bicycle, an electric-assisted bicycle, or a motorcycle is not a motorized foot scooter.

(B) Operation of a motorized foot scooter on city bicycle paths, bicycle lanes, bicycle trails, or bikeways is prohibited except as provided in division (C) below.

(C) The City Council may, by resolution, designate specific bicycle paths, bicycle lanes, bicycle trails, or bikeways as available for use by motorized foot scooters.

(D) Every person operating a motorized foot scooter shall have all rights and duties applicable to the operator of a bicycle, except in respect to those provisions relating expressly to motorized foot scooters and in respect to those provisions of law that by their nature cannot reasonably be applied to motorized foot scooters.

(E) No person may operate a motorized foot scooter upon a sidewalk, except when necessary to enter or leave adjacent property. No person may operate a motorized foot scooter that is carrying any person other than the operator.

(F) No person under the age of 12 years may operate a motorized foot scooter.

(G) No person under the age of 18 years may operate a motorized foot scooter without wearing properly fitted and fastened protective headgear that complies with standards established by the commissioner of Public Safety.

(H) A motorized foot scooter must be equipped with a headlight and a taillight that comply with standards established by the commissioner of Public Safety if the vehicle is operated under conditions when vehicle lights are required by law.

(I) A person operating a motorized foot scooter on a roadway shall ride as close as practicable to the right-hand curb or edge of the roadway, except in the following situations:

(1) When overtaking and passing another vehicle proceeding in the same direction.

(2) When preparing for a left turn, in which case the operator shall stop and dismount at the right-hand curb or right edge of the roadway, and shall complete the turn by crossing the roadway on foot, subject to restrictions placed by law on pedestrians.

(3) When reasonably necessary to avoid impediments or conditions that make it unsafe to continue along the right-hand curb or edge, including, but not limited to, fixed or moving objects, vehicles, bicycles, pedestrians, animals, surface hazards, or narrow lanes.

### **73.10. MEDIUM-SPEED ELECTRIC VEHICLES AND NEIGHBORHOOD ELECTRIC VEHICLES**

(A) Definitions.

(1) ***MEDIUM SPEED ELECTRIC VEHICLE*** means an electrically powered four-wheeled motor vehicle, equipped with a roll cage or crushproof body design, that can attain a maximum speed of 35 miles per hour on a paved level surface, is fully enclosed and has at least one door for entry, has a wheelbase of 40 inches or greater and a wheel diameter of 10 inches or greater, and except with respect to maximum speed, otherwise

meets or exceeds regulations in the Code of Federal Regulations, title 49, section 571.500, and successor requirements.

(2) **NEIGHBORHOOD ELECTRIC VEHICLE** means an electrically powered motor vehicle that has three or four wheels, and has a speed attainable in one mile of at least 20 miles per hour, but not more than 25 miles per hour on a paved level surface.

(B) Operation of neighborhood electric vehicles on city streets is prohibited except as provided in (C) below.

(C) Use on designated exclusive city streets. The City Council may, by resolution, designate exclusive city streets within its jurisdiction where the operation of neighborhood electric vehicles or medium-speed electric vehicles is permissible, provided that no street so designated has a speed limit of more than 35 miles per hour.

(D) A neighborhood electric vehicle or a medium-speed electric vehicle may be operated on public streets and highways only if it meets all equipment and vehicle safety requirements in Code of Federal Regulations, title 49, section 571.500, as it may be amended from time to time.

(E) Authorized city staff may operate city owned neighborhood electric vehicles and medium-speed electric vehicles within the city on city streets, sidewalks, trails, rights-of-way, and public property when conducting city business.

**SECTION 2. RESCIND AND REPLACE SECTION.** Chapter 74 of the Cologne City Code is hereby rescinded and a new Chapter 74 is added as follows:

#### CHAPTER 74: BICYCLES, ROLLER BLADES, ROLLER SKATES, ROLLER SKIS AND SKATEBOARDS

##### Section

##### Bicycles

74.01 Definition

74.02 Traffic laws apply

74.03 Manner and number riding

74.04 Hitching rides

74.05 Where to ride

74.06 Right-of-way; sidewalks

74.07 Carrying articles

74.08 Lighting and brake equipment

74.09 Sale with reflectors

#### Roller Blades, Roller Skates, Roller Skis and Skateboards

74.25 Definitions

74.26 Unlawful acts

74.27 Right-of-way

74.28 Hours of use

74.99 Violations

#### BICYCLES

##### 74.01 DEFINITION.

For the purpose of this subchapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

**BICYCLE.** Every device propelled solely by human power upon which any person may ride, having two tandem wheels, except scooters and similar devices, and including any device generally recognized as a BICYCLE though equipped with two front or rear wheels.

##### 74.02 TRAFFIC LAWS APPLY.

Every person riding a bicycle on a street or upon any path set aside for the exclusive use of bicycles shall be granted all of the rights and shall be subject to all of the duties applicable to the driver of a vehicle by this title, except as to special regulations in this chapter and except as to those provisions of this chapter which by their nature can have no application.

##### 74.03 MANNER AND NUMBER RIDING.

(A) It is unlawful for any person propelling a bicycle to ride other than upon or astride a permanent and regular seat attached thereto.

(B) No bicycle shall be used to carry more persons at one time than the number for which it is designed and equipped, except on a baby seat attached to the bicycle, provided that the seat is equipped with a harness to hold the child securely in the seat and that protection is provided

against the child's feet hitting the spokes of the wheel, or in a seat attached to the bicycle operator.

Penalty, see § 74.99

#### 74.04 HITCHING RIDES.

It is unlawful for any person riding upon any bicycle, coaster, roller skates, roller blades, skate board, sled, or toy vehicle to attach the same or themselves to any vehicle upon a street.

Penalty, see § 74.99

#### 74.05 WHERE TO RIDE.

(A) Every person operating a bicycle upon a street shall ride as near to the right side of the street as practicable, exercising due care when passing a standing vehicle or one proceeding in the same direction.

(B) Persons riding bicycles upon a street shall not ride more than two abreast except on paths or parts of streets set aside for the exclusive use of bicycles.

Penalty, see § 74.99

#### 74.06 RIGHT-OF-WAY; SIDEWALKS.

Whenever a person is riding a bicycle upon a sidewalk, the person shall yield the right-of-way to any pedestrian and shall give audible signal before overtaking and passing the pedestrian.

Penalty, see § 74.99

#### 74.07 CARRYING ARTICLES.

It is unlawful for any person operating a bicycle to carry any package, bundle, or article which prevents the driver from keeping at least one hand upon the handlebars.

Penalty, see § 74.99

#### 74.08 LIGHTING AND BRAKE EQUIPMENT.

(A) Every bicycle, when in use at night time, shall be equipped with, or its operator shall carry a lamp on the front which shall emit a white light visible from a distance of at least 500 feet to the front, and with a red reflector on the rear of a type approved by the Department of Public

Safety which is visible from all distances from 100 feet to 600 feet to the rear when directly in front of lawful lower beams of headlamps on a motor vehicle. A lamp emitting a red light visible from a distance of 500 feet to the rear may be used in addition to the red reflector. No person may, at any other time when there is not sufficient light to render clearly discernible persons and vehicles on the highway at a distance of 500 feet ahead, operate a bicycle unless the bicycle or its operator is equipped with reflective surfaces that shall be visible during the hours of darkness from 600 feet when viewed in front of lawful lower beams of headlamps on a motor vehicle. The reflective surfaces shall include reflective materials on each side of each pedal to indicate their presence from the front or the rear and with a minimum of 20 square inches on each side of the bicycle or its operator of white reflective material. All reflective materials used in compliance with this section shall meet the requirements as prescribed by the Commissioner of Public Safety.

(B) Every bicycle shall be equipped with a brake which will enable the operator to make the braked wheels skid on dry, level, clean pavement.

Penalty, see § 74.99

## ROLLER BLADES, ROLLER SKATES, ROLLER SKIS AND SKATEBOARDS

### 74.25 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning:

**BUSINESS DISTRICT.** That part of the City shown on the Official Zoning Map as being within the C-2 zoning district.

**OPERATE.** To ride on or upon or control the operation of roller blades, roller skates, or a skateboard.

**OPERATOR.** Every person who operates or is in actual physical control of roller blades, roller skates, or a skateboard.

**ROLLER BLADES/ROLLER SKATES.** A shoe with wheels attached or a device with wheels which is designed to be attached to a shoe.

**ROLLER SKIS.** A pair of skis platformed with wheels attached which is intended to simulate skiing.

**SKATEBOARD.** A device for riding-upon, usually while standing, consisting of an oblong piece of wood, or of other composition, mounted on skate wheels.

### 74.26 UNLAWFUL ACTS.

(A) It is unlawful for any person to operate roller blades, roller skates, roller skis or a skateboard under the circumstances set forth hereafter:

(1) On any public sidewalk, street, or public parking lot within the Business District;

(2) On private property of another without the express permission to do so by the owner or occupant of the property; or

(3) In any careless, reckless, or negligent manner so as to endanger or be likely to endanger the safety of any person or property of any other person.

(B) It is unlawful for any person operating roller blades, roller skates, roller skis or a skateboard to attach the same, or the person of the operator, to any vehicle upon a street.

(C) Every person operating roller blades, roller skates, roller skis or a skateboard upon a street shall ride as close as possible to the right-hand curb or edge of the street.

(D) Every person operating roller blades, roller skates, roller skis or a skateboard upon a street shall observe the same rules of the road as required of bicycles, pursuant to M.S. § 169.222.

Penalty, see § 74.99

#### 74.27 RIGHT-OF-WAY.

The operator of roller blades, roller skates, roller skis or a skateboard emerging from any alley, driveway, or building, upon approaching a sidewalk or the sidewalk area extending across any alleyway, shall yield the right-of-way to all pedestrians approaching on the sidewalk or sidewalk area and upon entering the street shall yield the right-of-way to all vehicles approaching on the street.

Penalty, see § 74.99

#### 74.28 HOURS OF USE.

It is unlawful for any person to use roller blades, roller skates, roller skis or a skateboard upon a public street, sidewalk, or other roadway from 10:00 p.m. to 6:00 a.m., except on private property with express permission of owner, and except if the roller blades, roller skates, roller skis, skateboard or operator are equipped with reflective surfaces that shall be visible during the hours of darkness from 600 feet when viewed in front of lawful lower beams of head lamps on a motor vehicle. The reflective material shall be a minimum of 40 square inches. All reflective materials used in compliance with this section shall meet the requirements as prescribed by the Commissioner of Public Safety.

Penalty, see § 74.99

74.99 VIOLATIONS.

A person apprehended by a peace officer in violation of the provisions of this chapter does, by his or her use of the public sidewalks, streets, and public parking lots, consent to the impoundment by a police officer of the roller blades, roller skates, roller skis or skateboard for a period of three days upon a first offense, a week upon the second offense and 30 days upon a third or additional offense. Any operator aggrieved by the impoundment of his or her roller blades, roller skates roller skis or skateboard may petition the Council for a hearing thereon at the next regular Council meeting following the impoundment. This provision is in addition to the provisions for fines and penalties as set forth in § 10.99.

**SECTION 3. EFFECTIVE DATE**

This ordinance becomes effective on the date of its publication, or upon the publication of a summary of the ordinance attached hereto as Exhibit A as provided by Minn. Stat. § 412.191, subd. 4, as it may be amended from time to time, which meets the requirements of Minn. Stat. § 331A.01, subd. 10, as it may be amended from time to time.

**SECTION 4. REPEALER**

All prior ordinances to the extent that they are inconsistent with the terms and provisions of this Ordinance, shall be deemed repealed after the effective date of this Ordinance with regard to those inconsistent terms and provisions.

Passed by the City Council of Cologne this \_\_\_\_\_ day of \_\_\_\_\_, 2026.

Approved:

\_\_\_\_\_  
Matt Lein  
Mayor

Attested:

\_\_\_\_\_  
Michelle Morrison  
City Clerk

**CITY OF COLOGNE  
CARVER COUNTY  
STATE OF MINNESOTA**

**AN ORDINANCE AMENDING THE CITY OF COLOGNE CITY CODE RELATED TO RECREATIONAL AND SPECIAL VEHICLES, BICYCLES, ROLLER BLADES, ROLLER SKATES, ROLLER SKIS AND SKATEBOARDS**

On May 4, 2026, the Cologne City Council adopted Ordinance Number 2026 - [REDACTED] “An Ordinance Amending the City of Cologne City Code Related to Recreational and Special Vehicles, Bicycles, Roller Blades, Roller Skates, Roller Skis and Skateboards”. This Ordinance is to amend regulations related to permitting and operation of these items.

This notice is a summary of the Ordinance that was adopted by the City. A full copy of the Ordinance is available by contacting the City Administrator. This amendment goes into effect upon publication.

Matt Lien, Mayor

Michelle Morrison, City Administrator

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## MEMORANDUM

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**TO:** Mayor Lein and City Council Members  
**FROM:** Michelle Morrison, City Administrator  
**SUBJECT:** MET COUNCIL SMALL COMMUNITIES PLANING PROGRAM  
**DATE:** 4/27/2026

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2050 Comprehensive Plan work will be starting soon. The Met Council has a Small Communities Planning Program that we qualify for. The program helps with direct planning and engineering services. I reached out to both Cindy and Jake about the program and both agree that the City should take the steps to participate in the program. Both will be part of the project team and contribute to the Comp Plan. Attached is a letter of intent that is the first step. In the next few months, the City will receive a contract to participate that must be acted on by local resolution. Prep work will then start, likely in the fall with completed plans ready for Met Council review by the end of May 2028.

**RECOMMENDATION:** No action is being requested at this time – informational only.

May 4, 2026

Merritt Clapp-Smith, Planning Analyst  
Metropolitan Council, Local Planning Assistance Team  
390 Robert Street North  
Saint Paul, MN 55101



**Subject: Letter of Intent to Participate in Small Communities Planning Program**

Dear Merritt Clapp-Smith,

I am writing on behalf of the City of Cologne to formally express our interest in participating in the Met Council's new Small Communities Planning Program to receive direct planning and engineering services from the Met Council to assist with preparing our local 2050 Comprehensive Plan.

Our officials and residents are committed to identifying and shaping a strong future for our community, but we have limited resources to prepare a 2050 Comprehensive Plan. We understand that we are eligible to participate in a new Small Communities Planning Program to receive technical assistance from the Met Council for our Comprehensive Plan update, at no cost. We have reviewed the Small Communities Planning Program Guide that describes the services the Met Council will provide, our responsibilities as a Program partner, and the project timeline.

The technical support and planning services from Met Council will enable us to put our community vision and priorities into action through plans for land use, housing, transportation, parks and trails, water resources, and climate and natural systems and to address the 2050 Comprehensive Plan minimum requirements.

Assistance through the Small Communities Planning Program would enable us to:

- Focus our limited local resources on meaningful engagement that reflects the voices of our community
- Identify priorities and actionable strategies considering current conditions and future trends
- Produce a comprehensive plan that meets state and regional planning standards

We are prepared to collaborate throughout the planning process and to dedicate local capacity and community outreach efforts to ensure the project's success.

We look forward to the opportunity to execute a Small Communities Planning Program contract for services and to work together to prepare our 2050 Comprehensive Plan. Please feel free to contact me if additional information is needed.

Sincerely,

Michelle Morrison  
City Administrator  
City of Cologne  
[Michellem@colognemn.com](mailto:Michellem@colognemn.com)  
952-466-2064



# Memo

**To:** Mayor Lein and Council Members

**From:** Michelle Morrison – City Administrator

**Date:** May 1, 2026

**Re:** Administrator Update

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In addition to items presented in the packet please see the following notes of interest:

- Bolton & Menk has a Cologne Zoning Map, I have provided the first draft of updates to the map. Also, have looped Cindy Nash into the conversation to get her input on the suggested changes.
- Submitted Documentation and Permit application to Mn Department of Transportation for the Glad Days parade.
- Repairs are complete at the WWTP after the Goose incident last August. The Sludge tank mixer and pump have been replaced with new equipment. Total claim to LMC was \$49,311 – Check being issued to City is \$48,811.
- All cities in Carver County use the County Attorney’s office for prosecution cases. An extensive review of the services the county

provides to prosecute these cases has shown a \$109,000 gap in what it collects from the cities through the prosecution contracts. As a result, all cities are facing a cost increase. The plan is to spread the increase over 5 years. The city currently pays \$2,847 - that will change to \$3,682 in 2027 and move to \$7,346 by 2033.