



**AGENDA FOR
REGULAR CITY COUNCIL MEETING
JUNE 3, 2025 – 5:00 P.M.**

1. **Pledge of Allegiance**
2. **Call to Order**
 - Roll Call and Establishment of Quorum
3. **Approval of Agenda**
 - Council Changes
 - Staff Changes
4. **Approval of Minutes**
 - A. May 20, 2025
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda** (items approved with one motion)
 - A. Approve Parade Permit – Celebrate Redwood Falls Summer Splash
 - B. Approve City Assistance with Celebrate Redwood Falls Summer Splash
 - C. Approve Block Party/Street Closure Request – 100/200 Blocks West Flynn
7. **Scheduled Public Hearings**
8. **Old Business**
9. **Regular Agenda**
 - A. Library Expansion Project Update (verbal)
 - B. Donation of Labor and Materials for Dog Park Pavilion – Resolution # 33
 - C. Update to Fee Schedule of Offenses and Administrative Penalties – Resolution #34
 - D. Reflection Cove Infrastructure Bid Award – Resolution #35
 - E. MN Housing Infrastructure Grant Application – Resolution #36
 - F. Street Foreman Position
10. **Other Items and Communications**
 - A. Council Items
 - B. Staff Items
11. **Paid Bills and Claims – For Informational Purposes**
 - A. City of Redwood Falls Accounts Payable Summary
12. **Adjournment**

**MINUTES
REGULAR COUNCIL MEETING
CITY OF REDWOOD FALLS, MINNESOTA
TUESDAY, MAY 20, 2025**

Pursuant to due call and notice thereof, a regular meeting of the Redwood Falls City Council was called to order in the Municipal Chambers on Tuesday, May 20, 2025, at 5:00 p.m.

Roll call indicated Mayor Tom Quackenbush and Council Members Matt Smith, Denise Kerkhoff, Jim Sandgren, Larry Arentson, and Shannon Guetter were present, constituting a quorum.

Also present were City Administrator Keith Muetzel, Finance Director Kari Klages, City Attorney Trenton Dammann, Public Works Project Coordinator Jim Doering, and Deputy City Clerk Caitlin Kodet.

A motion was made by Council Member Arentson and seconded by Council Member Smith to approve the agenda. Motion passed by unanimous vote.

A motion was made by Council Member Guetter and seconded by Council Member Sandgren to approve the May 6, 2025, minutes as presented. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to approve the following item on the Consent Agenda:

1. 2024 Drinking Water Report

Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 29 of 2025 – A Resolution to Approve a Grant Application to the Orrin S. Estebo Foundation.

Mr. Doering stated Resolution No. 29 is to approve a grant application to the Orrin S Estebo Foundation for up to \$42,870.00, to reduce a portion of the estimated ineligible costs associated with the Safe Routes to School (SRTS) trail grant project. The Orrin S. Estebo Foundation was established in 2006 to assist with civic, charitable, and benevolent causes, as well as educational and cultural organizations within the Redwood Falls zip code of 56283. Each year funding will be distributed to help 501(c)(3) organizations within this area, in addition to other institutions Orrin had specified. The grant deadline is June 1, 2025.

Mr. Doering stated Council approved the solicitation of the SRTS application on January 16th, 2024. The grant agreement will not be finalized until bids have been solicited and an actual bid amount can be utilized. Council approved task order 2025-1 on January 21, 2025, with BMI to begin engineering and bid preparation for the 2026 construction of the trail.

A motion was made by Council Member Sandgren and seconded by Council Member Arentson to waive the reading of Resolution No. 29 of 2025 – A Resolution to Approve a Grant Application to the Orrin S. Estebo Foundation. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Guetter to approve Resolution No. 29 of 2025 – A Resolution to Approve a Grant Application to the Orrin S. Estebo Foundation. Motion passed by unanimous vote.

Library Director Connie Lechner was present to introduce the Library Budget Reallocation with Quote Approvals.

Ms. Lechner stated Staff recommend approval of the reallocation of budgeted library funds to support and approve the quote provided by Salonek, Inc. for the sum of \$14,775.00 and the quote provided by Redwood Falls Nursery for the sum of \$7,304.00. The total project cost is \$22,079.00 for cement work and landscaping.

Ms. Lechner stated the quotes received are for the library front entrance to remove, refine, and replace the concrete walks and patio to provide a safe and ADA compliant entrance. Additional landscaping would also be required as part of the project. This work would need to be completed prior to the start of any construction for the addition and expansion project on the east side of the building. A little over half of the project cost, \$12,279.00, is covered by donations. The remaining \$9,800.00 is proposed to be paid through the reallocation of a portion of the library's 2025 budget. The proposed funding and reallocation of the library budget includes \$6,000.00 from Miscellaneous Repair & Maintenance, \$3,000.00 from Office Supplies, and \$800.00 from Adult Programming.

Ms. Lechner stated quotes were solicited from four vendors for the cement work. Only two of the vendors visited the site as required as an eligibility requirement. Salonek Inc. of Springfield, MN and Everstrong Construction of Redwood Falls, MN. Everstrong Construction declined to quote the project because of time constraints and current workload. Salonek Inc. provided a final quote of \$14,775.00. Staff recommend approval of the sole quote acknowledging the efforts made to procure a second quote from four local vendors.

Ms. Lechner stated landscaping quotes were received from two vendors, Lifestyle Landscapes, Inc. in the amount of \$12,388.00, and the Redwood Falls Nursery in the amount of \$7,304.00. Staff recommend approval of the quote provided by the Redwood Falls Nursery.

A motion was made by Council Member Kerkhoff and seconded by Council Member Guetter to approve the Library Budget Reallocation with Quote Approvals. Motion passed by unanimous vote.

Library Director Connie Lechner introduced Resolution No. 30 of 2025 – A Resolution Accepting Donations to the City.

Ms. Lechner stated Resolution No. 30 of 2025 is to accept a donation from the Redwood Area Library Foundation in the amount of \$3,500 and a second donation of funds from a grant received from the Redwood Falls Rotary Club in the amount of \$8,827.71. The total donation request is \$12,327.71. The current cement squares have been deemed a trip hazard due to uneven settling, and with the placement of the Daktronics sign, the landscaping has not been completed. The two donations will be used for the landscaping and cement project planned for the front entrance of the Library on Lincoln Street. The total cost of the project is \$22,079.00. Staff recommend approval to accept the financial donations from RALF and the Rotary Club for these expenses.

A motion was made by Council Member Sandgren and seconded by Council Member Smith to waive the reading of Resolution No. 30 of 2025 – A Resolution Accepting Donations to the City. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Kerkhoff to approve Resolution No. 30 of 2025 – A Resolution Accepting Donations to the City. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 31 of 2025 – Authorization to Execute Right of Way Use Agreement for Fence and Outdoor Recreation Area with American Legion Melvin Daskam Post 38.

Mr. Doering stated the City received a request to install a recreational use area confined by a four-foot chain-link fence in the city right-of-way (ROW) directly west of the American Legion Post 38. The platted ROW is intended for a future extension of West Park Road which is frontage to CSAH 101. While there is no immediate plan to use this ROW area it may be needed for extending utilities sometime in the future. In addition, board members of the Legion have reviewed the request with the County Highway Department, and they have no objections to the project as it does not affect their ROW.

Mr. Doering stated Council approved a similar agreement with the Legion on November 5, 2013, for the location of their sign within the same area. This agreement and the one prior were developed to avoid the right-of-way vacation process and to preserve the area for future municipal use. Staff recommends its approval.

A motion was made by Council Member Smith and seconded by Council Member Arentson to waive the reading of Resolution No. 31 of 2025 – Authorization to Execute Right of Way Use Agreement for Fence and Outdoor Recreation Area with American Legion Melvin Daskam Post 38. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Guetter to approve Resolution No. 31 of 2025 – Authorization to Execute Right of Way Use Agreement for Fence and Outdoor Recreation Area with American Legion Melvin Daskam Post 38. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 32 of 2025 – Authorization to Solicit Bids for Redwood Falls Municipal Airport Runway 12/30 Rehabilitation Project Including Runway 12/30 Mill and Overlay, Taxiway A2 Relocation Taxiway Turnaround, Lighting and NAVAID Replacement.

Mr. Doering stated Resolution No. 32 authorizes Bolton and Menk, Inc. (BMI) to execute solicitation of bids and grant applications for the Redwood Falls Airport Runway 12/30 Rehabilitation Project. The project has multiple scopes of work including: the 12/30 runway mill and overlay; taxiway connector A2 relocation; taxiway turnaround construction; runway 12/30 lighting replacement and runway 12/30 NAVAID replacement. All but the NAVAID replacement would be for FAA fiscal year 2025 grant application and NAVAIDs for a FAA fiscal year 2026 grant application. The federal fiscal year runs October 1 through September 30th of each year.

Mr. Doering stated Council approved task order 2024-7 on October 1, 2024, by way of Resolution No. 64 of 2024 for BMI to prepare plans, specs, and bid package for the project. This hangar project is listed on the CIP and is in the 2025 budget. The project will span through calendar years 2025, 2026, and final completion of the NAVAIDs in 2027.

Mr. Doering further stated the engineer's estimate shows that the total project cost is \$3,679,590.00 with 95% covered by federal funding of \$3,495,610.50, 2.5% State funding of \$91,989.75, and 2.5% local budgeted funding of \$91,989.75. The FFY 2025 and FFY 2026 grant applications now require actual bid amounts, which place the bidding process in front of the grant applications. Upon acceptable bids, Council bid authorization would be anticipated on June 17th, and would be contingent on the grant approvals.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to waive the reading of Resolution No. 32 of 2025 – Authorization to Solicit Bids for Redwood Falls Municipal Airport Runway 12/30 Rehabilitation Project Including Runway 12/30 Mill and Overlay, Taxiway A2 Relocation Taxiway Turnaround, Lighting and NAVAID Replacement. Motion passed by unanimous vote.

A motion was made by Council Member Sandgren and seconded by Council Member Arentson to approve Resolution No. 32 of 2025 – Authorization to Solicit Bids for Redwood Falls Municipal Airport Runway 12/30 Rehabilitation Project Including Runway 12/30 Mill and Overlay, Taxiway A2 Relocation Taxiway Turnaround, Lighting and NAVAID Replacement. Motion passed by unanimous vote.

Police Chief Jason Cotner was present to introduce the Police Department K-9 Policy.

Chief Cotner stated during the January 2nd, 2025 Council meeting, Council accepted a \$45,500.00 donation from the PROTECTS non-profit organization for the purchase and training costs of a police K-9. In March of 2025, Officer Tucker Machart and his K-9 partner, Kiro, began training with McDonough K-9 and they are scheduled to complete training by the end of June 2025.

Chief Cotner stated before a police K-9 team can be deployed on duty, a policy must be implemented outlining the care, training, and appropriate uses of the K-9 team. After reviewing the K-9 policy of the Redwood County Sheriff's Department, Police Chief Cotner, in consultation with Asst. Chief Steve Schroeder and Officer Machart, developed a draft policy which satisfies these issues and is tailored to the resources, needs, and expectations of the Redwood Falls Police Department. Furthermore, the draft policy conforms to the training and procedures which are being taught to Officer Machart and Kiro. Staff recommends approval of the Police Department K-9 Policy.

A motion was made by Council Member Guetter and seconded by Council Member Smith to approve the Police Department K-9 Policy. Motion passed by unanimous vote.

City Administrator Muetzel provided an update on a couple development projects. West Central Smiles is beginning site preparation for the new orthodontic office building on the corner of South Dekalb Street and East Broadway Street. Northstar Systembuilt is also beginning site preparation for the construction of a new home in the Reflection Prairie Addition.

City Administrator Muetzel stated the Reforest Redwood Falls group is working to raise donations to begin planting trees in Knollwood Park. The group developed a tree replacement plan and has pledged \$3,500.00 to the project, totaling half the cost of the tree replacement plan amount. The group is within \$500.00 of the pledged amount after recently receiving donations totaling \$3,000.00.

City Administrator Muetzel stated Senator Gary Dahms and Representative Paul Torkelson are hosting a Town Hall Meeting on Thursday, May 22nd at 1:00 p.m. in the City Hall Council Chambers.

Bills and Claims were presented to the Council for informational purposes. No questions, comments or concerns were raised.

There being no further business, a motion was made by Council Member Sandgren and seconded by Council Member Arentson to adjourn the meeting at 5:23 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

AGENDA RECOMMENDATION

Meeting Date: June 3, 2025

Agenda Item: Parade Permit for the Celebrate Redwood Falls Summer Splash Event

Recommendation/Action Requested:

Celebrate Redwood Falls has completed the necessary application process and submitted an approved parade route. The parade will be part of this year's annual Redwood Falls community events. The parade will be starting on Friday, June 20, 2025, at 7:00 p.m. Staff recommend approval.

Attachment: Parade Route

39th Annual Redwood Falls Community Parade Friday, June 20, 2025 - 7:00PM





Ross Nachreiner
 Redwood Falls Parks & Rec Director
 Phone: 507-616-7444
 Fax: 507-644-2199
 rnachreiner@ci.redwood-falls.mn.us

Council Meeting: Tuesday, June 3rd, 2025

Agenda Item: Celebrate Redwood Falls – Summer Splash 2025

Date: Thursday, May 29th, 2025

Summary/Overview:

The Celebrate Redwood Falls Committee will be hosting the annual Summer Splash Event on Friday, June 20th at Memorial Athletic Complex.

City of Redwood Falls staff have met and will continue to meet with the Celebrate Redwood Falls Committee as they plan for these community events.

Staff is recommending to the City Council the following assistance and waiving of rental fees for the Celebrate Redwood Falls events:

Community events including the Parade: Friday, June 20th, 2025:

- Pool Party from 1:30p-4:30p – (waiving the fee of the pool party as well as any individual usage fees during that time).
- Parade: similar route as last year where they will be using 5th St. vs. 4th St. due to the potential final overlay on 4th St. See attached. Use of barricades and staff to set-up prior to event and tear down when event is over. This to include parade route no parking signs.
- Use of Memorial Park to include the Pryor Pavilion and open green space for inflatables, games and food stands.
- Use of city owned cones, barricades, & picnic tables (15).
- Use of Memorial Athletic Complex for fireworks (10p).

The activities listed above are ones that reflect usage of city property. The committee has other events planned during the Summer Splash celebration weekend and can be found on their website and Facebook page.

AGENDA RECOMMENDATION

Meeting Date: June 3, 2025

Agenda Item: Block Party/Street Closure Request

Recommendation/Action Requested:

Virginia Larsen, resident at 212 West Flynn Street, has requested permission and City assistance to block off the 100 & 200 blocks of West Flynn Street on Saturday, July 12, 2025 from 8:00 a.m. to 8:00 p.m. for a block party. Staff recommends approval.

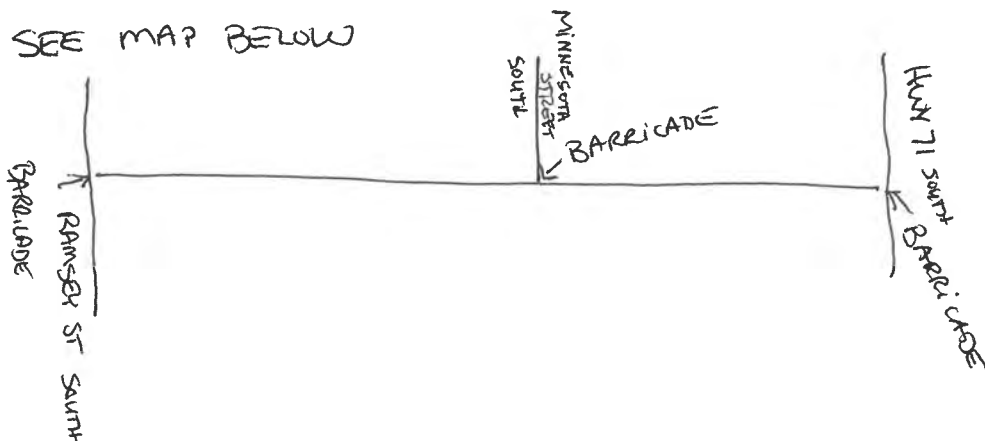
Upon Approval by City Council, Staff will notify Ms. Larsen and reaffirm the City policy in regard to barricades, garbage, and alcohol use.

5-28-2025

DEAR CITY OF REDWOOD FALLS,

THE CITIZENS OF WEST FLYNN STREET BETWEEN
HWY 71 AND SOUTH RAMSEY STREET WOULD LIKE TO HOLD
A BLOCK PARTY ON SATURDAY, JULY 12th, 2025
FROM 8 AM UNTIL 8 PM.

WE WOULD LIKE/APPRECIATE THE CITY TO ~~PLACE~~
BARRICADES AT THE END OF THE STREET OF WEST
FLYNN STREET AND AT THE INTERSECTION OF WEST
(BOTH ENDS)
FLYNN STREET AND MINNESOTA STREET.



THANK YOU FOR YOUR COOPERATION/ASSISTANCE
IN THIS MATTER.

SINCERELY

Virginia Larsen

VIRGINIA LARSEN

212 WEST FLYNN STREET

REDWOOD FALLS, MN, 56283

507-430-5389



Legend

- City Limits
- Parcels (7/12/2019)
- Road ROW
- Lot Lines
- Easements

**Barricades at
S. Ramsey,
S. Minnesota, and
S. Mill**

Map Name



Disclaimer:

This drawing is neither a legally recorded map nor a survey and is not intended to be used as one. This drawing is a compilation of records, information, and data located in various city, county, and state offices, and other sources affecting the area shown, and is to be used for reference purposes only. The City of Redwood Falls is not responsible for any inaccuracies herein contained.

0 132 Feet



Ross Nachreiner
Redwood Falls Parks & Rec Director
Phone: 507-616-7444
Fax: 507-644-2199
rnachreiner@ci.redwood-falls.mn.us

AGENDA RECOMMENDATION

Council Meeting Date: June 3rd, 2025

Agenda Item: Resolution No. 33 of 2025 – Resolution Accepting Donation of labor & materials for the dog park pavilion.

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: Attached is Resolution No. 33 of 2025 accepting a donation of labor & materials in the amount of \$12,600 from the Redwood Building Center.

City staff would like to thank Travis Woodford & Eric Beran for their generous donation to the Redwood Falls Dog Park. The pavilion that was built is a great addition to the park.

Staff is requesting approval to accept the donation from the Redwood Building Center.

Attachments: Resolution No. 33 of 2025

RESOLUTION NO. 33 OF 2025
A RESOLUTION ACCEPTING A DONATION TO THE CITY.

WHEREAS, the City of Redwood Falls is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 et seq. for the benefit of its citizens and is specifically authorized to accept gifts; and

WHEREAS, the following persons and entities have offered to contribute the cash amounts set forth below to the City:

<u>Name of Donor</u>	<u>Amount</u>
Redwood Building Center	\$12,600.00 (Labor & Materials)

WHEREAS, the terms or conditions of the donations, if any, are as follows:

<u>Terms or Conditions</u>
Contribution towards Pavilion at Dog Park

WHEREAS, all such donations have been contributed to the City for the benefit of its citizens, as allowed by law; and

WHEREAS, the City Council finds that it is appropriate to accept the donations offered.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD FALLS, MINNESOTA AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and/or operate services either alone or in cooperation with others, as allowed by law.
2. The city clerk is hereby authorized, if requested, to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 3rd day of June 2025.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
3rd day of June 2025.

Notary Public



Trenton Dammann
City Attorney
Phone: (507)616-7400
Fax: (507)637-2417

tdammann@ci.redwood-falls.mn.us

AGENDA MEMO

Meeting Date: June 3, 2025

Agenda Item: Resolution No. 34 of 2025 – Resolution to Adopt a Comprehensive Schedule of Offenses and Establish Administrative Penalties.

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: The City Council previously adopted Ordinance 91, Third Series, an ordinance establishing a procedure for adjudicating administrative offenses and providing for a schedule of offenses and administrative penalties. Over the years the Council has supplemented Ordinance 91 with several Resolutions adopting a schedule of offenses and establishing administrative penalties. The last resolution to do so was Resolution No. 59 of 2023.

Given recent changes in City Ordinance creating new petty misdemeanor offenses within Chapter 10 for public cannabis use, an update to Chapter 6 addressing penalties for tobacco sales and license violations, and the addition of Chapter 17 in the Unified Development Ordinance (UDO) regulating cannabis businesses, an update to the schedule of offenses and administrative penalties is needed. These updates include providing for an increased fine amount for the use of cannabis in a public place (10.20), increased penalties and fine amounts for tobacco sale and license violations (6.23), and a scheduled fine amount for the violation of Chapter 17 of the UDO. Amendments and additions are underlined and highlighted within the resolution.

Attachment: Resolution No. 34 of 2025

RESOLUTION NO. 34 OF 2025

RESOLUTION TO ADOPT A COMPREHENSIVE SCHEDULE OF OFFENSES AND ESTABLISH ADMINISTRATIVE PENALTIES

WHEREAS, the City Council for the City of Redwood Falls has adopted an ordinance establishing a procedure for adjudicating administrative offenses and providing for a schedule of offenses and administrative penalties; and

WHEREAS, said ordinance authorizes the City Council, from time to time, to identify administrative offenses and establish penalties for such offenses; and

WHEREAS, the City Council has established by Resolution 29 of 2003, Resolution 20 of 2004, Resolution 32 of 2010, Resolution 9 of 2012, Resolution 28 of 2013, Resolution 36 of 2014, Resolution 70 of 2016, Resolution 30 of 2021, Resolution 4 of 2023, and Resolution 59 of 2023, established various administrative penalties to be addressed in the Administrative Citation Process established by Ordinance 91, Third Series; and

WHEREAS, in an effort to consolidate the various resolutions, the City Council intends by this Resolution to consolidate the various resolutions into one comprehensive list of Administrative Penalties.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA:

SECTION 1. The Redwood Falls City Council hereby establishes the following administrative penalties for the listed offenses to be payable under Ordinance 91, Third Series.

OFFENSE

ADMINISTRATIVE PENALTY

CHAPTER 3 - MUNICIPAL AND PUBLIC UTILITIES

SEC. 3.04. Rules and regulations relating to municipal utilities.

Subd. 7. Unlawful Acts-Tampering or improperly connecting with

Municipal Utilities.....\$50.00

Subd. 9. Damaging Municipal Utility Equipment.....\$50.00

SEC. 3.20 Rules and regulations relating to refuse collection and disposal.

Subd. 3. Illegal Storage, Dumping or Transporting Solid Waste.....\$50.00

SEC. 3.30 Rules and regulations relating to water service.

Subd. 6. Violation of Prohibited Uses or Restricted Hours.....\$50.00

Subd. 8. Opening Hydrants.....\$50.00

Subd. 12. Tampering With Water Meters.....\$50.00

SEC. 3.40 Rules and regulations relating to sewerage use.

Subd. 2. Illegal dumping or discharge of waste.....\$50.00

Subd. 4. Illegal connections to public sewer.....\$50.00

Subd. 5. Illegal discharge into public sewer.....\$50.00

Subd. 6. Damaging wastewater facilities.....	\$50.00
SEC. 3.50. Violation of sump pump drain regulations.....	\$50.00

A second or subsequent violation of the above listed ordinances by the same person within 12 months of the most recent violation shall result in a doubling of the previously imposed penalty.

CHAPTER 4 - CONSTRUCTION LICENSING, PERMITS AND REGULATION

SEC. 4.01. Violation of Building Code.....	\$100.00
SEC. 4.04. Failure to obtain building permit.....	\$100.00
SEC. 4.05. Failure to obtain demolition permit.....	\$100.00
SEC. 4.06. Violation of permit or special requirements for moving buildings.....	\$250.00
SEC. 4.07. Violation of Property Maintenance Code.....	\$100.00
SEC. 4.10. Violation of construction and maintenance of antennae and supporting towers ordinance.....	\$100.00
SEC. 4.21. Subd. 10. Permitting a hazardous building or property.....	\$250.00
SEC. 4.99. Other construction, building or licensing violations.....	\$100.00

A second or subsequent violation of the above listed ordinances by the same person within 12 months of the most recent violation shall result in a doubling of the previously imposed penalty.

CHAPTER 5 - ALCOHOLIC BEVERAGES LICENSING AND REGULATION

SEC. 5.02. Violations of licensing procedures and requirements.....	\$500.00
SEC. 5.08. Violations of after-hours restrictions.....	\$1,000.00*
SEC. 5.11. Failure to permit inspection.....	\$500.00
SEC. 5.15. Minor consumption, purchasing, possession, presence or misrepresentation of age.....	\$100.00
SEC. 5.16. Unlawful gambling.....	\$100.00
SEC. 5.17. Consumption or possession of alcoholic beverages on streets, public property, or private parking lots to which the public has access.....	\$50.00
SEC. 5.18. Possession of alcoholic beverages in prohibited buildings or grounds.....	\$50.00
SEC. 5.19. Other unlawful acts.....	\$50.00
SEC. 5.21. Sale of liqueur-filled candy.....	\$50.00
SEC. 5.31. Illegal beer sales.....	\$500.00*
SEC. 5.50. Illegal liquor sales.....	\$500.00*
SEC. 5.70. Illegal wine sales.....	\$500.00*
SEC. 5.80. Violations of club license restrictions and regulations.....	\$500.00*
SEC. 5.83. Bottle club violations.....	\$500.00*
SEC. 5.86. Permitting Nudity or obscenity in licensed premises.....	\$500.00

*And such other conditions set by the City Council following hearing.

A second violation of the above listed ordinances by the same person within 12 months of a prior violation shall result in a doubling of the penalty. A third violation shall result in the revocation of applicable license.

CHAPTER 6 - OTHER BUSINESS REGULATION AND LICENSING

SEC. 6.02. False statement or omission on application form.....	\$100.00
SEC. 6.06. Permitting the use of real property by unlicensed business.....	\$250.00
SEC. 6.22. Violations of public show, movie, caravan, circus, carnival, theatrical or other performance or exhibition ordinance.....	\$100.00
SEC. 6.23. Tobacco Sales	
Subd. 2. Unlicensed sale of tobacco.....	\$1,000.00**
Subd. 3. Prohibited Sales.....	\$300.00*
Subd. 4(A). Sale to Minor.....	\$300.00*
Subd. 4(b). Possession by minor.....	\$50.00
Subd. 4(c). Use by minor.....	\$50.00
Subd. 4(B). Attempted Purchase by Minor.....	\$50.00
Subd. 4(C). Attempted Purchase by Minor Using False Identification.....	\$50.00
Subd. 7(B). Sale While License is Suspended.....	\$1,000.00**
Subd. 7(C). Conviction of crime relating to sale of tobacco	\$1,000.00**
SEC. 6.24. Violations of peddlers, solicitors, and transient merchants ordinance.....	\$100.00
SEC. 6.25. Violations of taxicab ordinance.....	\$100.00
SEC. 6.28. Violations of dog kennels ordinance.....	\$100.00
SEC. 6.29. Violations of lodging tax ordinance.....	\$100.00
SEC. 6.30. Violations of professional therapeutic massage ordinance.....	\$250.00

*First violation will result in a 3-day sale suspension, a \$300 fine, and other conditions set by City Council, a second violation within 36 months will result in a \$600.00 fine a revocation or suspension up to six months, and other conditions set by City Council, and a third violation within 36 months will result in a \$1,000.00 fine, a mandatory 7 day suspension of license, and possible permanent revocation of license. Violations are determined on a 36-month rolling calendar.

**A violation will also result in a revocation of license.

Except as specified above, a second violation of the above listed ordinances by the same person within 12 months of a prior violation shall result in a doubling of the penalty.

CHAPTER 7 – STREETS AND SIDEWALKS GENERALLY

SEC. 7.03. Failure to comply with traffic officer.....	\$50.00
SEC. 7.04. Violation of traffic and parking control ordinance.....	\$50.00
SEC. 7.05. Failure to remove ice or snow from public sidewalks and private property.....	\$100.00
SEC. 7.06. Violation of roadway surfacing, sidewalk, curb and gutter ordinance.....	\$50.00
SEC. 7.07. Permitting obstructions in streets.....	\$50.00
SEC. 7.08. Street openings or excavation violations.....	\$50.00
SEC. 7.10. Parades.	
Subd. 2. Failure to obtain permit.....	\$50.00
Subd. 5. Interfering with parade.....	\$150.00
SEC. 7.11. Violation of grass, weeds and trees regulations.....	\$50.00

SEC. 7.12. Failure to obtain curb-cut permit.....	\$50.00
SEC. 7.16. Improper use of on-street parking or City-owned parking lots.....	\$50.00
SEC. 7.17. Illegal painting or coloring of curb and gutter, street and sidewalk.....	\$50.00
SEC. 7.18. Driving or operating motorized vehicle on sidewalks.....	\$50.00
SEC. 7.19. Violation of no-fishing from bridge posting.....	\$25.00
SEC. 7.21. Violation of residential picketing ordinance.....	\$50.00
SEC. 7.22. Violation of commercial picketing ordinance.....	\$50.00
SEC. 7.23. Violation of right-of-way management ordinance.....	\$100.00

CHAPTER 8 - TRAFFIC REGULATIONS

SEC. 8.03. Violations of bicycle licensing and riding regulations.....	\$25.00
SEC. 8.20. Violations of snowmobile traffic control and regulations.....	\$25.00
SEC. 8.23. Violations of Permitting for all Specialty Vehicles.....	\$25.00
SEC. 8.24. Violations of Operation for all Specialty Vehicles.....	\$25.00
SEC. 8.25. Violations of Operation for Golf Carts.....	\$25.00
SEC. 8.26. Violations of Recreational Vehicle Operator Age and/or Training Requirements.....	\$25.00
SEC. 8.27. Violations of Mini-Truck Licensing.....	\$25.00
SEC. 8.28. Violations of Hours of Operation.....	\$25.00
SEC. 8.29. Violations of Minimum Equipment Requirements.....	\$25.00
SEC. 8.30. Violations of Street Crossings of Recreational Vehicles And Golf Carts.....	\$25.00
SEC. 8.31. Violation of skateboards, roller skates, in-line skates and roller skis ordinance.....	\$25.00

CHAPTER 9 - PARKING REGULATIONS

SEC. 9.02. General Parking Prohibitions.....	\$30.00
SEC. 9.03. Violations of recreational camping vehicle parking regulations.....	\$30.00
SEC. 9.06. Improper Parallel parking.....	\$30.00
SEC. 9.07. Improper Angle parking.....	\$30.00
SEC. 9.08. Improper parking on streets without curb.....	\$30.00
SEC. 9.09. Violations of parking hours restrictions.....	\$30.00
SEC. 9.10. Violations of snow and other emergency parking restrictions.....	\$30.00
SEC. 9.11. Illegal truck parking.....	\$30.00
SEC. 9.12. Illegal parking rules in city parking lots and ramps.....	\$30.00
SEC. 9.14. Violations of loading zone restrictions.....	\$30.00
SEC. 9.15. Violations of unattended vehicle ordinance.....	\$30.00
SEC. 9.16. Repairing vehicle on street.....	\$30.00
SEC. 9.17. Illegal parking for the purpose of advertising or selling merchandise.....	\$100.00
SEC. 9.18. Violations of courtesy parking restrictions.....	\$30.00
SEC. 9.19. Subd. 1 Violations of Handicapped Parking Restrictions.....	\$100.00
Subd. 2 Violations of Fire Lane.....	\$30.00
SEC. 9.20. Illegal parking in electric vehicle charging stations.....	\$30.00
SEC. 9.21. Illegal commercial parking lots.....	\$30.00

CHAPTER 10 - PUBLIC PROTECTION, CRIMES AND OFFENSES

SEC. 10.01.	Burn Site	\$50.00
SEC. 10.03.	Rules and Regulations Governing Public Parks	\$25.00
SEC. 10.04.	Watercraft Regulations	\$50.00
SEC. 10.08.	Dangerous Weapons and Articles	\$100.00
SEC. 10.09.	Discharge and Transportation of Firearms	\$100.00
SEC. 10.10.	Game Hunting within the City	\$100.00
SEC. 10.11.	City Deer Hunt by Bow and Arrow	\$100.00
SEC. 10.13.	Disorderly Conduct – Noisy Parties	\$100.00
SEC. 10.14.	Noise Violations.....	\$50.00
SEC. 10.18.	Public Safety Alarms and False Alarms	\$100.00
SEC. 10.19.	Interference with Ambulance Service.....	\$100.00
SEC. 10.20	Cannabis Use in Public Place	\$100.00
SEC. 10.23.	Public Nuisance Prohibition	\$100.00
SEC. 10.24.	Public Nuisance Affecting Health	\$100.00
SEC. 10.25.	Public Nuisance Affecting Morals and Decency	\$100.00
SEC. 10.26.	Public Nuisance Affecting Peace and Safety	\$100.00
SEC. 10.34.	Prohibited Use and Parking of Manufactured Homes, Mobile Homes, Prefabricated Buildings, Modular Buildings and Recreational Camping Vehicles.....	\$100.00
SEC. 10.43.	Diseased Trees and Stumps	\$50.00
SEC. 10.46.	Animal Licensing and Regulation	
	Subd. 2. Running at Large	\$50.00
	Subd. 3. License Required	\$50.00
	Subd. 4. License Limitation	\$100.00
	Subd. 7. Tag Required	\$50.00
	Subd. 8. Owner Obligation for Proper Care	\$100.00
	Subd. 9. Feeding of Stray or Feral Cats	\$50.00
	Subd. 14. Barking Dogs	\$50.00
	Subd. 15. Interfering with a Peace Officer	\$100.00
	Subd. 16. Dangerous Dogs.....	\$500.00
	Subd. 16.E.2 Dog Park Prohibition.....	\$100.00
SEC. 10.47.	Animals and Fowl	\$50.00
SEC. 10.48.	Animal Waste.....	\$50.00
SEC. 10.49.	Feeding of Deer Prohibited.....	\$50.00
SEC. 10.54.	Required Permits.....	\$100.00
SEC. 10.55.	Premises Identification.....	\$50.00
SEC. 10.56.	Fire Lanes.....	\$50.00
SEC. 10.57.	Key Boxes	\$50.00
SEC. 10.58.	Deliberate or Negligent Burning.....	\$100.00
SEC. 10.59.	Removal or Tampering with Equipment.....	\$100.00
SEC. 10.60.	Removal of or Tampering with Appurtenances.....	\$100.00
SEC. 10.61.	Obstruction of Egress.....	\$50.00

SEC. 10.62.	Fire or Barbecues on Balconies or Patios	\$50.00
SEC. 10.63.	Fire Apparatus Access Roads	\$50.00
SEC. 10.64.	Recreational Fires	\$50.00
SEC. 10.65.	Open Burning.....	\$50.00

A second violation of the above listed ordinances by the same person within 12 months of a prior violation shall result in a doubling of the penalty.

CHAPTER 11 – PROPERTY MAINTENANCE CODE

SEC. 11.09.	Unsafe Structures and Equipment.....	\$100.00
SEC. 11.14.	General Requirements.....	\$50.00
SEC. 11.15.	Exterior Property Areas	\$50.00
SEC. 11.15.4.	Weeds, Grass, and Other Vegetation	\$50.00
SEC. 11.15.8.	Open Pits, Basements and other Excavations	\$250.00
SEC. 11.16.	Abandoned and Junk Vehicles.....	\$50.00
SEC. 11.17.	Vehicle Parking on Residential Property	\$50.00
SEC. 11.18.	Swimming Pools, Spas and Hot Tubs.....	\$50.00
SEC. 11.19.	Exterior Structure.....	\$50.00
SEC. 11.20.	Interior Structure	\$50.00
SEC. 11.21.	Handrails and Guardrails	\$50.00
SEC. 11.22.	Rubbish, Junk, and Garbage	\$100.00
SEC. 11.23.	Pest Elimination.....	\$50.00
SEC. 11.24.	Plumbing Facilities and Fixture Requirements.....	\$50.00
SEC. 11.25.	Storm Drainage	\$50.00
SEC. 11.26.	Mechanical and Electrical Requirements.....	\$50.00

A second violation of the above listed ordinances by the same person within 12 months of a prior violation shall result in a doubling of the penalty.

REDWOOD FALLS UNIFIED DEVELOPMENT ORDINANCE (ZONING)

Chapter 3-	Violation of Administration and Enforcement.....	\$100.00
Chapter 4-	Violation of Non Conforming Use	\$100.00
Chapter 5-	Violation of Site Plan Regulations.....	\$100.00
Chapter 7-	Violation of General Provisions.....	\$100.00
Chapter 8-	Violation of Specific Development Standards.....	\$100.00
Chapter 9-	Violation of Off-Street Parking and Loading.....	\$100.00
Chapter 10-	Violation of Sign Regulations.....	\$100.00
Chapter 11-	Violation of Residential District Standards	\$100.00
Chapter 12-	Violation of Business District Standards	\$100.00
Chapter 13-	Violation of Industrial District Standards.....	\$100.00
Chapter 14-	Violation of Overlay and Special District Standards.....	\$100.00
Chapter 15-	Violation of Planned Unit Development District Standards.....	\$100.00
Chapter 16-	Violation of Subdivision Regulations.....	\$100.00
Chapter 17-	Violation of Cannabis Business Regulations.....	\$100.00

A second violation of the above listed ordinances by the same person within 12 months of a prior violation shall result in a doubling of the penalty.

SECTION 2. The foregoing list of administrative penalties shall, following the effective date of this Resolution, be incorporated into the City's Fines and Fee Schedule, which is reviewed and approved annually by the City Council. The City Council shall hereafter annually review and modify these administrative penalties in conjunction with the annual Fines and Fee Schedule review.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 3rd day of June, 2025.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
3rd day of June, 2025.

Notary Public



Jim Doering
Public Works Project Coordinator
Phone: 507-616-7400
Fax: 507-637-2417
jdoering@ci.redwood-falls.mn.us

Meeting Date: June 3, 2025

AGENDA RECOMMENDATION

Agenda Item: Resolution No. 35 of 2025

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If no concerns, adopt proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: In response to the Advertisement for Bids, the City received four proposals for construction of the 2025 Reflection Cove Housing Addition. The proposals were opened and publicly read at 10:00 a.m. on May 30, 2025.

The lowest responsible bidder was Schmidt Construction Inc. of Redwood Falls, MN for the 2025 Reflection Cove Housing Addition per bid unit pricing. The resulting bid was \$992,493.50. Bids ranged up to \$1,242,538.25 and the resulting low bid was 4% above the Engineer's estimate of \$955,235.00.

Staff supports the approval of award for the 2025 Reflection Cove Housing Addition. For reference a map is attached, it is the larger looped addition on the west side.

Attachments: Resolution No. 35 of 2025
Recommendation to award by Owen Todd P.E. of Bolton & Menk Inc.
Project map

RESOLUTION NO. 35 OF 2025

**AUTHORIZATION TO EXECUTE
AWARD OF CONTRACT
FOR THE 2025 REFLECTION COVE HOUSING ADDITION**

WHEREAS, the City of Redwood Falls is authorized to enter into a contract with Schmidt Construction Inc. of Redwood Falls, MN pursuant to Minnesota Statutes § 412.221, subd. 2 for the benefit of its citizens; and

WHEREAS, at the April 1, 2025, City Council meeting, the Council authorized the Advertisement for Bids for the 2025 Reflection Cove Housing Addition; and

WHEREAS, on Friday, May 30, 2025, at 10:00 a.m., four bids were received and opened at City Hall; and

WHEREAS, Schmidt Construction Inc. of Redwood Falls, MN is the competent, low apparent bidder for the construction of the 2025 Reflection Cove Housing Addition in the amount of \$992,493.50; and

WHEREAS, the recommendation to award the contract to Schmidt Construction Inc. has been made by the City's appointed Engineer, Owen J. Todd, Bolton and Menk, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA, AS FOLLOWS:

1. The bid and subsequent contract described above is awarded, approved, and executed in the form submitted to the City Council and made a part of this Resolution by reference.
2. The Public Works Project Coordinator shall be listed as the Project Representative on behalf of the City of Redwood Falls.
3. The Mayor and/or City Administrator are authorized to execute this contract and any amendments on behalf of the City of Redwood Falls pursuant to the Redwood Falls Procurement Policy
4. The awarded contract described above shall be maintained and insured as allowed by law.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota on this 3rd day of June 2025.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
_____ day of _____, 2025.

Notary Public



Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

Phone: (507) 810-4184
Bolton-Menk.com

May 30, 2025

Jim Doering
Public Works Project Coordinator
City of Redwood Falls
333 S. Washington St.
P.O. Box 526
Redwood Falls, MN 56283

RE: Recommendation to Award Contract
Reflection Cove Housing Addition
City of Redwood Falls, MN
BMI Project No.: 0S1.132900

Dear Jim:

In response to the Advertisement for Bids, the Council received 4 proposals for the construction of the referenced project. The proposals were opened and publicly read at 10:00 a.m., on May 30, 2025.

The bids ranged between \$992,493.50 and \$1,242,538.25. The Summary of Bids is attached.

The low bidder was Schmidt Construction Inc. of Redwood Falls, MN. The low bid was 4% above the Engineer's Estimate of \$955,235.00 and the second low bidder was 7% above the low bidder.

In accordance with Minnesota Statutes §16C.285, Schmidt Construction Inc. has furnished the executed Responsible Contractor Verification and Certification of Compliance form.

It is unlikely that re-bidding the project will result in more bids or more competitive bids. The bids appear to be responsive and responsible. If the Council determines the project is financially feasible, we recommend awarding the contract to Schmidt Construction Inc. in the amount of \$992,493.50.

Please contact our office with any questions or comments regarding this project.

Sincerely,
Bolton & Menk, Inc.


Owen J. Todd, P.E.

OJT/jlj

Enclosure

Cc: Keith Muetzel, City Administrator



**BOLTON
& MENK**

Real People. Real Solutions.

1243 Cedar Street NE
Sleepy Eye, MN 56085

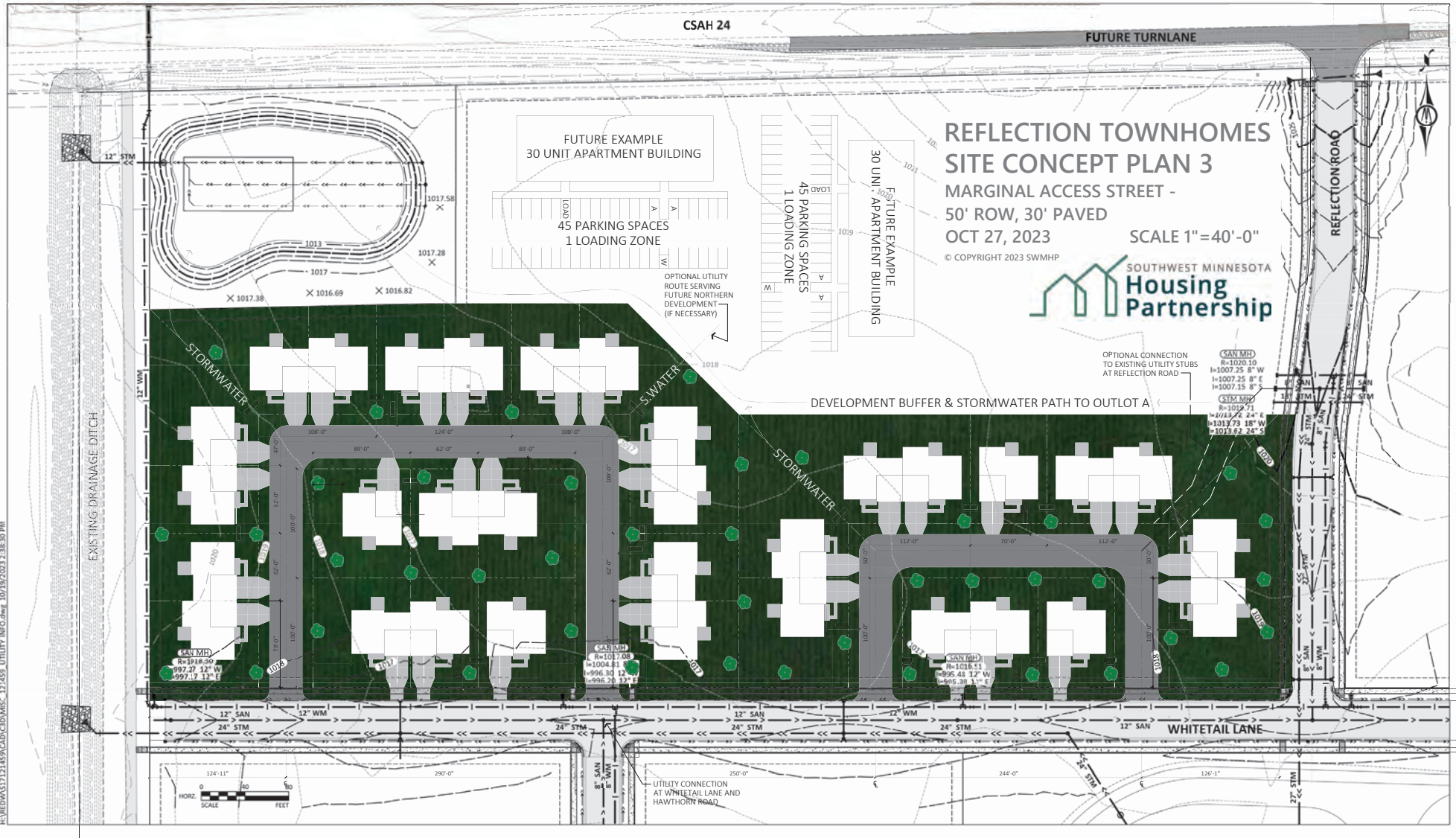
Ph: (507) 810-4184
Bolton-Menk.com

Summary of Bids

Project: Reflection Cove Housing Addition
Client: City of Redwood Falls
Project No.: OS1.1132900
Addendum(s) No. 1: 5-27-25

Bid Letting: May 30, 2025
Time: 10:00 a.m.

Bidder	Bid Amount	Remarks
Schmidt Construction Inc. Redwood Falls, MN 56283	\$992,493.50	
Land Pride Construction Paynesville, MN 56362	\$1,063,042.15	
R & R Excavating, Inc. Hutchinson, MN 55350	\$1,118,805.68	
Crow River Construction New London, MN 56273	\$1,242,538.25	



Meeting Date: June 3, 2025**AGENDA RECOMMENDATION**

Agenda Item: Greater MN Housing Infrastructure Program Grant Application for the Reflection Cove Housing Development Project – Resolution #36

Recommendation/Action Requested: Read the Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt the proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: In April of 2024, the Southwest Housing Partnership applied for State of MN funding to construct the Reflection Cove Housing Development which is proposed to consist of 12 rental housing units (5 twin homes and 2 single homes). Unfortunately, the funding request was not approved. The Southwest Housing Partnership intends to move forward with the project and is now seeking funding to cover the development's infrastructure cost.

The estimated infrastructure construction cost for the 12 housing units is \$454,604.00. To assist with this project, the Southwest MN Housing Partnership is seeking \$227,302.00 from the Greater MN Housing Infrastructure Program.

One of the program requirements is that local municipalities provide a \$1.00 match for every \$1.00 in State grant funds received. Therefore, the match requirement is \$227.302.00 which will be in the form of an assessment on the development and paid by the Southwest Housing Partnership.

Adoption of the attached resolution is a requirement of the grant program. The resolution provides that the City of Redwood Falls will sponsor the \$227.302.00 grant application and use the grant for qualified expenditures.

Attachments: Resolution Approving Submittal of Grant Application

RESOLUTION NO. 36 OF 2025
AUTHORIZATION TO SUBMIT GRANT APPLICATION TO THE GREATER
MINNESOTA HOUSING INFRASTRUCTURE GRANT PROGRAM
IN ORDER TO OBTAIN FUNDING FROM THE
MINNESOTA HOUSING FINANCE AGENCY

WHEREAS, the City of Redwood Falls ("Recipient"), a Home Rule charter City, is eligible to submit an application (the "Application") for a Eligible Infrastructure Project (the "Project") pursuant to the Greater Minnesota Housing Infrastructure Grant Program ("Program") in order to obtain funding from the Minnesota Housing Finance Agency ("Minnesota Housing"); and

WHEREAS, on this 3rd day of June, 2025 there has been presented at the meeting of the City Council of the Recipient a proposal for Recipient, upon selection by Minnesota Housing, to enter into a Grant Contract Agreement pursuant to the Program in order to obtain funding from Minnesota Housing.

NOW, THEREFORE BE IT RESOLVED, that Recipient is authorized to enter into a Grant Contract Agreement, pursuant to the Program in order to obtain funding from Minnesota Housing in an amount up to \$227,302.00 (the "Grant").

BE IT FURTHER RESOLVED, that the Grant will not exceed 50 percent of the Project costs.

BE IT FURTHER RESOLVED, that the Grant will be matched by the City of Redwood Falls with cash, currently available to the Project in the amount of \$227,303.00.

BE IT FURTHER RESOLVED, the City of Redwood Falls has previously spent \$803,163.85 for infrastructure in the Housing Development Area, and is anticipated to invest an additional \$992,493.00 for infrastructure adjacent to the Project, for a total commitment of \$2,022,959.85.

BE IT FURTHER RESOLVED, that Recipient is a City, as defined in Minnesota Statutes Section 462A.395, subdivision 2, has the legal authority to apply for financial assistance, and has the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the Project for its design life.

BE IT FURTHER RESOLVED, that Recipient certifies that it will use the Grant for qualified expenditures for the Project to increase the workforce housing in the City of Redwood Falls.

BE IT FURTHER RESOLVED, that the Mayor and City Administrator, or their successors in office, are hereby authorized to execute Grant Contract Agreement and such other agreements, and amendments thereto, as are necessary to implement the Project on behalf of the Recipient.

BE IT FURTHER RESOLVED, that Minnesota Housing is authorized to rely on the continuing force and effect of this Resolution until receipt by the Commissioner of Minnesota Housing at its principal office of notice in writing from Recipient of any amendment or alteration of such Resolution.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 3rd day of June, 2025.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(Seal)

Subscribed and sworn to before this
3rd day of June, 2025.

Notary Public



Keith Muetzel
City Administrator
Phone: 507-616-7400
Fax: 507-637-2417
kmuetzel@ci.redwood-falls.mn.us

Meeting Date: June 3, 2025

AGENDA RECOMMENDATION

Agenda Item: Street Foreman Position

Recommendation/Action Requested: Staff will present a recommendation at the June 3 meeting.

Summary/Overview:

The recent promotion of Darren Hacker to Street Superintendent created a vacancy for the Street Foreman position. The vacancy was posted internally, three applications were received, and all applicants were interviewed on May 28. The hiring committee is scheduled to reconvene and will provide a recommendation to the City Council on June 3.

Attachments: None