



AGENDA
CHASKA CITY COUNCIL
CHASKA CITY HALL - COUNCIL CHAMBERS & ZOOM
Monday, September 16, 2024
7:00 PM

1. Call to Order
2. Pledge of Allegiance
3. Roll Call
4. Adopt Agenda
5. Visitor Presentation
 - 5.A. Indigenous Peoples Day proclamation recommendation from Human Rights Commission - Sarah Carlson and Libby Fairchild
6. Approve Previous Meeting Minutes
 - 6.A. Meeting Minutes from 9-9-2024
7. Consent Items
 - 7.A. Adopt Resolution 2024-70 Scheduling the Assessment Hearing for 2024 Downtown Street Reconstruction Project
 - 7.B. Temporary On-Sale Intoxicating License for Crown of Glory Lutheran Church
 - 7.C. Adopt Resolution No. 2024-73 Approving the Conditional Use Permit (CUP) for a Dog Groomer at 115 2nd Street East/River Valley Groomers/PC #2024-14
 - 7.D. Approve Wetland Replacement Plan - Hazeltine National Golf Course
 - 7.E. Approve Wetland Replacement Plan - Engler Blvd (CSAH 10) and Highway 41 Rd and Trail Improvement
8. Action Items
 - 8.A. Adopt Resolution No. 2024-74 Approving the Concept Plan for the Engelen Property (4460 Spring Creek Drive)/Pulte Homes/PC #2024-15

- 8.B. Authorize staff to enter into a Professional Services Agreement with Confluence to develop a Masterplan for the SW Chaska Community Park
- 8.C. Purchase Agreement for Future MSB Site
- 8.D. Adopt Resolution No. 2024-71 Adopting the Proposed 2025 Maximum Property Tax Levy
- 9. Bills
 - 9.A. Accounts Payable Claims Roster 9-16-2024
- 10. Other Business
 - 10.A. City Administrator's Report
 - 10.A.i. Biweekly for 09/16/2024
 - 10.B. Financial Reports as of 07/31/24
 - 10.C. [Fox9 Quilt Festival](#)
 - 10.D. [CBS News Quilt Fest](#)
- 11. Adjourn

Chaska Economic Development Authority Meeting
Immediately following City Council

**- MINUTES -
CHASKA CITY COUNCIL
SEPTEMBER 9, 2024**

1. Call to Order

The meeting was called to order by Mayor Windschitl at 7 p.m.

2. Pledge of Allegiance

3. Roll Call

Roll call was taken. Present: Mayor Windschitl and Councilmembers Grau, Hatfield, Hubbard, and Huang.

Absent: None.

Also Present: Matt Podhradsky, City Administrator; Kevin Wright, Community Engagement Manager; Elise Durbin, Assistant City Administrator; Ryan Seibert, Police Chief; Hunter Panning, School Resource Officer; and Christophe Morschen, City Attorney.

4. Adopt the Agenda

Motion by Councilmember Hubbard, second by Councilmember Hatfield to adopt the agenda as presented. Motion carried.

5. Visitor Presentation

5.A. Chaska VFW and American Legion Commanders – Creek Road

Gary Van Eyll, American Legion Commander, and Billy Luetkahans, Chaska VFW Commander, introduced themselves. They requested there be a sign dedicated to veterans near Veteran's Park. There wouldn't be any changes to addresses or street names.

Mayor Windschitl stated Staff could move forward with the suggestion should the Council be in agreement. Councilmember Huang noted his support of the suggestion.

Councilmember Grau asked if there is a similar sign in Chaska. City Administrator Matt Podhradsky stated the County has a similar one.

It was the consensus of the Council to support the suggested signage.

5.B. Chief of Police Ryan Seibert and School Resource Officer Hunter Panning - Drone Program Update

Officer Panning explained since the past presentation, there was an open comment period. There was only one message received which requested info on the drone manufacturer chosen. The first mission was conducted on April 26, 2024.

Officer Panning pointed out an unmanned aerial device is most commonly known as a drone. It must be under 55 pounds and may not carry a human. He showed an image of the drone

owned by the City. He also showed an image of an indoor/outdoor drone the Police Department recently purchased.

Officer Panning reminded the Council of the requirements for drone use set up by the State. There have been 12 drone deployments in response to emergency situations, two for a public event with a heightened safety risk to bystanders or participants, zero to counter the risk of a terrorist attack, six related to national disasters, five to conduct threat assessments in anticipation of a specific event, six to address suspicion of criminal activity, zero for crash reconstruction purposes, 14 for officer training, seven for public relations, and zero at the request of government entities outside of law enforcement.

Councilmember Hubbard asked if the list is only for the Chaska Police Department. Officer Panning confirmed the data is only for Chaska Police operations.

Councilmember Huang asked if there is tracking for indoor use. Officer Panning confirmed there is data for indoor use, but indoor drones have only been used for training so far.

Officer Panning summarized various drone missions that have been completed. In April a drone was used to address a burglary at Oak Ridge Conference Center. A ladder was found propped up on an exterior wall to the roof. The drone was used instead of an officer climbing the building to inspect the roof.

Officer Panning stated in May 2024, a drone was used to assist investigations with a search warrant involving burglary of firearms and provided scene overwatch of suspect apprehension. Officer Panning showed video footage from the drone deployment. The initial crime occurred in Chaska, but the suspect was apprehended in another city.

Officer Panning noted a drone was used in June 2024 to find someone experiencing a mental health crisis. Also in June, Chaska used a drone to assist the Sheriff's Office in Chanhassen. A suspect barricaded herself in a bedroom after assaulting another resident with a knife. Through a second-floor window, the drone pilot was able to see the suspect drop the knife. In July, there was a crash on a bridge. A drone was used to check the water for victims. In August, the drone was used to assist the Fire Department with a house fire. He showed footage from the incident. Chaska was highlighted in a news story regarding the fire as well.

Officer Panning also showed examples of drone footage captured when monitoring flooding from the summer.

Officer Panning stated the Police Department will continue to maintain the fleet of drones and acquire new equipment as needed. The camera should last indefinitely, and the drone will only need to be replaced if seriously crashed. They also hope to implement a Certificate of Authorization which would allow them to self-certify pilots and drones. There is a plan to increase the number of pilots in the program and to collaborate with other public safety entities for training and mission aid.

The Council thanked Officer Panning for the presentation and expressed their support of the drone program.

Mayor Windschitl asked if the entire Department is supportive of drones. Officer Panning stated he hasn't heard any negative feedback, and there is a long list of officers interested in becoming pilots.

6. Approve Previous Meeting Minutes

6.A. Approve the August 19, 2024 City Council Meeting Minutes

Motion by Councilmember Grau, second by Councilmember Huang to approve the minutes of the August 19, 2024 City Council meeting.

Motion carried.

7. Consent Agenda

Councilmember Hatfield noted the City Square West project is a combination of several small steps, referring to Consent Agenda Item B. Approve a Metropolitan Livable Communities Act Grant Agreement for City Square West. She looks forward to the continuing progress.

Mayor Windschitl asked what would happen should the City not use the funds. Assistant City Administrator Elise Durbin stated the funds would be returned.

Motion by Councilmember Hatfield, second by Councilmember Huang to approve the Consent Agenda Items A through E:

A. Adopt Resolution 2024-69 Approving an Off-Site Gambling permit for Holy Family Catholic High School to conduct a raffle event on September 21, 2024 at Bavaria Downs.

Motion to adopt Resolution No. 2024-69 approving the Holy Family Catholic High Schools' request.

B. Approve a Metropolitan Livable Communities Act Grant Agreement for City Square West
Motion approving the amended Metropolitan Livable Communities Act Grant Agreement for City Square West and authorizing the Mayor and City Administrator to sign the agreement.

C. On-Sale Liquor at Community Event – La Hermosa Restaurant
Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF24.05, for La Hermosa Restaurant, 222 N. Chestnut Street, Chaska, MN for Latin Music & Food Festival effective September 13, 2024, from 5:00 pm to 9:00 pm.

D. On-Sale Liquor at Community Event – Crooked Pint
Motion to approve On-Sale Intoxicating License at a Community Event, Lic# OSCF24.06, for Crooked Pint, 3210 Chaska Blvd, Chaska, MN for Latin Music & Food Festival effective September 13, 2024, from 5:00 pm to 9:00 pm.

E. Establish a Public Hearing for Proposed SSD 2025 Operating Plan, Budget, and Service Charges

Motion to set the public hearing for October 7, 2024, to review and approve the proposed SSD 2025 operating plan, budget, and service charges and direct staff to give notice of the public hearing.

Motion carried.

8. Action Items

None.

9. Bills

9.A. Accounts Payable Claims Roster 9-9-2024

The Council requested further information about bills on pages 5, 10, 14, and 15.

City Administrator Podhradsky provided further information regarding those bills.

Motion by Councilmember Huang, second by Councilmember Hubbard to approve the bills as presented. Roll call was taken. Voting aye: Councilmembers Hatfield, Hubbard, Huang, Grau and Mayor Windschitl. Voting nay: None
Motion carried.

10. Other Business

10.A. City Administrator's Report

10.A.i. Bi-Weekly Report 9-9-2024

10.B. SouthWest Transit Achieves Record Ridership for 2024 MN State Fair

Councilmember Hatfield:

- Pointed out September 18, 2024 is Coffee with a Cop.
- Noted The Loop has their fall golf rate.
- Stated the Latin Music Festival is September 13, 2024.
- Pointed out Chaska Cares Music Festival is September 20, 2024.
- Explained Bountiful Basket has a new logo, mission, and vision. They are an important part of the community.
- Added September is Suicide Prevention Month.

Councilmember Hubbard:

- Asked if the Clover Ridge monument sign is being redone. City Administrator Podhradsky confirmed it is being redone.
- Thanked the Chaska Community Center team for their hard work during the closure.

Councilmember Huang:

- Noted SouthWest Transit carried over 100,000 to the Minnesota State Fair. He shared more statistics about the ridership. There was also high customer satisfaction.
- Asked if there is any news about Cooper's. City Administrator Podhradsky stated Staff has been in contact with the owners. They are speaking with a potential grocer that is looking to finance purchase of the building.

Councilmember Grau:

- Thanked teachers and support staff in light of school starting up again. He reminded community members to be aware of new traffic patterns during school arrival and dismissal.

Mayor Windschitl:

- Stated the Fire Department hosted an open house that evening.

- Asked for an update on the Public Works Facility. City Administrator Podhradsky stated Staff requested for updated estimates from Xcel for moving some things around. The cost is significantly higher than the initial quote. The new location would serve the City well. The plan to move would have saved the City money instead of an addition.
- Asked for an update on the Public Safety Building. City Administrator Podhradsky stated they are about one month behind schedule due to the weather.

11. Adjourn

Motion by Councilmember Huang, second by Councilmember Hatfield to adjourn the meeting at 8:21 p.m.

Motion carried.

REQUEST FOR ACTION CHASKA CITY COUNCIL SEPTEMBER 16, 2024

Subject: Scheduling the Assessment Hearing for 2024 Downtown Street Reconstruction Project

Prepared By: Matt Clark

The 2024 Downtown Project is comprised several independent contracts that overarchingly implement items that were planned with the Downtown Chaska Master Plan, City Wayfinding Plan and TH 41/CSAH 61 Downtown Project. Items that are included in the contracts include:

- **Paseos & Parking Lots**

The alleyway network on the east side of TH 41, referred to as the paseo, includes gateway structures at the midblock entrances and archways to signal the pedestrian nature of these paths and will include string lights that create a welcoming experience and enhance the feel of pedestrian safety within the network.

- **Wayfinding**

The wayfinding program includes a network of signs as follows:

- *Entry signs:* Located on TH 41 at north and south downtown entry points to provide direction to key destinations like the Curling & Event Center, City Square, the Walnut Street National Historic District, and parking.
- *Directional signs:* At key locations through the downtown commercial district to assist both drivers and pedestrians with directions to public facilities, parks, historic districts and parking.
- *Parking signs:* Located at entry points to public parking lots throughout downtown.
- *Heritage wall and column panels:* Chaska brick pillars located throughout downtown that will incorporate historic photos relevant to the location. Photos will incorporate QR codes that lead users to additional information about Chaska's history.
- *Heritage kiosks:* Located at multiple locations, kiosks are pedestrian scale four-sided structures that will incorporate wayfinding maps and celebrate historic narratives on topics such as historic 2nd street, the brick and agriculture industries, connections to the MN River, and narratives related to Chaska's founding.

- **Landscaping and Irrigation**

All planter boxes along TH41 sidewalks and medians will be planted with a mix of trees and perennials in coordination with Public Works to ensure long-term maintainability and viability.

Total project costs are estimated at \$2,706,000 with the costs being assessed to the City properties shown on the attached map. The policy that has been established is to assess the benefit of the improvements which for the project lies with the City. By leveeing assessments, the total project costs remain eligible for the City to finance in part with the downtown street reconstruction program. The next step in the assessment process is for the council to hold an hearing to set the terms and amount apportioned to City properties.

CITY COUNCIL ACTION REQUESTED

Motion to Adopt Resolution No. 2024-70 Scheduling the Assessment Hearing for the 2024 Street Reconstruction Project to be held at the City Hall Council Chambers on October 21st, 2024.

CITY OF CHASKA
CARVER COUNTY, MINNESOTA

RESOLUTION

DATE 9/16/2024 **RESOLUTION NO.** 2024-70

MOTION BY COUNCILMEMBER _____ **SECOND BY COUNCILMEMBER** _____

A Resolution Establishing a Date for the Public Assessment Hearing,

WHEREAS, the 2024 Downtown Project Feasibility Study was accepted by City Council on February 26, 2024, and a Public Improvement Hearing was scheduled for April 1, 2024;

WHEREAS, ten days mailed notice and two weeks published notice of the hearing was given, and the hearing was held on the 1st day of April, at which all persons desiring to be heard were given an opportunity to be heard thereon;

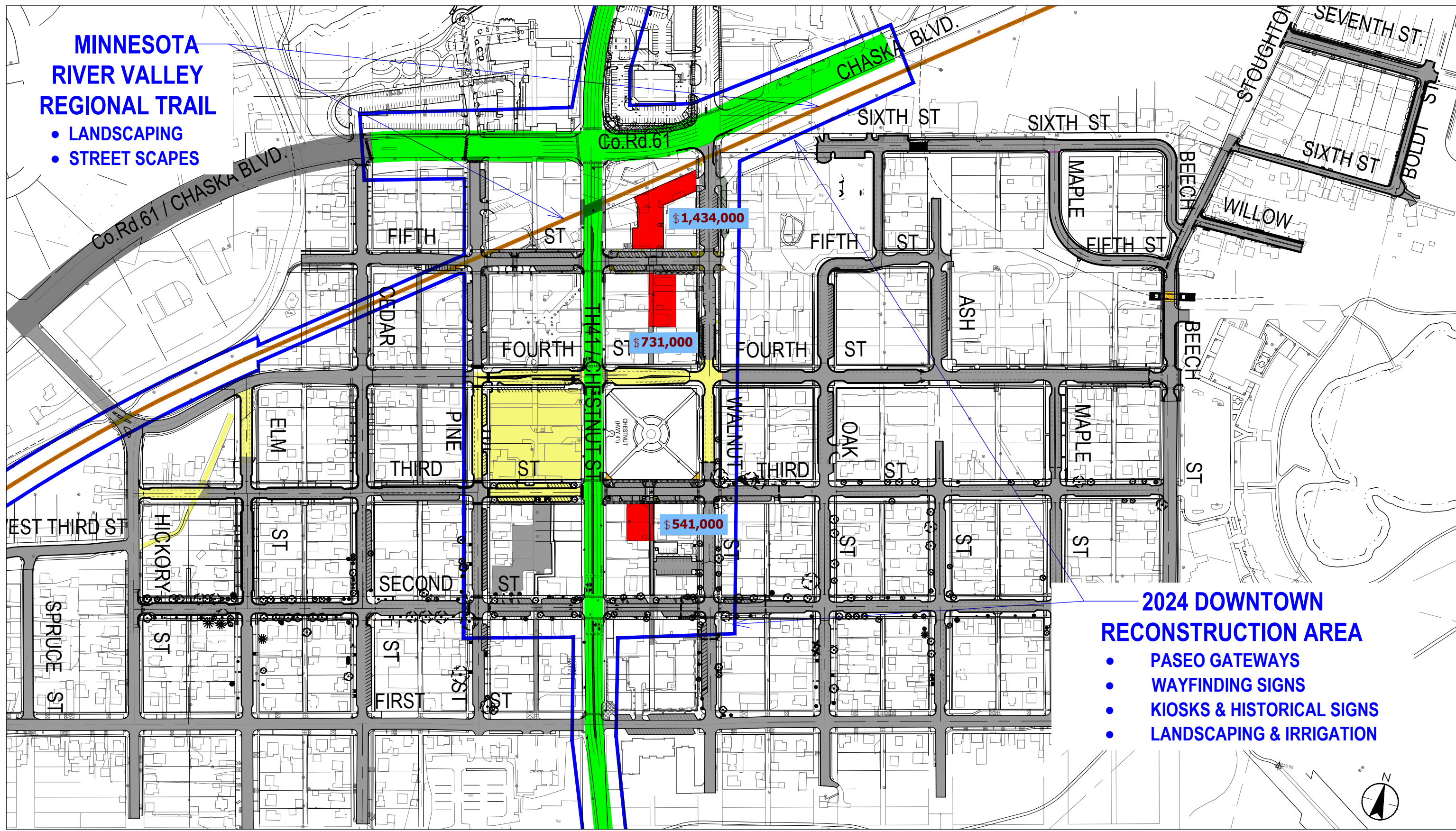
WHEREAS, On April 1st, the City Council of the City of Chaska, Minnesota, found that said improvements are necessary, cost-effective, and feasible and whereby ordered said street improvements.

NOW, THEREFORE, BE IT RESOLVED that a Public Assessment Hearing is scheduled for October 21st, 2022, and the City Clerk is directed to mail and publish notices in accordance with provisions of Minnesota statutes.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September 2024.

Mark Windschitl, Mayor

Attest _____
Deputy Clerk



**REQUEST FOR ACTION
CHASKA CITY COUNCIL
9/16/2024**

Subject: Temporary On-Sale Intoxicating License for Crown of Glory Lutheran Church

Prepared By: Denise Beebe, Senior Clerk

Crown of Glory Lutheran Church, 1141 Cardinal St., Chaska, Minnesota, has made application for a 1-day Temporary On-Sale Intoxicating License for their fall fund raiser being held at the Church on Saturday, November 16, 2023.

This will be the 3rd year for the event.

City approval is required for the application. Applicant has provided the application, certificate of liquor liability information and paid the requisite fee of \$50 (\$50/day of the event).

Staff recommends approval.

CITY COUNCIL ACTION REQUESTED

Motion to approve the Temporary On-Sale Intoxicating License TW 24-09 for Crown of Glory Lutheran Church, that allows them to serve intoxicating beverages at their fund-raising event, on November 16, 2024.

REQUEST FOR ACTION CITY COUNCIL SEPTEMBER 16, 2024

Subject: Conditional Use Permit for a Dog Grooming use at 115 2nd Street East

Applicant: Nick Brewer – River Valley Groomers

Location: 115 2nd Street East

Case No.: 2024-14

Synopsis: Requesting a recommendation of approval of a Conditional Use Permit (CUP) for a Dog Grooming use at 115 2nd Street East

Prepared By: Elizabeth Hanson

Staff Recommendation: Motion to adopt resolution no. 2024-73

CURRENT REQUEST

The applicant, Nick Brewer, is seeking approval of a Conditional Use Permit (CUP) for a dog grooming use at 115 2nd Street East in downtown Chaska. The property is located in the C-3 (Downtown Commercial) zone district, *which includes the following as a conditional use:*

"Small domestic animal (i.e. dogs, cats) grooming service and/or pet shop."

The applicant is proposing to use the 2,200 square foot tenant space for dog bathing, grooming, and nail trimming. The facility operations would include three professional dog bathing stations and three lift tables for grooming. The facility will also include 8 kennels for short holding periods before and after appointments. There will be no overnight boarding.

The facility will operate from 9:00am-7:00pm every day, and have 5 total employees. Parking will be supplied through public parking areas (on-street and the parking lot behind the building).

CONDITIONAL USE PERMIT

A Conditional Use Permit may be granted by the City Council after demonstration by evidence that:

- a) The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, comfort or general welfare;
- b) The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood;
- c) The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district;
- d) Adequate utilities, access roads, drainage, and necessary facilities have been or will be provided;

- e) Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets;
- f) The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

a) According to the applicant, the proposed grooming activity will not be detrimental or endanger the public health, safety or general welfare. The applicant has stated that their business enhances Chaska's public health, safety, comfort or general welfare by providing education and awareness to pet owners on proper pet care. This leads to better treatment of animals and a more informed community. All operations of the business will happen indoors so it will not have a major effect on the general welfare within the vicinity.

b) The proposed grooming activities will not adversely affect the use and enjoyment of the adjacent property owners nor diminish property values. They understand that bad neighbors can produce bad outcomes so they will strive to be considerate in their day-to-day activities. Having staff on site daily to care for the dogs will prevent nuisances. By locating in a downtown building the business hopes to bring more traffic to the area, which in turn can benefit the overall vitality of downtown. In addition, there are currently two other veterinary clinic operations in downtown Chaska, so the request to add a dog groomer is not an atypical use for the area.

c) The establishment of the proposed conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district. As stated above, all operations will be handled indoors. The use is not atypical of the area which already has two other animal clinics nearby.

d) Adequate utilities, access roads, drainage and necessary facilities have been provided as this is an existing structure and the necessities are currently in place. As they are simply leasing an existing building there will be no changes created to the City's infrastructure. The applicant will have to get a Sewer Area Connection (SAC) determination by the Metropolitan Council prior to the release of a building permit. The new use is a change from what was previously in the building so they will need to get a building permit for change of use and pay any remaining SAC charges.

e) There will be adequate access with minimal impact on traffic congestion. The operation will have access to ample parking via on-street and a parking lot in the rear of the building. There are a total of 11 on-street parking spaces directly in front of the building, and a total of 24 parking spaces in the public parking directly in back of the building. At most they will have 6 people in the building between the employees and the patrons. Some patrons typically drop off so the need for long-term parking is not significant and will work well with the parking provisions near the building. Additionally, the parking nearby mitigates dog owners from needing to walk far. Most patrons should be able to find parking within the block without issue. The applicant understands that most of the parking in downtown relies heavily on public parking, and does not believe it will pose a problem for their business or vice versa.

f) The dog grooming use will conform to all other applicable regulations in the district.

In conclusion, the applicant is requesting a conditional use permit allowing them to operate a dog grooming business. The applicant has stated that they will comply with all city ordinances and plan to be a good neighbor and compatible use to adjacent downtown businesses. Again, there are currently two animal care businesses in downtown and from all appearances have done quite well there. The applicant believes that they will be an asset to the neighborhood and bring people downtown.

Based on the documentation submitted by the applicant and the aforementioned analysis, this proposal as outlined appears to meet the findings necessary for a Conditional Use Permit. With the conditions and stipulations of the Conditional Use Permit adhered to, staff believes this will be a compatible addition to the community.

PLANNING COMMISSION ACTION TAKEN 09/11/2024:

Motion to recommend approval of the Conditional Use Permit (CUP) to operate a dog grooming business at 115 2nd Street East, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative & Exhibit, Pages 1-4, written by HTG Architects, dated August 5, 2024
2. Housing/boarding of dogs overnight will not be permitted.
3. Outdoor storage of any kind will not be permitted.
4. Compliance with section 15.08.070.D 'Standards for Granting Conditional Use Permits' of the Zoning Ordinance.
5. Provision of a SAC determination by the Metropolitan Council and all determined SACs paid prior to release of a building permit.
6. Provision of a building permit being obtained for change of occupancy at 115 2nd Street East.
7. Provision of a plumbing plan review by the State of Minnesota.

CITY COUNCIL ACTION REQUESTED

Motion to adopt resolution no. 2024-73 approving the Conditional Use Permit (CUP) to operate a dog grooming business at 115 2nd Street East (PC #2024-14).

CITY OF CHASKA LAND USE/DEVELOPMENT APPLICATION

DATE: 8.05.2024 PLANNING CASE NUMBER: _____

APPLICATION/REQUEST FOR:	X	APPLICATION FEE	PROCESSING FEE	DATE PAID	RECEIPT NUMBER
Planned Development Districts					
Concept Plan/Rezoning					
Preliminary Plat					
Final Plat (Account Codes A & C)					
Non PDD					
Concept Plan/Rezoning					
Preliminary Plat					
Final Plat					
Lot Consolidation/Division and Vacations (Account Codes A & C)					
Others					
Building/Site Plan Review					
Public Hearing Mailing List Fee					
Zoning/Comp Plan Amend.					
Other (Account Codes A & C)					
Permits					
Special (Conditional) Use Permit	X	\$416	\$801		
Variance					
Site Alteration Permit (HPC)					
Mining/Filling Permit (Account Codes B & C)					
Total Amount Due	X	\$ 416 +	\$ 801 +	Equals	\$ 1,217

Location of Property: 115 2nd Street East

Legal Description of Property: n/a Tenant space

Existing Zoning: C3 Use: (B) Dog Groomer

Description of Request: CUP - Conditional Use Permit approval

Number of Acres: n/a Lots n/a Units n/a

Owner Name: Nick Brewer Phone: _____

Street: 115 2nd Street East City: Chaska State: MN Zip: 55318

Applicant Name: Nick Brewer Phone: _____

Street: 115 2nd Street East City: Chaska State: MN Zip: 55318

Property Owner Signature: _____ Date: _____

Applicant Signature: _____ Date: _____
(if different than owner)

* Note: Time spent by the City's Planning, Engineering, Landscape Architect and/or Legal Consultants reviewing application materials will be billed directly with payment within 30 days of date of invoice.

**Account Codes for Office Use: A: 101-1710-3440 (Planning & Zoning Application Fees) B: 101-1710-3441 (Processing Fees)

*** S:\Work\Community Development\Forms

PROJECT 241147:

DATE: 08.05.2024



River Valley Groomers – Application for Conditional Use Permit

To:
Elizabeth Hanson
City Planner
City of Chaska

Applicant:
Nick Brewer
Owner operator River Valley Groomers

RE: CUP for the Tenant space at 115 2nd Street East

Introduction / Project Description:

Open and operate a full-service dog grooming and care business in downtown Chaska in the existing tenant space approximately 2,200 square feet located at 115 2nd Street East.

Keeping our furry friends on a regular bathing, grooming and nail trim schedule is important for their health! Providing your pet has a stress-free experience and comes home relaxed and looking great. Ensuring that every pet receives top-quality care. If you're looking for a groomer that treats your pets like family, River Valley Groomers is the place to go.

Our facility operations would include three professional dog bathing stations with stairs. Providing quick bathing with high quality shampoos and conditioners, to leave our clients clean and feeling fresh. We also boast three lift tables to provide grooming and hygiene care services.

We are equipped with eight kennels for short holding periods. Most of our clients wait for their pets to complete their spa time. Some will pick their pets up after a short visit with us. No pets are boarded overnight all pets go home the same day,

How River Valley Groomers meets city standards:

The establishment, maintenance, or operation of the special use will not be detrimental to or endanger the public health, safety, comfort or general welfare.

Overall, a responsible and professional dog groomer can have a positive impact on both the pets they care for and the community they serve.

Education and Awareness: Professional groomers educate pet owners about proper pet care, which can lead to better treatment of animals and a more informed community.

Health and Hygiene: Regular grooming helps maintain the health and hygiene of dogs, preventing and reporting issues like matting, skin infections, and parasites. This contributes to the overall well-being of pets in the community.

The special use will not be injurious to the use and enjoyment of other property in the immediate vicinity for the purpose already permitted, nor substantially diminish and impair property values within the neighborhood.

Our services and client interactions all take place inside the building, so the public would not be affected by our activities. We have ample waiting area for owners and their dogs to occupy during the intake process. Dogs will be accompanied and controlled by their owners outside of the building.

As an operating business we would keep the building and surrounding areas clean and free of debris. Proper maintenance of building systems and surrounding areas in good upkeep.

The establishment of the special use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district

Local Economy: Dog groomers are small business owners who contribute to the local economy. They create jobs and provide services that pet owners need, which can help boost the economic health of the city.

Our service draws business to the area during the day from 9:00-7:00. Our clients will often visit and explore neighboring businesses coming to and from their appointments and sometimes while they wait for their favorite canine companion.

Community Engagement: Grooming salons often become community hubs where pet owners can meet, share tips, and build a sense of community. This can enhance social cohesion and help invigorate the downtown atmosphere.

Adequate utilities, access roads, drainage, and necessary facilities have been or will be provided.

Being in beautiful downtown Chaska we have great access to public roads and drainage. Our operation does not require significant MEP requirements. Existing landlord provided utility access is adequate for our needs.

Adequate measures have been or will be taken to provide ingress or egress so designed as to minimize traffic congestion in the public streets.

Our services require only for short holding periods. Most of our clients wait for their pets to complete their spa time. Some will pick their pets up after a short visit with us. This will avoid long occupation of parking areas and public spaces. Encouraging reasonable turnover at our shared downtown community parking and public spaces.

Although walk in customers are welcome most of our clients schedule their visit at a time that is convenient for them. Scheduling allows our clients to have quick drop-offs and reliable timing for pick-ups. This in turn keeps an even ebb and flow of traffic, avoiding any heavy traffic congestion.

Parking: Our staff would park in the lot to the rear of the building to keep the street parking in the front available to all downtown customers. We would typically require 1-2 stalls for employees. At peak days/times we may utilize a 3rd space for employees. Customer parking would be intermittent, and the duration would be approximately 10-15 min to allow for drop off/ pick up. Most times of the days our clients would intermittently occupy 2 stalls. End of the day pickups may require brief use of a 3rd stall.

The special use shall, in all other respects, conform to the applicable regulations of the district in which it is located.

River Valley groomers would comply with all city regulations, codes and laws. Our business will attract great clients to historic downtown Chaska. Contributing to the downtown experience and compliment the diverse commerce of our neighboring business. We are a business that supports the welfare of animals and would serve the needs of our community. River Valley Groomers has a compatible business model with historic downtown and consistent is with Chaska's comprehensive plan.

Support our mission to promote responsible dog ownership and the wellbeing of our furry friends. We would appreciate your approval of a Conditional Use permit. We look forward to operating a business located in historic downtown Chaska and serving the community with their pet grooming needs.

Attachments / Exhibits:

Aerial Site Exhibit
Sign Plan

END



Carver County GIS

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 09/16/24 **RESOLUTION NO.** 2024-73

MOTION BY COUNCILMEMBER _____ **SECOND BY COUNCILMEMBER** _____

**Resolution approving the Conditional Use Permit to Operate a Dog Grooming Use at
115 2nd Street East/River Valley Groomers/PC #2024-14**

WHEREAS, the applicant, Nick Brewer, is seeking approval of a Conditional Use Permit (CUP) for a dog grooming use at 115 2nd Street East in downtown Chaska; and

WHEREAS, the property is located in the C-3 (Downtown Commercial) zone district, *which includes the following as a conditional use:*

"Small domestic animal (i.e. dogs, cats) grooming service and/or pet shop."

WHEREAS, the applicant is proposing to use the 2,200 square foot tenant space for dog bathing, grooming, and nail trimming; and

WHEREAS, the facility operations would include three professional dog bathing stations and three lift tables for grooming; and

WHEREAS, the facility will also include 8 kennels for short holding periods before and after appointments, and there will be no overnight boarding; and

WHEREAS, the facility will operate from 9:00am-7:00pm every day, and have 5 total employees; and

WHEREAS, parking will be supplied through public parking areas (on-street and the parking lot behind the building); and

WHEREAS, according to the applicant, the proposed grooming activity will not be detrimental or endanger the public health, safety or general welfare; and

WHEREAS, the proposed grooming activities will not adversely affect the use and enjoyment of the adjacent property owners nor diminish property values; and

WHEREAS, having staff on site daily to care for the dogs will prevent nuisances; and

WHEREAS, in addition, there are currently two other veterinary clinic operations in downtown Chaska, so the request to add a dog groomer is not an atypical use for the area; and

WHEREAS, the establishment of the proposed conditional use will not impede the normal and orderly development and improvement of surrounding property for uses permitted in the district; and

WHEREAS, adequate utilities, access roads, drainage and necessary facilities have been provided as this is an existing structure and the necessities are currently in place; and

WHEREAS, they are simply leasing an existing building and there will be no changes created to the City's infrastructure; and

WHEREAS, the applicant will have to get a Sewer Area Connection (SAC) determination by the Metropolitan Council prior to the release of a building permit; and

WHEREAS, the new use is a change from what was previously in the building so they will need to get a building permit for change of use and pay any remaining SAC charges; and

WHEREAS, there will be adequate access with minimal impact on traffic congestion; and

WHEREAS, the operation will have access to ample parking via on-street and a parking lot in the rear of the building; and

WHEREAS, at most they will have 6 people in the building between the employees and the patrons; and

WHEREAS, the applicant understands that most of the parking in downtown relies heavily on public parking, and does not believe it will pose a problem for their business or vice versa; and

WHEREAS, the dog grooming use will conform to all other applicable regulations in the district; and

WHEREAS, on September 11, 2024 the Planning Commission recommended approval to the City Council of the Conditional Use Permit to operate a dog grooming use at 115 2nd Street East (PC#2024-14); and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the Conditional Use Permit to operate a dog grooming use at 115 2nd Street East (PC#2024-14), subject to the aforementioned stipulations and following conditions:

1. Approvals shall be based on the following graphic exhibits:
 - a. Project Narrative & Exhibit, Pages 1-4, written by HTG Architects, dated August 5, 2024
2. Housing/boarding of dogs overnight will not be permitted.
3. Outdoor storage of any kind will not be permitted.
4. Compliance with section 15.08.070.D 'Standards for Granting Conditional Use Permits' of the Zoning Ordinance.
5. Provision of a SAC determination by the Metropolitan Council and all determined SACs paid prior to release of a building permit.
6. Provision of a building permit being obtained for change of occupancy at 115 2nd Street East.
7. Provision of a plumbing plan review by the State of Minnesota.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September, 2024.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2024

Subject: Wetland Replacement Plan Hazeltine National Golf Course

Prepared By: Brent Alcott, Water Resources Coordinator

On Behalf of: Matt Clark, City Engineer

As the Local Governmental Unit (LGU) that oversees the Wetland Conservation Act (WCA) process in Chaska, the City has worked with all regulatory agencies involved in commenting on the wetland replacement plan for the Hazeltine National Golf Course Project.

Hazeltine National Golf Club proposes to construct a 10-hole golf course, eight villas, and a performance center on approximately 31.5 acres. There are 4 wetlands that were identified in the project area, which is currently comprised of predominantly fallow agricultural fields.

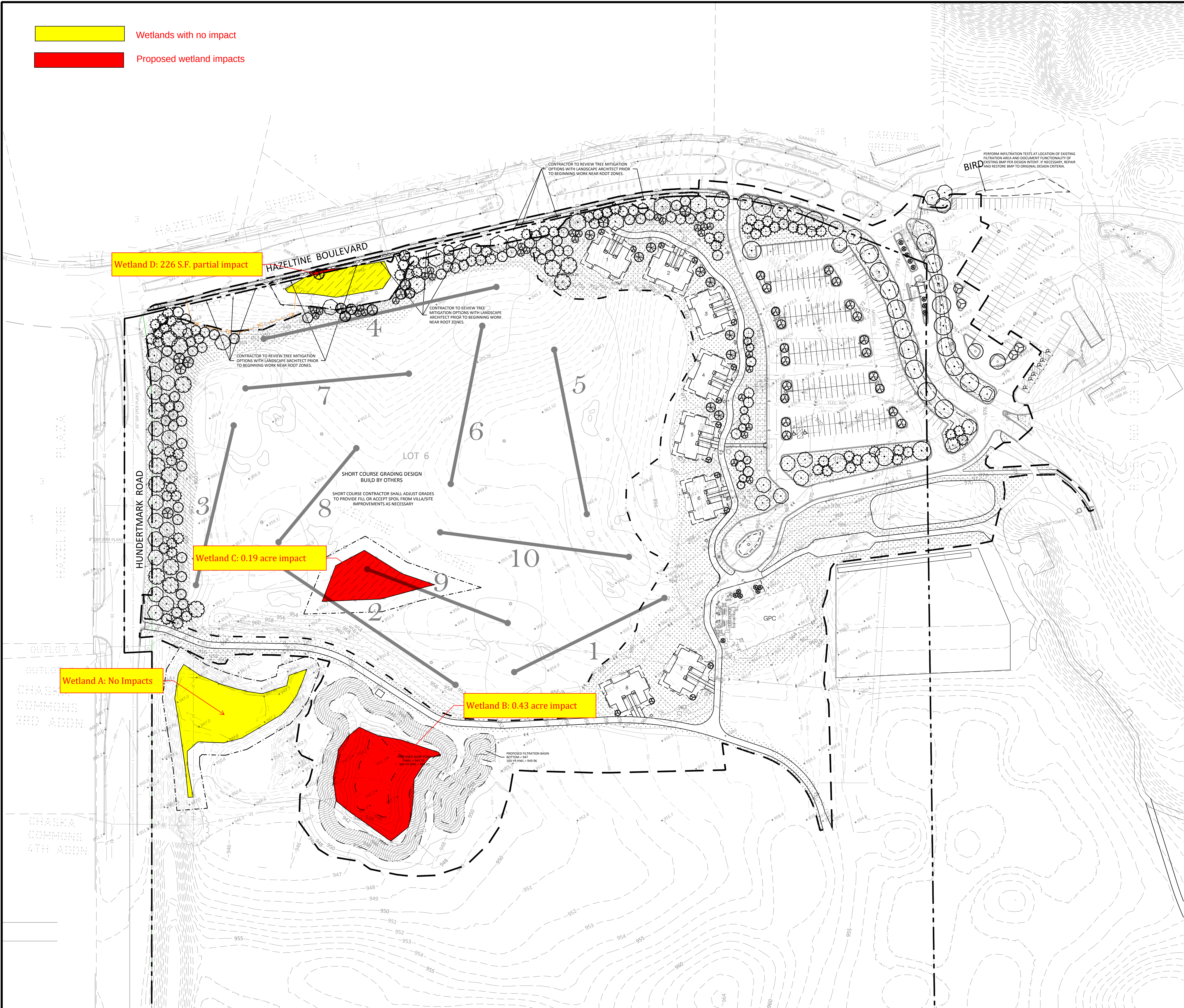
The Wetland Conservation Act Technical Evaluation Panel (TEP) met with the applicant to review the replacement plan application and provide comments. An amended application was provided which addressed the TEP comments and meets Wetland Conservation Act requirements.

The wetlands and proposed impacts within the project area are shown on the attached Exhibit A. The project proposes to impact areas that are categorized as low value wetlands that are lesser quality aquatic resource areas. Mitigation for the wetland impact will be provided with the purchase of wetland credits. In total, the project will impact 0.63 acres of wetland and will be mitigated with the purchase of wetland replacement credits at a 2:1 ratio (1.26 acres) of wetlands that are of higher value than proposed impacts.

City staff have worked with all regulatory agencies involved in commenting on the wetland replacement plan for the project. All said comments by state and local agencies have been addressed in the attached plan. The proposed impacts and replacements meet the requirement of the Wetland Conservation Act.

CITY COUNCIL ACTION REQUESTED

Motion to approve the wetland replacement plan for Hazeltine National Golf Course project.



LANDSCAPE SUMMARY		
	REQUIRED	PROPOSED
CALCULATIONS		
OVERTORY TREE	-	96
CONIFEROUS TREE	-	153
ORNAMENTAL TREE	-	85
SHRUB	-	1,007
PERENNIAL		1,864

A north arrow pointing upwards, enclosed in a circle. Below it is a scale bar with markings for 0, 60, and 120 feet. The text "NORTH" is written above the scale bar, and "SCALE IN FEET" is written below it.

SHEET
L1.01
21 OF 26

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: City of Chaska	County: Carver
Applicant Name: Hazeltine National Golf Club	Applicant Representative: Phil Anderson
Project Name: Hazeltine National Housing	LGU Project No. (if any): 19386080
Date Complete Application Received by LGU: 7/22/24	
Date of LGU Decision: 9/16/24	
Date this Notice was Sent:	

WCA Decision Type - check all that apply

☐ Wetland Boundary/Type	☐ Sequencing	☒ Replacement Plan	☐ Bank Plan (not credit purchase)
☐ No-Loss (8420.0415)	☐ Exemption (8420.0420)		
Part: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ H		Subpart: ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area: 0.52 Acres
Wetland Replacement Type: ☐ Project Specific Credits: ☒ Bank Credits: 1.26 Acres
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

☐ Approve ☐ Approve w/Conditions ☐ Deny ☐ No TEP Recommendation

LGU Decision

☐ Approved with Conditions (specify below) ¹ List Conditions:	☒ Approved ¹ ☐ Denied
Decision-Maker for this Application: ☐ Staff ☒ Governing Board/Council ☐ Other:	
Decision is valid for: ☒ 5 years (default) ☐ Other (specify):	

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☒ Attachment(s) (specify): Wetland Impact Exhibit ☒ Summary: PROJECT DESCRIPTION Hazeltine National Golf Club proposes to construct a 10-hole short course golf course and eight villas on approximately 31.5 acres (proposed project) in Chaska, Minnesota (Figure 1). Current land use consists of fallow agricultural fields, the delineated wetlands, and a field road. The proposed short course and villas would provide additional recreational appeal to the area as well as temporary living spaces for patrons of the golf course.
--

WETLAND CONSERVATION ACT TECHNICAL EVALUATION PANEL REVIEW SUMMARY: A wetland permit application was reviewed by the WCA TEP at a Teams Meeting held on 8/14/24. Findings of Fact from review of the initial application were provided and concluded Wetland B was previously excavated in a wetland and is considered a jurisdictional wetland and subject to the Wetland Conservation Act. An amended application was provided by the applicant, dated 08/23/2024, that included Wetland B as regulated wetland. Below is a summary of the wetlands within the project area and proposed impacts.

Wetland A: Wetland A is a 0.38 acre shallow marsh with a wet meadow fringe. This wetland will not be impacted.

Wetland B: Wetland B is a 0.43 acre shallow open water wetland that was historically excavated. The entire wetland will be excavated and expanded for stormwater purposes. This wetland was found to be jurisdictional, and the proposed excavation does not meet criteria for no-loss exemption under WCA and will be replaced. The TEP concurs with the sequencing flexibility request with replacement of the low-quality wetland due to past excavation disturbance and that the resulting purchase of credits will be higher quality wetland.

Wetland C: Wetland C is a farmed seasonally flooded basin that is 0.19 acres. The application requests sequencing flexibility to allow filling of the wetland and mitigated with the purchase of wetland bank credits. The TEP concurs with the sequencing flexibility request with replacement of the low-quality wetland with purchase of higher quality wetland bank credits.

Wetland D: Wetland D is a 0.14 acre wet meadow. The proposed wetland fill impacts of 226 square feet were evaluated and found to be needed to facilitate the construction of the trail/sidewalk to allow for safe pedestrian movements along Hazeltine Blvd. The plans propose the construction of a retaining wall to minimize impacts to the wetland. Impacts to Wetland D were determined to meet WCA guidelines and should be mitigated through purchase of wetland bank credits.

Replacement: The proposed wetland impacts are 0.63 acres. Wetland replacement is proposed at the required 2:1 replacement ratio resulting in 1.26 acres of replacement. The proposed purchase of credit is from the same major watershed as the impacted wetland at Bank Account #1689.

FINDING: The amended Wetland Permit Application meets the requirements of the Wetland Conservation Act and can be approved.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☐ Site Location Map ☐ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

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Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: Tyler Polster (tpolster@co.carver.mn.us) ☒ BWSR TEP Member: Alyssa Core (Alyssa.core@state.mn.us)
☐ LGU TEP Member (if different than LGU contact):
☒ DNR Representative: Taylor Huinker (DNR) Taylor.Huinker@state.mn.us
☒ Watershed District or Watershed Mgmt. Org.: Carver County WMO - Kristen Larson
☒ Applicant: See Above ☒ Agent/Consultant: Travis Fristed, Megan Ullery, Brady Busselman

Optional or As Applicable:

☐ Corps of Engineers:
☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):
☒ Members of the Public (notice only): Eric Trelstad – eric@wetlandcreditagency.com ☐ Other:

Signature: 	Date: 8/24/23
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REQUEST FOR ACTION CHASKA CITY COUNCIL 09/16/2024

Subject: Wetland Replacement Plan for Engler Blvd (CSAH 10) and Highway 41 Road and Trail Improvement Project

Prepared By: Brent Alcott, Water Resources Coordinator
On Behalf of: Matt Clark, City Engineer

As the Local Governmental Unit (LGU) that oversees the Wetland Conservation Act process in Chaska, the City has worked with all regulatory agencies involved in commenting on the wetland replacement plan for the Engler Blvd (CSAH 10) and Highway 41 Road and Trail Improvement Project.

The project proposes roadway reconstruction of Engler Blvd (CSAH 10) from Bavaria Rd to Park Ridge Dr, including intersection improvements, turn lanes, and pedestrian trail construction. Wetlands within the project area are shown on the attached Exhibit A. Proposed impact to wetlands in the project area were avoided and minimized to the maximum extent practicable.

Wetland 3A shown on the attached map, located between Bavaria Road and White Oak Drive, is the only wetland within the project area that is regulated by the Wetland Conservation Act. All other wetland areas identified along the corridor were either determined to be incidental (man-made) or are temporary impacts and will be restored in kind as part of the project.

Impact to Wetland 3A is needed to allow for the construction of a stormwater management pond (Loon Pond). Several design options were evaluated to meet the storm water and wetland protection requirements. The proposed pond area was identified as the regulatory agencies' preferred option to maximize stormwater treatment that protects the existing wetland while also preserving the high-value trees adjacent to the project. Wetland impact will be replaced with the use of mitigation credits from the Local Government Road Wetland Replacement Program (LGRWRP).

City staff have worked with all regulatory agencies involved in commenting on the wetland replacement plan for the project. All said comments by state and local agencies have been addressed in the attached plan. The proposed impacts and replacements meet the requirement of the Wetland Conservation Act.

CITY COUNCIL ACTION REQUESTED

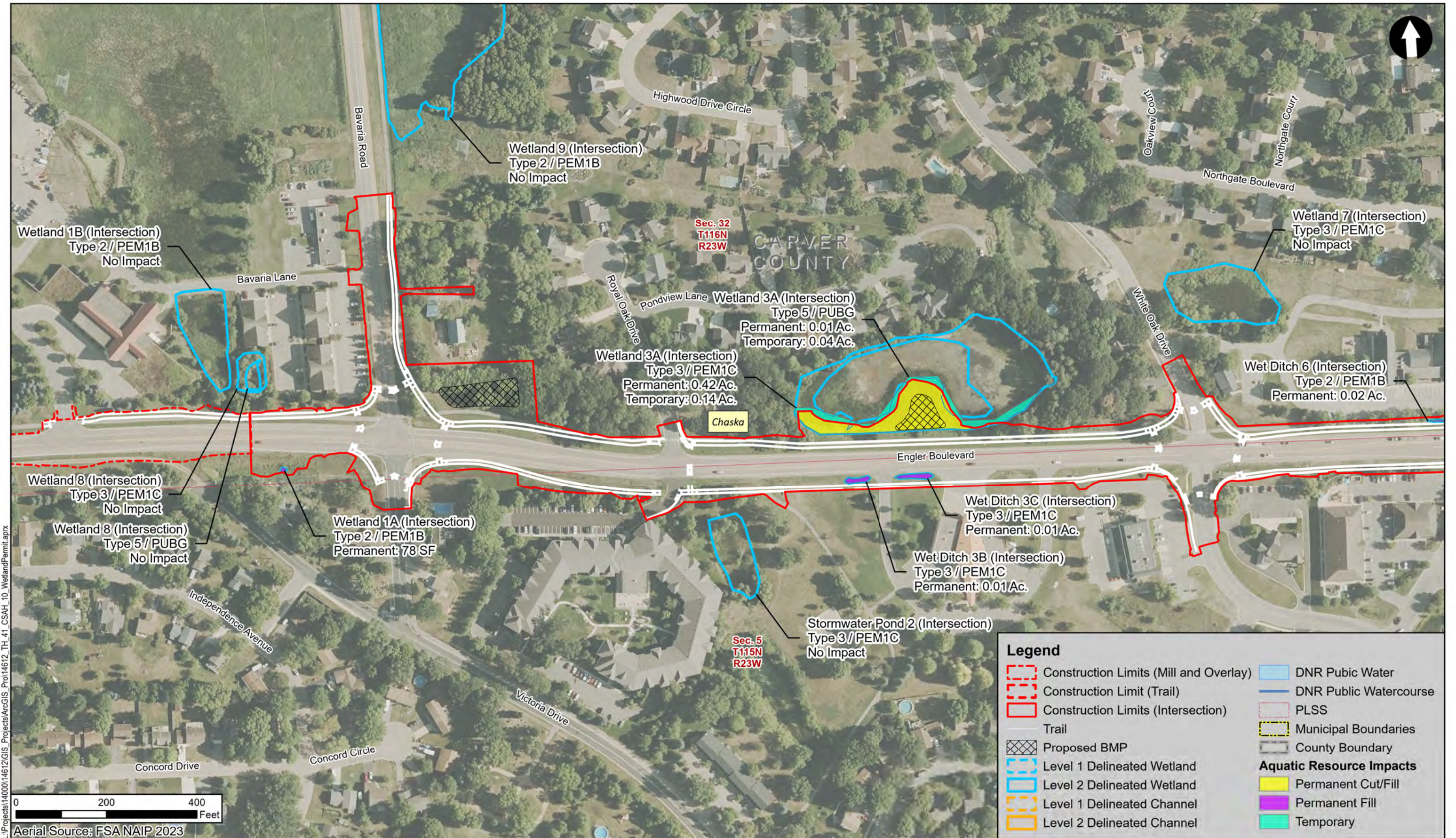
Motion to approve the wetland replacement plan for Engler Blvd and Highway 41 Road and Trail Improvement Project.



Aquatic Resource Impacts

TH 41 / CSAH 10 Area Improvements
Carver County

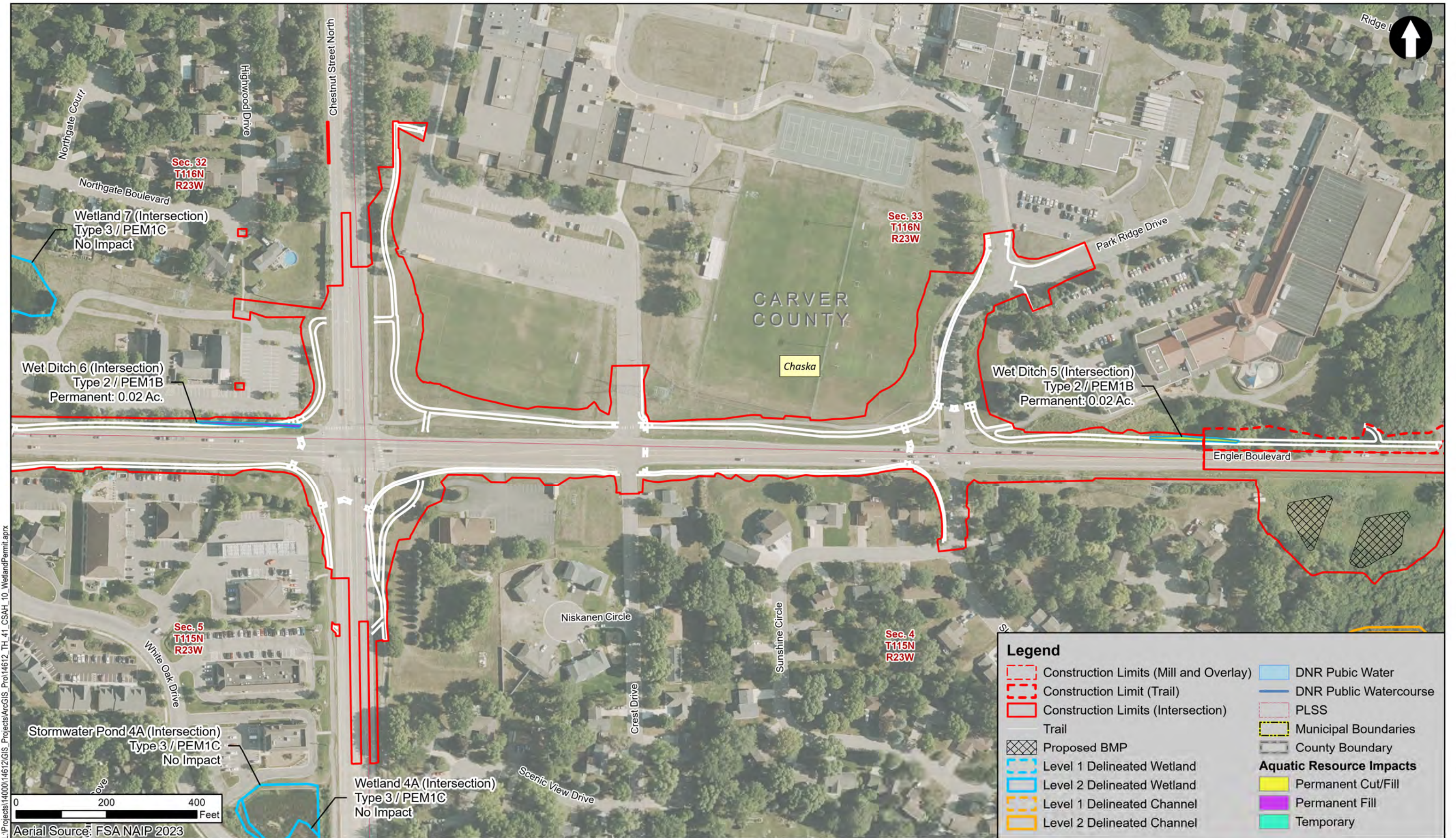
Exhibit A: Engler Boulevard Wetlands and Proposed Impacts



Aquatic Resource Impacts

TH 41 / CSAH 10 Area Improvements
Carver County

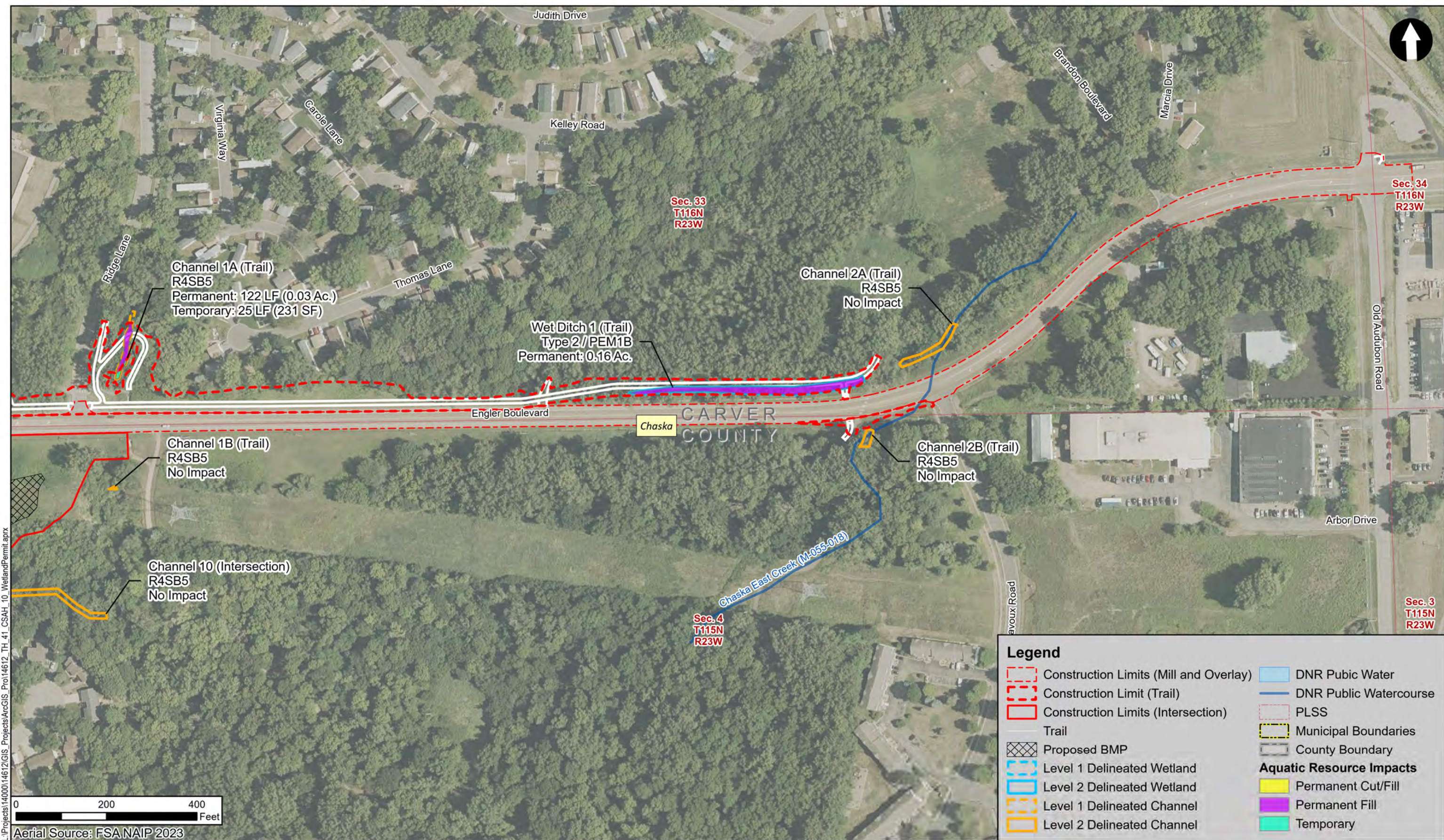
Exhibit A: Engler Boulevard Wetlands and Proposed Impacts



Aquatic Resource Impacts

TH 41 / CSAH 10 Area Improvements
Carver County

Exhibit A: Engler Boulevard Wetlands and Proposed Impacts



Aquatic Resource Impacts

TH 41 / CSAH 10 Area Improvements
Carver County

Exhibit A: Engler Boulevard Wetlands and Proposed Impacts

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit:	City of Chaska	County:	Carver
Applicant Name:	Carver County	Applicant Representative:	Darin Mielkie, Deputy County Engineer
Project Name:	CSAH 10/TH 41 Chaska Area Projects		
LGU Project No. (if any):	19386080		
Date Complete Application Received by LGU:	6/25/24		
Date of LGU Decision:	9/16/24		
Date this Notice was Sent:			

WCA Decision Type - check all that apply

☐ Wetland Boundary/Type	☐ Sequencing	☒ Replacement Plan	☐ Bank Plan (not credit purchase)
☒ No-Loss (8420.0415)	☐ Exemption (8420.0420)		
Part: ☐ A ☐ B ☐ C ☐ D ☐ E ☐ F ☐ G ☐ H		Subpart: ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8 ☐ 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: ☐ Project Specific Credits: ☐ Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

☐ Approve ☐ Approve w/Conditions ☐ Deny ☐ No TEP Recommendation

LGU Decision

☐ Approved with Conditions (specify below) ¹ List Conditions:	☒ Approved ¹	☐ Denied
Decision-Maker for this Application: ☒ Staff ☐ Governing Board/Council ☐ Other:		
Decision is valid for: ☒ 5 years (default) ☐ Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☒ Attachment(s) (specify): Figure 3 from Permit Application ☒ Summary: PROJECT DESCRIPTION: Refer to the attached Figure 3. The project includes the reconstruction of CSAH 10 between Bavaria Rd and Park Ridge Dr as a four-lane divided urban section of roadway. Intersection improvements are planned at the following cross streets: Bavaria Rd (full access single lane roundabout), Royal Oak Dr (3/4 access to north), White Oak Dr (two way stop control), TH 41 (multi-lane spiral roundabout), and Park Ridge Dr (full access single lane roundabout). The intersection improvements have been designed to accommodate future expansion for the following cross streets: Bavaria Rd (multi-lane roundabout), White Oak Dr (full traffic signal), and Crest Dr (restricted access right in/right out). The project includes bituminous trails and the construction of two pedestrian underpasses at the intersection of CSAH 10 and Trunk Highway (TH) 41. New trail segment associated with the Trail Project will additionally be constructed between Park
--

Ridge Dr and Chaska Orange Loop Trail west of Ravoux Rd.

WETLAND REPLACEMENT: The Loon Wet Pond is a required stormwater treatment facility due to an increased impervious surface area resulting from project improvements. The pond has been sited in Wetland 3A to avoid impacts to mature oak trees situated in upland. It is possible to site the pond outside of the wetland boundary and minimize impacts (aside from the placement of culvert outlets), but protection of high-value, mature oak trees are of greater value than the value of the cattail-invaded wetland that functions to settle sediment intercepted from untreated roadway stormwater. Wetland impacts would be replaced with mitigation credits from the Local Government Road Wetland Replacement Program (LRWRP) and the upland area is situated in public right of way and protected from adjacent development and encroachment.

INCIDENTAL: There are road ditches that have taken on wetland characteristics that are not natural and are considered incidental and not regulated by the Wetland Conservation Act.

NO LOSS: Temporary impact to Wetland 3A would result from temporary construction activities related to the construction of the stormwater BMP and impacts are anticipated to be in place for no more than 90 days. Temporarily impacted wetland and channel areas are depicted on Figure 3 and would be restored to preconstruction contours within 90 days of the start of activities. Channel 1A (Trail Project) enters a drop culvert and is piped under CSAH 10 where it daylight into a ravine that discharges to Chaska East Creek. Project engineers specify silt fence ring with rock filter berm to ensure sediment is not mobilized downstream. The Stormwater Pollution Prevention Plans and Erosion Control is provided in Appendix E of the provided permit application. The applicant shall ensure temporary wetland impacts are restored in accordance with the turf establishment plan provided in Appendix E of the provided permit application. Seed mixes specified in the vicinity of Wetland 3A include Southern Tallgrass Roadside (formerly 35-241) and stormwater SW (formerly 33-261). Because these impacts are temporary they are considered a no loss and will not require replacement.

WCA TEP REVIEW: The application was reviewed by the Wetland Conservation Act Technical Evaluation Panel (WCA TEP) and the incidental, no loss and proposed wetland replacement were found to be in compliance with the Wetland Conservation Act.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☒ Site Location Map ☐ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soil Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

--

Notice Distribution (include name)*Required on all notices:*

☒ SWCD TEP Member: Tyler Polster (tpolster@co.carver.mn.us) ☒ BWSR TEP Member: Alyssa Core (Alyssa.core@state.mn.us)
☐ LGU TEP Member (if different than LGU contact):
☒ DNR Representative: Taylor Huinker (DNR) Taylor.Huinker@state.mn.us
☒ Watershed District or Watershed Mgmt. Org.: Carver County WMO - Kristen Larson
☒ Applicant: See Above ☒ Agent/Consultant: Nicole Zappetillo, SRF

Optional or As Applicable:

☐ Corps of Engineers:
☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):
☒ Members of the Public (notice only): Eric Trelstad – eric@wetlandcreditagency.com ☐ Other:

Signature: 	Date: 9/16/24
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REQUEST FOR ACTION CHASKA CITY COUNCIL 9/16/2024

Subject: Engelen Property – Concept Plan

Applicant: Pulte Homes

Location: 4460 Spring Creek Drive

Case No.: P.C. No. 2024-15

Synopsis: The applicant is requesting Concept Plan approval for a 49-lot single-family subdivision

Prepared By: Elizabeth Hanson

Staff Recommendation: Motion to adopt resolution no. 2024-74

Background

The property in question is located on the southwest edge of the City. The following exhibit below is intended to show the general site area and adjoining uses:

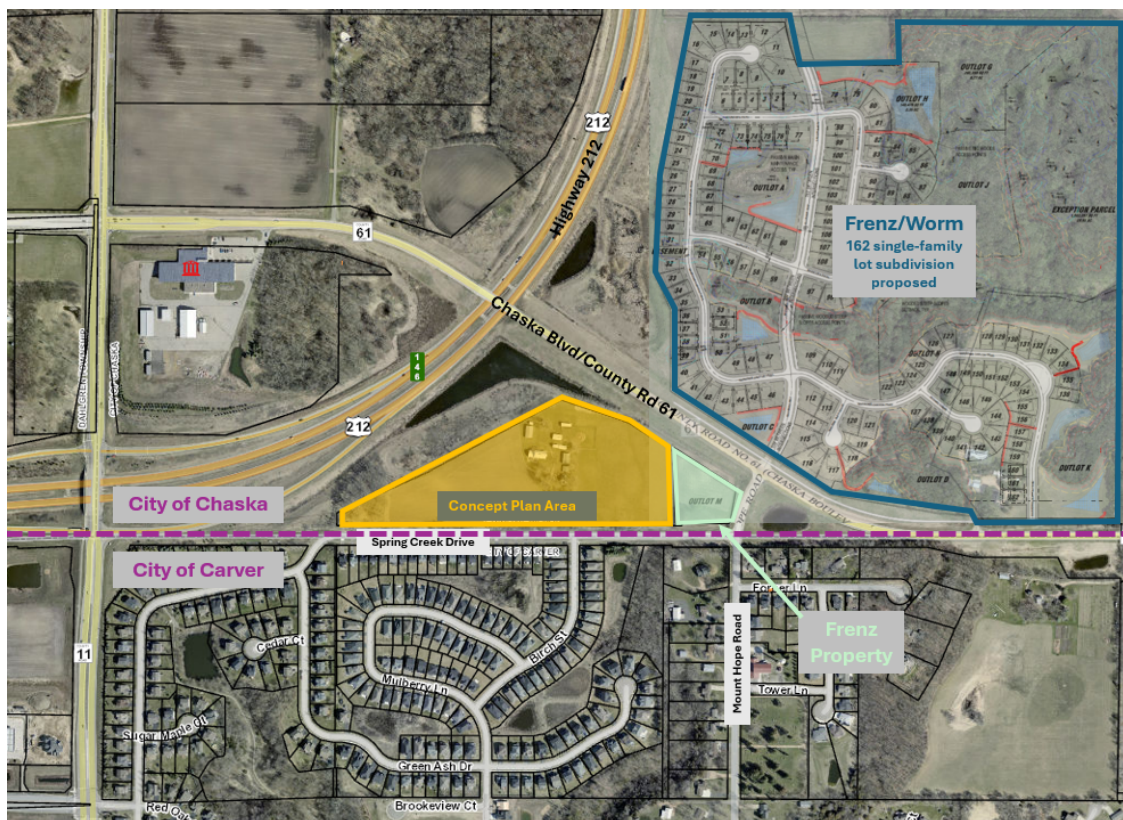


Figure 1: Existing Site & Adjoining Uses

Neighborhood Meeting – July 11, 2024

The developer held a neighborhood meeting on Thursday, July 11th at 6:30pm. 23 people attended the meeting and asked questions. A developer-submitted meeting summary and materials shared during the meeting are attached. The following is intended to briefly summarize residents' questions and concerns:

- Site layout pertaining to homes facing Spring Creek Drive
- Proposed density
- Tree preservation
- Highway noise
- Traffic increases and intersection of CR61 & Mount Hope Rd
- Construction traffic and access

Concept Plan

The applicant is requesting approval of a Concept Plan. The following is intended to summarize the applicant's request:

- **Existing Conditions.**

The site is comprised of almost 18 acres and is located east of Highway 212 and south of County Road 61 (Chaska Blvd). The site is north of Spring Creek Drive, which this road is roughly centered on Chaska's border with Carver. The site is currently used for agricultural purposes with an existing residential house and multiple accessory buildings. The site has slight topography and varies in elevation throughout the property boundary. Trees are located primarily around the existing residence, in the southwest corner, and within right-of-way along Spring Creek Drive.



Figure 2: Existing Conditions

- **Concept Plan.** The concept plan contemplates connection off of Spring Creek Drive with the addition of 49 detached single-family lots. 19 of those lots would face and directly access off of Spring Creek Drive. The remaining 30 lots would come from the internal local road network.



Figure 3: Proposed Concept Plan

Goals: The applicant has identified the following goals for the project:

- Create a sense of place where residents can know and interact with each other
- Provide high-quality and aesthetically pleasing homes
- Increase taxable value to the City
- Provide multiple product types and home elevations to create a diverse community for all residents

Lot Design & Setbacks: Generally, lots would range from 60 feet – 221 feet in width and in size from 7,600 – 25,000 sq. ft (0.17 acres – 0.5 acres). Setbacks proposed are 25 foot front setback, 7.5 foot side setback, 20 foot corner setback, and 20 foot rear setback.

Building Type and Design: Pulte is the proposed developer and builder. As shown below, the houses would be a mix of: (1) roughly 2,400 – 3,000+ sq. ft. in size; (2) two stories in height; and (3) two and three-car garages. The developer anticipates sale prices will range between \$500k - \$600k.



All new homes within the development would be subject to the city's architecture and anti-monotony ordinances¹. New homes on corners and rear facades visible from public ROW must also provide 360-architecture.

Outlots: The plan includes two outlots. These outlots are proposing to hold the stormwater ponds.

Access: Two points of access are proposed on Spring Creek Drive. One that would directly line up with Birch Street, and one that would be roughly 300 feet west of Birch Street.

Utilities and stormwater: Utility connections are not currently available to this site. With the development of Highpoint Vistas (Frenz/Worm) the water and sewer lines would extend south through the construction of Savanna Way. The applicant has provided a conceptual utility connection exhibit shown below. Utilities are proposed to extend from Chaska Boulevard and along the north side of Spring Creek Drive to service the development.

Stormwater would be directed to the newly constructed stormwater ponds within the outlots (described above in Outlots).²

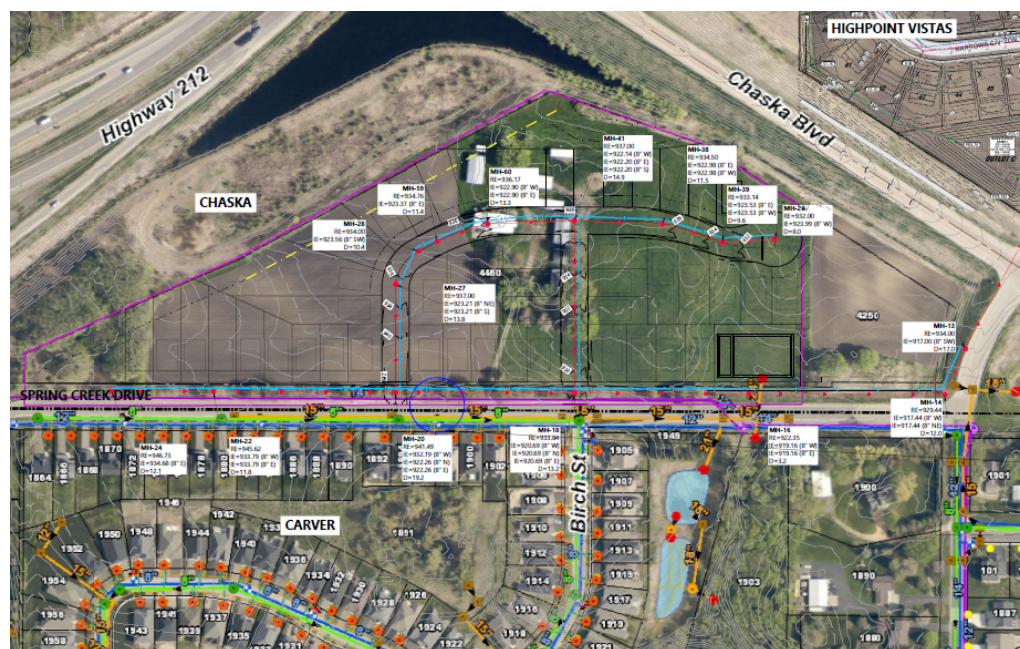


Figure 4: Conceptual Utility Plan

¹ By ordinance, new houses:

- may not be similar to any house within two houses to each side, directly across the street, or diagonal;
- provide LP Smartside on the front elevations, at least 4-inch window trim on all windows, and provide varied color packages; and
- are subject to 360-architecture on homes/ elevations abutting major roadways.

² Detailed stormwater plans and information would be submitted with applications for Rezoning and Preliminary Plat.

- **Land Use.** The property is currently zoned O, Open Development³. The site would likely be rezoned to PRD, Planned Residential Development, similar to the surrounding southwest Chaska developments.

Concept Plan - Staff Analysis

The applicant is requesting approval of a Concept Plan. The following is intended to summarize the applicant's request and staff's analysis:

- **Comprehensive Plan.**
The comprehensive plan guides the site as low-density residential (yellow).

Low Density Residential

Lots or parcels guided for predominantly single-family detached dwellings, but also allowing single-family attached dwellings and mid-rise multiple-family housing such as apartments and condominiums. Density range allowed is from two (2) to five (5) dwelling units per net acre including local access streets.



Figure 5: Chaska's 2040 Land Use Plan

	Comp Plan	Proposal
Density (per net acre)	2-5 units	3.1 units

- **Land Use.** The proposed almost 18-acre property consists of 49 single-family lots that are mainly 60 feet wide. The density proposed is 3.1 dwelling units per net acre. The lot dimensions are similar to the lots directly across the street on Spring Creek Drive. For comparison, the lots on the south side of Spring Creek Drive are 50-55 feet wide and contain mainly two-story homes.

The parcel of land that this development encompasses is currently zoned Open (O). The area in question will be rezoned to a Planned Residential Development (PRD) during the preliminary plat stage.

Seeing an opportunity to create more housing options and potential diversity in price points, city staff have previously advised the applicant to look at the potential of including another housing product in this development (i.e. townhomes and/or villas), much like the Brooks Ridge development on the northeast corner of Pioneer Trail and

³ By [City Code Sec. 15.12.190](#), the intent of the O – Open Development district is to provide a “holding zone” for land which is currently served by trunk sanitary sewer facilities but which has not yet been developed for urban use. The bulk of undeveloped land which the City's urban service area is zoned O-Open Development. As various urban developments are proposed, the “O” District will be rezoned to the appropriate zoning district.

Bavaria Road. The purpose of this advisement is to create more housing variety in this area as the majority of the southwest area has been developed for detached single-family homes. The applicant stated that the reason for proposing detached single-family homes was to fit in seamlessly with the surrounding areas like the lots south of Spring Creek Drive and within Highpoint Vistas. While staff understands the developer's response, staff continues to believe a strong opportunity exists to diversify housing choice with this site and strongly advises the developer to continue to evaluate and pursue this.

- **Setbacks.**

The following tables summarize the required setbacks for the site:

BUILDING SETBACKS	
Direction	Setback
Trunk Highway 212	50 feet from the ROW line or 225 feet from the centerline, whichever is greater
County Road 61	150 feet from centerline
Wooded Steep Slopes	50 feet building setback and 30 feet no grade/no mow setback
Wetlands	Varies based on wetland type

The applicant will have to show in their preliminary submittal if they meet these setbacks. In addition to the above, the applicant is proposing the following setbacks within the development:

	Proposal
<i>Front</i>	25 ft
<i>Side</i>	
<i>interior</i>	7.5 ft
<i>corner</i>	20 ft
<i>Rear</i>	20 ft

For comparison, the nearest developments in Chaska have the following setbacks:

Rivertown Heights	Highpoint Vistas
Front: 25 ft	Front: 20 ft
Side, int: 7.5 ft	Side, int: 5 ft
Side, corner: 20 ft	Side, corner: 20 ft
Rear: 20 ft	Rear: 25 ft

In sum, the setbacks proposed are reasonable.

- **Layout.**

The layout of the development will come from two access points on Spring Creek Drive. 19 lots will access off of Spring Creek Drive. The east side of the development will terminate in a cul de sac. A ghost plat shows the extension of this cul de sac on the adjoining Frenz site directly east of the development. *The evaluation and approval of this portion would come later when the property owner is ready to develop, but for now the development shows that this area can be accessed through the development.*

Staff would like to understand if the west side of the development could also terminate in a cul de sac and eliminate the need for the west access onto Spring Creek Drive. The applicant will have to evaluate this prior to their preliminary plat submittal.

The lots proposed will be very similar in size and in housing product with the existing homes on Spring Creek Drive (see photo below of existing homes south of Spring Creek Drive).



- **Phasing.**

The applicant would like to start site development by Spring 2025, and have a model home open by late 2025. Full build out is anticipated to occur by early 2027. These dates are dependent on utility availability, which currently doesn't exist.

- **Transportation/ROW/Construction Traffic.**

The layout of the development will come from two access points on Spring Creek Drive. Spring Creek Drive intersects with Mount Hope Road on the east side which brings vehicles up to County Road 61/Chaska Boulevard. The intersection of Chaska Blvd/Savanna Way will be improved with the proposed Highpoint Vistas (Frenz/Worm) development to the north of this property. The improvements are shown in Figures 6 & 7. An interim condition and ultimate condition are



Figure 6: Savanna Way/CR61 interim condition

contemplated, which are currently being coordinated and timed between the City of Chaska, Highpoint Vistas developer, and Carver County.

The *interim* condition is what's required in the near term to sufficiently accommodate the proposed Highpoint Vistas development. The *ultimate* condition is a future layout that accommodates the proposed Highpoint

Vistas development and surrounding development and associated traffic forecasts. For either access and their interim and ultimate conditions, it is still being discussed and evaluated with Carver County what condition will be built with the onset of Highpoint Vistas/Savanna Way extension. Overall, both these roadway improvements will increase the capacity that can be accommodated at the intersection, including the proposed traffic that comes with developing the Engelen property.

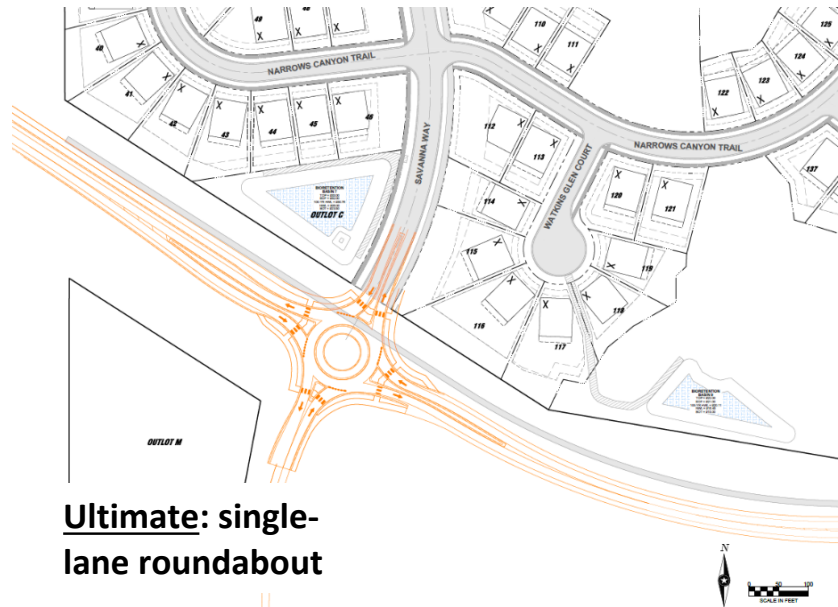
Increased traffic on localized roadways is often a concern raised by neighbors at the time of a development. While staff acknowledges the development would increase traffic to the localized network, 49 homes is a reasonable increase that can be accommodated on the larger regional network (Chaska Blvd/Mount Hope Rd).

The current plan appears to show proposed road right-of-way widths that are consistent with the City's requirements of 60 feet wide. It will be important with the preliminary plat and final plats that ROW is established over Spring Creek Drive (if necessary).

The applicant has not indicated their routing plans for construction traffic. It will be important in the preliminary submittal that the applicant provide their plans for this.

- **Utilities.**

Sewer and water utilities are currently not available to this site. Water that is planned to service this site is currently located at the terminus of Founder's Path in the Rivertown Heights neighborhood and planned to be extended south through the City-owned right of way of the future Savanna Way extension planned with the Highpoint Vistas development. Sewer would also come south from the extension of Savanna Way when Highpoint Vistas is developed. This development's access to nearby utilities are dependent on Highpoint Vistas being developed first.



Ultimate: single-lane roundabout

Figure 7: Savanna Way/CR61 *ultimate* condition

Should the Engelen property want to develop before Highpoint Vistas, the cost of these necessary extensions of water and sewer to the property, including property acquisitions/rights-of-way/easements, would need to be born (paid for) by the developer. This is because the developer's proposal will require these extensions to occur ahead of the naturally anticipated path of development.

- **Trails & Sidewalks.**

The City's Comprehensive Plan shows the inclusion of a trail on the north side of County Road 61. An existing trail exists on the south side of Spring Creek Drive and east side of Mount Hope Road. It will be important for the applicant to show how the development can connect safely into these existing and proposed trails.

The concept plan is showing sidewalks on one side of the street up to the bulbs of cul de sacs. City policy requires that sidewalks are provided on both sides of the street. The applicant will have to show this on their preliminary plans, including on the north side of Spring Creek Drive.

- **Parkland Dedication & Usable Space.**

A neighborhood park is not identified in this area per the Comprehensive Plan. Because a park is not identified for this area park dedication fees will be required.

Discussion Item

Although a park is not identified for this site, it should be noted that access to a public park is over 0.5 miles away and/or requires crossing major roadways (see side exhibit). With that in mind, staff would encourage the applicant to look into usable open space within the site that the residents can access/use.

For precedence, the city commissions have encouraged and conditioned the need for usable open space and tot lots in other previous projects before when they see there is unreasonable distance between the project site and public parks. An example of this includes the project Pioneer Vistas (south of Pioneer Trail, east of Clover Ridge Drive).

Staff would ask the commissions to discuss the appropriateness for usable open space/tot lot for the development, and if it should be added as a condition of approval. The Planning Commission at their September 11th meeting recommended approval of the plan with the added condition to include a tot lot in the development (condition # 24).



Figure 8: Public Park Proximity

- **Screening, Landscaping & Tree Preservation**

This development abuts Trunk Highway 212 and County Road 61, which are major roadways. The use of berms and landscaping are often the best methods to help buffer from adjacent roads. The applicant will have to show in their preliminary plan how they plan to buffer the development from these roadways.

Trees will be required in all boulevards for every 50 linear feet to meet the City's Boulevard Tree Policy. It should be noted that the boulevard is the area between the sidewalk and the street. The applicant will have to provide a landscape plan in their preliminary submittal that addresses this.

Although tree areas are minimal on this site, tree preservation is still an important piece of discussion for this development, specifically along areas that abut major roadways. The applicant will have to provide a tree preservation plan in their preliminary submittal.

- **Noise Study**

A noise study will be required for preliminary submittal. MnDOT will review this study when it is available and provide additional suggestions to help mitigate noise from the neighboring highways.

- **Development Costs (Infrastructure Improvements)**

The City of Chaska has a number of area-wide development cost such as, but not limited to:

- Arterial Road Network
- Collector Roads
- Storm Sewer
- Trails
- Parks

Prior to final platting, the developer will need to work with City Staff to determine which of these are applicable and what those fees will be.

Deadline for Agency Decisions

Complete Application Received	60-day review *	120 – day **
August 22, 2024	October 21, 2024	December 20, 2024
* Pursuant to MN State Statutes the City must act on the request within 60-days. ** The city can provide the applicant with a written letter requesting an additional 60-day review period if further review is needed.		

Planning Commission Action Taken 09/11/24:

Motion to recommend approval to the City Council approval of the concept plan for the Engelen property, subject to the following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
 - a. Narrative (pgs 1-8), prepared by Pulte Homes, dated August 22, 2024
 - b. Regional Context Exhibit, prepared by Pulte Homes, dated June 21, 2024

- c. ALTA/NSPS Land Title Survey (pgs 1-2), prepared by Pulte Homes, dated June 3, 2024
 - d. Site Forces Exhibit, prepared by Pulte Homes, dated June 21, 2024
 - e. Concept Sketch Plan, prepared by Pulte Homes, dated July 10, 2024
 - f. Site Option 2A Chaska Sanitary, prepared by Westwood, dated July 2, 2024
- 2. Adherence to the City Engineer memo dated September 5, 2024.
- 3. Adherence to the Carver County Public Works memo dated August 28, 2024.
- 4. Adherence to the City's Boulevard Tree Policy and local street section design.
- 5. In addition to the items required by City Code Sec. 15.36.050, the following must be submitted for a preliminary plat application to be complete:
 - a. Tree inventory and preservation plan;
 - b. Grading plans; and
 - c. Landscaping plans in conformance with City Code Sec. 15.28.070.
- 6. Coordination with:
 - a. City Engineer regarding utilities, grading, access, and drainage.
 - b. MnDOT regarding noise mitigation plans.
 - c. Electrical department (and Minnesota Valley) on service locations.
- 7. Compliance with City Ordinances, including:
 - a. Sec. 15.28.290, Anti-monotony and Design requirements: including LP Smartside on front elevations and 4-inch window trim on all windows.
 - b. Sec. 15.28.100, Setback from Steep Slopes: including 50 feet from the edge of the 18-percent slope and 30-foot "no-grade/ mow" zone adjacent to the 18-percent slope for purposes of erosion control.
 - c. Sec. 15.36.080, Subdivision Design Standards: including streets and sidewalk
- 8. Setbacks are as follows:
 - a. Front yard setback: 25 - feet
 - b. Side yard setbacks:
 - Interior: 7.5 – feet
 - Corner: 20 – feet
 - c. Rear yard setback: 20 – feet
 - d. Wooded Steep Slopes: 50 feet building setback and 30 feet no grade/no mow setback
 - e. Wetlands: Varies based on wetland type
 - f. County Road 61: 150 feet from centerline
 - g. Trunk Highway 212: 50 feet from the ROW line or 225 feet from the centerline, whichever is greater
- 9. A construction management plan will be required prior to the release of a permit for any construction [site or building]. The plan must address work hours, construction access and parking, and overall site maintenance compliance.
- 10. Provision of a noise study of the adjacent highways and how the proposed development plan mitigates noise, and to be submitted at preliminary submittal.
- 11. Provision of sidewalks on both sides of all local streets.
- 12. Provision to show how the development can safely connect into the existing and proposed trails adjacent to the development, and to be shown on the preliminary plans.
- 13. Provision of boulevard trees every 50 feet between the curb and sidewalk for the full extent of all local streets, and to be shown on the preliminary plans.
- 14. Prior to final plat approval, developer shall enter into an agreement with the City for the provision of necessary infrastructure and associated development costs, including but not

limited to park dedication fees.

15. Provision of a storm water management plan meeting City and Carver County WMO standards.
16. Provision that adequate maintenance accesses are provided for the stormwater ponds, be placed in outlots and not private properties, and to be shown on the plans at preliminary submittal.
17. Provision to provide adequate landscaping, berming, and buffering along the development edges abutting Highway 212 and County Road 61, and to be shown on the preliminary plans.
18. Provision that applicable easements, as identified by the Engineering department, for the extension of City utilities are secured prior to final plat recording.
19. Provision of a wetland mitigation plan to be completed and approved prior to issuance of a grading permit and prior to final submittal.
20. Provision that roadway access can be accommodated through the Engelen property to access the Frenz property east of Engelen.
21. Provision to further explore housing diversity options in this development such as incorporating another housing product in addition to detached single-family, and to be addressed at preliminary submittal.
22. Provision that city utilities are extended to the site by the developer and paid for by the developer.
23. Provision to further evaluate the west proposed Spring Creek Drive access to be a cul de sac, and to be addressed at preliminary submittal.

ADDED:

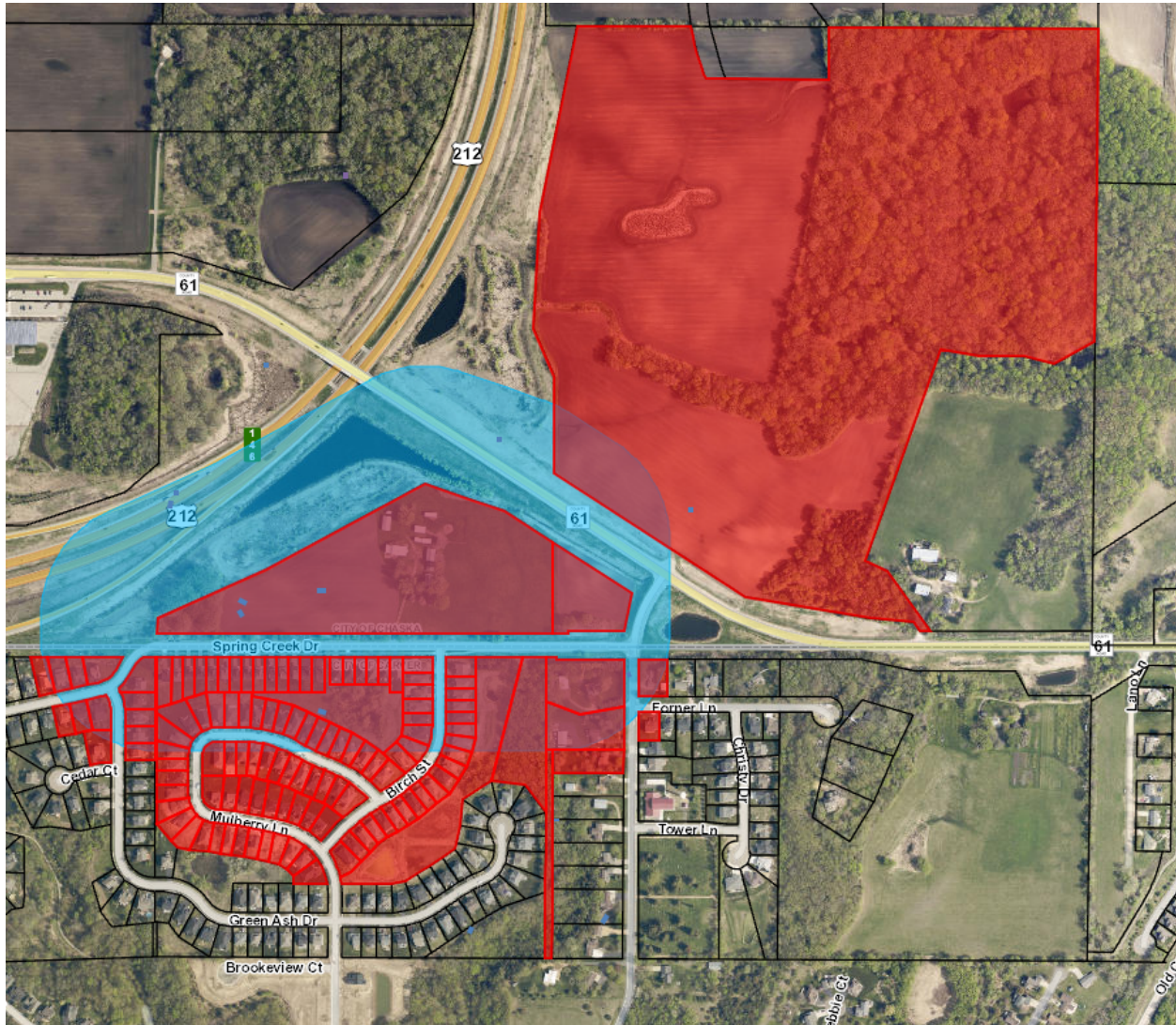
24. Provision to add a tot lot within the development, and to be shown on the plans at preliminary submittal.

CITY COUNCIL ACTION REQUESTED

Motion to adopt resolution no. 2024-74 approving the Concept Plan for the Engelen Property at 4460 Spring Creek Drive (PC #2024-15).

SUPPORTING INFORMATION

Mailing Area: 128 addresses were included in the mailing list for the project:



**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 09/16/2024 **RESOLUTION NO.** 2024-74

MOTION BY COUNCILMEMBER _____ **SECOND BY COUNCILMEMBER** _____

Resolution approving the Concept Plan for the Engelen Property (4460 Spring Creek Drive)/Pulte Homes/PC #2024-15

WHEREAS, the site is comprised of almost 18 acres and is located east of Highway 212 and south of County Road 61 (Chaska Blvd); and

WHEREAS, the concept plan contemplates connection off of Spring Creek Drive with the addition of 49 detached single-family lots; and

WHEREAS, lots would range from 60 feet – 221 feet in width and in size from 7,600 – 25,000 sq. ft (0.17 acres – 0.5 acres); and

WHEREAS, the houses would be a mix of: (1) roughly 2,400 – 3,000+ sq. ft. in size; (2) two stories in height; and (3) two and three-car garages; and

WHEREAS, all new homes within the development would be subject to the city's architecture and anti-monotony ordinances, and new homes on corners and rear facades visible from public ROW must also provide 360-architecture; and

WHEREAS, utility connections are not currently available to this site; and

WHEREAS, the comprehensive plan guides the site as low-density residential, and is currently zoned Open (O); and

WHEREAS, the density proposed is 3.1 dwelling units per net acre; and

WHEREAS, seeing an opportunity to create more housing options and potential diversity in price points, city staff have previously advised the applicant to look at the potential of including another housing product in this development (i.e. townhomes and/or villas), much like the Brooks Ridge development on the northeast corner of Pioneer Trail and Bavaria Road; and

WHEREAS, the east side of the development will terminate in a cul de sac; and

WHEREAS, a ghost plat shows the extension of this cul de sac on the adjoining Frenz site directly east of the development, and the evaluation and approval of this portion would come later when the property owner is ready to develop, but for now the development shows that this area can be accessed through the development; and

WHEREAS, staff would like to understand if the west side of the development could also terminate in a cul de sac and eliminate the need for the west access onto Spring Creek Drive; and

WHEREAS, this development's access to nearby utilities are dependent on Highpoint Vistas being developed first; and

WHEREAS, should the Engelen property want to develop before Highpoint Vistas, the cost of these necessary extensions of water and sewer to the property, including property acquisitions/rights-of-way/easements, would need to be born (paid for) by the developer; and

WHEREAS, it will be important for the applicant to show how the development can connect safely into these existing and proposed trails; and

WHEREAS, a neighborhood park is not identified in this area per the Comprehensive Plan, and because a park is not identified for this area park dedication fees will be required; and

WHEREAS, although a park is not identified for this site, it should be noted that access to a public park is over 0.5 miles away and/or requires crossing major roadways; and

WHEREAS, staff would advise the applicant to look into usable open space within the site that the residents can access/use; and

WHEREAS, the Planning Commission at their September 11th meeting recommended approval of the plan with the added condition to include a tot lot in the development (condition # 24); and

WHEREAS, The applicant will have to show in their preliminary plan how they plan to buffer the development from Highway 212 and County Road 61; and

WHEREAS, trees will be required in all boulevards for every 50 linear feet to meet the City's Boulevard Tree Policy; and

WHEREAS, on September 11, 2024 the Planning Commission recommended approval to the City Council of the Concept Plan for the Engelen Property (4460 Spring Creek Drive) (PC#2024-15); and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, hereby approves the Concept Plan for the Engelen Property (4460 Spring Creek Drive) (PC#2024-15), subject to the aforementioned stipulations and following conditions:

1. Approvals shall be based on the following graphic exhibits unless modified by the conditions below:
 - a. Narrative (pgs 1-8), prepared by Pulte Homes, dated August 22, 2024
 - b. Regional Context Exhibit, prepared by Pulte Homes, dated June 21, 2024
 - c. ALTA/NSPS Land Title Survey (pgs 1-2), prepared by Pulte Homes, dated June 3, 2024
 - d. Site Forces Exhibit, prepared by Pulte Homes, dated June 21, 2024
 - e. Concept Sketch Plan, prepared by Pulte Homes, dated July 10, 2024
 - f. Site Option 2A Chaska Sanitary, prepared by Westwood, dated July 2, 2024
2. Adherence to the City Engineer memo dated September 5, 2024.
3. Adherence to the Carver County Public Works memo dated August 28, 2024.
4. Adherence to the City's Boulevard Tree Policy and local street section design.
5. In addition to the items required by City Code Sec. 15.36.050, the following must be submitted for a preliminary plat application to be complete:
 - a. Tree inventory and preservation plan;
 - b. Grading plans; and
 - c. Landscaping plans in conformance with City Code Sec. 15.28.070.
6. Coordination with:
 - a. City Engineer regarding utilities, grading, access, and drainage.
 - b. MnDOT regarding noise mitigation plans.

- c. Electrical department (and Minnesota Valley) on service locations.
- 7. Compliance with City Ordinances, including:
 - a. Sec. 15.28.290, Anti-monotony and Design requirements: including LP Smartside on front elevations and 4-inch window trim on all windows.
 - b. Sec. 15.28.100, Setback from Steep Slopes: including 50 feet from the edge of the 18-percent slope and 30-foot "no-grade/ mow" zone adjacent to the 18-percent slope for purposes of erosion control.
 - c. Sec. 15.36.080, Subdivision Design Standards: including streets and sidewalk
- 8. Setbacks are as follows:
 - a. Front yard setback: 25 - feet
 - b. Side yard setbacks:
 - Interior: 7.5 – feet
 - Corner: 20 – feet
 - c. Rear yard setback: 20 – feet
 - d. Wooded Steep Slopes: 50 feet building setback and 30 feet no grade/no mow setback
 - e. Wetlands: Varies based on wetland type
 - f. County Road 61: 150 feet from centerline
 - g. Trunk Highway 212: 50 feet from the ROW line or 225 feet from the centerline, whichever is greater
- 9. A construction management plan will be required prior to the release of a permit for any construction [site or building]. The plan must address work hours, construction access and parking, and overall site maintenance compliance.
- 10. Provision of a noise study of the adjacent highways and how the proposed development plan mitigates noise, and to be submitted at preliminary submittal.
- 11. Provision of sidewalks on both sides of all local streets.
- 12. Provision to show how the development can safely connect into the existing and proposed trails adjacent to the development, and to be shown on the preliminary plans.
- 13. Provision of boulevard trees every 50 feet between the curb and sidewalk for the full extent of all local streets, and to be shown on the preliminary plans.
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- 15. Provision of a storm water management plan meeting City and Carver County WMO standards.
- 16. Provision that adequate maintenance accesses are provided for the stormwater ponds, be placed in outlots and not private properties, and to be shown on the plans at preliminary submittal.
- 17. Provision to provide adequate landscaping, berming, and buffering along the development edges abutting Highway 212 and County Road 61, and to be shown on the preliminary plans.
- 18. Provision that applicable easements, as identified by the Engineering department, for the extension of City utilities are secured prior to final plat recording.
- 19. Provision of a wetland mitigation plan to be completed and approved prior to issuance of a grading permit and prior to final submittal.
- 20. Provision that roadway access can be accommodated through the Engelen property to access the Frenz property east of Engelen.
- 21. Provision to further explore housing diversity options in this development such as incorporating another housing product in addition to detached single-family, and to be addressed at preliminary submittal.
- 22. Provision that city utilities are extended to the site by the developer and paid for by the developer.
- 23. Provision to further evaluate the west proposed Spring Creek Drive access to be a cul de sac, and to be addressed at preliminary submittal.

24. Provision to add a tot lot within the development, and to be shown on the plans at preliminary submittal.

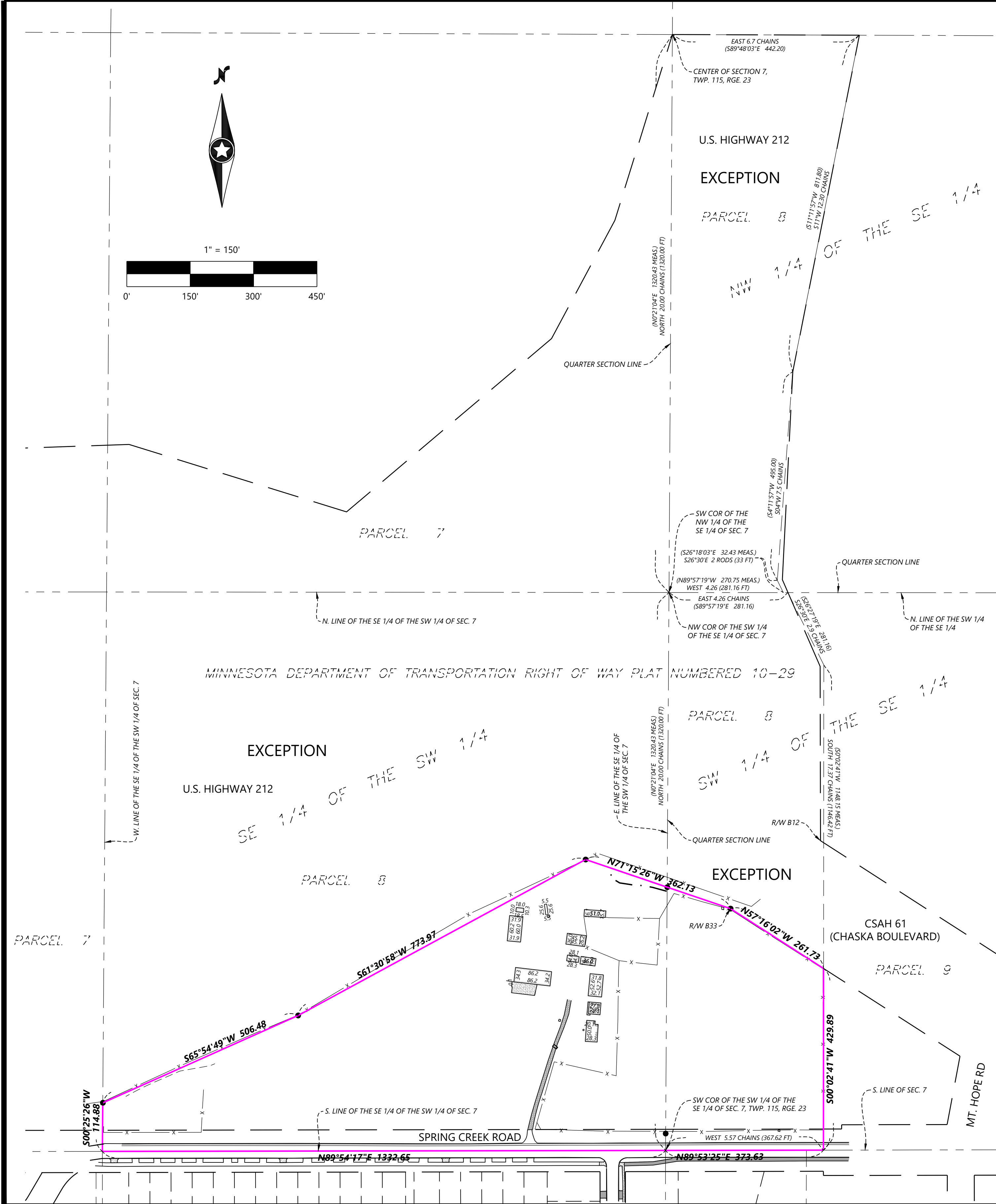
Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September, 2024.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

Regional Context





PROPOSED PROPERTY DESCRIPTION

All that part of the Southeast Quarter of the Southwest Quarter and the Southwest Quarter of the Southeast Quarter of Section 7, Township 115, Range 23, Carver County, Minnesota, lying south of Parcels 8 and 9 of MINNESOTA DEPARTMENT OF TRANSPORTATION RIGHT OF WAY PLAT NO. 10-29, EXCEPT that part lying easterly of the following described lands:

Beginning at the northwest corner of the Southwest Quarter of the Southeast Quarter (SW 1/4 of the SE 1/4) of Section Seven (7), Township One Hundred Fifteen (115), Range Twenty-three (23), thence East on quarter section line 4.26 chains, thence South 26 degrees 30 minutes East 2.9 chains; thence South 17.37 chains to south line of said Section Seven; thence West on said south section line 5.57 chains to southwest corner of said Southwest Quarter of the Southeast Quarter (SW 1/4 of the SE 1/4) of said Section; thence North on quarter section line 20.00 chains to place of beginning, Carver County, Minnesota.

SURVEYOR'S CERTIFICATION

To: Lucille V. Engelen and Richard J. Engelen, Trustees of the Lucille V. Engelen Trust, as to an undivided one-half share and interest, by Warranty Deed dated February 20, 1997, filed of record February 27, 1997, as Document No. 207701 and Lucille V. Engelen and Rosanne L. Gregory, Trustees of the Family Trust U/A dated February 20, 1997, as to an undivided one-half interest, by Trustee's Deed dated August 12, 2009, filed of record May 18, 2010, as Document No. A519366, Pulte Homes of Minnesota LLC, a Minnesota limited liability company and PGP Title, Inc., Issuing Agent for Chicago Title Insurance Company;

This is to certify that this map or plat and the survey on which it is based were made in accordance with the 2021 Minimum Standard Detail Requirements for ALTA/NSPS Land Title Surveys, jointly established and adopted by ALTA and NSPS, and includes Items 1, 2, 3, 4, 5, 6(a)(b), 7(a)(b1), 8, 9, 11(b), 13 and 16 of Table A thereof.

The fieldwork was completed on May 23, 2024.

Date of Map: June 3, 2024

Chris Ambourn
Minnesota License No. 43055
chris.ambourn@westwoodps.com

PROPERTY DESCRIPTION

The following information was provided by PGP Title, Inc., Issuing Agent for Chicago Title Insurance Company, File Number MN-315985-ANC, which has an effective date of April 22, 2024 at 12:00 AM:

The Land is described as follows:
Beginning at the northwest corner of the Southwest Quarter of the Southeast Quarter (SW 1/4 of the SE 1/4) of Section Seven (7), Township One Hundred Fifteen (115), Range Twenty-three (23), thence East on quarter section line 4.26 chains, thence South 26 degrees 30 minutes East 2.9 chains; thence South 17.37 chains to south line of said Section Seven; thence West on said south section line 5.57 chains to southwest corner of said Southwest Quarter of the Southeast Quarter (SW 1/4 of the SE 1/4) of said Section; thence North on quarter section line 20.00 chains to place of beginning, Carver County, Minnesota.

The Southeast Quarter of the Southwest Quarter (SE1/4 of the SW 1/4) of Section Seven (7), Township One Hundred Fifteen (115), Range Twenty-three (23), Carver County, Minnesota.

Beginning at the center of Section Seven (7), Township One Hundred fifteen (115), Range Twenty-three (23); thence East on quarter section line 6.7 chains, thence South 11 degrees West 12.30 chains, thence South 4 degrees West 7.5 chains; thence South 26 degrees 30 minutes East 2 rods to quarter section line; thence West on quarter section line 4.26 chains to southwest corner of the Northwest Quarter of Southeast Quarter (NW 1/4 of SE 1/4) of said Section 7; thence North on quarter section line 20 chains to place of beginning, Carver County, Minnesota.

But Less and Except:

That part of the West Half of the Southeast Quarter and Southeast Quarter of the Southwest Quarter of Section 7, Township 115 North, Range 23 West, shown as Parcel 8 on Minnesota Department of Transportation Right of Way Plat Numbered 10-29 as the same is on file and of record in the office of the County Recorder in and for Carver County, Minnesota.

Abstract Property.

SCHEDULE B SECTION 2 ITEM NOTES

The following notes correspond to the numbering system of Schedule B , Section 2 of the above mentioned title commitment. Items 1 through 7 are not survey related and are not addressed hereon.

- Terms and conditions of Conditional Use Permit #7940, dated December 14, 1989, recorded December 20, 1989, as Document No. 110804.
-THE ENTIRE SUBJECT PROPERTY AS SHOWN HEREON IS DESCRIBED IN SAID DOCUMENT, SAID PERMIT IS TO ESTABLISH A STABLE WITH A MAXIMUM OF 25 HORSES.
- Matters set forth on the Right of Way Plat No. 10-29, dated February 28, 2005, recorded February 28, 2005, as Document No. A408714.
-SAID RIGHT OF WAY PLAT IS SHOWN HEREON.
- Terms and conditions of Order for Condemnation, dated August 16, 2011, recorded September 13, 2011, as Document No. A542327.
-THE ENTIRE SUBJECT PROPERTY AS SHOWN HEREON IS DESCRIBED IN SAID DOCUMENT.
- Terms and conditions of Quit Claim Deed to City of Chaska for trunk highway purposes, dated September 24, 2012, recorded December 27, 2012, as Document No. A568593.
-QUIT CLAIM DEEDS DESCRIBES 50 FT OF SPRING CREEK DRIVE TURNED BACK FROM THE STATE TO THE CITY OF CHASKA, SPRING CREEK DRIVE IS SHOWN ON SURVEY.
- Terms and conditions of Quit Claim Deed to Carver County for trunk highway purposes, dated August 14, 2018, recorded December 5, 2018, as Document No. A671044.
-QUIT CLAIM DEEDS DESCRIBES CSAH 61 TURNED BACK FROM THE STATE TO CARVER COUNTY, SOUTHEASTERLY BETWEEN R/W BOUNDARY CORNER B12 AND B33, CSAH 61 IS SHOWN ON SURVEY
- Terms and conditions of Agreement for Carver County Conveyance of Real Property, dated June 16, 2020, recorded July 2, 2020, as Document No. A659262.
-SAID AGREEMENT DOES NOT AFFECT THE SUBJECT PROPERTY AND IS NOT SHOWN HEREON, AGREEMENT REFERENCES SECTION 27, TOWNSHIP 116, RANGE 23.
- Rights of the public in and to any portion of the Land lying within a street, highway or alley whether dedicated or not.
-SPRING CREEK DRIVE IS ADJACENT TO SAID PROPERTY.

TABLE A OPTIONAL ITEM NOTES

- Property corner markers have been found.
- The address of the surveyed property is 4460 Spring Creek Drive, Chaska, MN 55318.
- The subject property appears to lie within Zone X according to FEMA Flood Insurance Rate Map Community - Panel Number 27019C0219D which has an effective date of December 21, 2018.
- The subject property contains 770,421 sq. ft. or 17.686 acres, more or less.
- Elevations and ground contours shown hereon are based on the NAVD88 vertical datum relative to Benchmark: MNDT Point 1013 BY, which has an elevation of 970.04 feet.
- There were no Zoning Reports or Letters provided by the title company, client or owner.
- There were no Zoning Reports or Letters provided by the title company, client or owner.
- Exterior dimensions of buildings are shown hereon and were measured at the exterior facade of the building. There may be eaves, overhangs and canopies which extend beyond the lines shown. Also, there may be underground footings and building space that are not shown on this survey.
- Footprint area of buildings are shown hereon and are subject to the notes stated in Item 7(a).
- The surveyor has made a good faith effort to show all substantial, above ground, visible, and permanent features observed during the course of the survey.
- The subject property contains no parking stalls.
- A private utility marking request was made by the surveyor (One Call Ticket No. 241303762). The underground utility lines shown have been located from field survey information and existing drawings. The surveyor makes no guarantees that the underground utilities shown comprise all such utilities in the area, either in service or abandoned, nor do we guarantee the accuracy or completeness of the markings and maps provided.
- Names of adjoining owners are shown according to the Carver County GIS Map.
- On the date the field work was completed for this survey, there was no observable evidence of current earth moving work, exterior building construction or building additions.

GENERAL NOTES

- Bearings of property lines shown hereon are based on the Carver County coordinate system, (NAD 83 - 2011 Control Adjustment).
- Lengths of lines and distances between features are measured in US-Survey Feet.
- Elevations and ground contours shown hereon are relative to the NAVD88 vertical datum and are relative to Benchmark MNDT 1013 BY, which has an elevation of 970.04'.
- Wetlands were delineated by Westwood Professional Services.

CREW:

CHECKED: CA

DRAWN: SRM

HORIZONTAL SCALE: 150'

VERTICAL SCALE:

INITIAL ISSUE: 06/03/2024

REVISIONS:

PREPARED FOR:

PULTE GROUP

1650 W. 82ND STREET, SUITE 300

BLOOMINGTON, MINNESOTA 55431

ENGELN PROPERTY

CHASKA, MINNESOTA

Westwood

Phone (952) 937-5150 12701 Whitewater Drive, Suite #300

Fax (952) 937-5822 Minnetonka, MN 55343

Toll Free (888) 937-5150 westwoodps.com

Westwood Professional Services, Inc.

TBPELS ENGINEERING FIRM REGISTRATION NO. 11755

TBPELS SURVEYING FIRM REGISTRATION NO. 10074301

SHEET NUMBER:

1 OF 2

DATE: 06/03/2024

PROJECT NUMBER: 0037555.00

Page 54 of 205

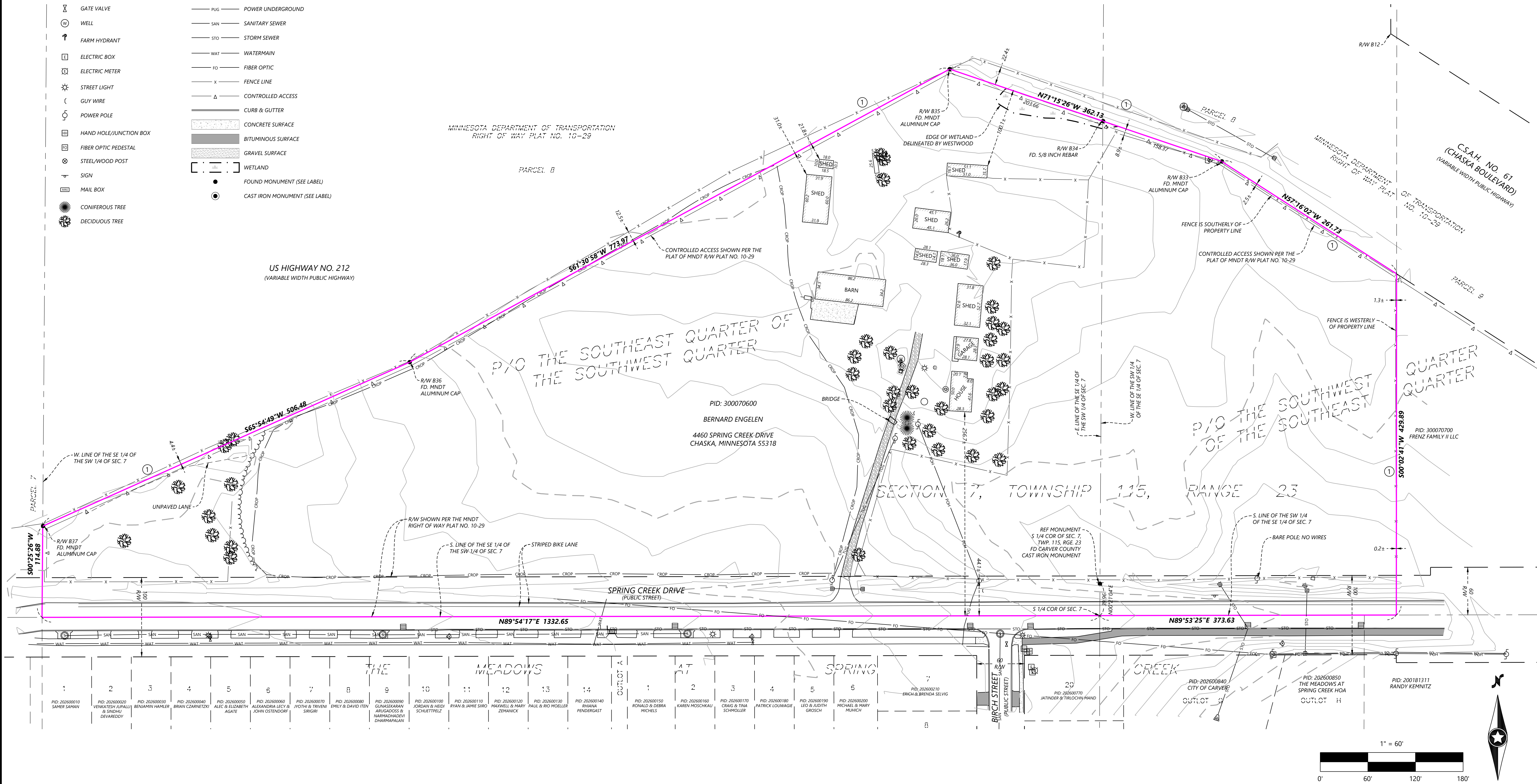
LEGEND

	SANITARY MANHOLE		BOUNDARY LINE
	SEWER CLEANOUT		RIGHT-OF-WAY LINE
	CATCH BASIN		LOT LINE
	FLARED END SECTION		EASEMENT LINE
	CULVERT		SECTION LINE
	HYDRANT		POWER OVERHEAD
	GATE VALVE		POWER UNDERGROUND
	WELL		SANITARY SEWER
	FARM HYDRANT		STORM SEWER
	ELECTRIC BOX		WATERMAIN
	ELECTRIC METER		FIBER OPTIC
	STREET LIGHT		FENCE LINE
	GUY WIRE		CONTROLLED ACCESS
	POWER POLE		CURB & GUTTER
	HAND HOLE/JUNCTION BOX		CONCRETE SURFACE
	FIBER OPTIC PEDESTAL		BITUMINOUS SURFACE
	STEEL/WOOD POST		GRAVEL SURFACE
	SIGN		WETLAND
	MAIL BOX		FOUND MONUMENT (SEE LABEL)
	CONIFEROUS TREE		CAST IRON MONUMENT (SEE LABEL)
	DECIDUOUS TREE		

STATEMENT OF POSSIBLE ENCROACHMENTS

The following items are items observed by the surveyor which may constitute an encroachment onto/from the subject property and are provided to draw the users attention, the items below may not in fact constitute an encroachment and there may be additional encroachments not included in this list.

- ① Fences lie on or near property boundaries, the surveyor is not aware of the ownership or maintenance responsibilities for these fences.



CREW:	BA
CHECKED:	CA
DRAWN:	SRM
HORIZONTAL SCALE:	60'
VERTICAL SCALE:	

INITIAL ISSUE:	06/03/2024
REVISIONS:	

PREPARED FOR:

PULTE GROUP
1650 W. 82ND STREET, SUITE 300
BLOOMINGTON, MINNESOTA 55431

ENGELN PROPERTY
CHASKA, MINNESOTA

Westwood
Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 [westwoodps.com](http://www.westwoodps.com)
Westwood Professional Services, Inc.
TPELS ENGINEERING FIRM REGISTRATION NO. 11755
TPELS SURVEYING FIRM REGISTRATION NO. 10074301

ALTA/NSPS LAND TITLE
SURVEY

PROJECT NUMBER: 0037555.00

SHEET NUMBER:

2 OF 2

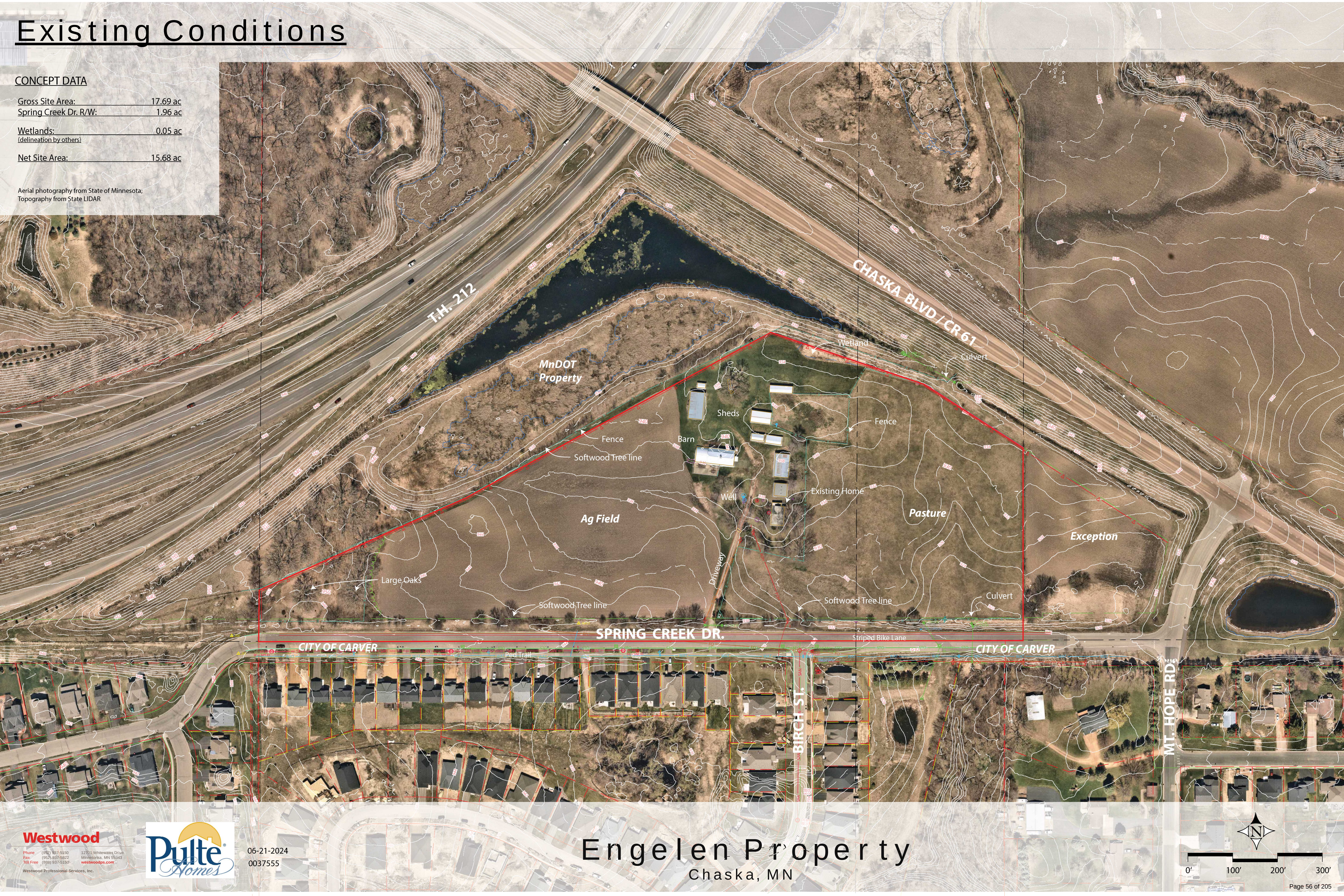
DATE: 06/03/2024

Existing Conditions

CONCEPT DATA

Gross Site Area:	17.69 ac
Spring Creek Dr. R/W:	1.96 ac
Wetlands: (delineation by others)	0.05 ac
Net Site Area:	15.68 ac

Aerial photography from State of Minnesota;
Topography from State LIDAR



Site Forces

LEGEND

Access Point

High Point

Drainage Patterns

Viewsheds

Ridge Line / Drainage Break
(Ideal Road Location)

Low Point
(Ideal Ponding Location)

Existing Ped Trail

Existing Striped Bike Lane



Concept Sketch Plan

CONCEPT DATA	
Gross Site Area:	17.69 ac
Spring Creek Dr. R/W:	1.96 ac
Wetlands: (delineation by others)	0.05 ac
Net Site Area:	15.68 ac
Ponding/Open Space:	~1.4 ac
Proposed 60' SF Lots:	49 lots
60' wide x 125'+ deep typical lot 7.5'/7.5' side setbacks: 45' wide typical home x 70' deep 25' front stbk	
Overall Net Density:	3.1 un/ac
(49 un / 15.68 net acres)	

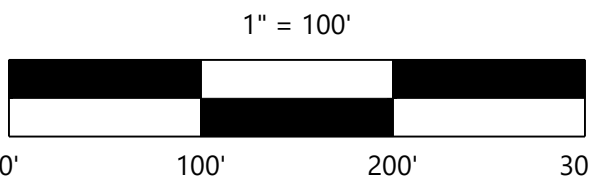
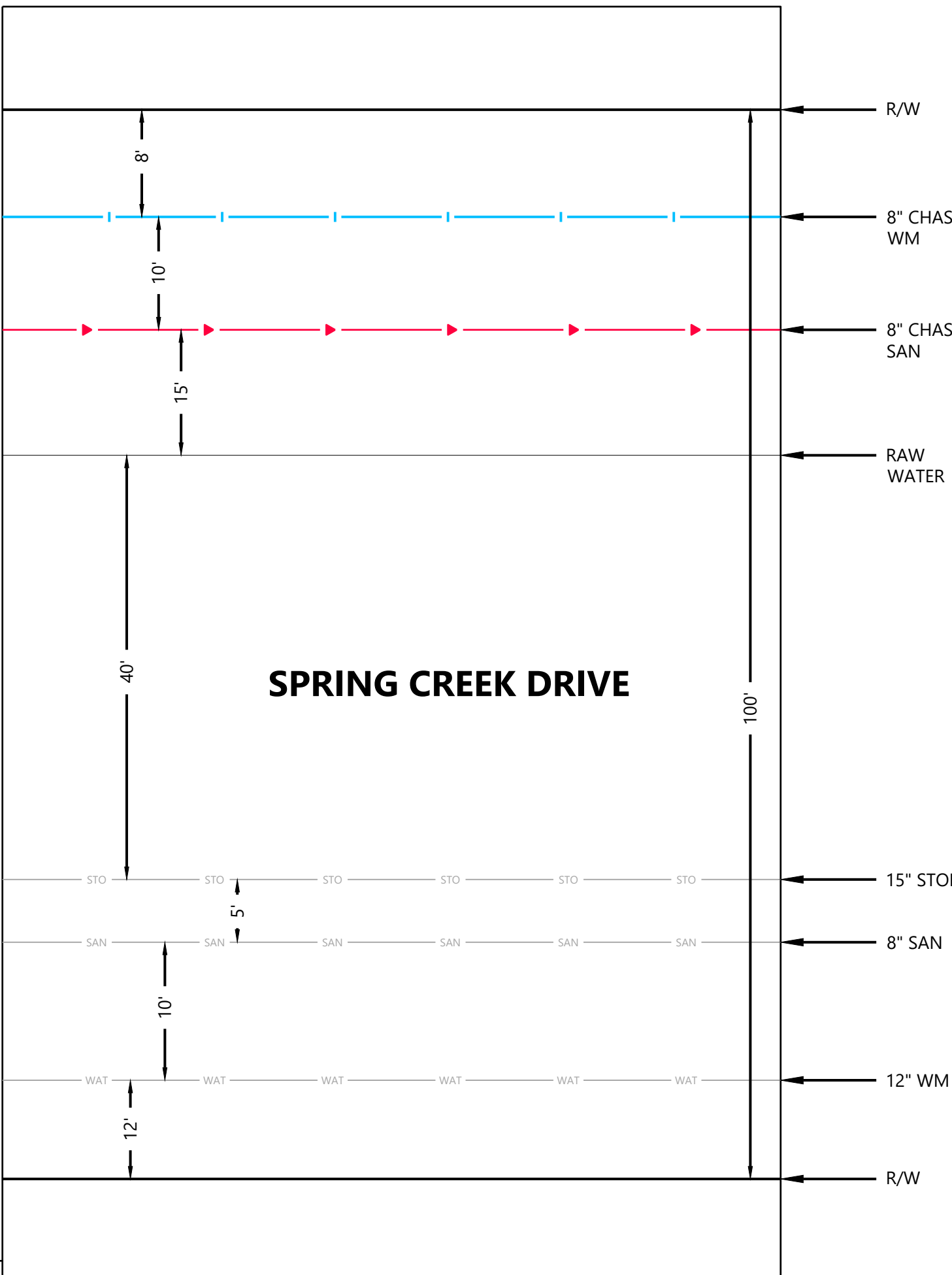
Aerial photography from State of Minnesota;
Topography from State LIDAR





OVERALL UTILITY LEGEND

EXISTING	PROPOSED	FUTURE	
SAN			SANITARY SEWER
STO			STORM SEWER
DT			DRAIN TILE
WAT			WATER MAIN
WAT			HYDRANT



NOT FOR CONSTRUCTION

PROJECT NAME

DESIGNED: _____
CHECKED: _____
DRAWN: _____
HORIZONTAL SCALE: 100'
VERTICAL SCALE: 20' OR 10'

INITIAL ISSUE: 07/02/24
REVISIONS:
△ ###
△ ###
△ ###
△ ###
△ ###

PREPARED FOR:
PULTE HOMES

I HEREBY CERTIFY THAT THIS PLAN WAS PREPARED BY ME
OR UNDER MY DIRECT SUPERVISION AND THAT I AM A
DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS
OF THE STATE OF MINNESOTA
DATE: _____ LICENSE NO. _____

ENGELN PROPERTY
CHASKA, MN

Westwood
Phone (952) 937-5150 12701 Whitewater Drive, Suite #300
Fax (952) 937-5822 Minnetonka, MN 55343
Toll Free (888) 937-5150 westwoodps.com
Westwood Professional Services, Inc.

**SITE OPTION 2A CHASKA
SANITARY**

PROJECT NUMBER: 0037555.00

SHEET NUMBER:
1 OF **1**
DATE: 07/02/24



4460 Spring Creek Dr

Chaska, Minnesota



Google Street View

Jul 2023

[See more dates](#)





1863 Spring Creek Dr

Chaska, Minnesota

[Google Street View](#)

Jul 2023 [See more dates](#)





4460 Spring Creek Dr

Chaska, Minnesota



Google Street View

Jul 2023

[See more dates](#)



FIFTH AVENUE



WE BUILD CONSUMER INSPIRED HOMES AND COMMUNITIES TO MAKE LIVES BETTER.



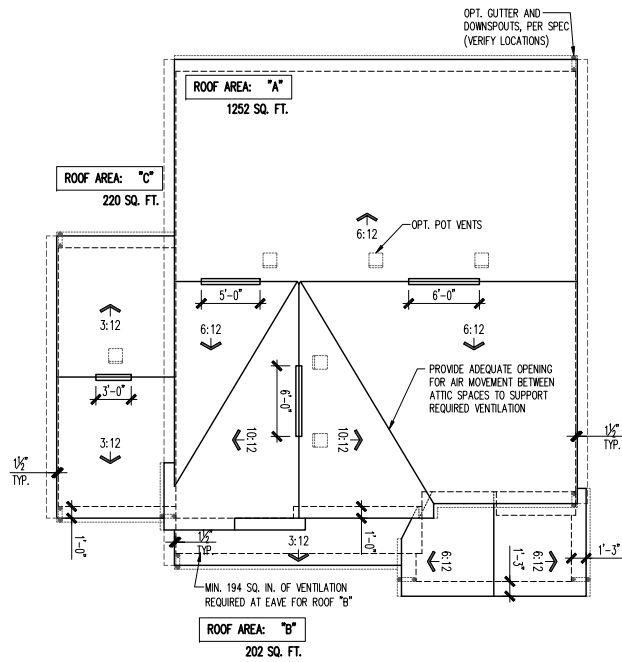




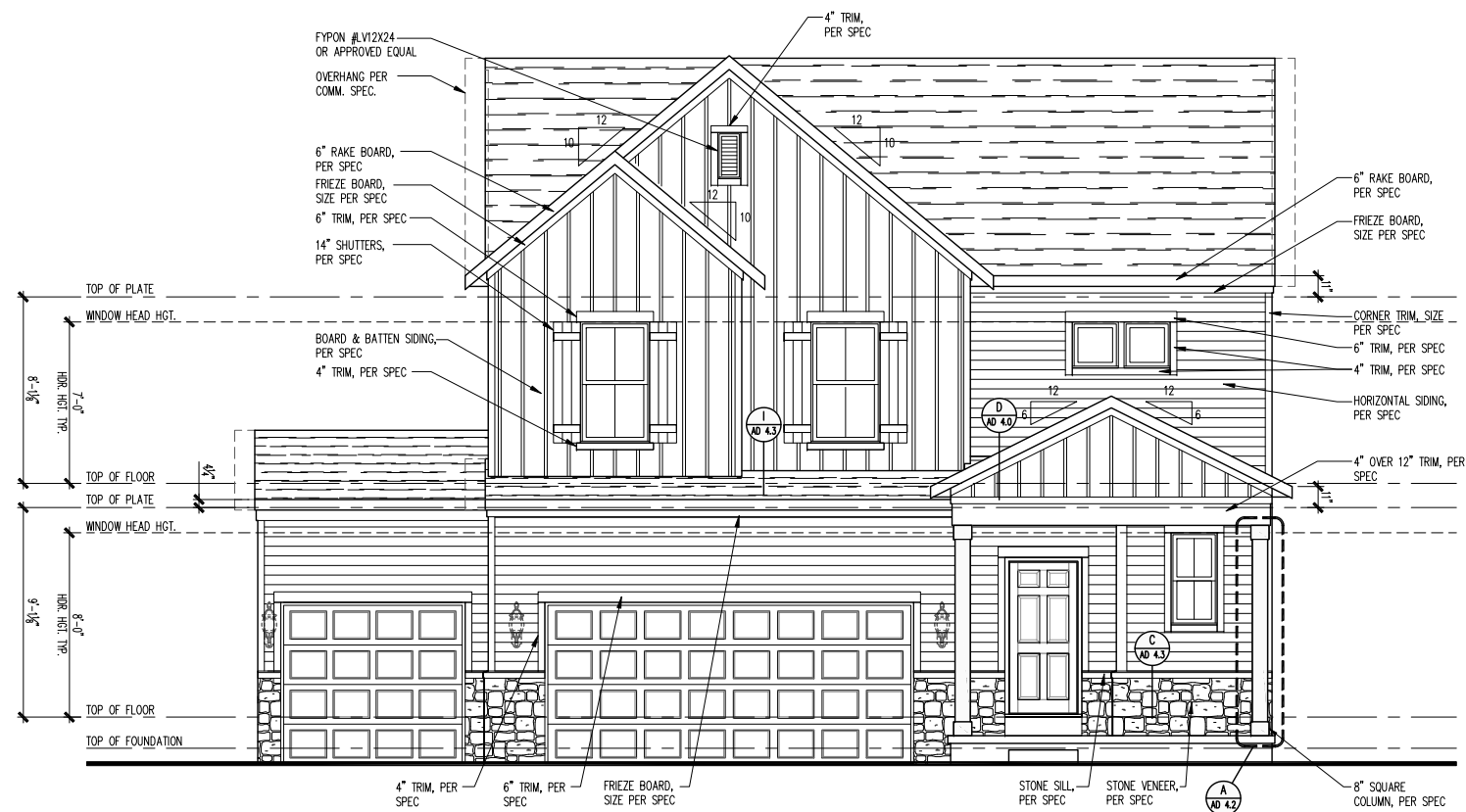


WE BUILD CONSUMER INSPIRED HOMES AND COMMUNITIES TO MAKE LIVES BETTER.

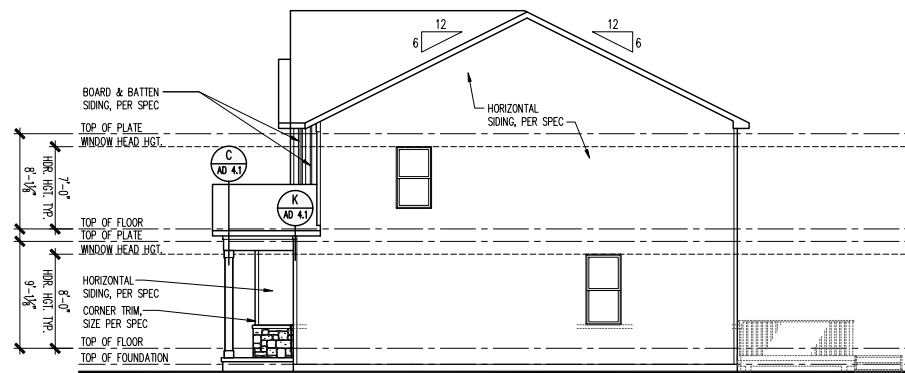
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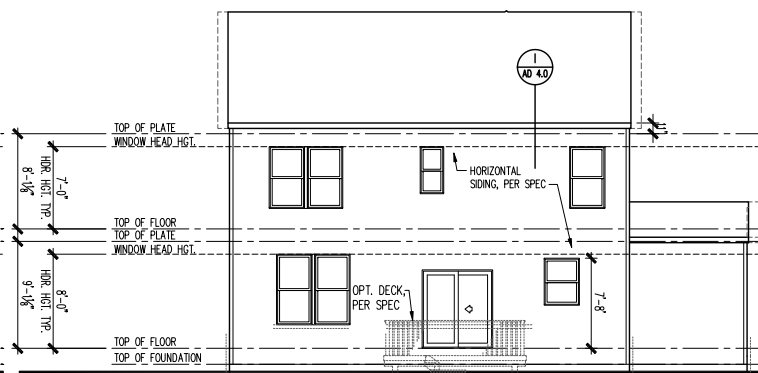
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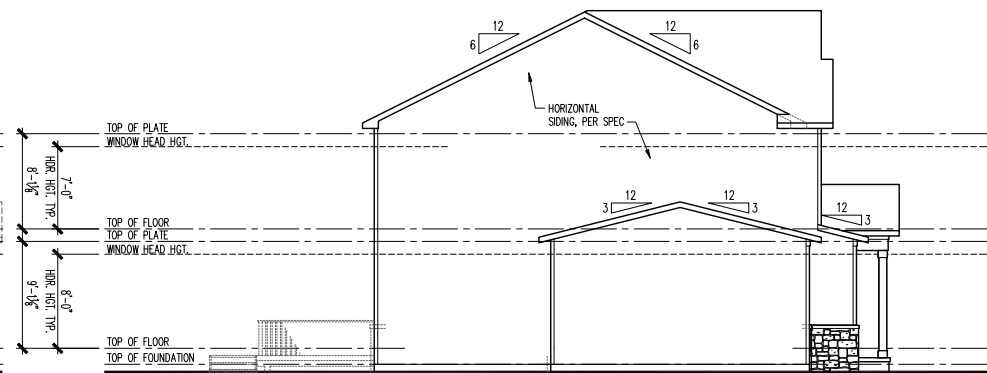
FRONT ELEVATION - FH201
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"

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North Area
1900 E. Golf Road, - Suite 300
Schaumburg, Illinois 60173



Farmhouse 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkewitz
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

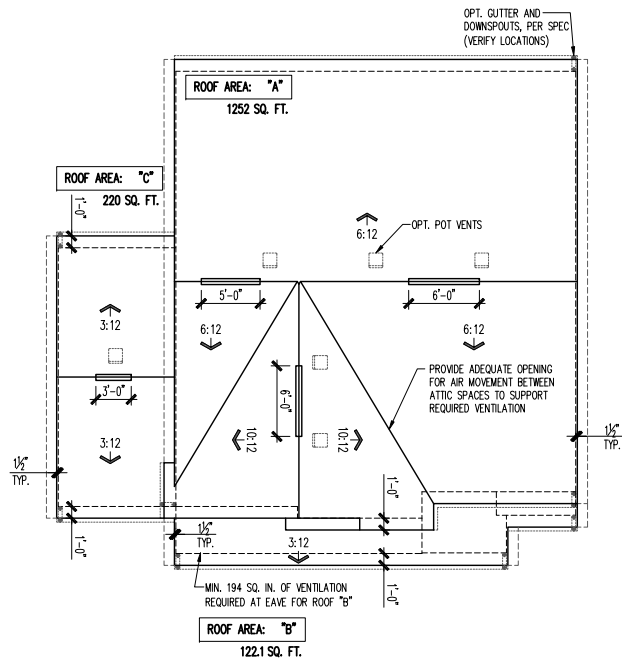
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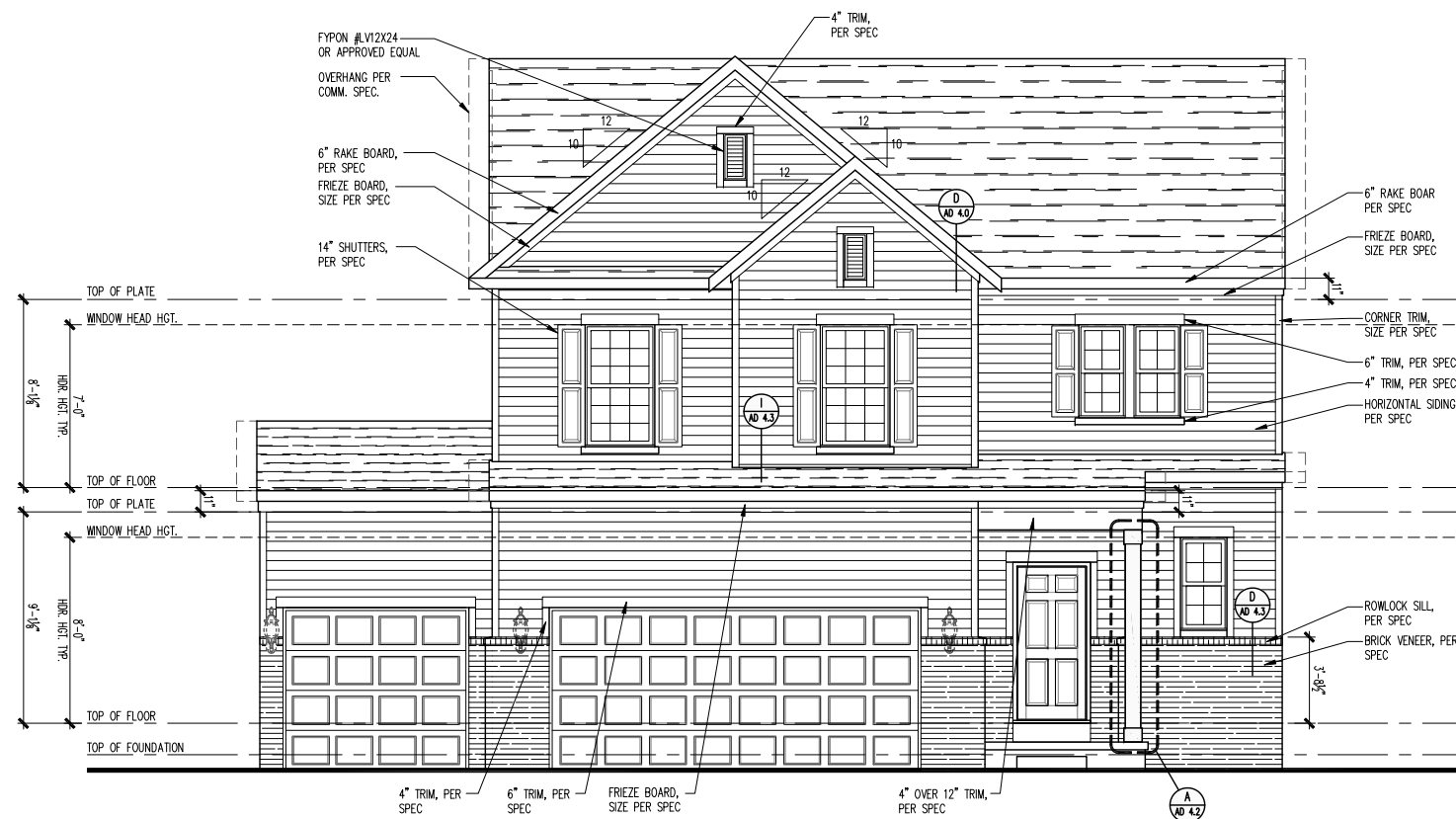
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3FB.1

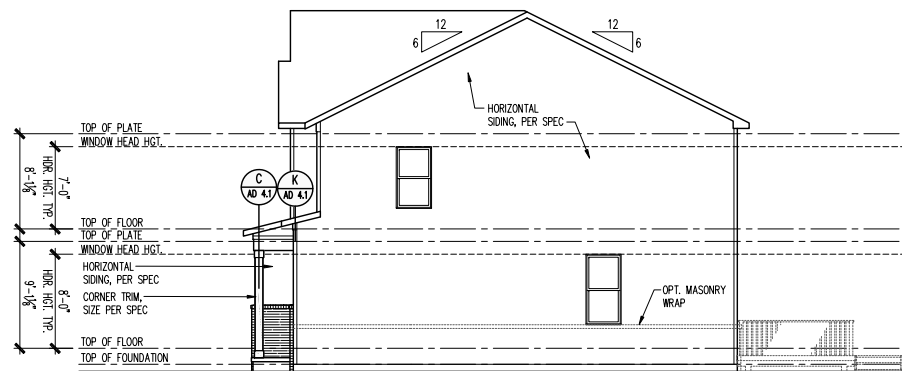
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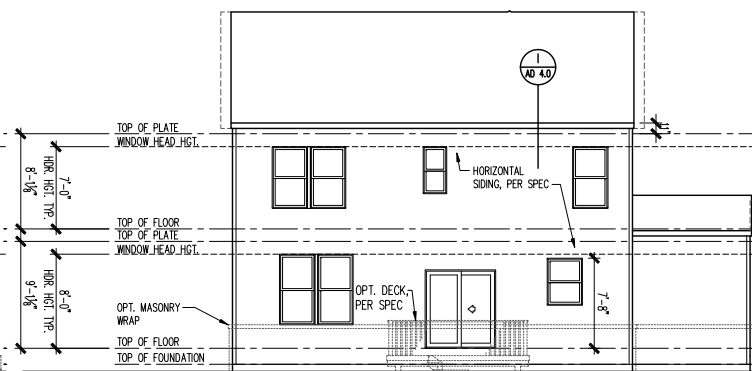
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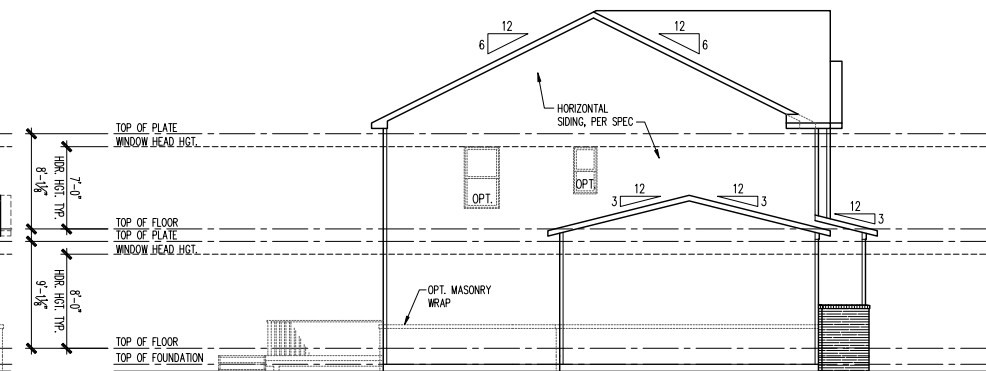
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SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"

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Schaumburg, Illinois 60173



Heartland 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkrey
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

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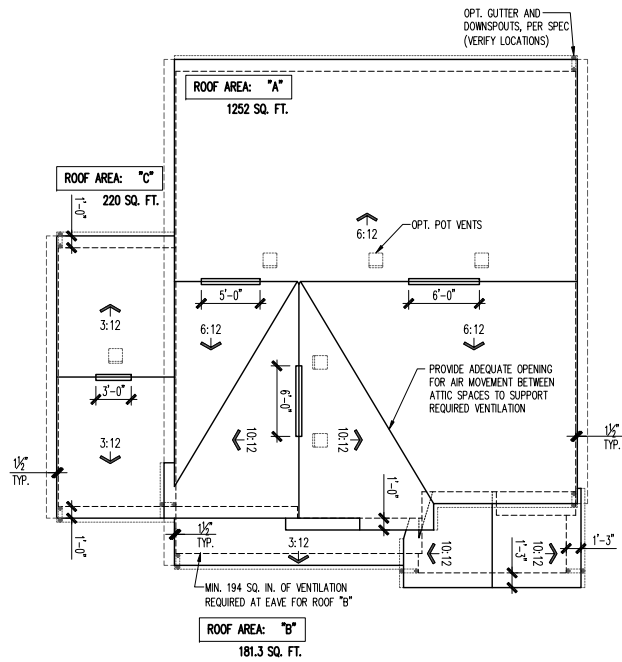
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LAWSON PLAN ID
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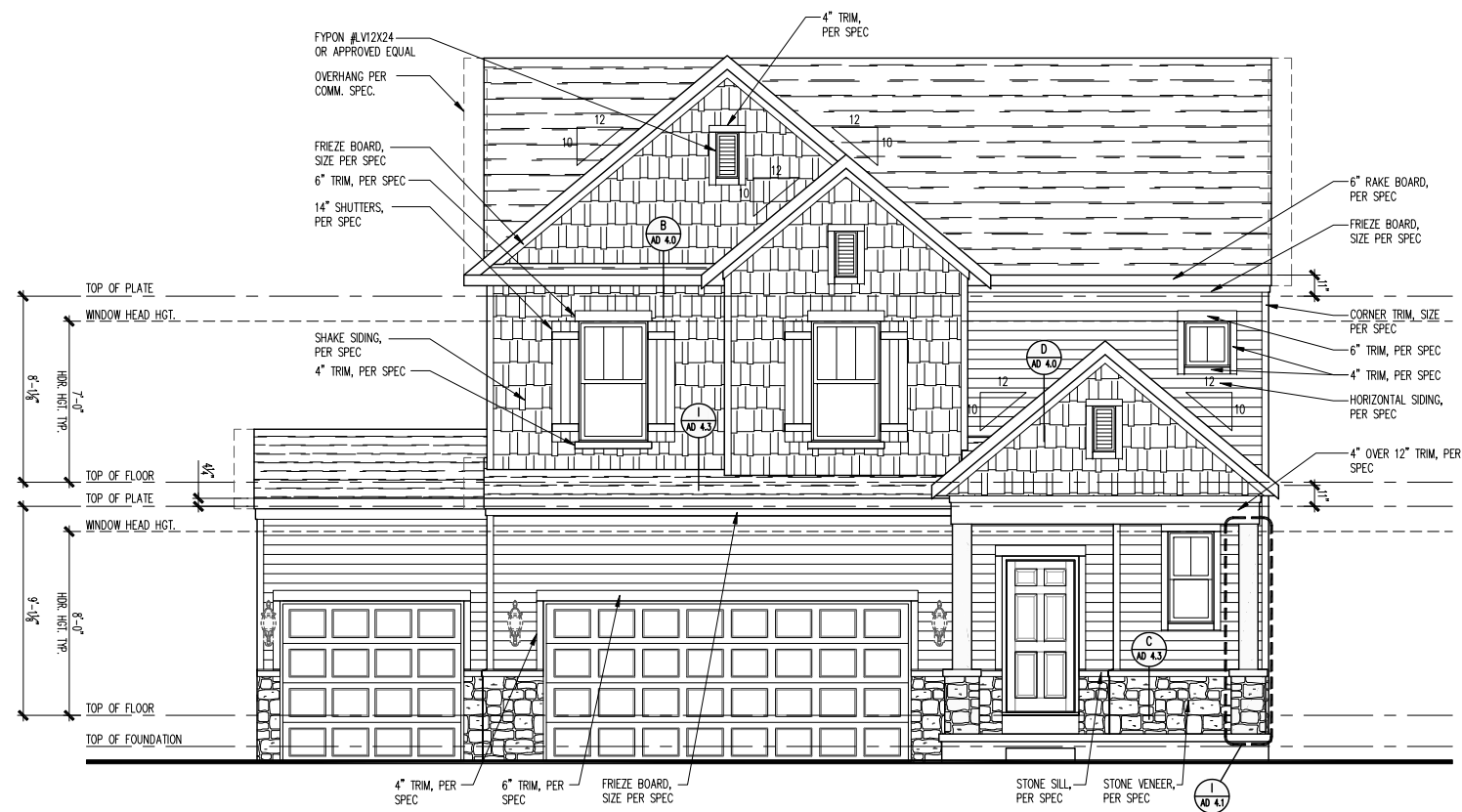
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NOTE: SCALES NOTED ON DRAWINGS RELATE TO FULL SIZE PLOTS ON 22x34 SHEETS - 11x17 SHEETS REPRESENT 1/2 SCALE PLOTS

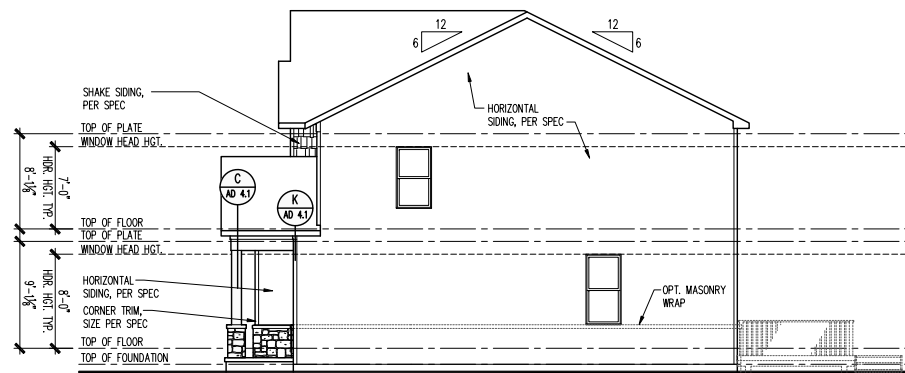
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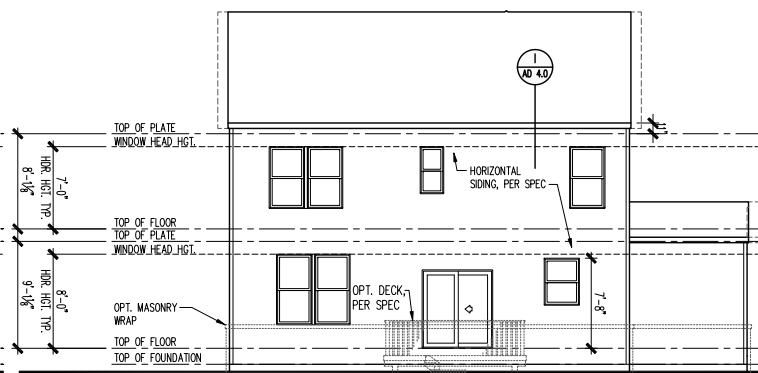
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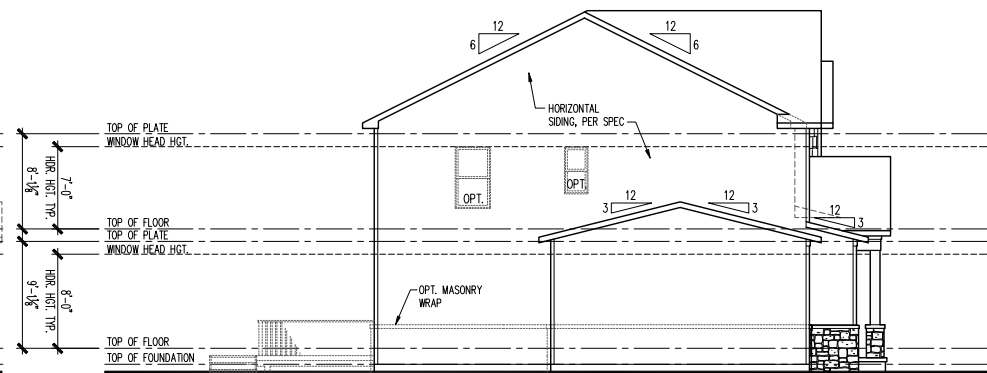
FRONT ELEVATION - NC201
SCALE: 1/4" = 1'-0"



RIGHT ELEVATION
SCALE: 1/8" = 1'-0"



REAR ELEVATION
SCALE: 1/8" = 1'-0"



LEFT ELEVATION
SCALE: 1/8" = 1'-0"

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North Area
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Schaumburg, Illinois 60173



Northern Craftsman 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkew
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

REV #	DATE	DESCRIPTION
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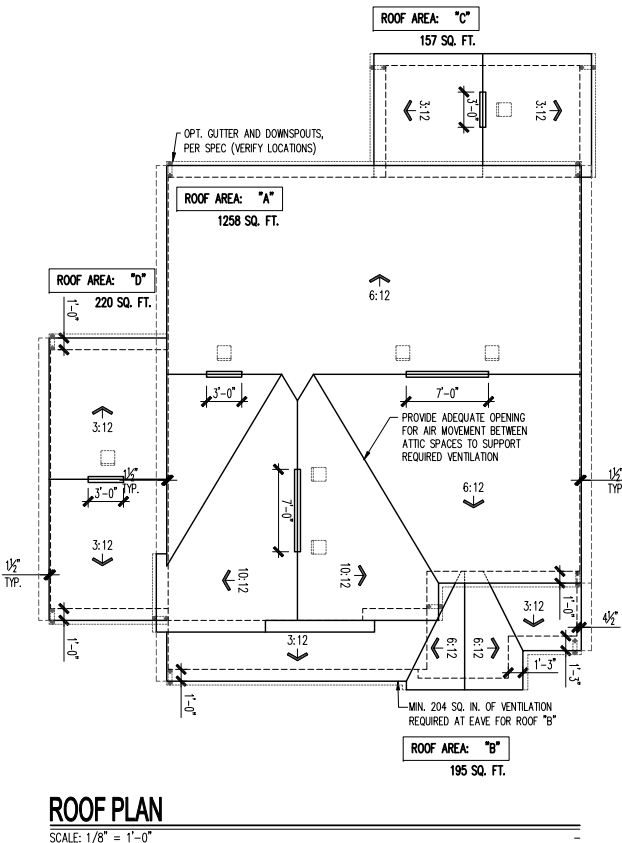
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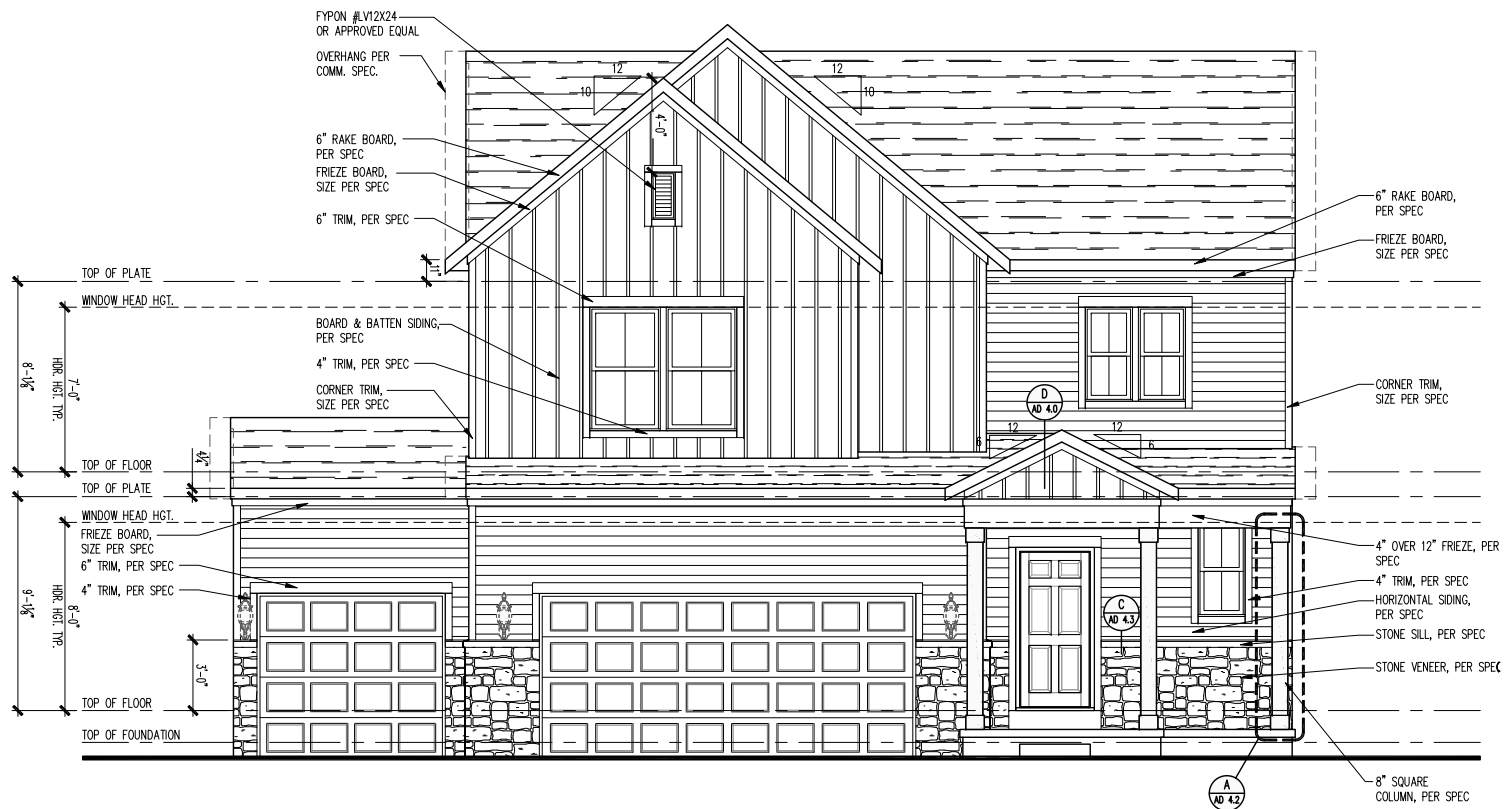
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PLOTTED: July 15, 2024 / Huu Hoàng / A3-FH201_3FB.DWG



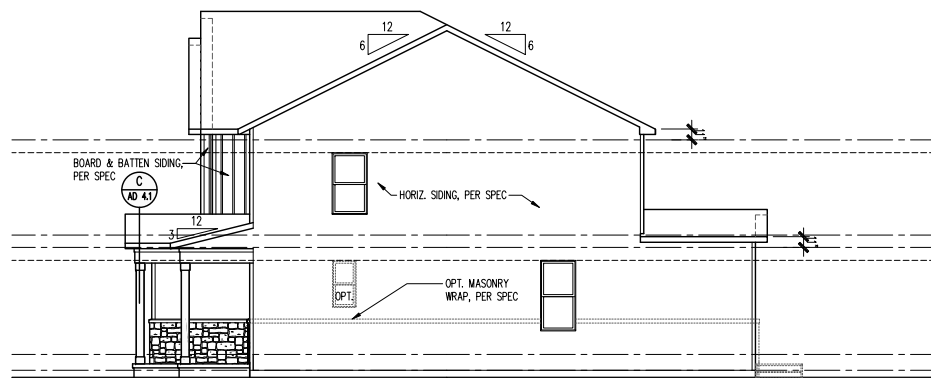
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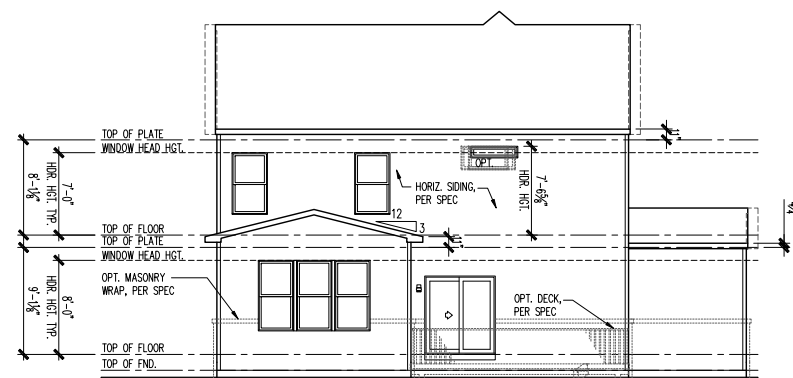
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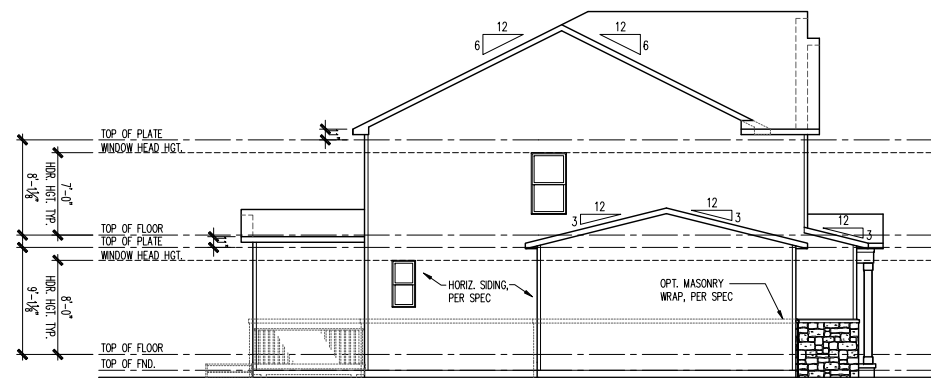
RIGHT ELEVATION

SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/8" = 1'-0"



LEFT ELEVATION

SCALE: 1/8" = 1'-0"

North Area
1900 E. Golf Road, - Suite 300
Schaumburg, Illinois 60173



Farmhouse 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkrey
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

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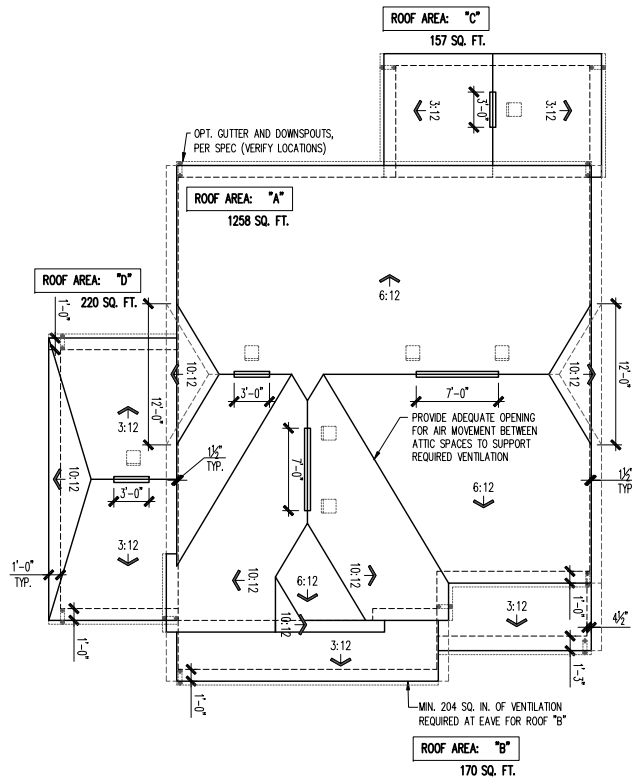
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VESTRY
NPC PLAN NUMBER
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LAWSON PLAN ID
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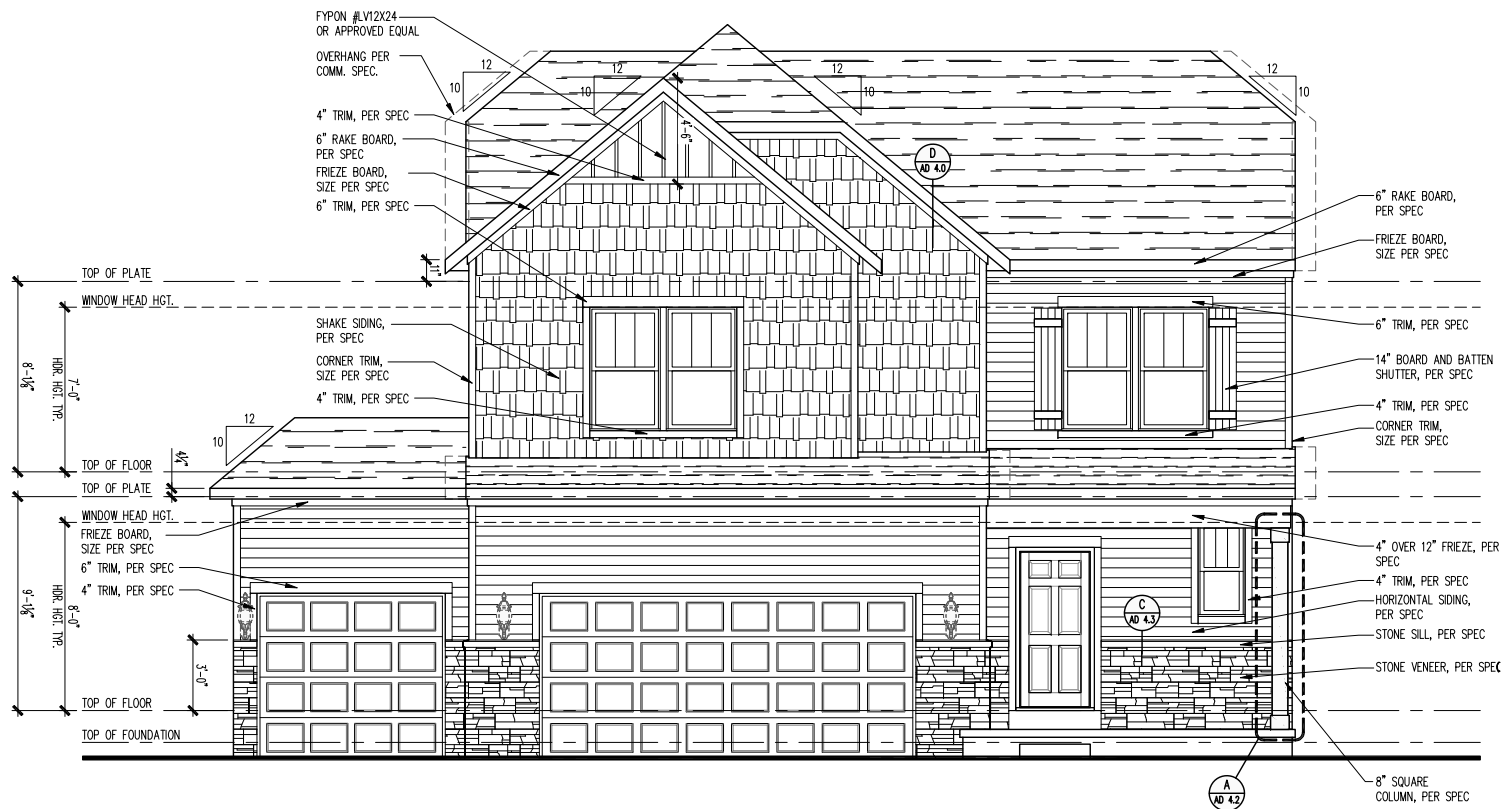
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PLOTTED: July 15, 2024 / Huuho Hoang / A3-NC201_3FB.DWG



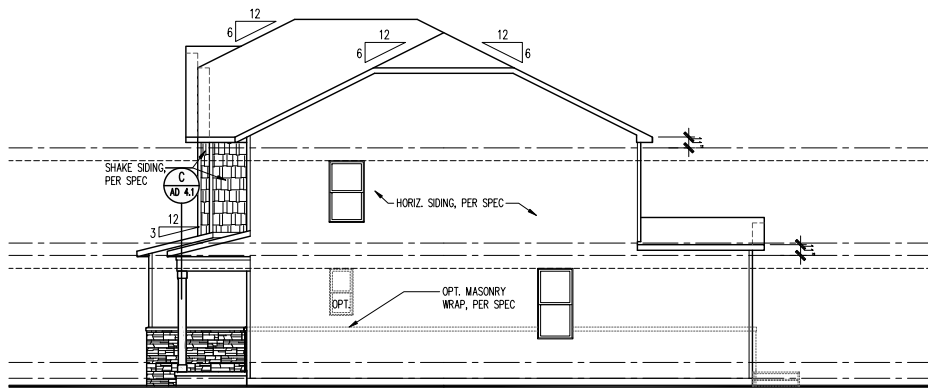
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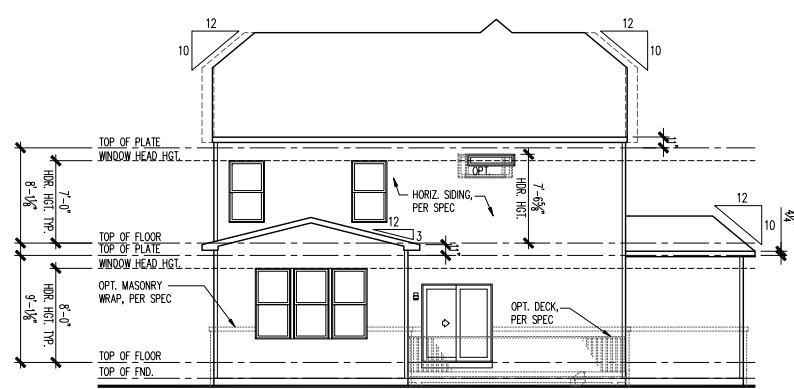
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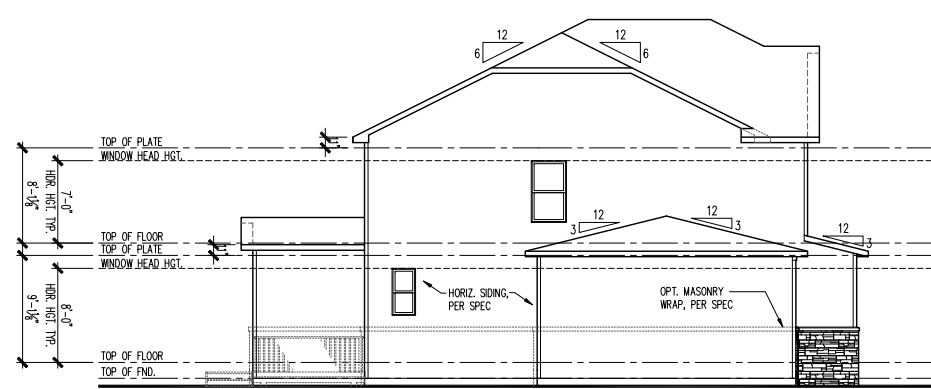
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SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/8" = 1'-0"



LEFT ELEVATION

SCALE: 1/8" = 1'-0"

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North Area
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Schaumburg, Illinois 60173



Northern Craftsman 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkrey
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

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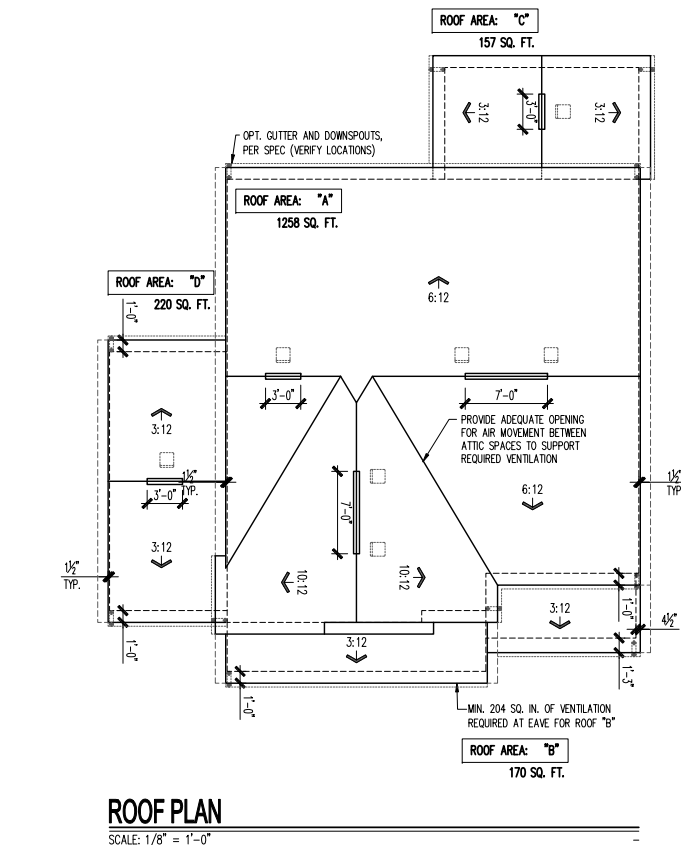
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NPC PLAN NUMBER
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LAWSON PLAN ID
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A3-NC201
3FB.1

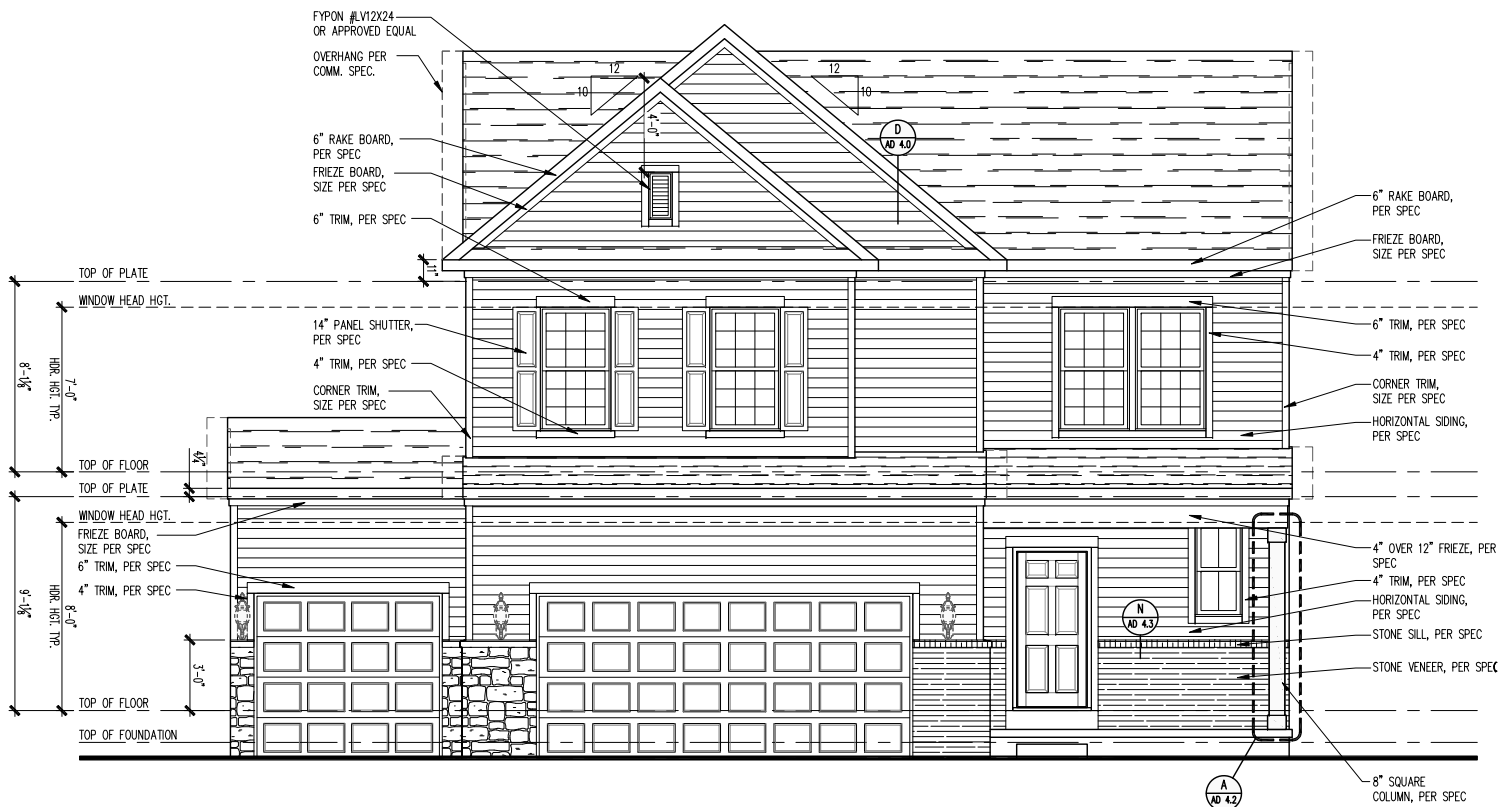
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PLOTTED: July 15, 2024 / Huu Hoàng / A3-HR201 3FB.DWG



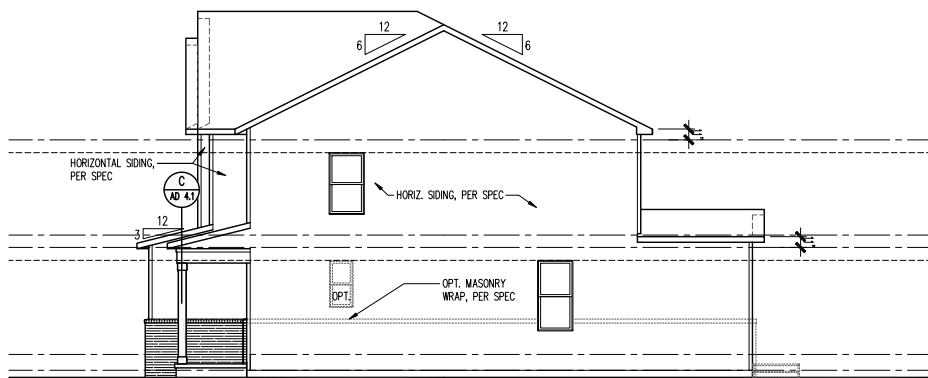
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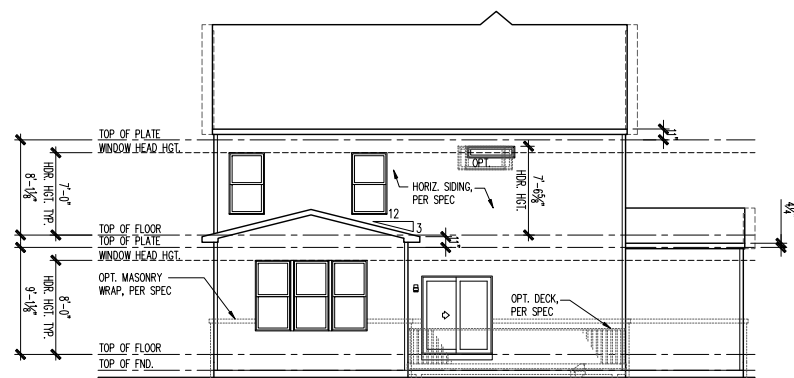
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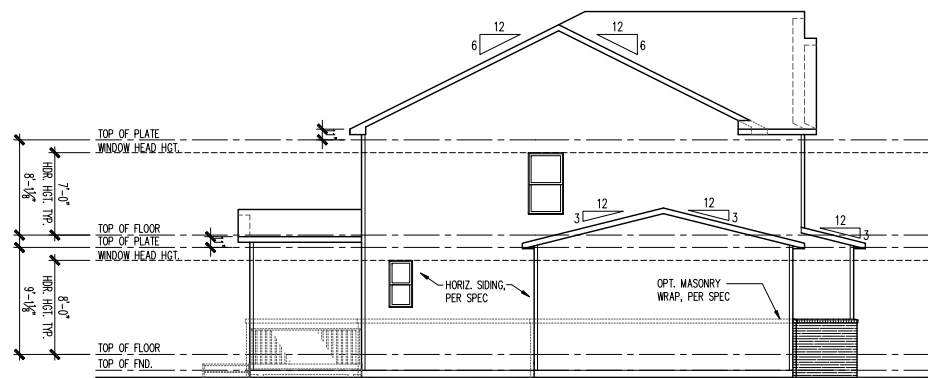
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REAR ELEVATION

SCALE: 1/8" = 1'-0"



LEFT ELEVATION

SCALE: 1/8" = 1'-0"

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North Area
1900 E. Golf Road, - Suite 300
Schaumburg, Illinois 60173



Heartland 201
3 Car Front Entry
Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
Rick Storkrey
INITIAL RELEASE DATE:
05/31/2024
CURRENT RELEASE DATE:
05/31/2024

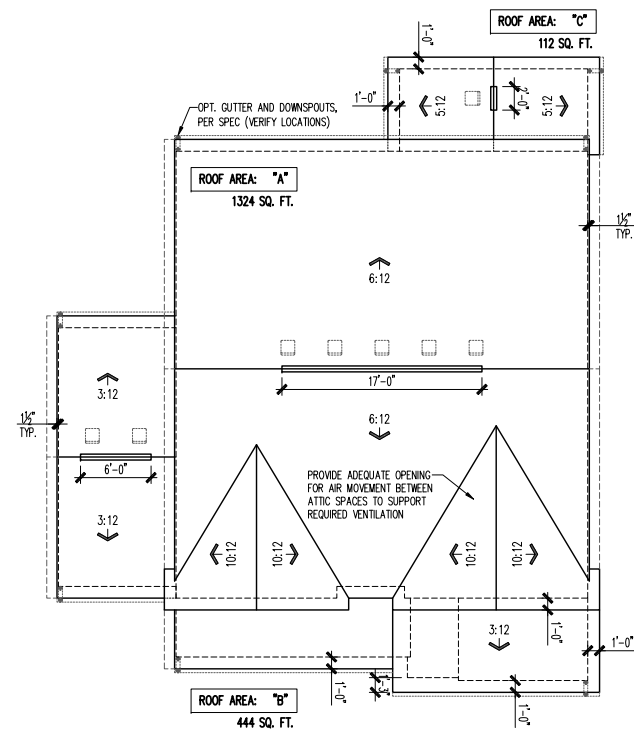
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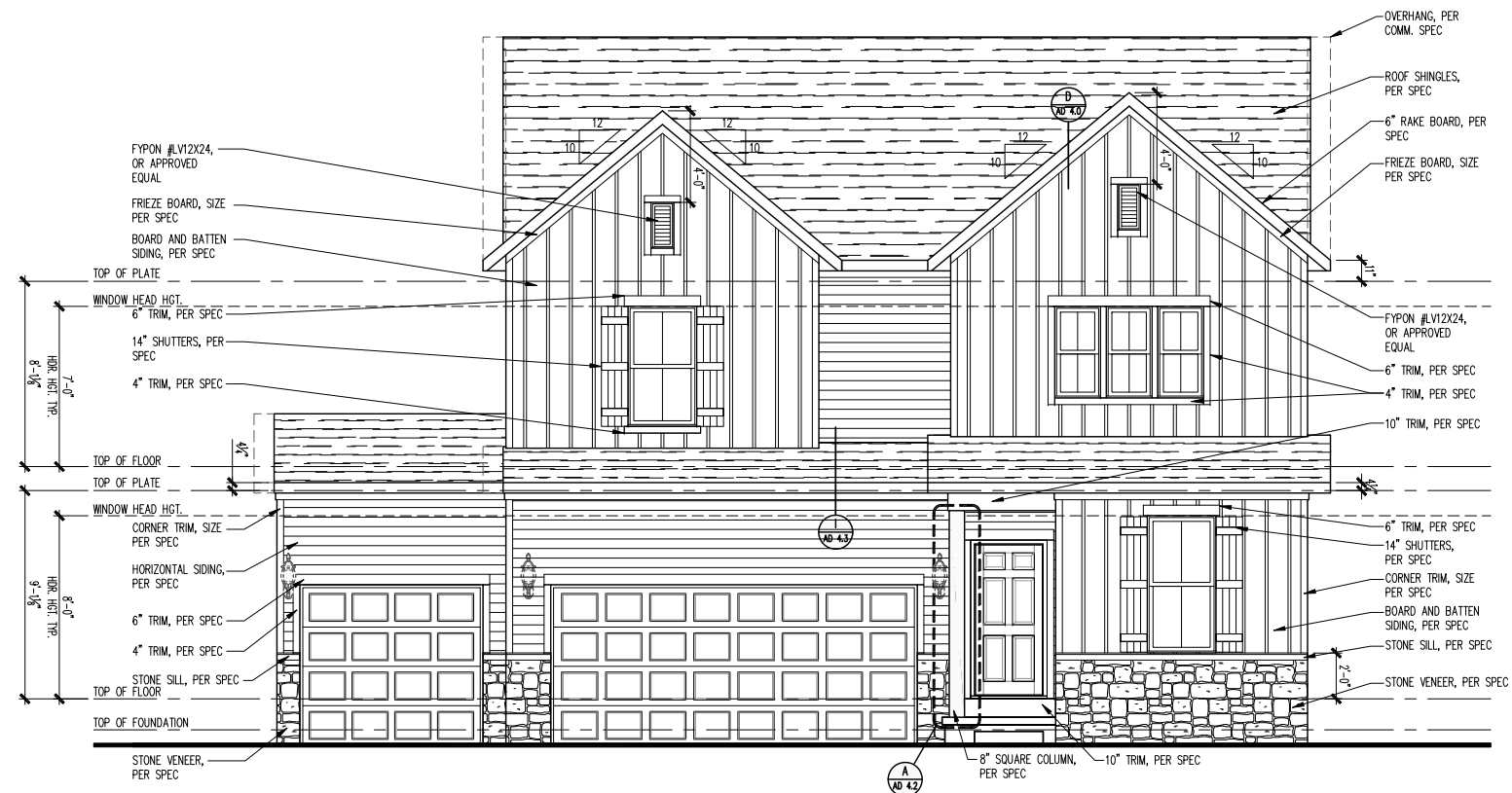
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NPC PLAN NUMBER
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LAWSON PLAN ID
62631

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A3-HR201
3FB.1

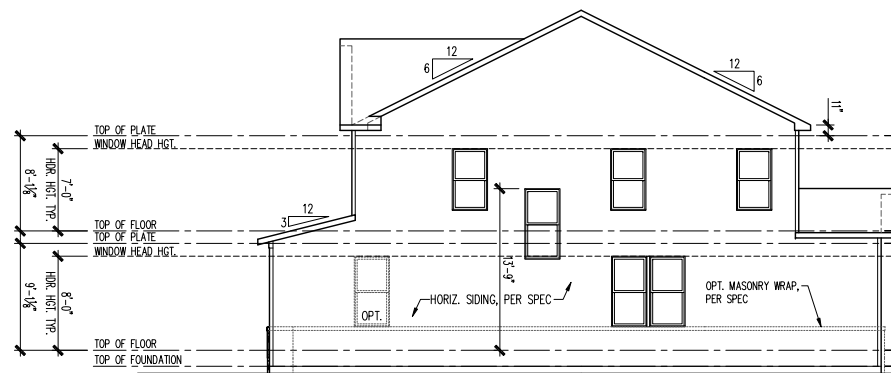
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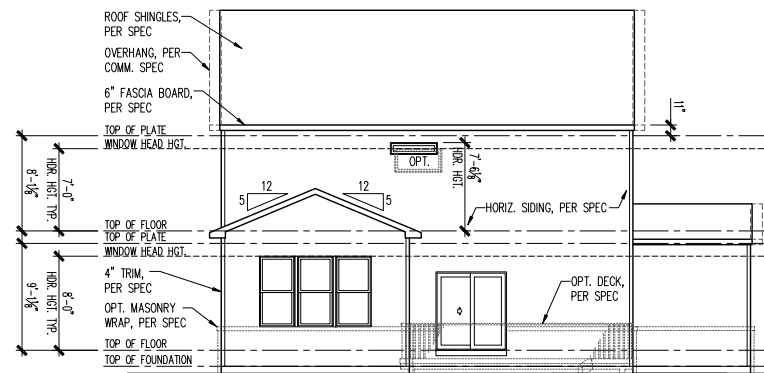
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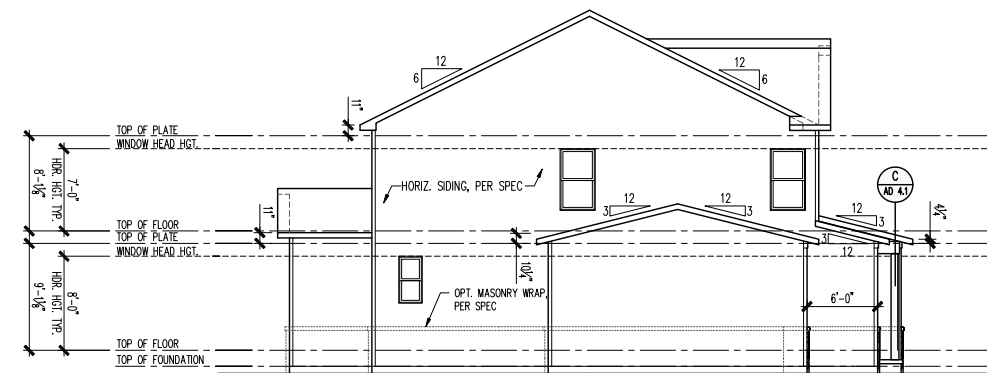
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RIGHT ELEVATION
SCALE: 1/8" = 1'-0"

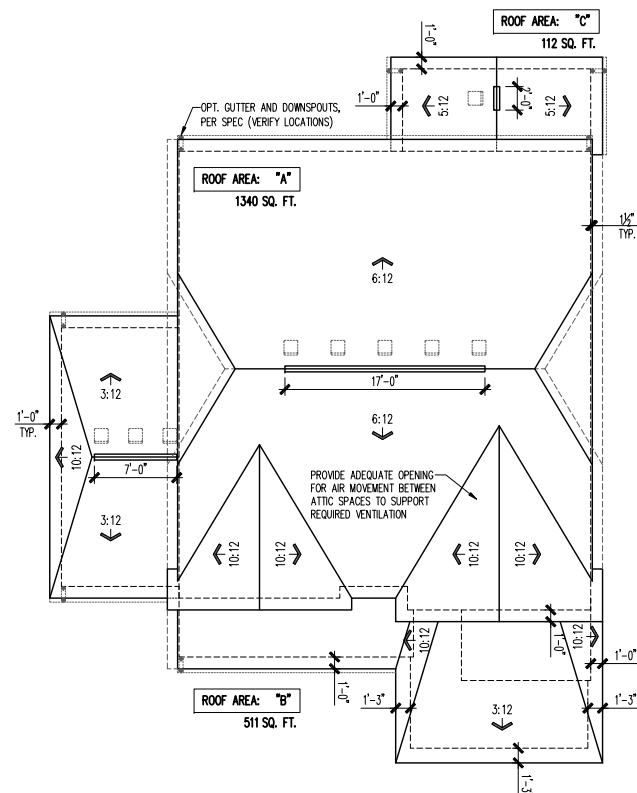


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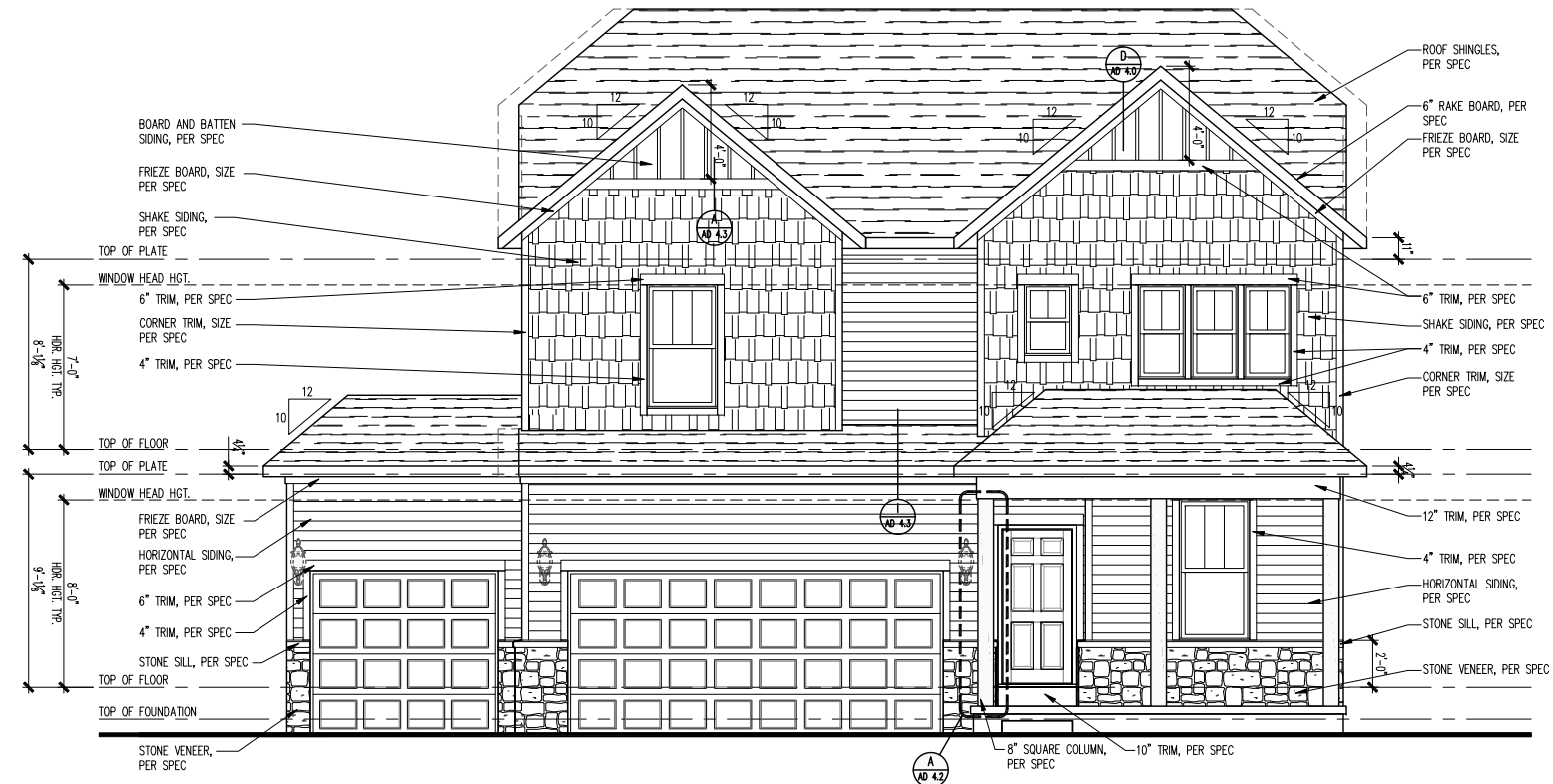


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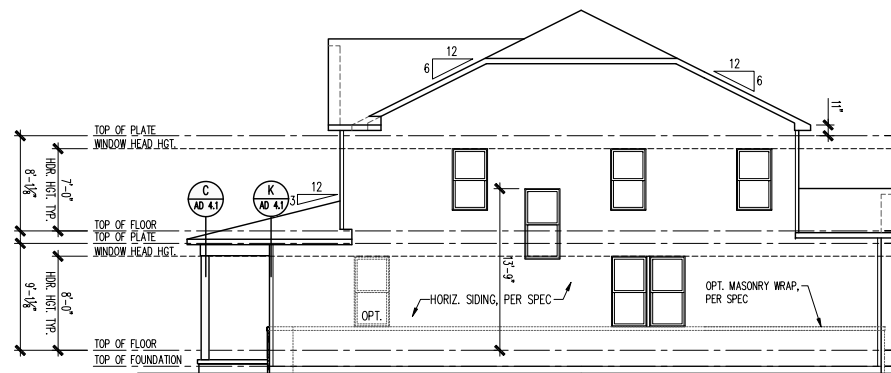




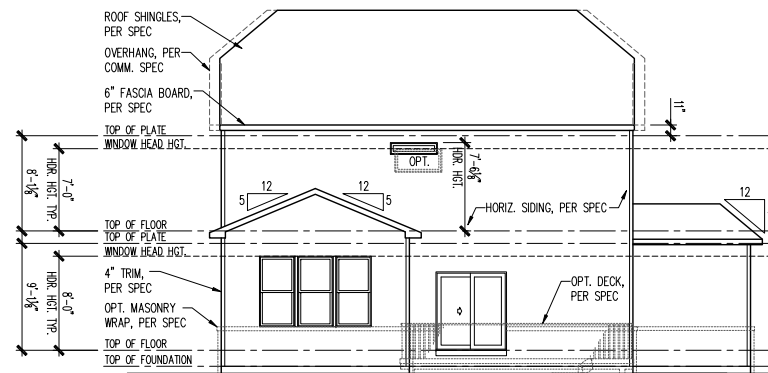
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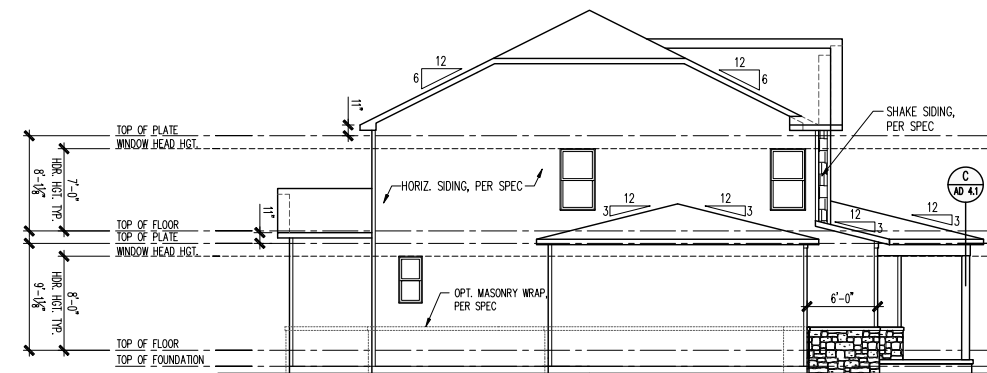
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RIGHT ELEVATION
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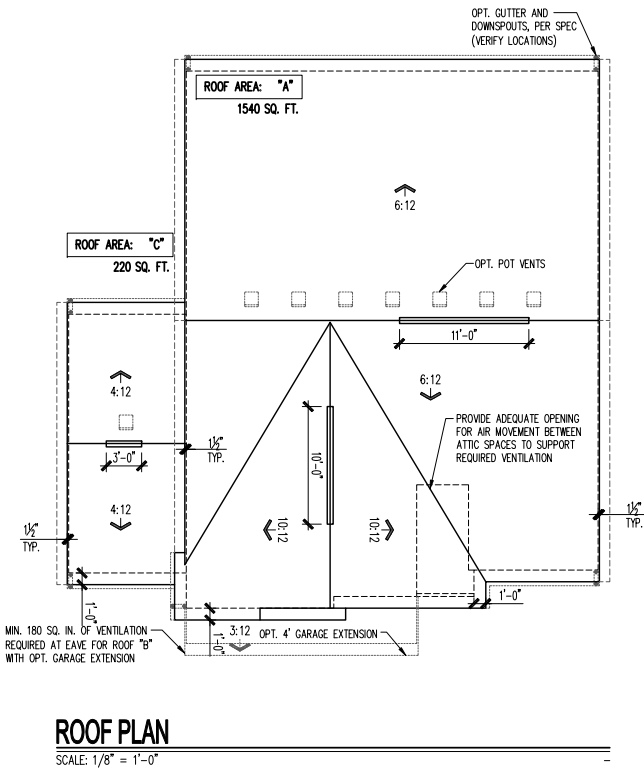


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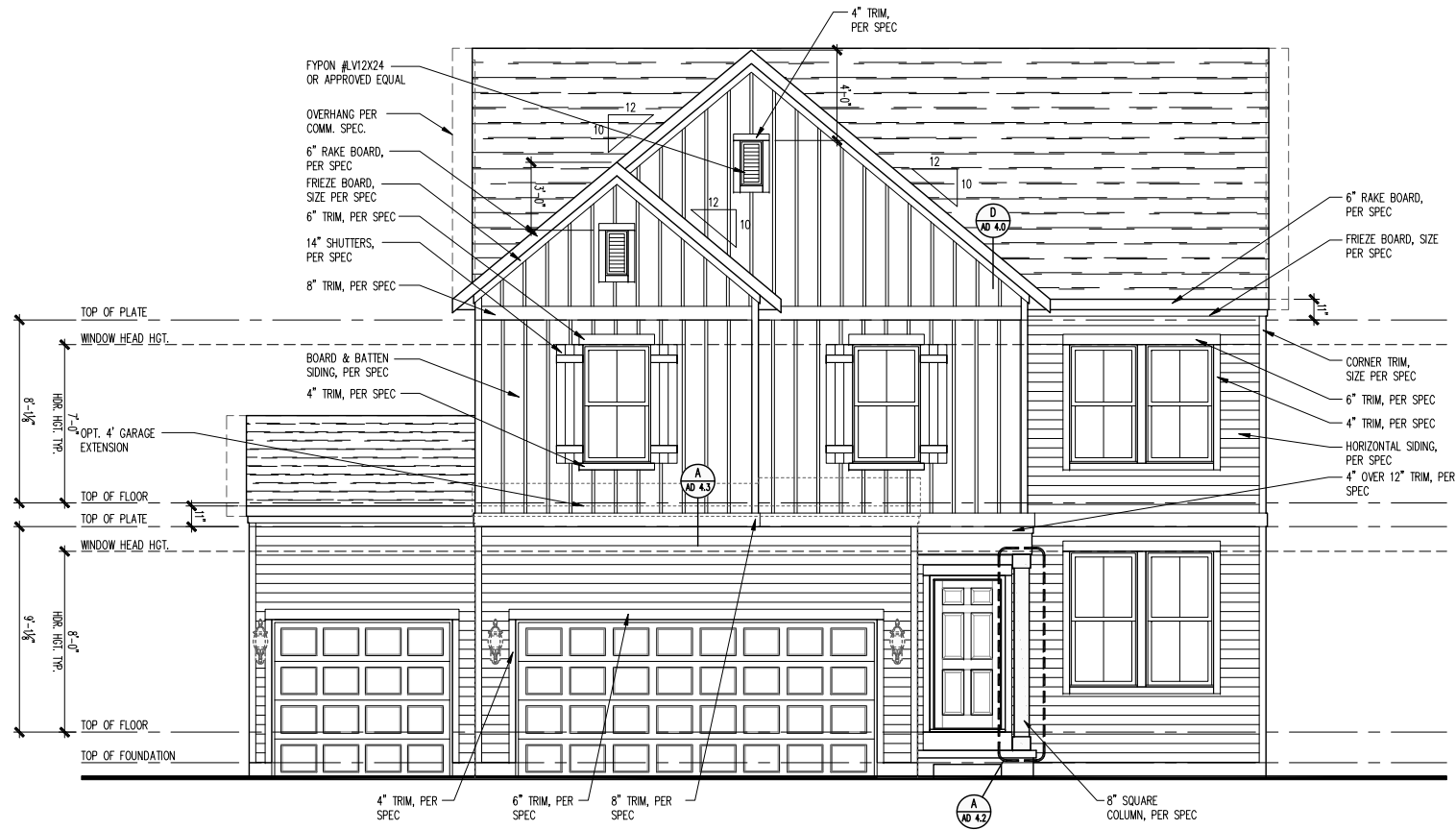


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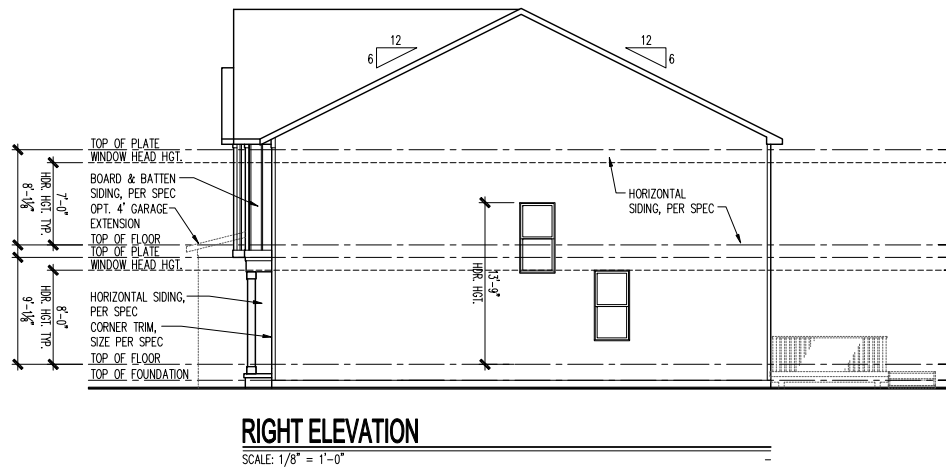
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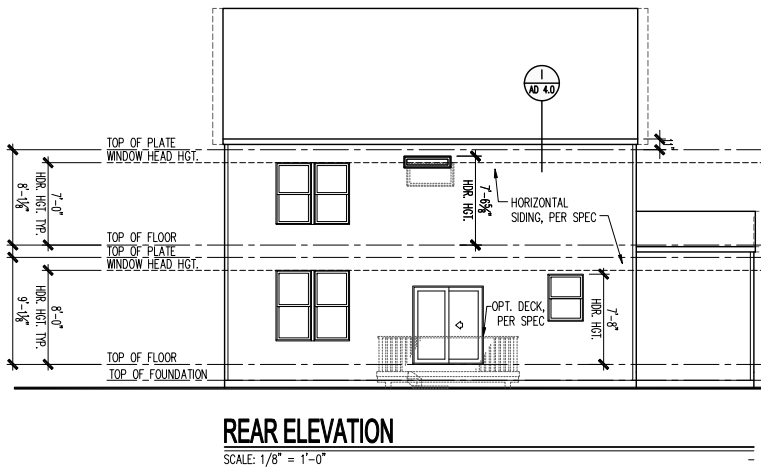
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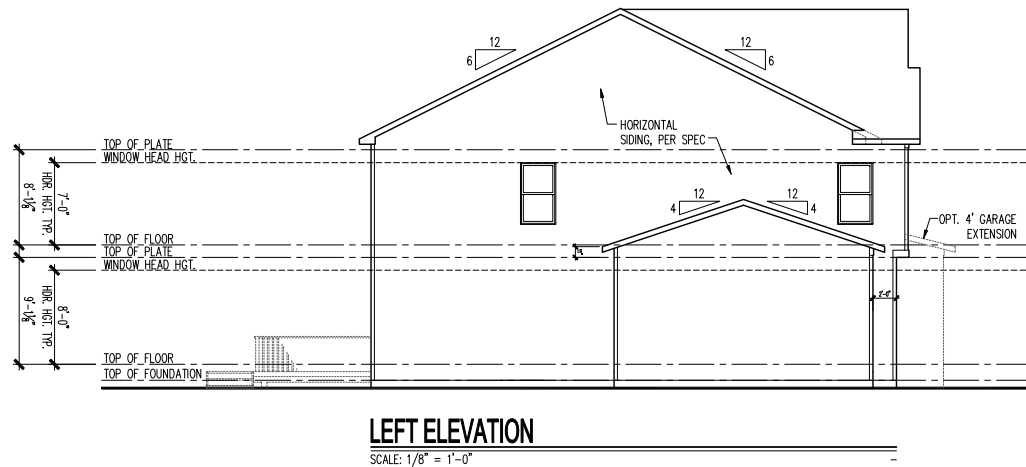
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LEFT ELEVATION
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Farmhouse 201
 3 Car Front Entry
 Front, Side and Rear Elevations, Roof Plan and Ventilation Schedule

PRODUCTION MANAGER
 Rick Storkewitz
 INITIAL RELEASE DATE:
 05/31/2024
 CURRENT RELEASE DATE:
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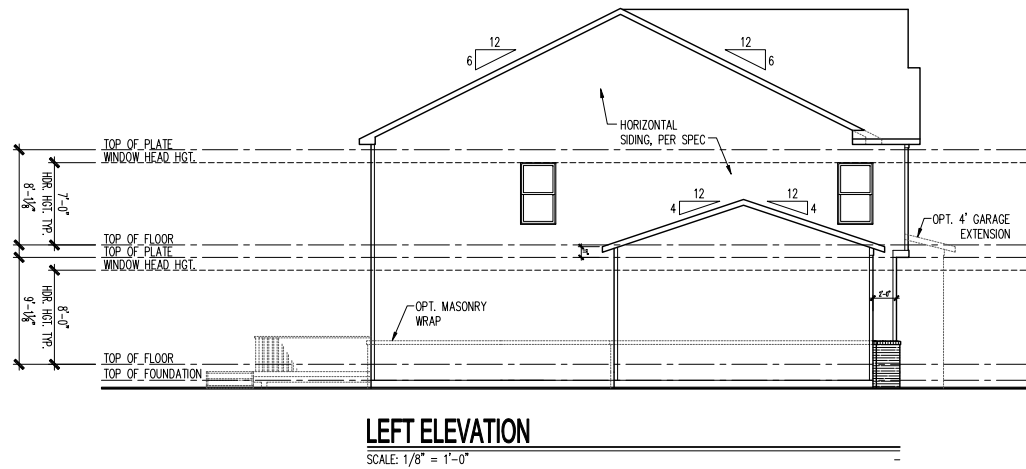
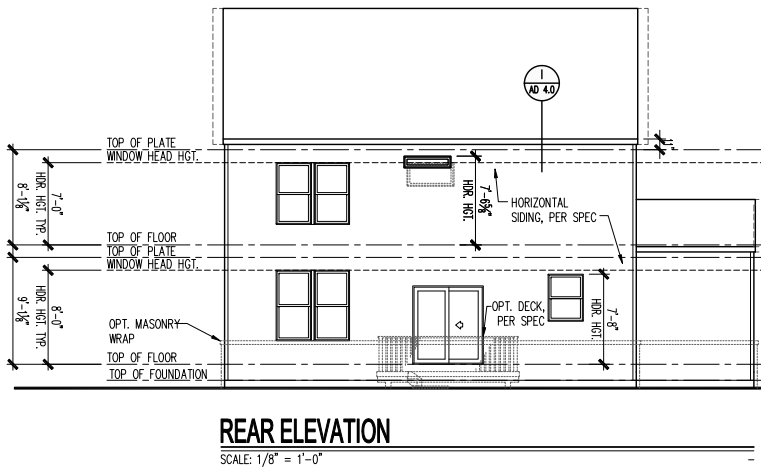
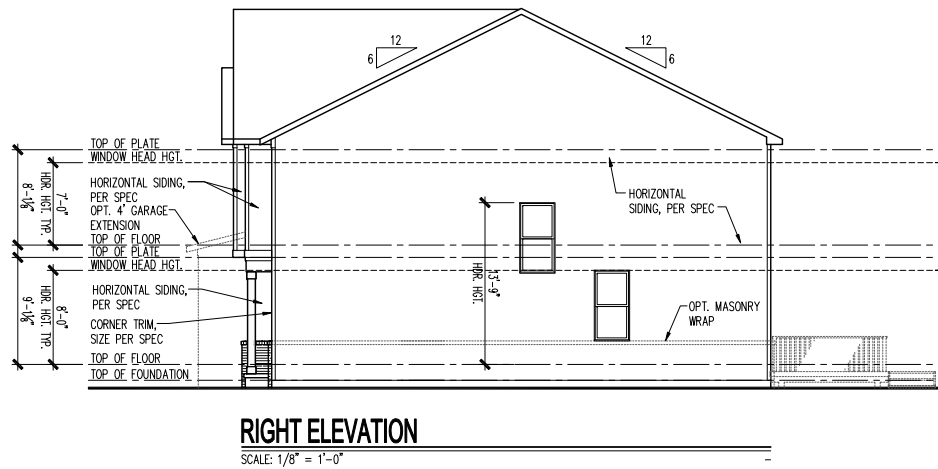
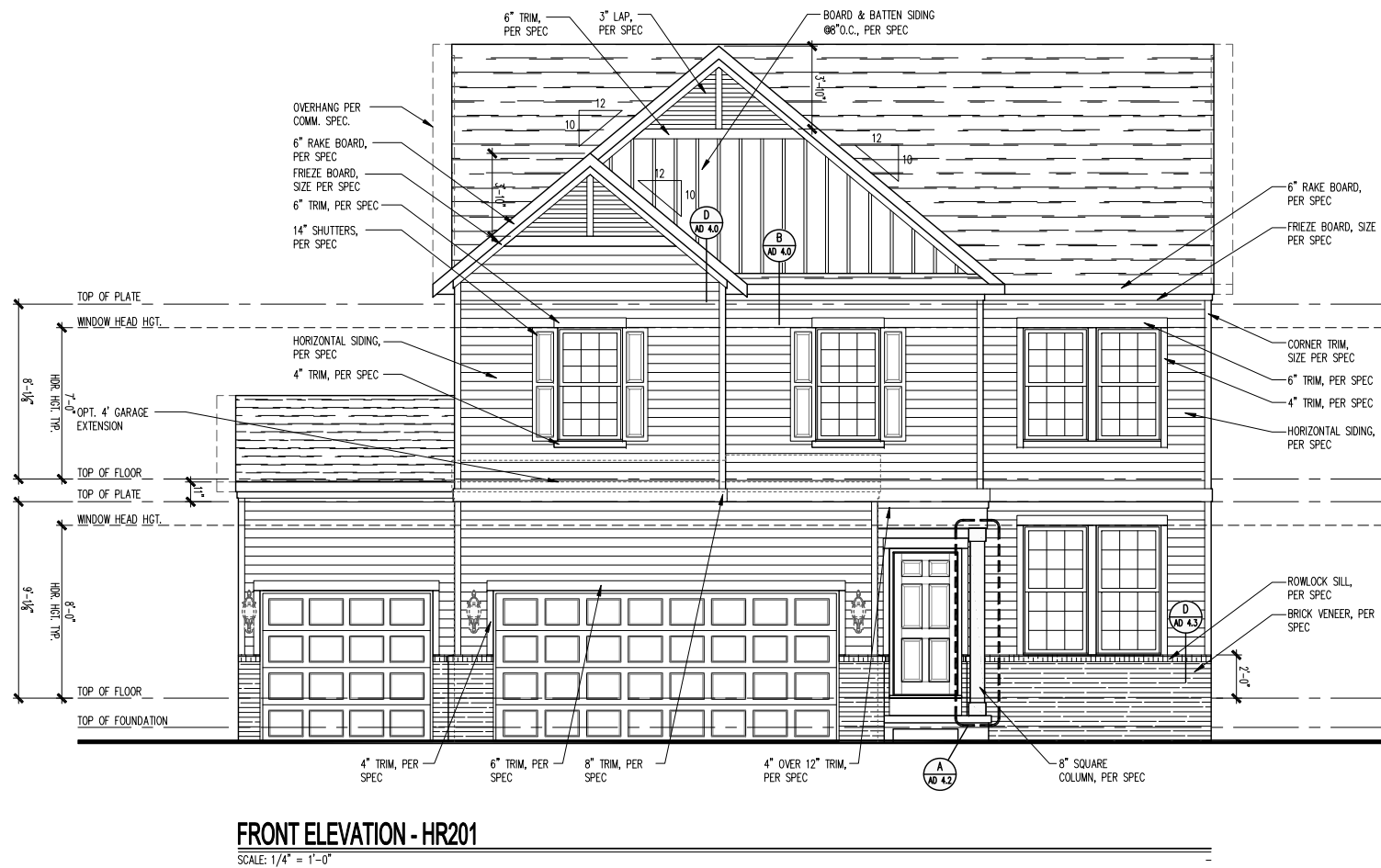
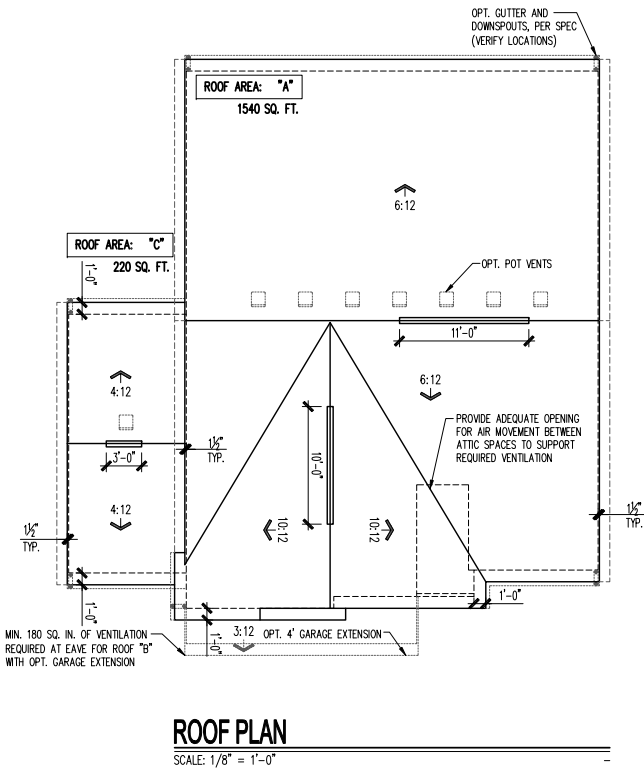
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PLAN NAME
PROSPECT
 NPC PLAN NUMBER
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 LAWSON PLAN ID
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NOTE: SCALES NOTED ON DRAWINGS RELATE TO FULL SIZE PLOTS ON 22x34 SHEETS - 11x17 SHEETS REPRESENT 1/2 SCALE PLOTS

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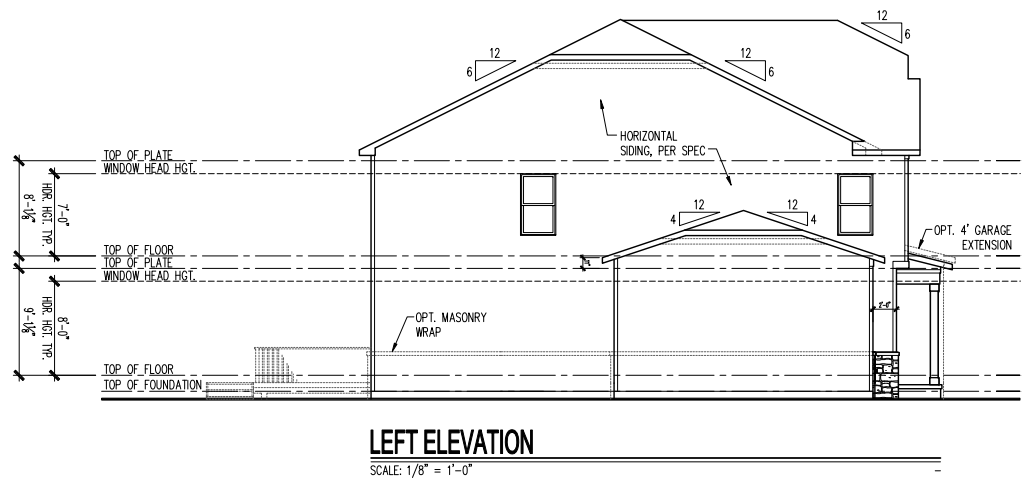
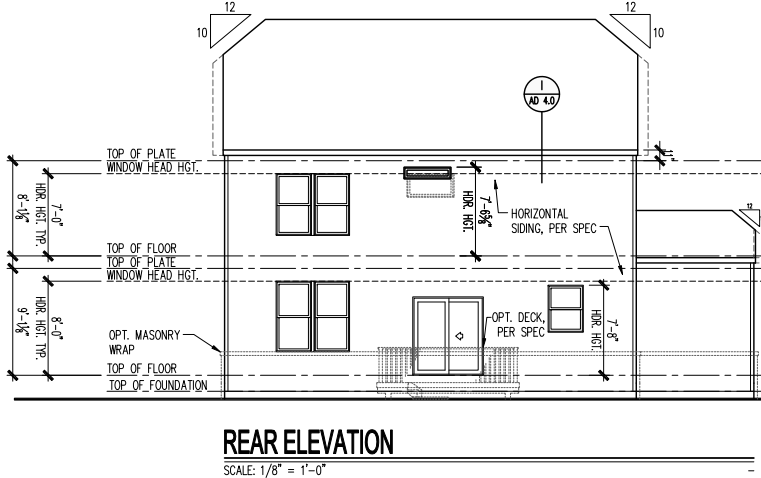
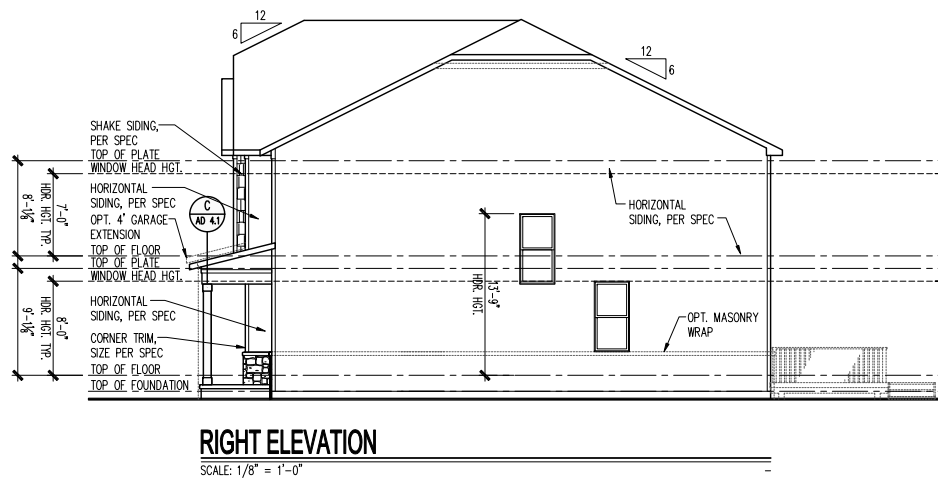
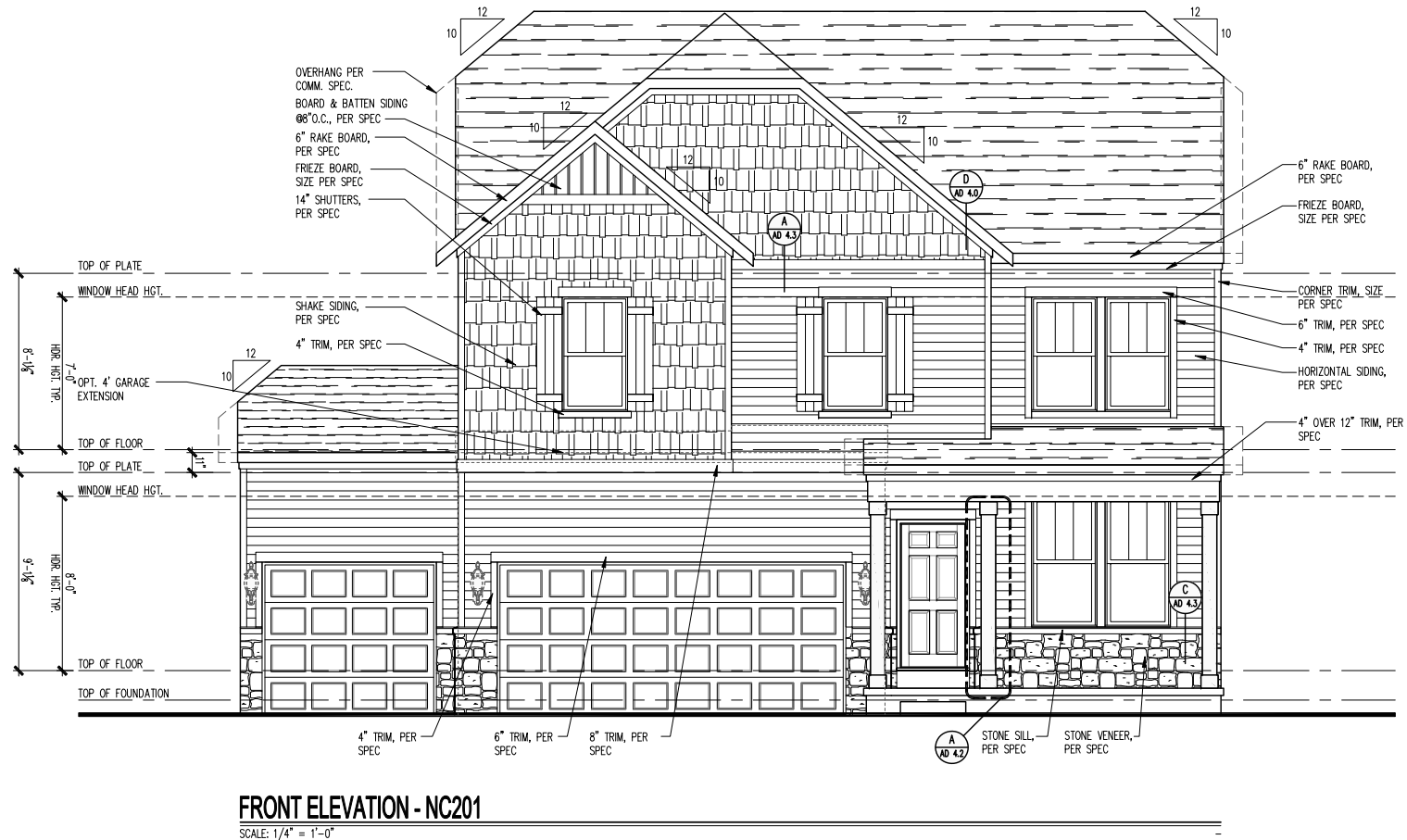
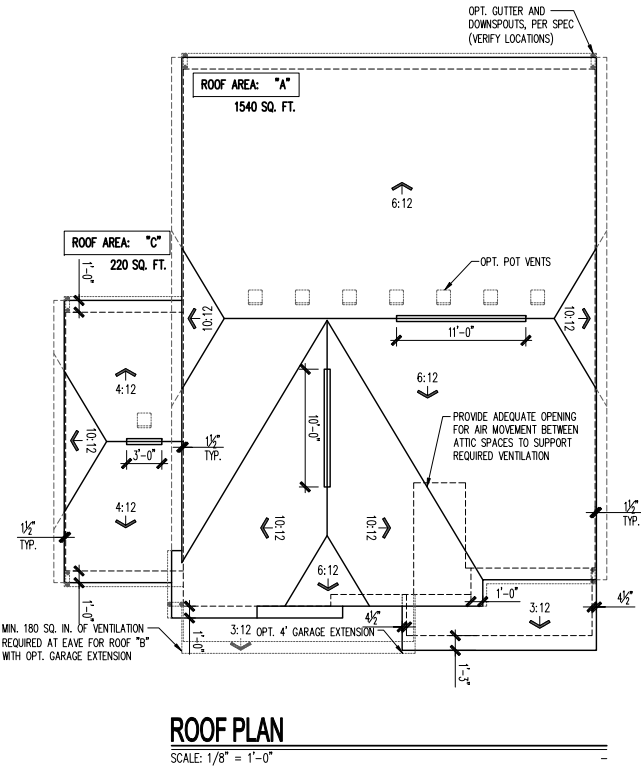
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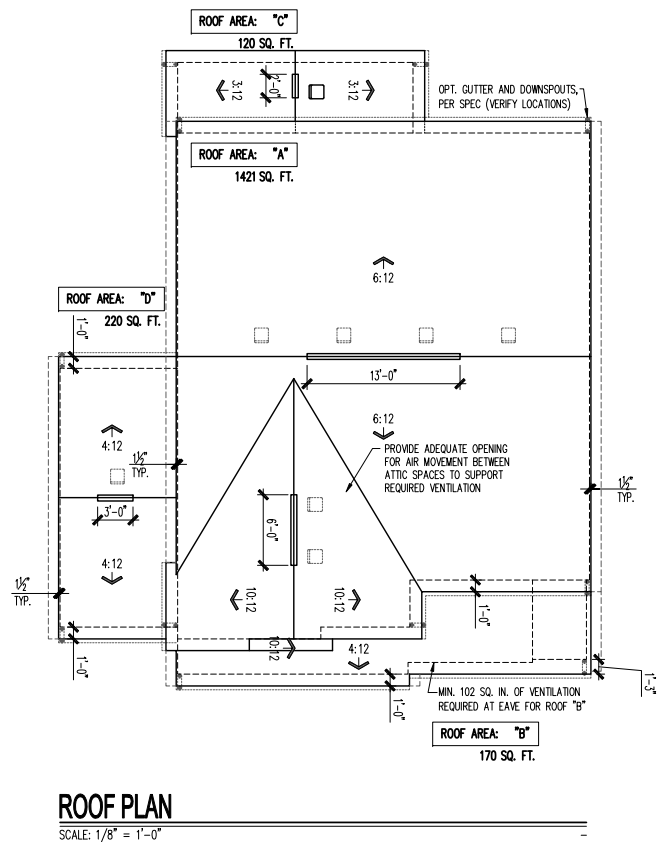
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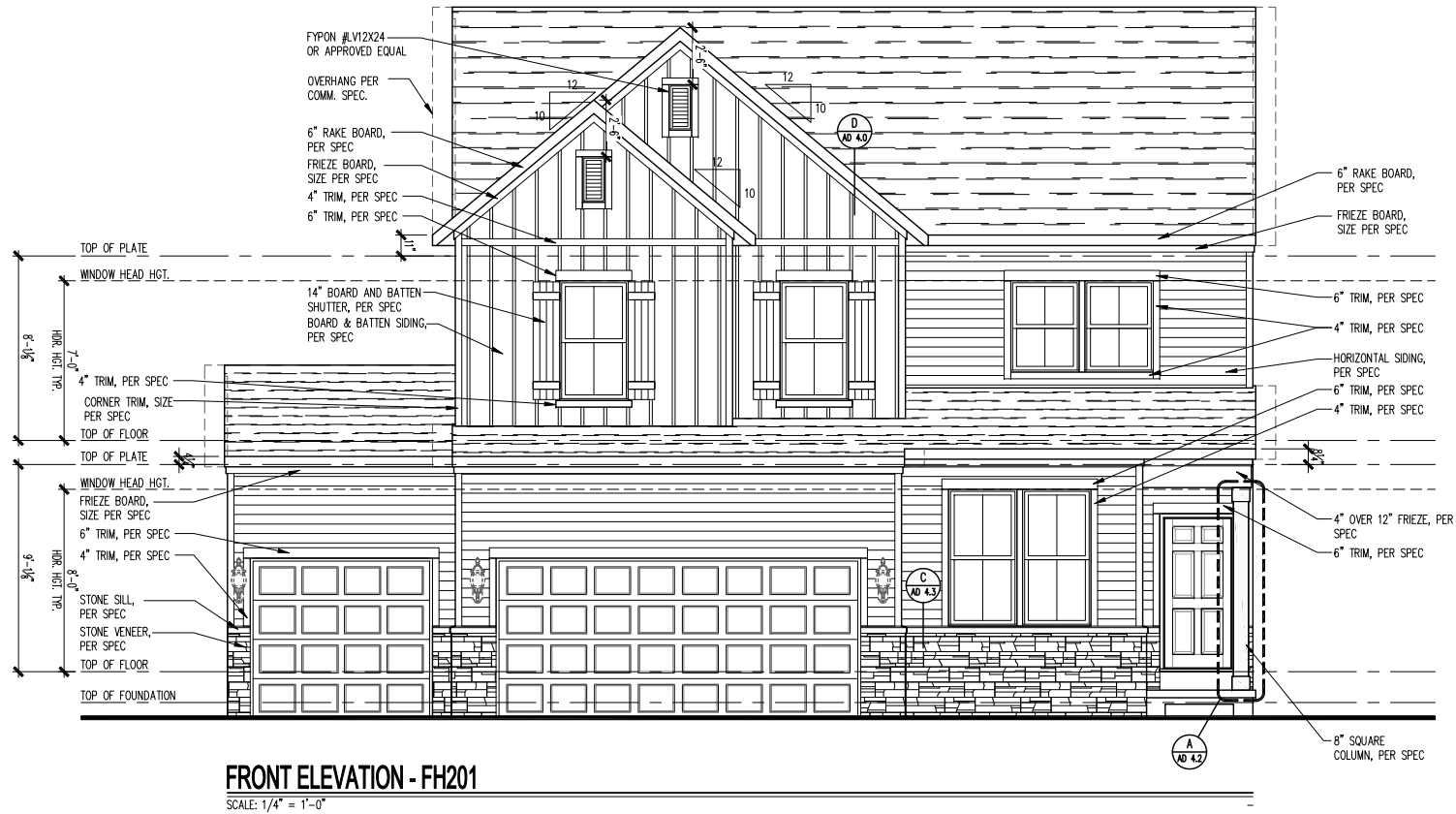
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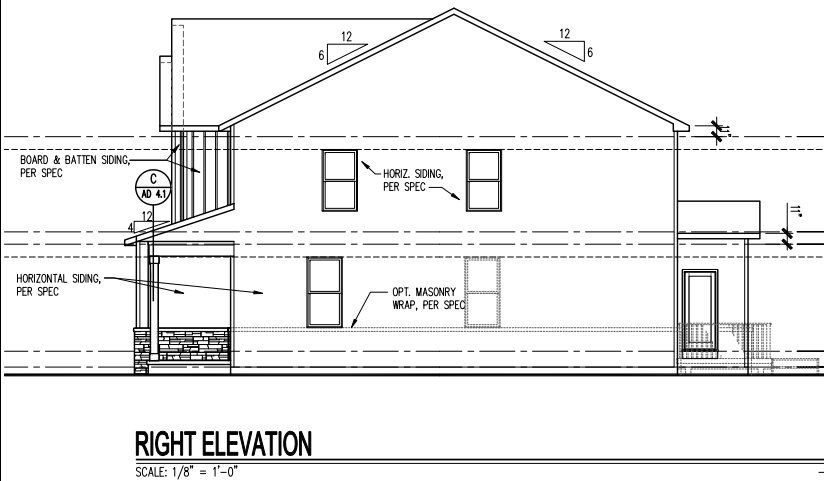
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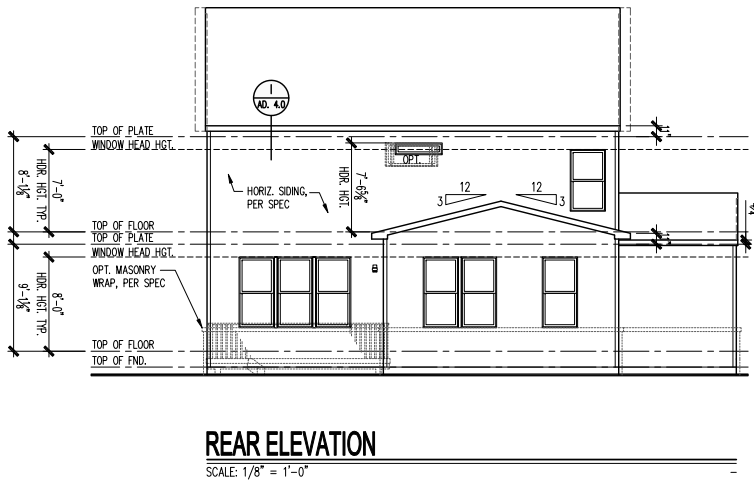
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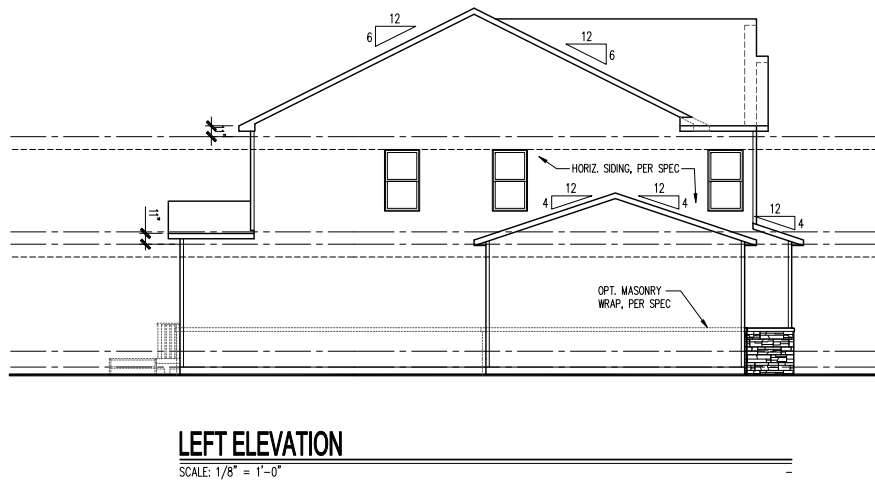
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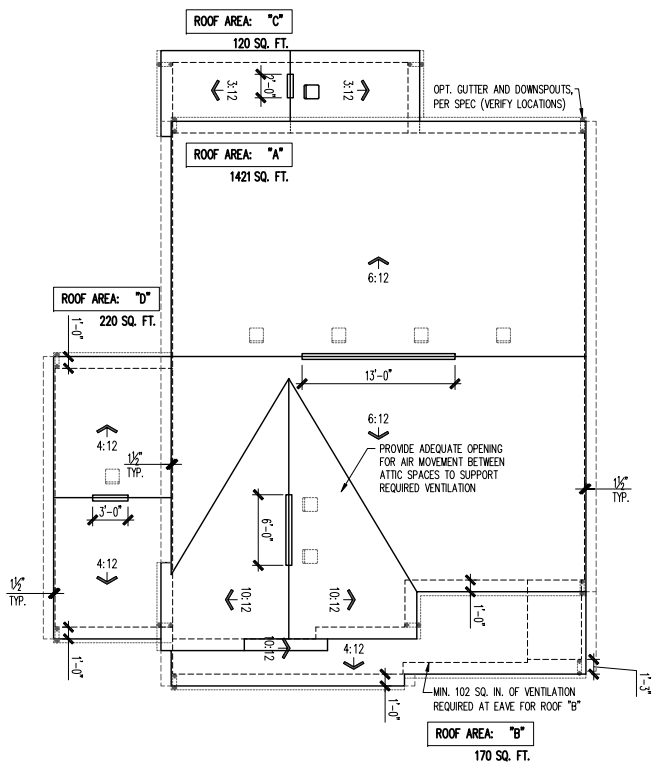
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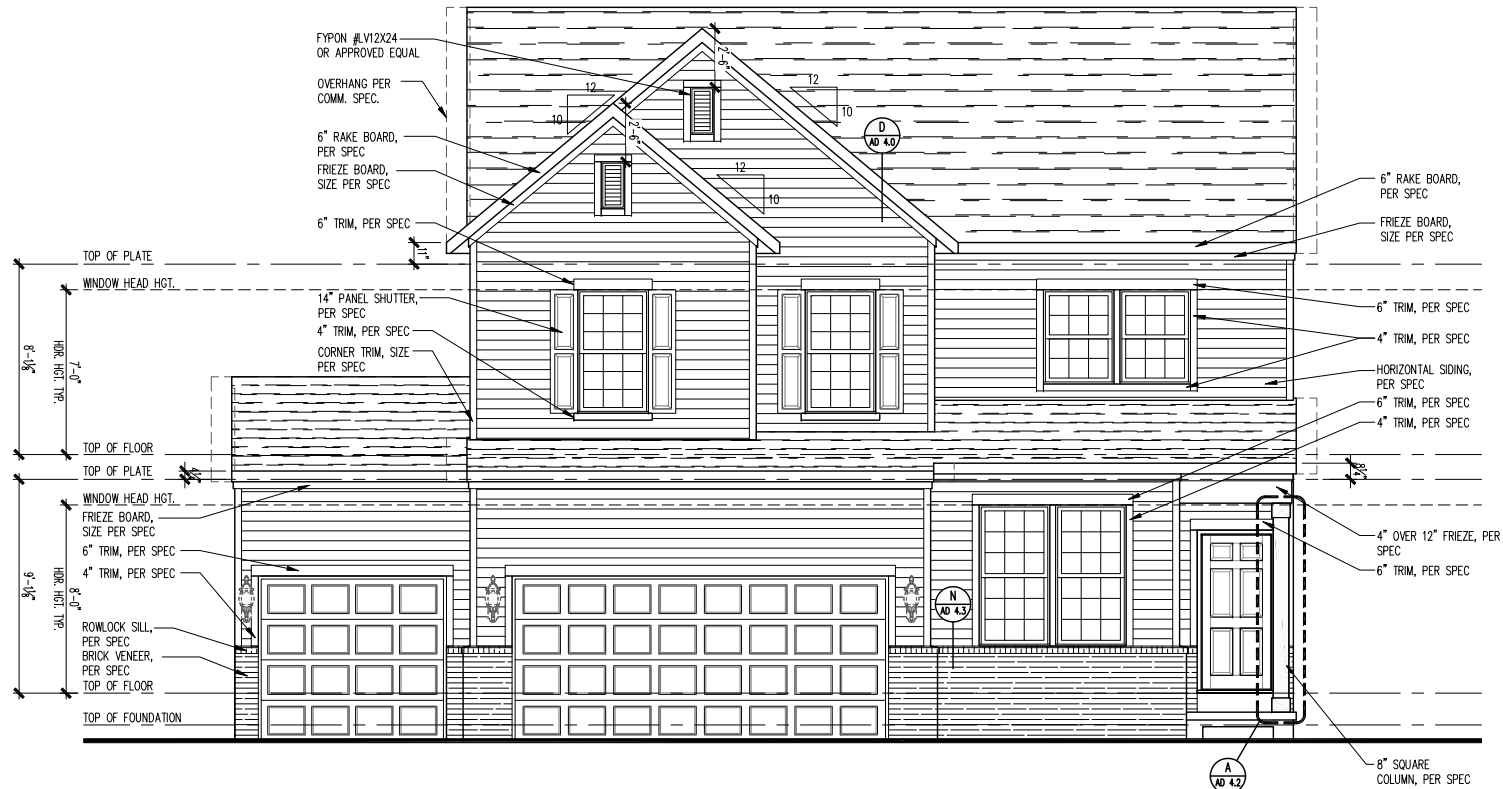
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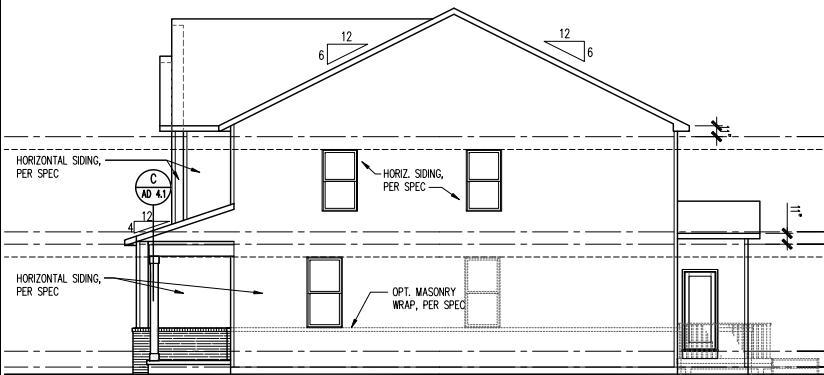
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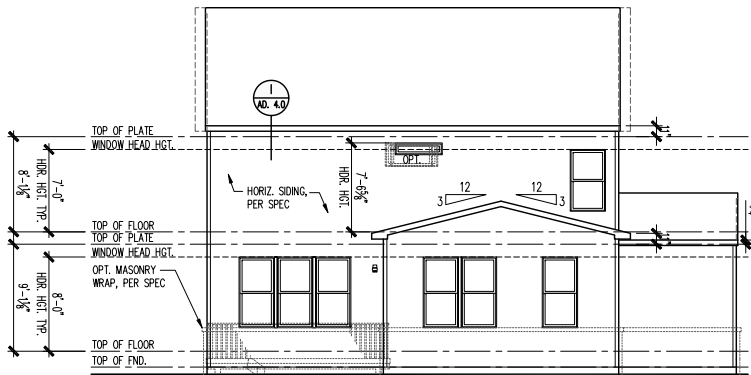
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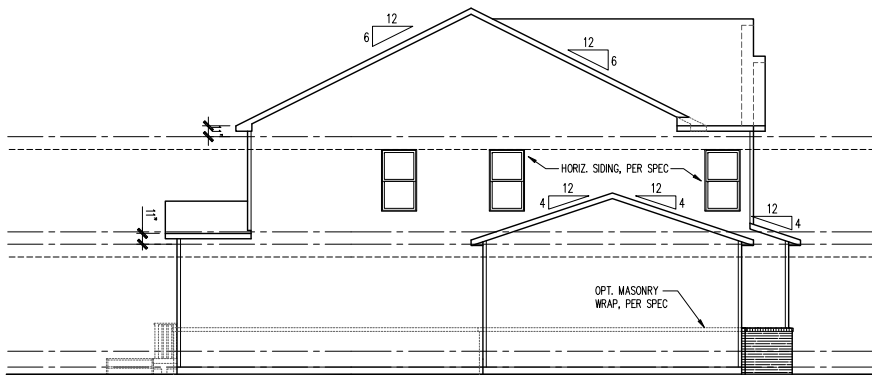
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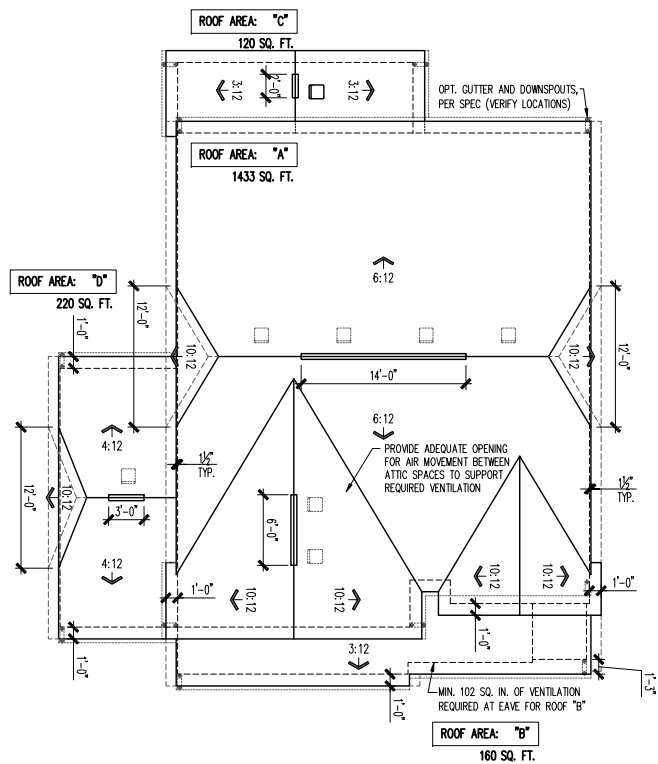
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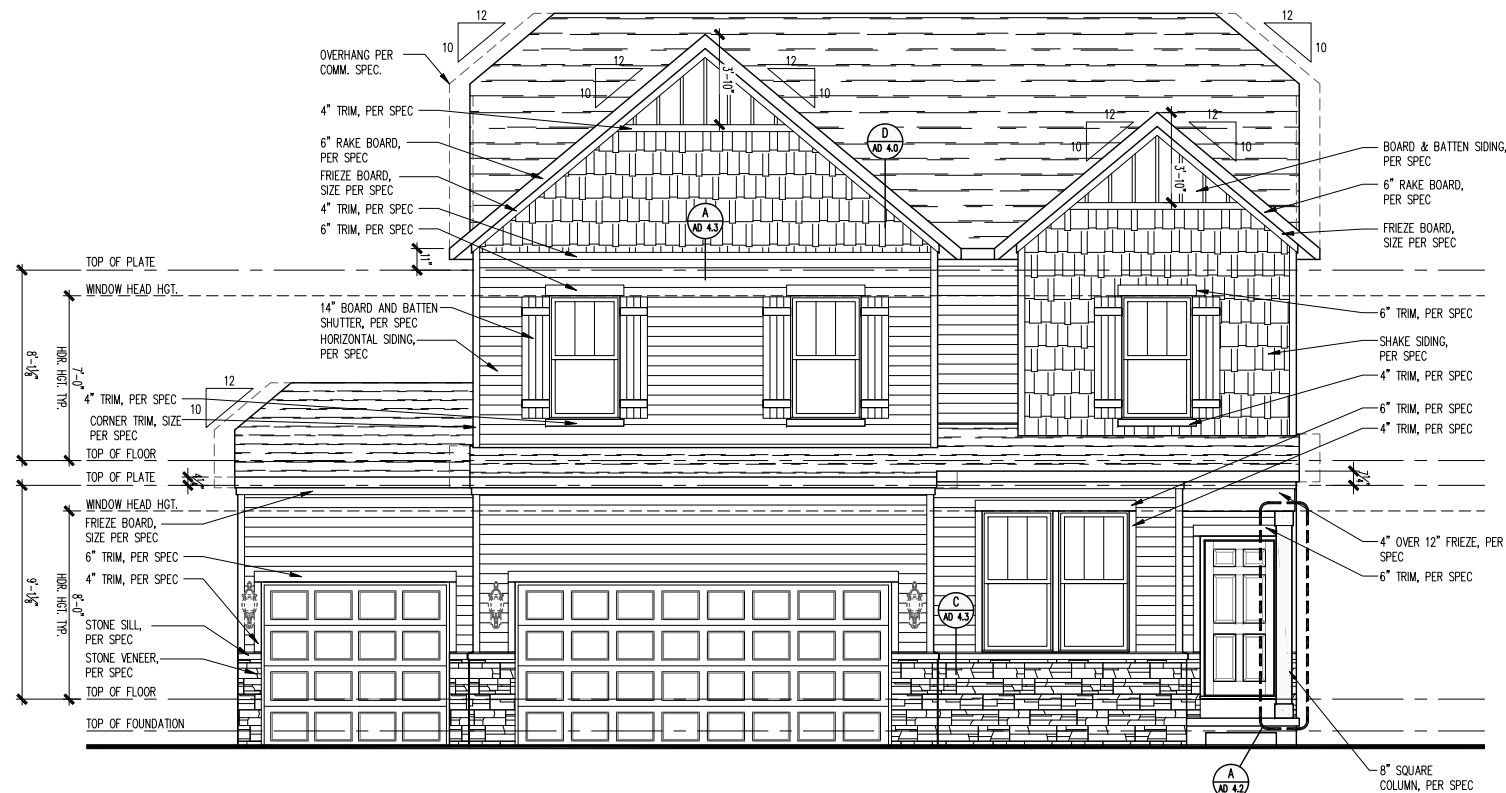
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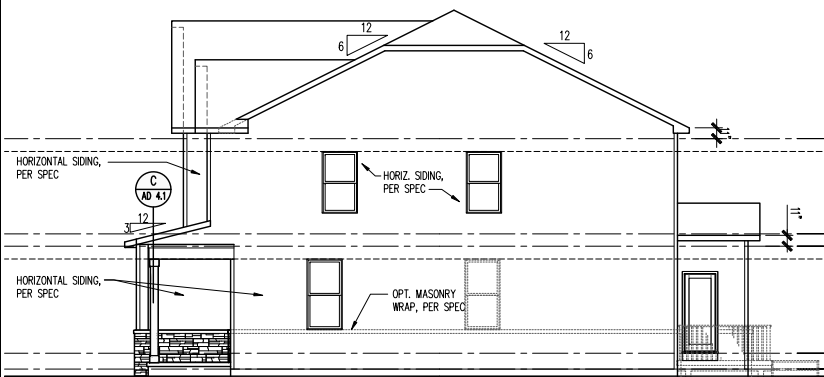
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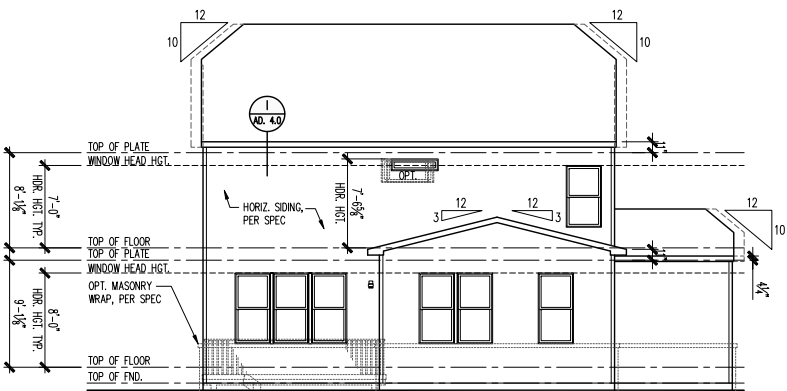
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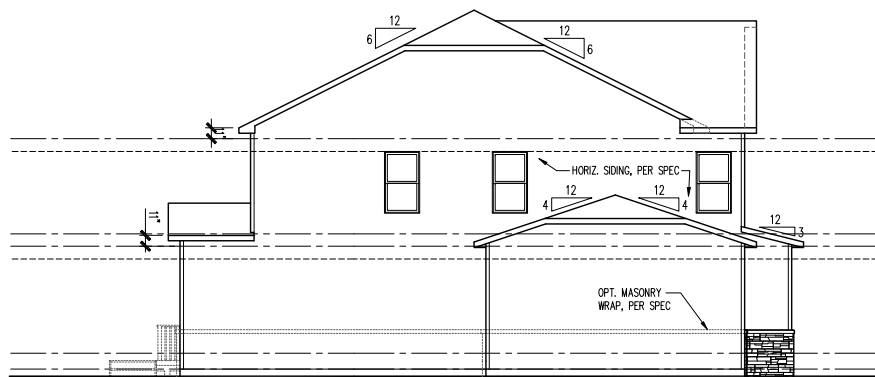
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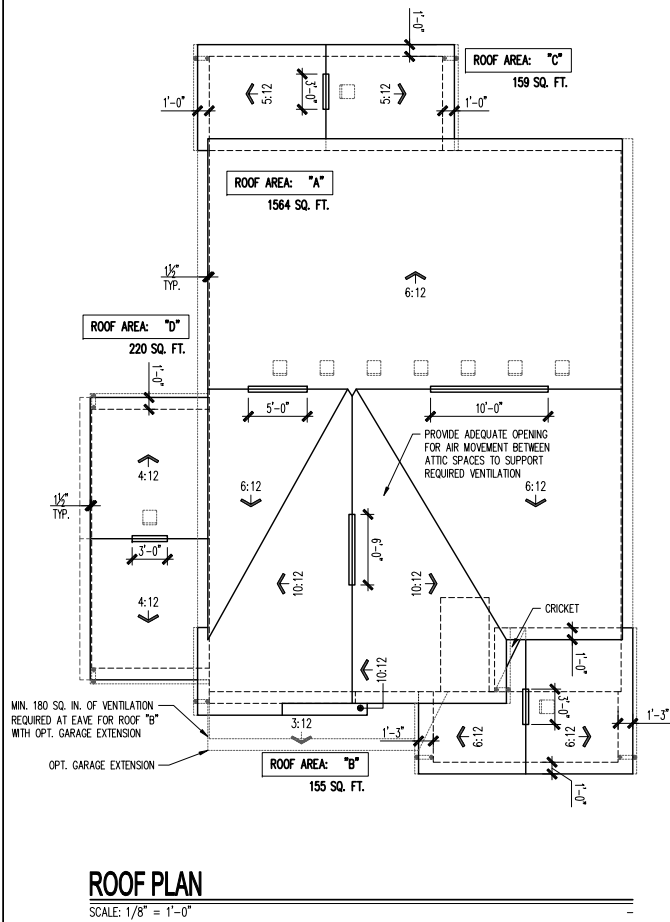
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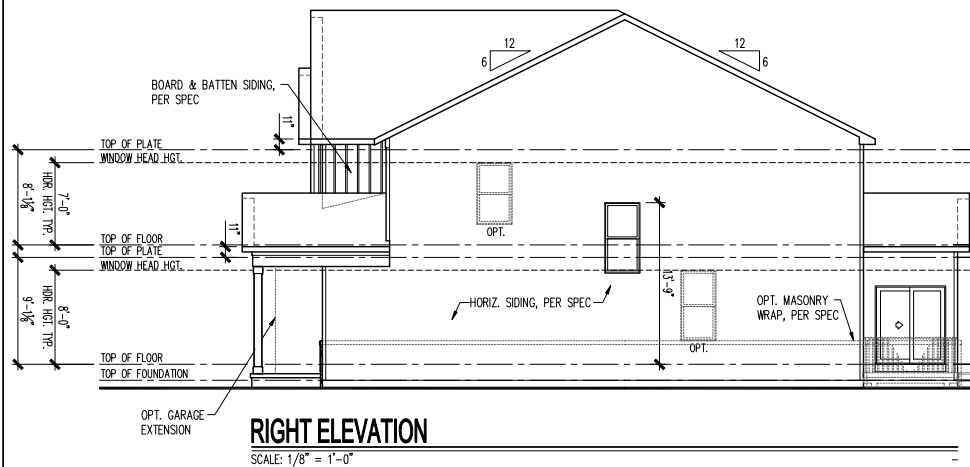
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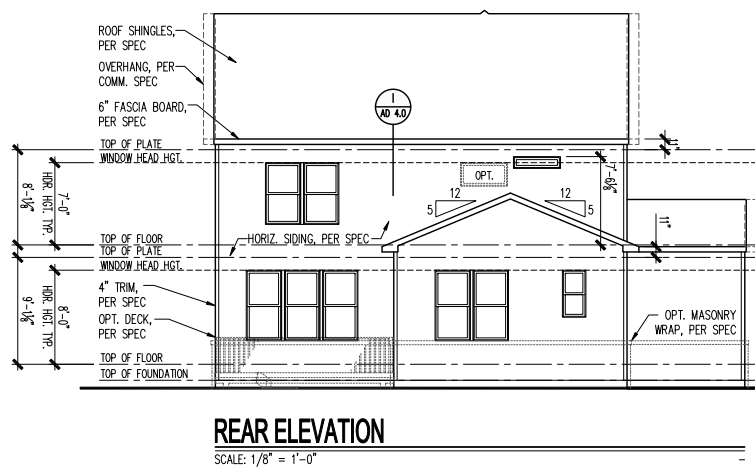
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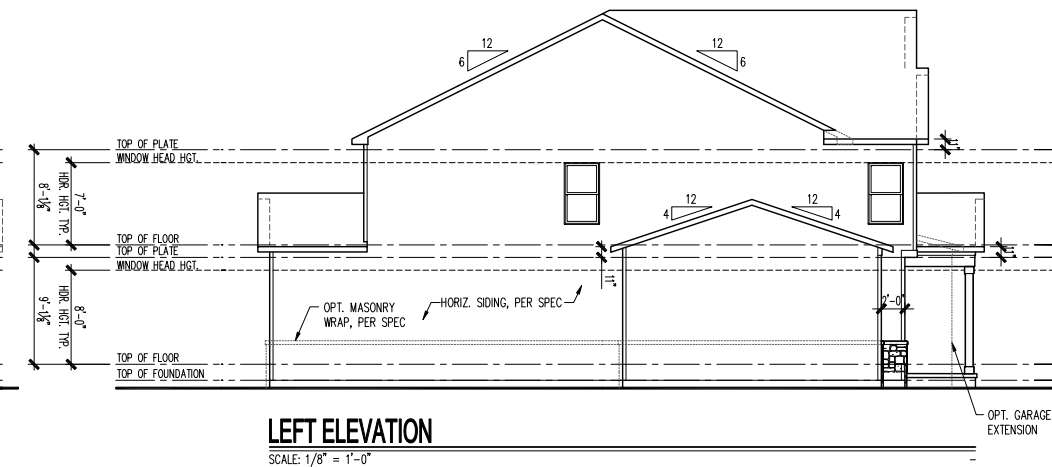
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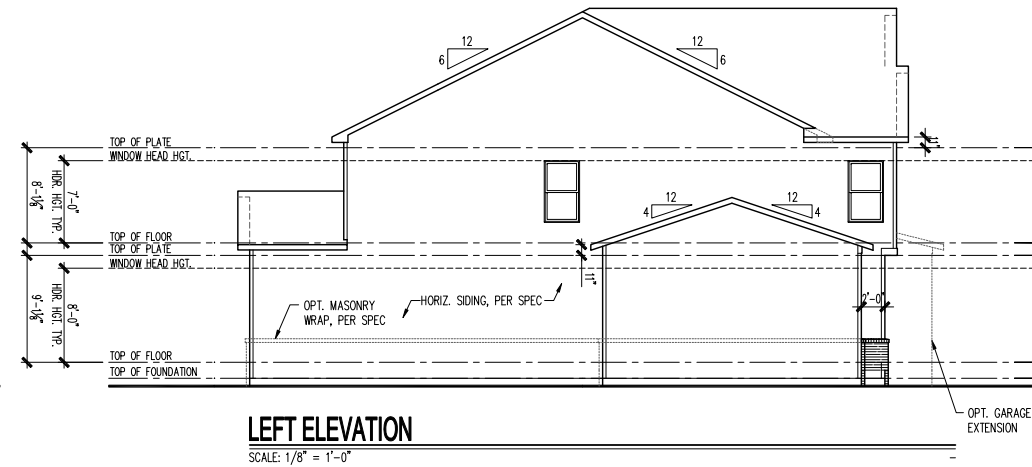
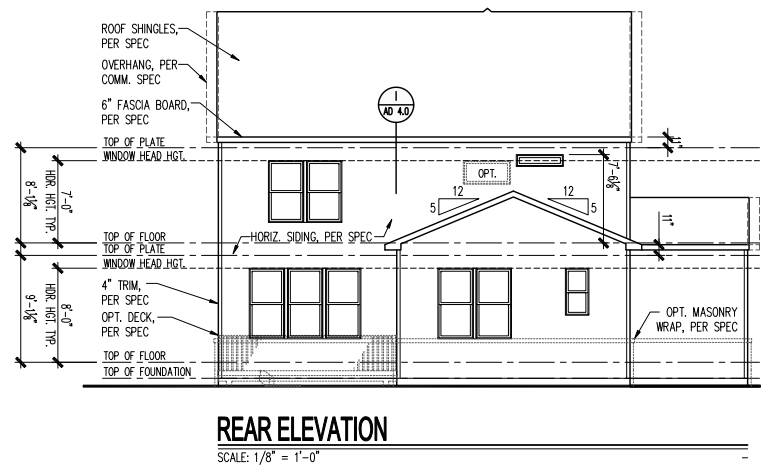
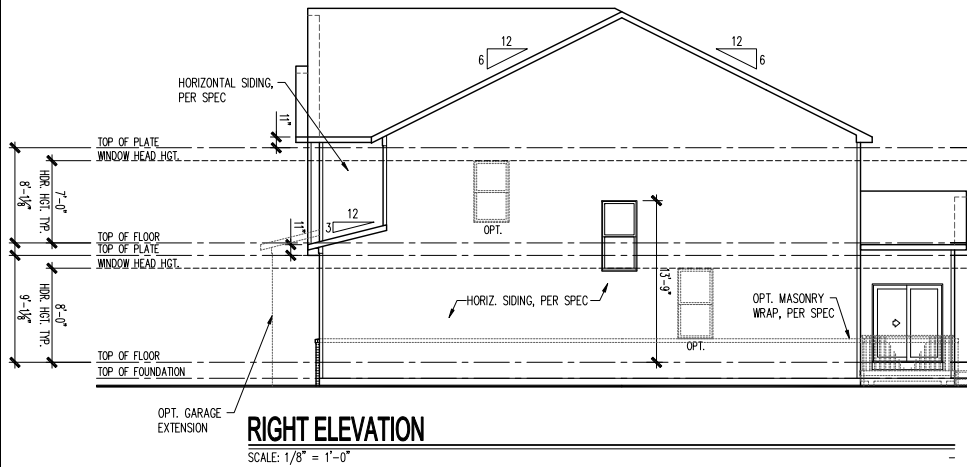
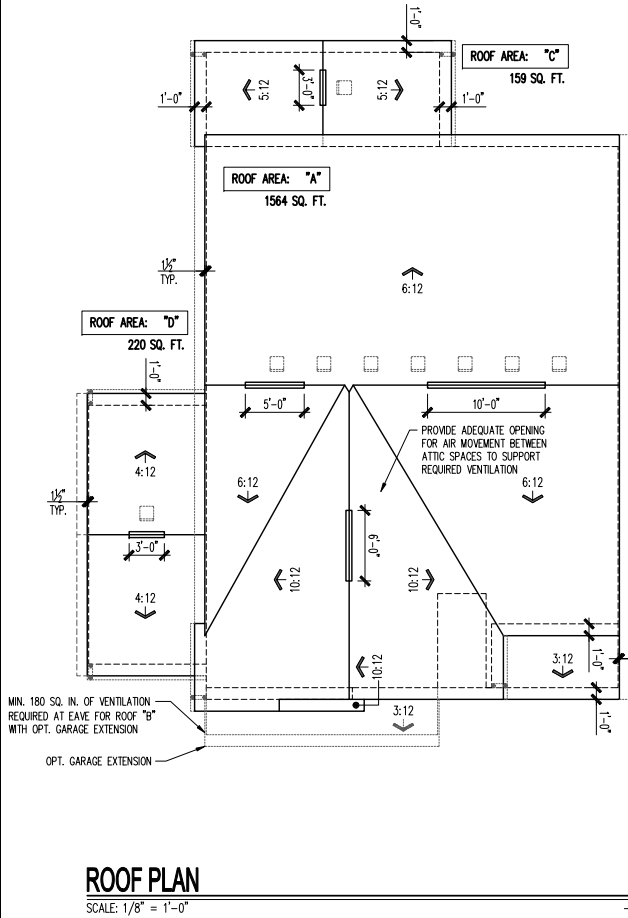
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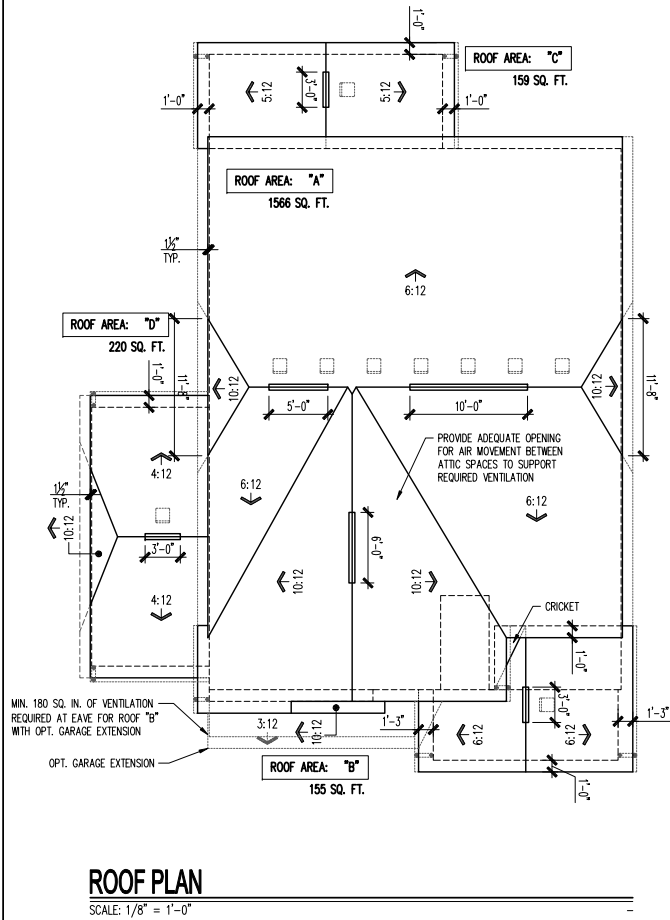
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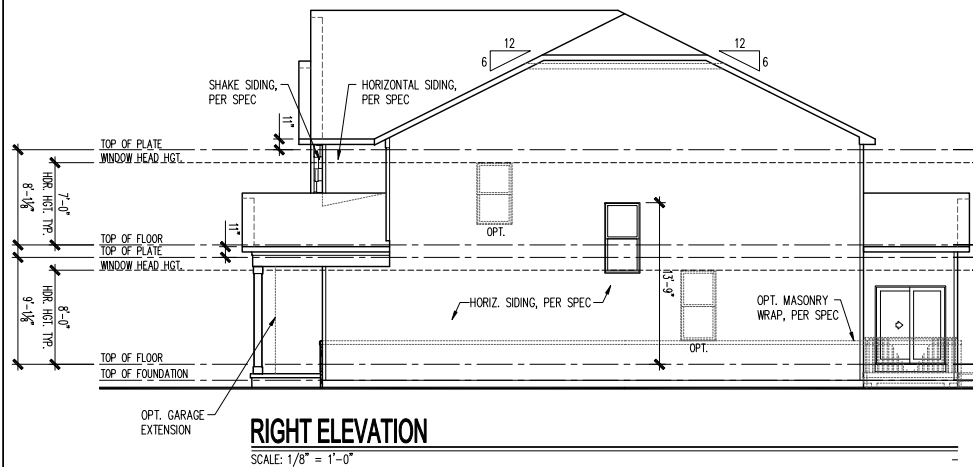
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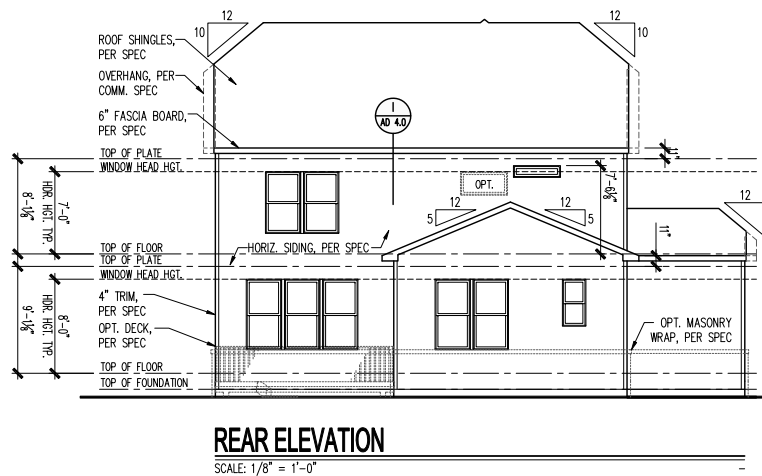
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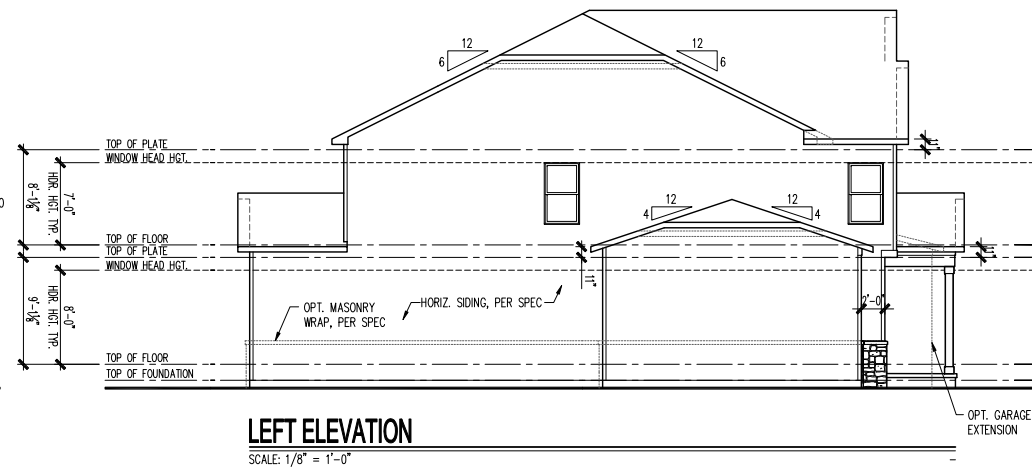
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**Carver County
Public Works**

11360 Highway 212, Suite 1
Cologne, MN5532

August 28, 2024

Elizabeth Hanson, AICP
City Planner
952-448-9200

Delivered via email: Elizabeth Hanson EHanson@chaskamn.gov

CC: Ashley Cauley acauley@chaskamn.gov

CC: Nate Kabat nkabat@chaskamn.gov

Re: 4460 Spring Creek Drive – Engelen Property Concept Plan

Thank you for the opportunity to review the concept plan for the Engelen Property at 4460 Spring Creek Drive in the City of Chaska. County staff have reviewed the layout and have the following comments:

- Please determine if the proposed development meets thresholds for a Traffic Impact Analysis (TIA). Carver County requires a TIA if a proposed development is anticipated to generate 750 trips or more per day or 100 trips or more during any one hour period. Trip generation volumes should be determined by the ITE *Trip Generation Manual*, 11th Edition.
- Intersection improvements planned for the CSAH 61/Savanna Way/Mt Hope Road intersection are expected to widen CSAH 61 to the north, therefore this property's boundaries are anticipated to remain unaffected and experience no ROW concerns.

The County has no further comments at this time. If you have any questions or need further assistance, please contact the staff noted below:

Whitney Schroeder, PE PTOE
Traffic Engineer
Carver County Public Works
952.254.6818

wshroeder@carvercountymn.gov



City of Chaska Memorandum

To: Planning Commission
From: Alex Mollenkamp, Assistant City Engineer
Date: September 5, 2024
Subject: Engelen Property Concept Plan – Engineering Review

The proposal considers developing the property for single family homes with interior local public roadways. The project includes roadway connections to Spring Creek Drive which is roughly centered on Chaska's border with Carver. The traffic impacts and any improvements that may be necessary on Spring Creek Drive will need to be coordinated with both Chaska and Carver.

The property is within the City of Chaska's sewer and water comprehensive service territory. Gravity sanitary sewer and water main to serve the property while planned are not readily available. Sanitary sewer for the property is from the metropolitan council sewer line near County Road 40. The water main is located near the new SW Chaska Community Park. Significant utility extensions would need to occur that are not scheduled at this time.

In general, there is varying slope on the west portion of the site, while the east portion appears to drain to the east and exits the property via a culvert under Spring Creek Drive. The project is unique in that overland drainage is conveyed both the Chaska and to Carver and will need to be coordinated jointly between the Cities and watersheds stormwater standards. Wetlands are known to exist on or near the site and as a part of the preliminary planning process would require agency reviews and any applicable regulatory permitting process.

REQUEST FOR ACTION

CHASKA CITY COUNCIL

09/16/2024

Subject: Authorize staff to enter into a professional services agreement with Confluence to develop a master plan for the SW Chaska Community Park

Prepared By: Chaska Parks and Recreation Director, Marshall Grange

Background:

The city owns a 52-acre parcel of land in the SW Chaska that has been planned for a community sized park as part of the Southwest Growth and Development Plan and identified in the City's 2040 Comprehensive Plan. The park site is located south of Big Woods Blvd. and east of HWY 212.

Some key features of the park site include:

- 52-acres of farmland that is generally flat on the northern end and then has 50 feet of slope change going down towards the southeast section of the site
- ISD 112 owns a parcel of land on the southwest corner of the site which has been planned for a future elementary school
- 40-acres of woodland, remnant of Big Woods, sits south of the park site. The city is working to preserve as much of this area as possible and include it as an extension and amenity of the park site.

Initial plans for the park site include:

- A Miracle League baseball field which is smaller field with artificial surfacing that allows for individuals with all abilities to play
- A universal design playground which accommodates all abilities

The next step in planning the park is to develop a master plan which will take into account the current site conditions, initial plans for the park, an evaluation of our overall park system with a market comparison to help identify needs and trends, a robust community engagement process, and budget.

City staff have been engaging potential landscape architectural firms over the past few months to serve as a professional consultant to help develop the master plan. Staff met with and interviewed five firms and from there asked three firms to respond to a prepared request for proposal.

City staff evaluated three proposals that were received and recommend Confluence to serve as the consultant for the SW Chaska Community Park master plan.

Chaska Parks and Recreation Director, Marshall Grange, brought the recommendation to the Chaska Parks and Recreation Commission at their September 10, 2024, meeting. The commission passed a unanimous motion recommending City Council authorize staff to enter into an agreement with Confluence.

Director Grange also shared with the Parks and Recreation Commission that they will serve as the "task force" on this master plan project and make the final recommendation to City Council. The commissioners expressed excitement and commitment to work with Confluence and City staff to develop the park master plan over the next year.

CITY COUNCIL ACTION REQUESTED

Authorize staff to enter into a professional services agreement with Confluence to develop a master plan for the SW Chaska Community Park.

SOUTHWEST CHASKA COMMUNITY PARK MASTER PLAN

PREPARED FOR THE CITY OF CHASKA

AUGUST 26, 2024



CONFLUENCE

901 N. Third Street, Suite 225
Minneapolis, MN 55401
612.333.3702
thinkconfluence.com

IN ASSOCIATION WITH: BOLTON & MENK AND PROS CONSULTING

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MEET OUR TEAM + FIRM INTRODUCTION	SECTION TWO	5
PROJECT TEAM MEMBERS	SECTION THREE	11
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FEE PROPOSAL	SECTION SIX	37

CONFLUENCE

August 26, 2024

Attn: Marshall Grange
Parks & Recreation Director
City of Chaska
952-227-7758

REQUEST FOR PROPOSALS: SOUTHWEST CHASKA COMMUNITY PARK MASTER PLAN

Dear Marshall Grange,

On behalf of the Confluence team, we are pleased to submit our qualifications and approach to preparing community-driven park implementation plans for the Southwest Chaska Community Park Master Plan. Our collaborative process for park design and implementation will take the concepts from idea to reality and meet the needs of Chaska residents.

LOCAL UNDERSTANDING, NATIONAL EXPERTISE

Together, with Confluence, Bolton & Menk, and PROS Consulting, our team has the experience and capabilities to provide Chaska with a comprehensive, community-supported Master Plan. Our Firms have collaborated on numerous projects, and we have the necessary experience and local understanding to achieve the vision outlined in the RFP.

REALISTIC IMPLEMENTATION

Collaboration is the key element of our approach and will be vital to achieving the goals and objectives of the city. Our process involves working hand in hand with city staff to ensure needs are met and the product matches the desired outcome. Our team will collaborate with your expert staff, stakeholders, and community members to develop a Park Master Plan on identified priorities and community needs. We are committed to developing a plan that will facilitate successful implementation. We take the greatest pride in developing plans that are actively implemented and do not sit on a shelf. A critical element to implementation is creating community and staff ownership with meaningful engagement. We have unmatched experience engaging a diverse array of communities to generate this input.

Confluence is recognized throughout the region for its collaborative and creative design process. Select our design team for the following reasons:

- You receive a high-quality team with OVER 25+ years of park master planning, phasing and implementation.
- Our collaborative approach and reputation for public facilitation is second to none.
- Our team is excited about assisting Chaska in any way we can so that the project is successfully implemented.

We welcome the opportunity to discuss our qualifications and our approach with you in further detail.

Respectfully,
Confluence



Brad Aldrich
Principal
baldrich@thinkconfluence.com
612-237-5046



MEET OUR TEAM

FIRM INTRODUCTION
AND CAPABILITIES

PROJECT TEAM

Together, Confluence, Bolton & Menk and PROS Consulting bring decades of experience in designing Public Parks and activating lively public spaces.

We have a long history of meeting project timelines and are dedicated to meeting all of your schedule needs and project expectations and will staff this project as needed.

All key staff have the capacity and availability to begin work on your project immediately. While there will be additional staff involved in a supportive role, the key team members listed will be involved throughout the duration.





CONFLUENCE | FIRM PROFILE

WHO WE ARE

Confluence is a professional consulting firm comprised of landscape architects, urban designers and planners. Our staff of 75+ includes 40 licensed landscape architects and AICP certified planners—and our firm is comprised of energetic, creative, and passionate people who are involved in making our communities better places to live. We assist our clients on a wide range of public, educational, institutional and private sector projects. Our landscape architects are licensed to practice in Alaska, Arkansas, California, Colorado, Connecticut, Georgia, Kansas, Idaho, Illinois, Iowa, Michigan, Minnesota, Missouri, Montana, Nebraska, New Mexico, Nevada, North Dakota, Ohio, Pennsylvania, South Dakota, Tennessee, Texas, Utah, Wisconsin, and Wyoming—and this list continues to grow to meet our clients' needs.

WHAT WE DO

Simply stated—we create places full of life. The diversity of our work and expertise has become a hallmark of our firm, and it's a big reason why our clients engage us again and again to help establish their next creative vision for the future. We offer a wide array of design and planning capabilities, handling everything from stakeholder and community engagement activities, to crafting urban design and community planning solutions, to representing our clients during construction implementation. With over twenty years of award-winning experience and hundreds of completed projects, Confluence has shaped the practice of landscape architecture, planning and urban design across the Midwest, and we love what we do. *What can we do for you?*

HOW WE WORK

Our creative process is focused on collaboration and insightful interaction with our clients, consultants and the community in which we work. We begin by gaining an insightful and objective understanding of each project, including how it fits into the surrounding context. From vision to completion, our team excels in collaborating to shape and achieve your “what’s next”—while also planning ahead on your long-term strategy. The diversity of our practice and professional experience provides a solid framework upon which to build successful strategies for achieving our client’s goals.

LOCATION

MINNEAPOLIS

901 North Third Street, Suite 225
Minneapolis, MN 55401

612.333.3702

thinkconfluence.com

ESTABLISHED:

Established June 29, 1998 as Brian Clark and Associates

Established under current name, Confluence, Inc., in 2008

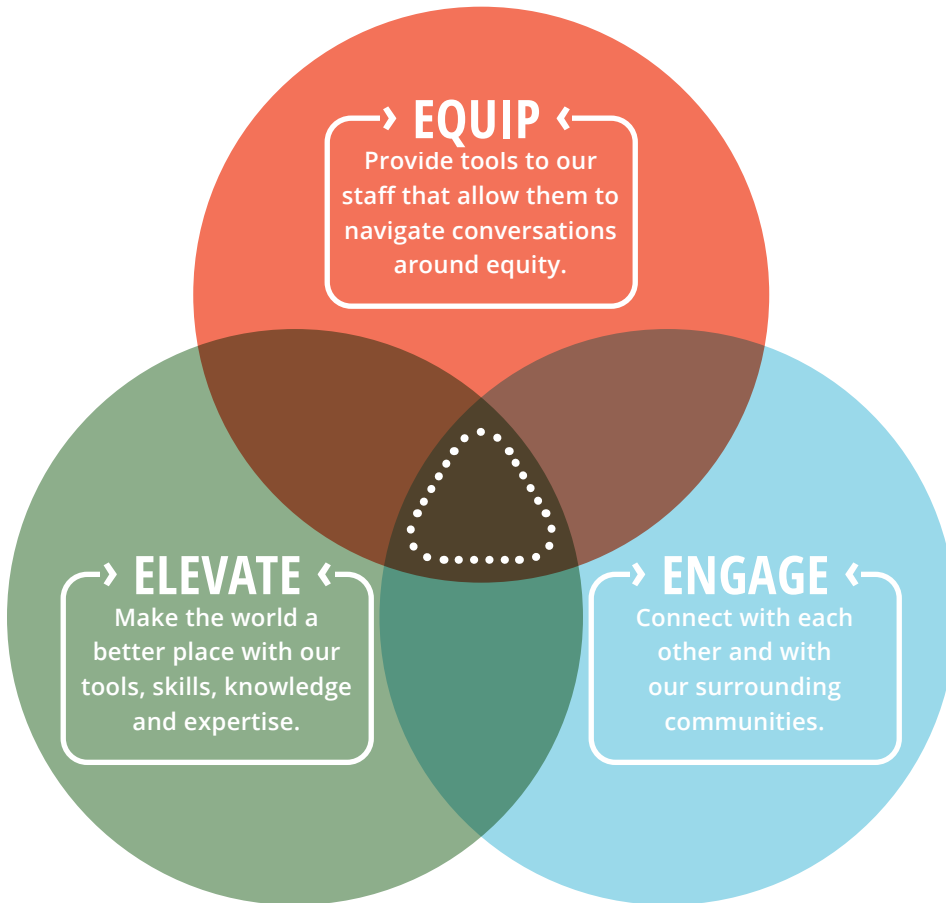
OWNERSHIP TYPE:

S Corporation



DIVERSITY, EQUITY AND INCLUSION

At Confluence, **community** is key. We are committed to diversifying our knowledge and broadening our understanding within the communities we serve. Collectively, we believe that the **inclusion** of all stakeholders is fundamental to a successful and **equitable** process. We **respect** and **listen** to all perspectives and believe it is our **responsibility** to **advocate** for voices that are often forgotten or unheard. Confluence strives to design places that bring people and shared experiences together in built and natural environments.



Confluence is committed to continually educating our team members and project partners to enhance our ability to create dynamic, inclusive places that can be enjoyed by all members of the community.



BOLTON & MENK

2638 Shadow Lane
Chaska, MN 55318
www.bolton-menk.com

Years in Business: 75 years



BOLTON & MENK

Real People. Real Solutions.

WHO WE ARE

We believe all people should live in safe, sustainable, and beautiful communities and we take pride in our ability to make that happen. It's why we get out of bed every morning.

Our commitment to communities began in 1949, serving the needs of municipal clients in small towns. As we continue to grow in both numbers and experience, our dedication to building trust and ensuring a true partnership with our clients remains the same. Our goal is to help communities make progress by listening to what people want, finding the best solutions for their needs, and treating them right. Simply put, we're people helping people. Today, Bolton & Menk, Inc. has more than 1,000 multiregional employees including a professional staff of more than 300 engineers, planners, landscape architects, and surveyors.

Our dedication to our clients shines through in the work we provide. We are committed to cultivating and delivering exceptional community infrastructure solutions. From advocating for our communities to designing their dreams to finding funding; we take pride in our work because we live here too. We believe in the power of face-to-face meetings, friendly conversations, and collaborative decision-making to keep your projects on schedule, within budget, and focused on real, workable solutions.

We promise every client two things: we'll work hard for you and we'll do a good job. We take a personal interest in the work being done around us and do our part to build a better quality of life for all. At the end of the day, we're Real People offering Real Solutions.

AREAS OF FOCUS

- Civil/Municipal Planning & Engineering
- Transportation Planning & Engineering
- Planning & Urban Design
- Water Resources Engineering
- Structural Services
- Land Surveying
- Geographic Information Systems
- Water & Wastewater Engineering
- Aviation Services
- Environmental Planning & Permitting
- Construction Administration & Inspection
- Project Funding Support
- Project Communication
- Creative Studio Services



PROS CONSULTING

35 Whittington Dr., Suite 300
Brownsburg, IN 46112
877.242.7760



Years in Business Performing Parks & Rec. Master Plans:
28 (formed in 1995)

Leon Younger, President
317.679.5615
leon.younger@prosconsulting.com



WHO WE ARE

PROS Consulting is a small firm with a big presence in the field of management consulting for parks and recreation public entities and non-profit organizations. With a small team of highly professional and experienced consultants, PROS is a flexible firm that is agile to the evolving dynamics of the social, economic, and political environments our clients operate in. PROS is among only a small handful of firms that have tremendous experience in the field as practitioners and have become nationally recognized for helping to shape and further transform the industry of parks and recreation.

AREAS OF FOCUS

Management consulting and planning services offered by PROS span the full spectrum of planning needs for public agencies, and are grouped into the following practice areas:

- Strategic Planning – completed over 100 strategic plans for cities, counties and state agencies to help them become established in their market or to reposition themselves.
- Master Planning – completed over 300 master plans for parks and park systems that have been successfully implemented and driven over \$5 billion worth of capital investment.
- Needs Assessment – PROS has worked on over 250 parks and recreation needs assessments on projects in similar nature as this project that include market and gap analyses, as well as extensive community input to quantify opportunities in the market place desired by the community.
- Operations, Maintenance and Organizational Development – completed over 450 plans that involved operations, maintenance and organizational development components.
- Financial Planning and Management – PROS is most renowned for providing the most innovative and proven methods for financial planning and management in the public sector with direct experience with over 150 proven ways to fund public parks and park systems.
- Feasibility Studies and Business Planning – completed over 200 feasibility studies and business plans, often counseling our clients on how they can shape their projects and their vision around the reality of what is feasible and sustainable.
- Customer Service Training – completed customer service excellent training for municipalities across the country. The training is customized to each agency's goals and outcomes and range from single day work sessions to multi-year culture change processes.





PROJECT TEAM MEMBERS

BRAD ALDRICH, ASLA, PLA, LEED AP

PRINCIPAL + LANDSCAPE ARCHITECT / CONFLUENCE

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects / Minnesota Chapter

United States Green Building Council / Minnesota Chapter

CURRENT + NOTABLE PROJECT EXPERIENCE

Hopkins Park System Master Plan / Hopkins, Minnesota

Bloomington Bryant and Tretbaugh Parks / Bloomington, Minnesota

Sauk Rapids Riverfront Park Master Plan + Implementation / Sauk Rapids, Minnesota

Highland Bridge (Ford) / St. Paul, Minnesota

Highland Baseball Field Master Plan / St. Paul, Minnesota

Gateway Park / Minneapolis, Minnesota

Theodore Roosevelt Presidential Library / Medora, North Dakota

Cannery Park / Eau Claire, Minnesota

Peavey Field Park / Minneapolis, Minnesota

Vikings Training Facility / Eagan, Minnesota

Viking Lakes Phase 3 Public Realm / Eagan, Minnesota

Theodore Roosevelt Presidential Library / Medora, North Dakota

SELA Mixed Use Development / St. Louis Park, Minnesota

ENDI Mixed-Use Development / Duluth, Minnesota

Target North Campus / Brooklyn Park, Minnesota

Canterbury Downs Mixed-Use Development / Shakopee, Minnesota

Hormel Research and Development Facility / Austin, Minnesota

Hormel SPAM Museum / Austin, Minnesota

Krause Gateway Center / Des Moines, Iowa

Highland Bridge Public Space Development/ Saint Paul, Minnesota

Fred Richards Nature and Ecology Park Master Plan / Edina, Minnesota

MPRB South Service Area Master Plan / Minneapolis, Minnesota

MPRB North Service Area Master Plan / Minneapolis, Minnesota

SandVenture Renovation / Shakopee, Minnesota

Beyond the Yellow Ribbon Memorial / Maple Grove, Minnesota

Shakopee Mdewakanton Sioux Community Riverfront Master Plan / Shakopee, MN

Shakopee Park Trail Recreation Master Plan / Shakopee, Minnesota

Edina Parks and Recreation Strategic Plan / Edina, Minnesota

Bloomington Park System Master Plan / Bloomington, Minnesota

St. Cloud Riverwalk Master Plan / St. Cloud, Minnesota

Park System Master Plan Update / Apple Valley, Minnesota

Dakota County Visitor Services and Operations Plan / Dakota County, Minnesota



Brad creates high performance, multi-functional landscapes that provide numerous ecosystem services to the client and surrounding community. He is interested in using green infrastructure to create sustainable environments and unique places and has become a regional leader, incorporating innovative green infrastructure into the landscape.

PROFESSIONAL EXPERIENCE

23 Years of Experience

8 Years with Confluence

EDUCATION

University of Minnesota: Master of Landscape Architecture / 2004

University of Minnesota: Bachelor of Environmental Design / 2000

REGISTRATIONS

Licensed Landscape Architect:
Minnesota / #45630

TERRY MINARIK, ASLA, PLA

PRINCIPAL + LANDSCAPE ARCHITECT

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects (ASLA) / Minnesota Chapter

CURRENT + NOTABLE PROJECT EXPERIENCE

Fred Richards Ecological Park Master Plan / Edina, Minnesota
Highland Bridge Mixed-Use Development / St. Paul, Minnesota
Bloomington Park System Master Plan / Bloomington, Minnesota
Bryant & Tretbaugh Park Master Plan & Implementation / Bloomington, Minnesota
Burnsville Park Vision Plans / Burnsville, Minnesota
Central Park / Maple Grove, Minnesota
Town Green / Maple Grove, Minnesota
Park System Master Plan / Bloomington, Minnesota
Sauk Rapids Riverfront Parks & Community Event Venue / Sauk Rapids, Minnesota
Shakopee Park Trail Recreation Master Plan / Shakopee, Minnesota
Sandventure Natural Aquatics Center / Shakopee, Minnesota
Shakopee Riverfront Master Plan / Shakopee, Minnesota
Edina Parks and Recreation Strategic Plan / Edina, Minnesota
Parks and Recreation System Master Plan / Burnsville, Minnesota
The Cannery District – Riverfront Parks Master Plan / Eau Claire, Wisconsin
Teddy Roosevelt Presidential Library / Medora, North Dakota
Duluth Baywalk Master Plan / Duluth, Minnesota
Falls Park Master Plan and Jacobson Plaza / Sioux Falls, South Dakota
Sioux Community Riverfront Master Plan / Shakopee, Minnesota
MPRB North + South Service Area Master Plan / Minneapolis, Minnesota
St. Cloud River Walk Master Plan / St. Cloud, Minnesota
Quarry Lake Park / Shakopee, Minnesota
EH Young Riverfront Park / Riverside, Missouri
Traverse Trail System Master Plan / Duluth, Minnesota
Apple Valley Park System Master Plan / Apple Valley, Minnesota
Red River Greenway Study / Fargo, North Dakota



Terry has an extensive background in urban planning, programming and public space design and collaborates with his clients to develop innovative and contextually sensitive design solutions. He has dedicated his career to creating meaningful spaces that challenge the conventional boundaries of landscape architecture.

EXPERIENCE

34 Years of Experience
10 Years with Confluence

EDUCATION

University of Manitoba: Master of Landscape Architecture / 1995

University of Manitoba: Bachelor of Environmental Design / 1990

REGISTRATIONS

Licensed Landscape Architect:
Minnesota / #42242
Texas / #3448
North Dakota / #158
Connecticut / 1568
Nevada / #1021

JAKE CORYELL, ASLA, PLA

ASSOCIATE + LANDSCAPE ARCHITECT / CONFLUENCE

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects / Minnesota Chapter

- Programs Chair: Fall 2019

North Dakota State University Alumni Advisory Board / 2015 to Present

ACE Mentor (Minneapolis) / 2018 to 2019

American Society of Landscape Architects, Great Plains Chapter

- 2013 to 2015 Emerging Professional Committee Leader

CURRENT + NOTABLE PROJECT EXPERIENCE

Hopkins Park System Master Plan / Hopkins, Minnesota

Highland Bridge (Ford) / St. Paul, Minnesota

Highland Baseball Field Master Plan / St. Paul, Minnesota

Gateway Park / Minneapolis, Minnesota

Sauk Rapids Riverfront Park Master Plan + Implementation / Sauk Rapids, Minnesota

Shakopee Park Trail Recreation Master Plan / Shakopee, Minnesota

Kelley Park Master Planning / Apple Valley, Minnesota

Northwest Parkway Reconstruction / Eagan, Minnesota

St. Cloud Riverwalk Master Plan / St. Cloud, Minnesota

Burnsville Parks System Master Plan Update / Burnsville, Minnesota

Fred Richards Park Master Plan / Edina, Minnesota

TCO MOB and Performance Center / Eagan, Minnesota

Duluth Traverse Trail System - Mini Master Plan / Duluth, Minnesota

MPRB North Service Area Master Plan / Minneapolis, Minnesota

Freeborn County Rails to Trails Master Plan / Albert Lea, Minnesota

Baseball Project Rochester SRA / Rochester, Minnesota

Wayzata Parks and Trails System Plan / Wayzata, Minnesota

Bright Horizons Playground / Sioux Falls, South Dakota

Bike Trail Amenity Planning / Luverne, Minnesota

Foundation Park Planning / Sioux Falls, South Dakota

Prairie Hills West Park Improvements / Sioux Falls, South Dakota

Good Earth State Park at Blood Run Master Planning / Lincoln County, South Dakota

Arc of Dreams Sculpture / Sioux Falls, South Dakota

Kuhnert Arboretum / Aberdeen, South Dakota

7200-7250 Mixed Use / Edina, Minnesota

University of Minnesota: Essex Corridor at the Superblock / Minneapolis, Minnesota

West End Office Park / St. Louis Park, Minnesota

Viking Lakes / Eagan, Minnesota



Jake brings inventive and fresh ideas through a systems thinking approach to design. He is driven by the creative process and the organization of complex design challenges relating to the private and public realm. Jake's goal on any project is to try and reveal a clear solution that is functional, flexible, and inspires the community to become more engaged.

PROFESSIONAL EXPERIENCE

10 Years of Experience

9 Years with Confluence

EDUCATION

North Dakota State University:
Bachelor of Landscape
Architecture / 2012

North Dakota State University:
Bachelor of Environmental Design
/ 2013

REGISTRATIONS

Licensed Landscape Architect:
Minnesota / #54608

JENA STANTON, ASLA, PLA

ASSOCIATE + LANDSCAPE ARCHITECT / CONFLUENCE

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects (ASLA) / Minnesota Chapter

CURRENT + NOTABLE PROJECT EXPERIENCE

Hopkins Park System Master Plan / Hopkins, Minnesota
Bloom! Park System Master Plan / Bloomington, Minnesota
Bloomington Park Service Area Planning and Design / Bloomington, Minnesota
Blaine Comprehensive Plan / Blaine, Minnesota
Teddy Roosevelt Presidential Library / Medora, North Dakota
Duluth Baywalk Master Plan / Duluth, Minnesota
FM Rotary Foundation Natural Playground / Moorhead, Minnesota
Red River Greenway Study / Fargo, North Dakota
Riverfront Marina / Shakopee, Minnesota
Life Time Fitness / Multiple Locations
Shakopee Signage Guidelines and Design / Shakopee, Minnesota
Sandventure Renovation Feasibility Study / Shakopee, Minnesota
Chicago Fire MLS Training Facility / Chicago, Illinois
Windermere Community Park Master Plan / Shakopee, Minnesota
Shakopee Parklet Design / Shakopee, Minnesota
Academy of Whole Learning / Golden Valley, Minnesota
Shakopee Gravel Pit Development Plan / Shakopee, Minnesota
Cannery District Parks Master Plan / Eau Claire, Wisconsin
West Fargo Fire Department Headquarters / West Fargo, North Dakota
North Dakota Governor's Residence / Bismarck, North Dakota
TRPL Native Plant Project / Medora, North Dakota
University of Minnesota Arboretum Chinese Garden Master Plan / Minneapolis, Minnesota
Bloomington Park System Master Plan / Bloomington, Minnesota
Enclave Mixed-Use Development / Fargo, North Dakota
Aitkin Park Master Plan / Aitkin, Minnesota



Jena is a problem solver that finds solutions through the creative process of design. She believes strongly in the ability of design to improve our communities, our environment, and our quality of life.

PROFESSIONAL EXPERIENCE

12 Years of Experience

3 Years with Confluence

EDUCATION

North Dakota State University:
Bachelor of Landscape
Architecture and Environmental
Design / 2013

REGISTRATIONS

Licensed Landscape Architect:

Minnesota / #60040

North Dakota / #170

MO CONVERY, ASLA, PLA

LANDSCAPE ARCHITECT / CONFLUENCE

PROFESSIONAL + CIVIC AFFILIATIONS

American Society of Landscape Architects / Minnesota Chapter

CURRENT + NOTABLE PROJECT EXPERIENCE

Lifetime Fitness Centers / Multiple Locations

Duluth Baywalk Improvements / Duluth, Minnesota

Circus Juventas / St. Paul, Minnesota

The Cannery District – Riverfront Parks Master Plan / Eau Claire, Wisconsin

Southbank Buildings B + C / Chicago, Illinois

Bloomington Park System Master Plan / Bloomington, Minnesota

Apple Valley Park System Master Plan / Apple Valley, Minnesota

Parks to People Equity Study for Three Rivers Park District / Plymouth, Minnesota

West St. Paul Park System Master Plan / West St. Paul, Minnesota

Lake Washington Regional Park and Trail Improvements/ La Seur County, Minnesota*

MPRB B'de Maka Ska Refectory Rebuild / Minneapolis, Minnesota*

Three River's Park District Crow Hassan Park Reserve Master Plan / Rogers, Minnesota*

MPRB East of the River Service Area Master Plan / Minneapolis, Minnesota*

Pine Point Regional Park Master Plan / Washington County, Minnesota*

**work performed while employed by another firm*



Mo came to landscape architecture after a decade working in Public Health and Equity Research. She has worked on a diverse range of parks and recreation projects from park system master plans to site design for unique destination park system amenities. She is never far from her roots by bringing integrated systems thinking and expertise working across a diverse range of collaborators and stakeholders—from community members to governmental agencies.

PROFESSIONAL EXPERIENCE

6 Years of Experience

1< Year with Confluence

EDUCATION

University of New Mexico: Master of Landscape Architecture

Bryn Mawr College: Bachelor of Arts in Biology

REGISTRATIONS

Licensed Landscape Architect:
Minnesota / #59107



DAVE REY, PE

PRINCIPAL ENGINEER



**BOLTON
& MENK**

Real People. Real Solutions.

EDUCATION

Bachelor of Science - Civil and Environmental Engineering
University of Wisconsin - Madison

REGISTRATION

- Professional Engineer, IA
- Professional Engineer, ND
- Professional Engineer, WI
- Professional Engineer, MN

CERTIFICATIONS

University of Minnesota
• Design of Construction SWPPP

Bolton-Menk Authorized Trainer
• Low Salt Design Strategies - LSID TM

PROFESSIONAL EXPERIENCE

- 31 years of experience
- 4 years with Bolton & Menk

SUMMARY

Dave is a principal engineer with Bolton & Menk who began his civil engineering career in 1994. He is directly responsible for the development of construction documents, technical specifications, and construction administration for large-scale site development including multiple school campuses, public safety facilities, civic and community centers, and healthcare facilities. His site design expertise includes grading and drainage plans, low impact design (LID), traffic flow and routing, infrastructure planning and design, stormwater management, and pedestrian circulation. Dave puts an emphasis on client relationships and is always looking out for their best interests.

EXPERIENCE

Site Development Civil Engineering Projects

- David M. Thaler Sports Center – Westonka Public Schools
- St. Michael-Albertville School District/Cities of St. Michael and Albertville Ice Arena
- Chisago Lakes High School Community Center/Fieldhouse Addition – Chisago Lakes School District
- Miracle Field – Bielenberg Sports Center – Woodbury, MN
- George Smith Athletic Field – Mahtomedi Public Schools
- East Ridge High School Raptor's Nest Stadium and Bielenberg Sports Center Campus Expansion – South Washington County Schools
- Isaacson Park Baseball Field – City of Golden Valley
- Princeton Middle School Baseball Field – Princeton Public Schools
- Rockford High School Stadium Field – Rockford Area Schools
- Anoka County Manomin Park Restroom Renovation



JACOB BONGARD, PE, PTOE

PRINCIPAL TRANSPORTATION ENGINEER



Real People. Real Solutions.

Education

Bachelor of Science - Civil Engineering
University of North Dakota

Registration

- Professional Engineer, MN

Certifications

Transportation Professional Certification Board
Professional Traffic Operations Engineer - PTOE

Presentations

- Toward Zero Deaths Conference (2020)
- Pedestrian Safety: A System-wide Approach
City Engineers Association of Minnesota Conference (2020)
 - Removing Unwarranted Traffic Signals
Minnesota Transportation Conference (2021)
 - Improving Roadway Safety Through Collaboration
ITE Great Lakes District Annual Meeting (2022)
 - Technology Advancements in Conceptual Design

Project Recognition

CSAH 21 Downtown Prior Lake Reconstruction, Scott County, MN

Project Roles: Lead Engineer, Lead Traffic Engineer, Deputy Project Manager

- Transportation Achievement Award (2021) - Traffic Engineering, ITE Great Lakes Region
- Transportation Achievement Award (2021) - Traffic Engineering, ITE International

Southview Boulevard (CSAH 14) Improvements, South St. Paul, Dakota County, MN

Project Roles: Lead Engineer, Lead Traffic Engineer

- Transportation Achievement Award (2020) - Planning, ITE International

Highway 41/61 Improvements Project, Chaska, Carver County, MN

Project Roles: Lead Engineer, Lead Traffic Engineer

- Partnerships in Planning Award (2017), American Planning Association Minnesota Chapter

PROFESSIONAL EXPERIENCE

- 15 years of experience, all with Bolton & Menk

SUMMARY

As a principal transportation engineer who began his career in 2009, Jacob works on a variety of projects ranging from high-level planning studies to in-depth final design projects. He uses the knowledge and experience obtained through his education and professional practice to identify the needs of a project, work toward a solution, and communicate results to those in and outside the field of engineering. A practice area leader for transportation at Bolton & Menk, Jacob loves to solve challenging problems and enjoys seeing the impact our work can have on improving the way people safely and efficiently get from one place to another.

EXPERIENCE

Corridor Studies/Operations Modeling and Simulation

- CSAH 61/TH 41 Improvements in Carver County, MN
- Highway 10 Corridor Study - Victoria to Chaska, Carver County, MN
- CSAH 11-43-18 Intersection Study, Carver County, MN
- Carver County Safety Study, Carver County, MN
- Powers Boulevard Pedestrian Crossings, Carver County, MN
- CSAH 10 Bridge Replacement, Carver County, MN
- Lone Oak Road, Dakota County, MN
- Phoenix Elementary School Safety Study, City of Grand Forks, ND
- CH 21 Downtown Reconstruction in Scott County, MN
- Cliff Road (CSAH 32) Corridor Study, Dakota County, MN
- Cedar Lake Road Corridor Improvements, City of St. Louis Park, MN
- CSAH 5 Corridor Improvements, City of Winsted, MN
- CSAH 10 Alignment Study, City of Waconia, MN
- CSAH 92 Corridor Study, City of Waconia, MN
- CSAH 5 Extension in Winsted, McLeod County, MN
- NW 4th Street Study, City of Brainerd, MN
- Watertown River Crossing Study, Carver County, MN
- CSAH 17 at US 169 North Ramp and Vierling Drive, Shakopee, Scott County, MN
- US 169 and Old Minnesota Avenue Corridor Study, City of Saint Peter, MN
- County Road E (B-2 District) Implementation Plan, City of Arden Hills, MN
- Downtown South Study, City of Prior Lake, MN
- Pilot Knob Corridor Study, Dakota County, MN
- Roosevelt Cultural District Streetscape Study, City of Des Moines, IA
- County Road E Improvements Study, City of Arden Hills, MN
- TH 10 Access Planning Study, MnDOT
- Dale Street 4-lane to 3-lane Conversion, Ramsey County, MN
- Southview Boulevard & 3rd Avenue Preliminary Design, Dakota County, MN
- CH 83 Corridor Readiness Study, City of Shakopee, MN
- ISD 110 Expansion Transportation Study, City of Waconia, MN
- Mayer Lutheran School Zone Study, City of Mayer, MN

LEON YOUNGER, CRPR

PROS CONSULTING | TECHNICAL ADVISOR

Leon is the founder and President of PROS Consulting. He has more than 40 years in parks, recreation, and leisure services. Leon is a recognized leader in applying innovative approaches to managing parks and recreation organizations. He has held positions as Director of Parks and Recreation in Indianapolis, IN; Executive Director of Lake Metroparks in Lake County, OH (Cleveland area); and Director of Parks and Recreation in Jackson County, MO (Kansas City). Leon is routinely invited to present his management and development philosophies at conferences, workshops, and training across the United States, as well as internationally. He is co-creator of the Community Values Model, a business model that synthesizes community & stakeholder input into a strategic plan. He regularly addresses sessions at the National Recreation and Park Association Conferences and has served as a board member and instructor at the Pacific Revenue and Marketing School in San Diego, California and the Rocky Mountain Revenue and Management School in Colorado.

CURRENT + NOTABLE PROJECT EXPERIENCE

Derby Recreation Commission Strategic Master Plan / Derby, Kansas

Olathe Parks and Recreation Master Plan & Recreation Center Feasibility Study / Olathe, Kansas

Carmel Parks and Recreation Master Plan / Carmel, Indiana

Sioux Falls Parks and Recreation Master Plan / Sioux Falls, South Dakota

City of Upper Arlington Parks and Recreation Master Plan / Upper Arlington, Ohio

Bloomington Parks and Recreation Master Plan / Bloomington, Minnesota

Minneapolis Maintenance and Operations Plan / Minneapolis, Minnesota

Shawnee County Parks and Recreation Strategic Master Plan / Topeka, Kansas

Merriam Parks and Recreation Facilities Master Plan / Merriam, Kansas

Lawrence Parks and Recreation Master Plan / Lawrence, Kansas

Cleveland Metroparks Strategic, Financial and Operational Master Plan / Cleveland, Ohio

Parks and Recreation Strategic Master Plan / Shawnee County, Kansas (Topeka)

Parks and Recreation Facilities Master Plan / Merriam, Kansas

Parks and Recreation Master Plan / Lawrence, Kansas

Parks and Recreation Master Plan & Recreation Center Feasibility Study / Olathe, Kansas

Parks and Recreation Master Plan / City of Kansas City, Missouri

Parks and Recreation Master Plan / Bloomington, Minnesota

Maintenance and Operations Plan / Minneapolis, Minnesota

Parks and Recreation Master Plan / Shakopee, Minnesota

Parks and Recreation Master Plan / Sioux Falls, South Dakota

Parks and Recreation Master Plan / Carmel, Indiana

Parks, Recreation and Open Space Master Plan / Westerville, Ohio

Parks and Recreation Master Plan / Upper Arlington, Ohio



PROFESSIONAL EXPERIENCE

36 Years of Experience

24 Years with PROS Consulting

EDUCATION

University of Kansas
M.P.A. / 1988

Kansas State University
B.S. / 1975

EMPLOYMENT HISTORY

President, PROS Consulting

- Sep. 1995 to present

Director/Chairman of the Board,
Indianapolis Parks and Recreation,

- Apr. 1992 to Sept. 1995

Executive Director, Lake
MetroParks (OH)

- Jun. 1988 to Mar. 1992

Director, Jackson County (MO)
Parks and Recreation

- Aug. 1983 to Jun. 1988

Recreation Supt., Johnson County
(KS)

- Aug. 1977 to July 1983

PHILIP PARNIN, CRPR

PROS CONSULTING | PROJECT CO-LEAD

Philip Parnin has over 25 years of experience in the field of parks, recreation, and leisure services. He has managed and led park development and sustainable operations at the executive level for over 16 years (including over a decade as director). In his leadership role, Philip established standards for improved efficiencies and operations by developing system-wide business plans, enterprise fund business plans, strategic master plans, recreation plans, marketing plans, site master plans, capital improvement plans, maintenance plans, trails and greenways plans, emergency action plans, and feasibility studies. Philip's field experience includes diverse municipal settings including: county, city, town and township district. His experience is enhanced by previous experience as the Indiana Park and Recreation Association President, along with serving on the Board of Directors. Philip currently serves as the Treasurer of the Indiana Park & Recreation Foundation where he has advised the board to financial gains beyond expectations. His approach to planning helps agencies transform ideas into successes that can be leveraged for even greater success.

CURRENT + NOTABLE PROJECT EXPERIENCE

Davenport, IA Parks and Recreation Master Plan
 Cedar Valley, IA Arboretum Business Plan
 City of Huber Heights, OH Parks and Recreation Needs Assessment & Prioritization Plan
 Great Parks of Hamilton County, Cincinnati, OH Comprehensive Master Plan
 Cincinnati Recreation Commission, OH Business Plan
 Kettering, OH Program Plan
 Dublin, OH Parks and Recreation Master Plan
 Sidney, OH Parks and Recreation Master Plan
 Miamisburg, OH Parks and Recreation Master Plan
 Hopkins, MN Parks and Recreation Master Plan
 Edwardsville, IL Parks and Recreation Master Plan
 Streamwood Park District, Streamwood Village, IL Parks and Recreation Strategic Marketing Plan
 Arlington Heights, IL Park District Parks and Recreation Master Plan
 City of Upper Arlington, OH Parks and Recreation Comprehensive Master Plan
 Durango, CO Parks, Recreation and Open Space Master Plan
 Chesterfield, OH Parks and Recreation Master Plan
 Rockville, MD Parks and Recreation Master Plan
 Highpoint, NC Parks and Recreation Master Plan
 Idaho Falls, ID Parks and Recreation Strategic Master Plan



PROFESSIONAL EXPERIENCE

27 Years of Experience

7 Years with PROS Consulting

EDUCATION

Indiana University
 B.S. / 1975

EMPLOYMENT HISTORY

Consultant, PROS Consulting

- 2017 - present

Director of Parks and Recreation,
 Town of Brownsburg, IN

- 2007 to 2017

Assistant Director of Parks and
 Recreation, Town of Brownsburg,
 IN

- 2006 to 2007

Director of Recreation,
 Mooresville Park District, IN

- 2000 to 2006

Recreation Supervisor, Town of
 Munster, IN

- 1998 to 2000

Recreation Programmer, Monroe
 County, Bloomington, IN

- 1997 to 1998



PROJECT EXPERIENCE



BLOOMINGTON PARKS IMPLEMENTATION - BRYANT AND TRETBAUGH PARKS

The first implementation projects identified in the Park System Plan set the stage for revitalization of again parks. Meaningful community engagement built trust and excitement.

Confluence was hired by the City of Bloomington to implement the first park renovation projects following completion of the Park System Master Plan. The design for Bryant (Community) and Tretbaugh (Neighborhood) parks built upon previously completed master planning and community engagement work similar to Chaska.

Working closely with city staff, the project team developed a robust community engagement process to inform design options and program elements. Confluence worked with staff to integrate public feedback into the designs in meaningful ways. Our teams cost estimating and refinement throughout the process led to both projects coming in under budget with several alternatives being included in final construction. The design for Bryant Park integrated several acres of wetland restoration and stormwater infrastructure into the fabric of the park, providing significant flood storage, water quality improvements, and educational opportunities. Tretbaugh integrated stormwater features into an innovative bike playground and skills course that was informed by the community.

PROJECT DETAIL

LOCATION

Bloomington, Minnesota

CLIENT

City of Bloomington

SIZE

Neighborhood and Community Parks

REFERENCE

Ann Kattreh, Parks and Recreation Director
akattreh@bloomingtonmn.gov
952.563.8877

COMPLETION:

Under construction, Fall 2025





FRED RICHARDS NATURE + ECOLOGY PARK MASTER PLAN

Listening to the community and collaborating with City staff, a visionary master plan was created to transform a nine-hole municipal golf course into a nature-based community park.

Confluence led a team to develop a precedent-setting project that integrates over 15 acres of restored wetland banking, 30 acres of prairie and wetland plantings, and extensive pathway to play loops focused on ecology, learning, and outdoor activities. Other elements include unique natural playground elements, the existing clubhouse retrofitted into a multi-use park building with a beer garden, a series of learning spaces, a regional bicycle trailhead and a multi-use community field. Confluence also facilitated numerous community open houses, stakeholder meetings and surveys to collect input from over 1,500 residents and related agencies. Our team undertook an extensive research-based exploration of the site's history, the community's values, and related planning studies and environmental analysis that informed the resulting design recommendations. Additionally, we utilized a company-wide charrette to generate ideas and a vision for the park. Representatives from all offices contributed and three distinct concepts were developed, tested with the public, and refined to one preferred master plan moving forward.

PROJECT DETAIL

LOCATION

Edina, Minnesota

CLIENT

City of Edina Parks and Recreation

SIZE

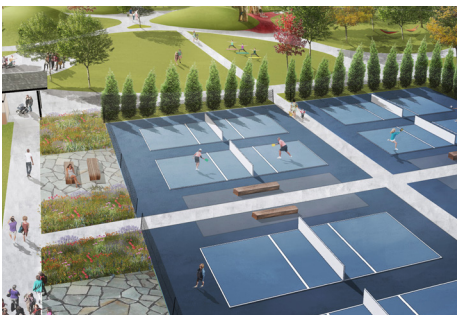
45 acres

Contact

Ann Kattreh, Director of Parks and Recreation Department
952.826.0430
akattreh@edinamn.gov

AWARDS

Honor Award for Design (Unbuilt)
- ASLA Minnesota Chapter





SAUK RAPIDS RIVERFRONT PARK - THE CLEARING IMPLEMENTATION

The Sauk Rapids Riverfront Park focuses on a strategy to encourage residents and visitors alike to reconnect with the Mississippi River and nearby downtown Sauk Rapids.

Located on the banks of the Mississippi and adjacent to downtown, this former 'meeting place' has long been a hidden gateway to the City of Sauk Rapids. The Master Plan transformed this underutilized and ecologically deteriorated riverfront into a vibrant public gathering and green space in the heart of the city. Now called the "The Clearing", with shoreline restoration, improved access, and restored viewsheds, this animated civic space mends the ecological and social fabric of downtown Sauk Rapids. The re-imagined riverfront park has become a central Minnesota model for revitalization and community pride. The park serves the local and regional community by providing river access and many programming opportunities that will engage and attract an array of user types to the site inviting the community to congregate, socialize, play and relax.

Confluence led the visioning of the riverfront park, building intent and program, as well as the public engagement process in partnership with the City of Sauk Rapids. The riverfront park includes an event center venue, performance amphitheater, event lawn space for community events, recirculating sequencing interactive water feature, small gathering venue, river engagement and touchpoints, native restoration and the adaptive reuse of granite outcropping. The Mississippi has regained its value as a focal asset for the community. The riverfront park has become a part of the city's identity as well as a regional attraction.

This project is similar to Central Park in that Confluence worked with city staff to lead the early visioning, including siting and providing design guidelines for a new park building. The project included revitalized playgrounds, trails, natural areas, and access to the river for local residents. The amphitheater has become a popular regional destination bringing patrons to the downtown.

PROJECT DETAIL

LOCATION

Sauk Rapids, Minnesota

CLIENT

City of Sauk Rapids

SIZE

±12 acres

CONTACT

Ross Olson, City Administrator
320.258.5302
rolson@ci.sauk-rapids.mn.us

AWARDS:

2024 ASLA-MN Design Merit





HIGHLAND BRIDGE PARKS & PUBLIC REALM

Confluence led a collaborative design process for all public realm Plazas, parks, open spaces and green infrastructure for the most sustainable development in Minnesota's history.

The fabric of this 120+ acre mixed-use development is stitched together with over 55 acres of green space, bike and pedestrian paths, green infrastructure elements, and recreation facilities. Our team developed a network of landscape spaces that provide environmental, economic and social benefits to the new development and surrounding neighborhoods.

The green spaces create the soul of the new neighborhoods and are derived from the historic traditions of St. Paul's parks, the natural landscape and bedrock foundations of the site, and the unique history of the historic Ford Assembly Plant. Native vegetation, bioengineering, advanced green infrastructure, native limestone reuse, and water are the primary building blocks of the innovative landscape. A variety of flexible public spaces create dynamic opportunities for gathering, celebrations, and events that are integrated with transit and regional bike trails. A network of distinct and varied landscapes are connected by accessible paths that promote health and active living now and into the future. Innovative stormwater approaches are seamlessly integrated into the park fabric.

PROJECT DETAILS

LOCATION

St. Paul, Minnesota

CLIENT

Ryan Companies

SIZE

55+ acres parks & open space

CONTACT

Mike Ryan
President of Northern Division
Ryan Companies
533 South Third Street
Minneapolis, MN 55415
612.492.4399 | Mike.ryan@ryancompanies.com





This multi-sport youth athletics complex will provide a new public event space to serve the Waukee community's growing

Triumph Park includes 12 softball/baseball fields, practice/warm-up spaces, a large water feature, play spaces, an all-inclusive fishing pier, a Miracle League field, and other amenities. Our design team facilitated extensive stakeholder engagement efforts including a benchmarking tour of similar athletic complexes throughout the Upper Midwest.

Waukee is the future home of a new Apple Corporation data center, and Apple's CEO Tim Cook identified Triumph Park as the first project to receive construction funding through their innovative partnership with the City.

PROJECT DETAIL

Location

Waukee, Iowa

Contact

Matt Jermier
Director of Parks and Recreation
mjemier@waukee.org
515.978.0007

Size

80 acres

Construction cost

\$23 Million

Awards

Merit Award for Design (Unbuilt)
ASLA Iowa Chapter





THE CANNERY DISTRICT - RIVERFRONT PARKS MASTER PLAN

Long serving as the home of a significant canning facility, this district is poised to be revitalized by new businesses, residences, entertainment and recreation uses to serve the community.

Located adjacent to Downtown Eau Claire along the Chippewa River, this project provides an opportunity to reimagine a series of connected parks and plaza spaces to form vibrant and distinctive public realm around which this District can grow and thrive. These public space enhancements are being designed with integrated flexibility to serve the adjacent neighborhood while also welcoming the entire community for dining, shopping, and larger community-oriented events. Through a series of public and stakeholder outreach events, combined with our use of a dynamic and interactive project website, our design efforts have garnered over 650+ comments and suggestions to date from a broad cross-section of the community. Our team facilitated an on-site full day charrette (thanks to The Brewing Project for hosting) at the beginning of the week, and by the end of the week we produced two fully articulated concept plans that are being shared with the public for input both online via the website and in-person at the Haymarket Holiday event.

PROJECT DETAILS

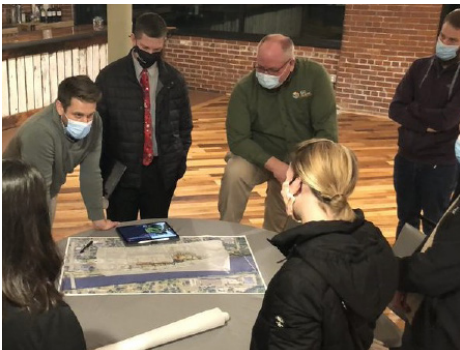
Location
Eau Claire, Wisconsin

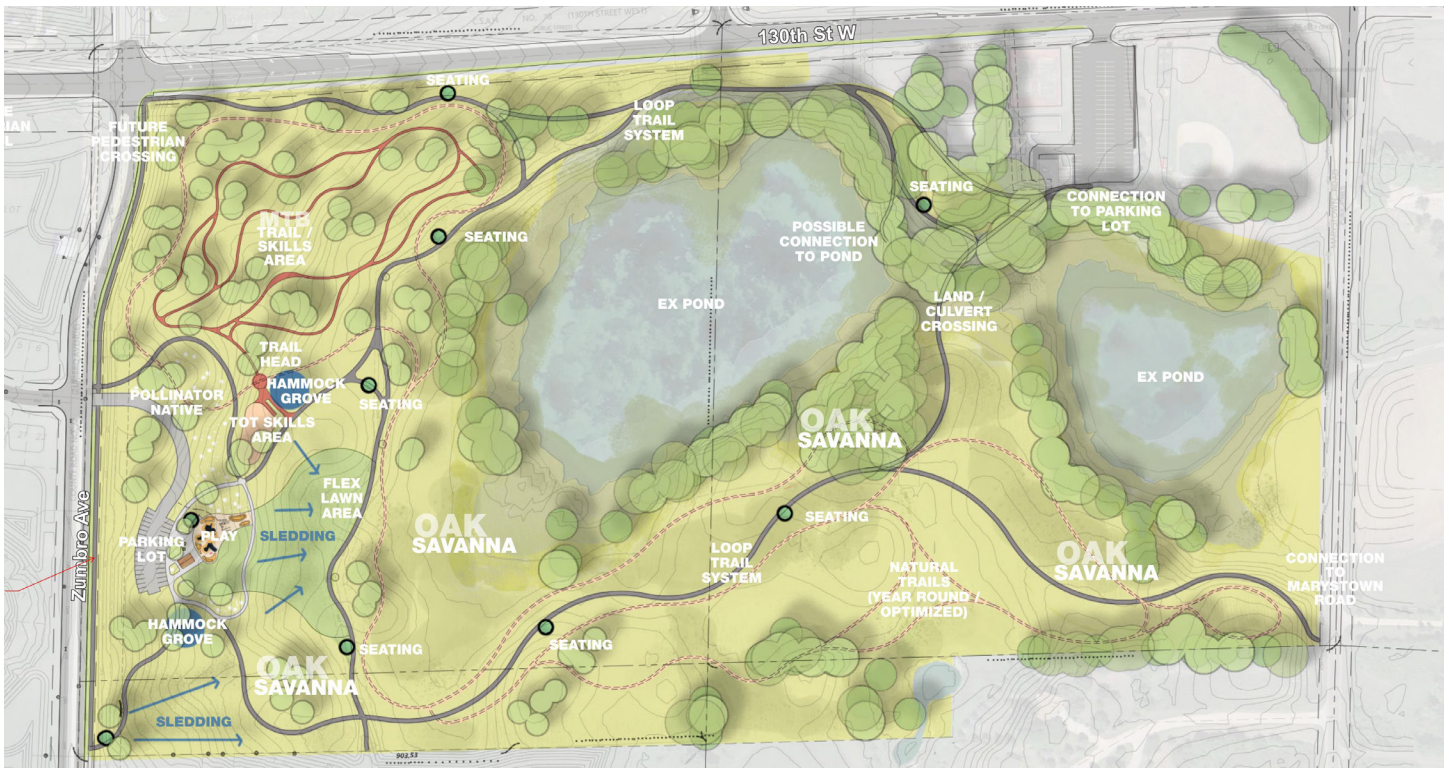
Client
City of Eau Claire

Contact
Noel Challis, Capital Projects and
Park Manager / 816.741.3993

Size
30 acres

PARKA-PALOOZA EVENT





JACKSON COMMONS COMMUNITY PARK

This is a Community Park this is current Agriculture land. It will include Bike Playground, and Skills course, Natural Trails, A Hillside Playground, and a 50+ Acre Oak Savanna Restoration.

Confluence and Pathfinder collaborated during the design and construction document phase for the MTB aspects of the project along with other programmed features planned for Jackson Commons Park led by Confluence. This project aims to restore oak savannah and prairie to the former agricultural site with the integration of a park. The goal is to provide a great beginner / intermediate level trail system that will be bike optimized for universal ridership with the possibility of year round usability. Jackson Commons will also offer a MTB skills park for intermediate riders with some expert features as well to maintain interest and foster rider progression.



PROJECT DETAILS

Location

Shakopee, Minnesota

Client

City of Shakopee

Contact

Noel Challis, Capital Projects and Park Manager / 816.741.3993

Size

66 Acre Community Park Size

Completion

Summer 2025



PROJECT APPROACH AND WORK PLAN

UNDERSTANDING, SCOPE
AND SCHEDULE



PROJECT UNDERSTANDING

The City of Chaska is looking to plan a Community Park for the Southwest quadrant of the city to accommodate recent growth. The city has acquired 57.85 acres north of a planned Big Woods Preservation area and has coordinated with the school district to meet the parking, playground, and playfield needs of the area by creating a seamless campus experience. A future elementary school will be a significant part of the campus based on the Southwest Chaska Growth and Development Plan.

The master plan will envision the incorporation of a Miracle League field and universal design playground into the park. The city wishes to conduct a market study of recreation facilities in the city and surrounding communities to identify additional recreational features to be included in the park. Ballfields were identified in the 2040 Comprehensive Plan and Southwest Chaska Growth and Development Plan. A primary trailhead was identified in the 2024 Pedestrian and Bike Master Plan. The Big Woods area and significant topographic change on site, provide unique opportunities to define and enhance the character of the park development. These elements will require a comprehensive exploration of program, creative placemaking, and design acumen, in order to achieve universal design throughout the park.

PROJECT APPROACH

The Confluence Team has a proven ability to provide innovative, but feasible, master plans that have allowed our partners to build pioneering projects that renew their community's ability to recreate and gather. Our experience, ability to listen, and translate needs into progressive design have been critical for developing flexible park plans that assist in decision-making and financing.

We have implemented approximately \$78 million in new and retrofit park projects in the last 5-years. Six of our last seven public bids for park construction have come in at or below budget. These park projects received significant public and staff input on the concept through the final design. Our team was able to satisfy the public's desire for innovative, expansive, and unique recreation facilities; while building a maintainable park that was informed through collaborative design with operations staff. The design materials and renderings generated during design have been used by multiple cities to fundraise, lobby for grants and additional funding, and/or solicit for referendum. Implementation of expensive, complex, and impactful park projects requires a strong partnership between the design team, staff, and residents of a community. Our process focuses on

SECTION FIVE/ PROJECT APPROACH + WORK PLAN

guiding the larger team through this process to ensure the most value is achieved for Chaska.

Green infrastructure and natural resource preservation are a significant part of all our recent park design projects. Confluence has worked with Minneapolis and Bloomington to integrate schools and school programming into parks that complement each entity. We have completed a number of park system plans and market comparison analyses in the metro area to understand key parks and recreation trends and how that may influence potential park programming.

We pride ourselves on the implementation of our master plans. A key reason for this success is our process that integrates collaboration and engagement at multiple points. This approach builds community ownership and identifies implementation opportunities as well as design.

The following Scope of Services outlines this process. This process is flexible and can be modified to match city staff expectations and goals.



SCOPE OF SERVICES

Our team will meet with staff and project representatives to outline project goals and objectives and confirm expectations for the project. We will review in detail the overall proposed project work plan and schedule with your team and revise it as necessary. Our team will collect and review any existing or new data that is pertinent to the project understanding, as well as tour the site and a relevant existing facility with City staff to better understand the expected service level. Lastly, we will discuss communication expectations that will be necessary day-to-day, as well as touchpoints with appropriate community project team leadership.

PHASE 1: DISCOVERY + ANALYSIS

1.1 ASSESS EXISTING CONDITIONS AND RELEVANT STUDIES

Our team will review the existing site and all past planning efforts relevant to the project. We understand the City has already completed a number of analysis and studies. Our intent is to build upon this work, not recreate. We will review the city's goals and guidelines for the development of the park and other relevant information provided by the City Staff, the Metropolitan Council, the City of Chaska 2040 Comprehensive Plan, the Southwest Chaska Growth and Development Plan, and the City of Chaska Pedestrian and Bicycle Master Plan. Our analysis will include a Kick-off Park Site Walk with key disciplines of the design team, staff team, and the Community Task Force. This will allow everyone to start with a common understanding of the site and will provide an opportunity to identify challenges, opportunities, and begin visioning. We will also identify any information gaps needed to complete the study and who/ how those gaps could be filled.

Deliverables: Kick-Off Park Site Walk, Existing Conditions Analysis Report by discipline, Drone imagery for analysis and concept renderings.

Optional Add Services:

- Topographic and Boundary Survey
- Geo-technical Borings and Report
- Advanced Location Analytics - Placer.AI

See **SECTION FIVE/ FEE PROPOSAL for scope descriptions and costs.

1.2 PARKS MARKET STUDY

Our team will utilize the skills and tools of PROS Consulting to lead the Market Study portion of the data collection task of the work. A market analysis will be performed to define the target market and quantify the associated needs of the existing market surrounding SW Community Park. Following quantification and definition of the market need, an analysis of other service providers will be performed to project potential market capture and assist in deriving the core service offerings at the site, as well as any gaps that may exist for the City of Chaska. It is understood that amenity types of interest include baseball/softball fields, rectangular decks, picnic facilities, playgrounds, and others.

ALTERNATIVE PROVIDER ANALYSIS

The Project Team will analyze all major direct and indirect service providers in the desired service area. Direct and indirect service providers will be based on typical services/programs administered in similar amenity types identified above. This data will be utilized to compare against the activities and programs identified in the Market Definition. An inventory of comparable amenities will be performed on a local and regional basis to attempt to quantify market share. An analysis of other service providers will include location, service offering, pricing, and attraction.

MARKET DEFINITION

The Project Team will confirm the size of the market by age segment and race/ethnicity for the study area either through a drive time or using the City of Chaska's population. Detailed demographic analysis will be compared to potential recreational activities to estimate potential participation per national and local trends. This will help to determine the size of the activity market by age segment and frequency rates that can be applied to SW Community Park.



VISIONING AND CORE PROGRAM

Utilizing the Service Provider Analysis and Market Definition the Consulting Team will identify the recommended core programs for the Outdoor Sports Complex. This will include key activities and programs for both adult and youth participants as well as the potential size of the core program, and market positioning. This information will be presented in a Visioning Session with the appropriate participants to finalize a recommended program for SW Community Park.

Deliverables: Level of Service Analysis, Comparable Community Service Study, Needs Analysis Report.

1.3 COMMUNITY ENGAGEMENT

Our team will collaborate with city staff to confirm all aspects of our proposed community engagement plan and schedule to ensure they are in alignment with your needs and expectations. We will build upon any previous engagement work completed for planning studies.

We are well versed in facilitating robust Public Engagement and Outreach efforts focused on not only existing users, but also non-users, and traditionally under-represented groups such as racial and ethnic minorities, people living with disabilities, elders, youth, and low-income households. Different age and demographic groups receive information in different ways and some people need to receive information multiple times. We propose to use a range of in-person and Online formats to engage stakeholders and the public. We will work with staff and the community task force to use our extensive experience to refine the following key strategies to reach residents:

- Community Task Force & Project Team Coordination**
 We will meet regularly with Staff throughout the project to stay on schedule, coordinate information exchange, address opportunities and issues, and adjust scope as



needed. We will engage the Community Task Force to seek input and review of concepts design work, up to (6) Task Force meetings and (20) Staff meetings are included in our services.

- **Key Stakeholder Interviews**

We have found that small, informal discussions/ interviews with key stakeholder and user groups can help navigate the interests of multiple user groups that may have competing needs and interests. We will work with city staff and the Task Force to identify these groups that could include Eastern Carver County School District Youth, Chaska Rotary Club, athletics and recreation clubs, universal design advocates, and winter activity clubs. Up to (6) virtual Stakeholder Interview meetings are included in our services.

- **Community Open House Sessions**

This traditional Public Engagement technique is effective at garnering public input from active, well-engaged residents. Our services include (2) open house events that will work in tandem with the Online engagement tool and community conversations to obtain necessary information regarding community members needs and priorities.

- **Community Conversations**

We will target specific activities and events to meet residents where they are and to capture non-regular park users and hear additional voices. These events are vital to capturing potential park users as well as an event focused on existing and new SW

Chaska homeowners. This could include neighborhood celebrations and events at other community parks. We have identified five (2) community conversation/pop-up events and will work with staff to identify the best times and locations. These events will also be used to market our Online survey.

- **Online Engagement**

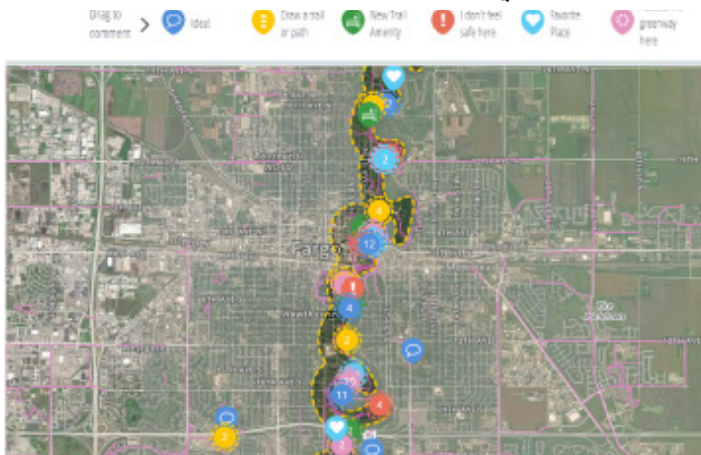
We proposed to host a Social Pinpoint Site to maximize the benefits of engagement. Social Pinpoint is a community mapping tool allowing residents to show us exactly where their feedback, ideas and concerns are located. The platform integrates translation to other languages. We will integrate additional languages, as needed, into our paper marketing materials directing traffic to the website. We propose to use "lawn signs" with QR code and advertising throughout key areas of the city and park system to direct traffic to our Online engagement site. Reference example -

- **Committee and Board Presentation/ Workshop**

Presentations and workshops are an important touch point with decision makers and should be taken advantage of. We will tailor presentations and graphics to highlight key questions and input areas to garner meaningful feedback. Up to (3) presentations to Chaska City Council and/or Chaska Parks & Recreation Commission are included in our services.

Deliverables: A Social Pinpoint Site and Documentation of input and review comments from each public outreach activity noted above.

SOCIAL PINPOINT





PHASE 2: MASTER PLANNING

2.1 DEVELOP VISION AND GOALS

Drawing from the above findings from the Phase 1: Discovery + Analysis work, Confluence will work with City staff and the Community Task Force to craft a Vision statement and Guiding Principles for the process which will inform the Master Planning work (described below).

Deliverables: Vision and Goals Workshop (City Staff + Community Task Force), Statement of Project Vision and Goals

2.2 SITE ANALYSIS AND MASTER PLANNING

Our team will jointly develop concepts for the 57.85 acres Community Park based upon the established program, vision, and Goals. Conceptual development will illustrate potential approaches — creating options for recreation, winter activities, playfields, community gathering, art integration, existing and potential future programs, accessible parking, potential nature center, Miracle League field, universal design playground, a potential elementary school campus experience, etc. — and provide additional information for development of preliminary opinions of cost.

Concepts will consider potential configurations and layouts, sustainable and energy-efficient design elements, connections and partnerships with the adjacent Big Woods, and a scenario that a new school building is ultimately not built on the adjacent 5.64 acre site. The following Concept Design Process is Proposed:

PARK-A-PALOOZA

A key element to our concept development approach is a process Confluence has used on a number of park concept plans we call Park-a-palooza. We have modified a traditional charette process and developed a method that is efficient, intense, fun, and insightful. This workshop will invite key project stakeholders and potentially community members. Park-a-palooza will allow us to generate and distill ideas within a relatively brief time. Stakeholders and/or the public may be integrated into the process at your discretion. Designs and drawings will be generated and come to life over the course of a day. We will break up our efforts to focus on key elements such as stormwater, parking strategy, sustainability elements, indoor-outdoor gathering relationships, and other topics identified by the team.

DEVELOPMENT OF CONCEPTS

Following the Park-a-Palooza event Three concept options will be generated by the design team and brought back to staff and the Community Task Force for discussion. Based on feedback received, our team will revise the (3) concept options. These concepts will be utilized to engage with the community for feedback, comparisons, and preferencing. Rough “order-of-magnitude” budget estimates for each will be prepared to assist

the City and team in evaluating the options and selecting a preferred approach.

PREFERRED MASTER CONCEPT PLAN

After feedback has been received from the Community, the concepts will be refined to a preferred conceptual approach. This preferred concept design will be the base for starting the preliminary site design for the park elements in the next phase of work. We expect the city to provide significant input to the design team on vision, program, and budget. These elements are vital to developing an innovative and feasible project. We anticipate a staff project team will be working regularly with our team to provide timely and insightful feedback and direction.

Deliverables:

- (3) Illustrative Concept Master Plans Renderings that annotate the relevant metrics (building/programmable areas, parking capacity, stormwater features, incorporation of future elementary site, corporation of big woods preservation area, etc.)
- (1) Illustrative Rendering of the Preferred Master Concept Plan which annotates the relevant metrics.

2.3 PRELIMINARY SITE DESIGN

Based upon approval of the Preferred Master Concept Plan, The Team will proceed with preparing a Preliminary Design that illustrates the intended layout of the park, incorporation of elementary school and Big Woods preservation areas, design character, landscaping approach, grading plan, utility connections, and stormwater design to prove the concept feasibility. This concept will be drafted in CAD to verify sizing and brought back to staff and the Community Task Force for discussion.

Following approval, final color plan rendering and three-dimension renderings to display the character and quality of the design will be finalized. The design team will work with the client in the development of a Phasing and Implementation Plan. During this phase, the design team will work closely with the city and their financial team to brainstorm and discuss potential project funding mechanisms as the city looks to make a project a reality. See task 2.5 for a description of cost estimating that will accompany this work.

Deliverables: Illustrative Site Plan, Phasing Plan and Implementation Plan, Digital three-dimensional Renderings and Animation.

Optional Add Services: Operational and Financial Assessment.

**See SECTION FIVE/ FEE PROPOSAL for scope descriptions and costs.

2.4 TRAFFIC STUDY

For all site design options, traffic analysis will be necessary to inform parking needs, circulation patterns, and to ensure appropriate design at access points. The design team is proposing the following services:

- Coordinate with the City and Easter Carver County Schools for anticipated traffic counts(number of park patrons, assumed parent drop off quantities, assumed bus parking quantities, assumed staff counts for the school).
- Understand anticipated or assumed school boundaries to understand traffic source and routing to the future school.
- Study school day traffic patterns and timing.
- Study evening, weekend and event traffic and parking demands, vehicle flow patterns,pedestrian flow patterns, and proximity of parking facilities for the various site amenities.
- Site (including school site) layout and circulation review for its ability to serve all traffic including buses, school staff, parent drop off / pick up, and pedestrians.
- Study on-site needs to reduce negative impacts (such as stacking) into adjacent City streets.

Optional Add Services: See Section Six Fee proposal for an outline of activities not included in the Base Service Fee but could be provided by the design team as an Add Service.

2.5 COST ESTIMATING

In coordination with the concept development work of Task 2.2, the design team will provide general “order-of-magnitude” opinion of cost for each of the (3) concepts.

Following the approval of the Preliminary Site Design, our team will develop an Opinion of Cost for Construction. The Opinion of Construction cost will serve as the targets for the City to budget and plan for the project in the long-term.

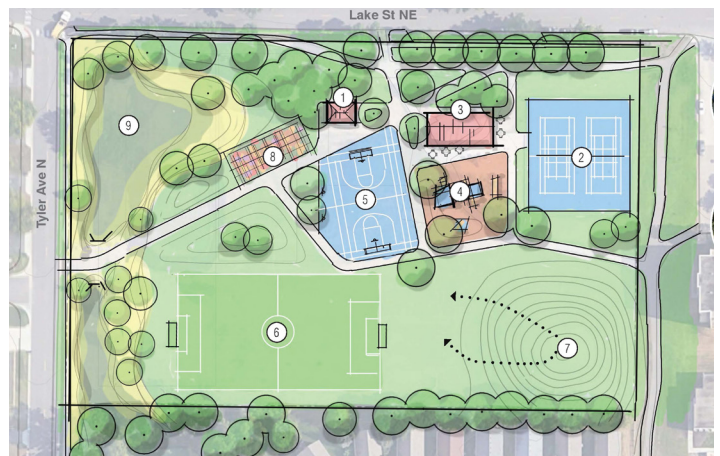
Deliverables: “Order-of-Magnitude” Cost Opinions for the construction of all concept plan options.

2.6 FINAL REPORT

Our team will assemble all data, analysis, and recommendations in a comprehensive, user-friendly report. The report will document the study process — including a summary of the process and strategies for public involvement — as well as potential construction costs. The report can be used as a decision-making tool in moving the project forward. Prior to issuing the draft report, our team will prepare a preliminary copy for review and discussion with City staff and the Community Task Force. This review allows for critical feedback and makes certain that the draft report responds to the study objectives as outlined at the project kick-off.

We will present the draft report and study phase findings to leadership for review. We will also present the study results at a public open house or meeting as determined by staff and leadership, if desired. After incorporating revisions extending from the draft report presentations, our team will submit and present the final study report to the City of Chaska leadership.

Deliverables: Final Report Document in Electronic Format.





PROPOSED PROJECT TIMELINE	OCT 2024	NOV 2024	DEC 2024	JAN 2025	FEB 2025	MAR 2025	APR 2025	MAY 2025	JUN 2025	JUL 2025	AUG 2025	SEPT 2025
NOTICE TO PROCEED												
1.1 ASSESS EXISTING CONDITIONS												
Project Kick-off Park Site Walk												
Existing Conditions Analysis Report												
Drone Imagery												
1.2 PARKS MARKET STUDY												
1.3 COMMUNITY & STAKEHOLDER ENGAGEMENT												
Online Engagement												
Stakeholder/ Partner Meetings												
Pop-Up Community Conversations & Open Houses												
Community Task Force & Project Team Coord.												
2.1 DEVELOP VISION & GOALS												
2.2 CONCEPT DEVELOPMENT & MASTER PLAN												
Park-a-palooza												
Concept Development												
Concept Feedback Analysis												
Concept Refinement - Preferred Concept												
2.3 PRELIMINARY SITE DESIGN												
Concept Renderings & Animations												
Phasing & Implementation Plan												
2.4 TRAFFIC STUDY												
2.5 COST ESTIMATING												
(3) Order-of-Magnitude Opinion of Cost												
Preliminary master Plan Concept Opinion of Cost												
2.6 FINAL REPORT												



FEE PROPOSAL

FEE PROPOSAL - BASE SERVICES

Compensation is calculated by the anticipated level of effort to accomplish the scope of work described in **SECTION FIVE/ PROJECT APPROACH + WORK PLAN**. We are flexible and will adjust our scope to match your needs as necessary. We would welcome the opportunity to discuss and refine with you.

PHASE 01 - DISCOVERY + ANALYSIS

1.1 Assess Existing Conditions and Relevant Studies	\$ 14,165.00
Project Kick-off Park Site Walk	
Existing Condition Analysis Report	
Drone Imagery for Analysis and Concept Rederings	
1.2 Parks Market Study	\$ 13,345.00
Level of Service - Comparable Services Study	
Needs Analysis Report	
1.3 Community & Stakeholder Engagement	\$ 33,280.00
Community Task Force & Project Team Coordination	
Key Stakeholder Interviews	
Community Open House and Community Conversations	
Online Engagement - Social Pinpoint	

BILLING STRUCTURE:

Compensation for the Scope of Services performed under this agreement shall be the Fixed Fee Not to Exceed including reimbursable expenses.

Monthly payments to the Design Team shall be based on the percentage of Scope of Services completed within that time.

REIMBURSABLE EXPENSES:

Depending on printing and yard sign requirements, we anticipate reimbursable expense in the range of \$6,000 - \$8,000.

PHASE 02 - MASTER PLANNING

2.1 Develop Vision & Goals	\$ 6,880.00
Vision and Goals Workshop	
Statement of Project Vision and Goals	
2.2 Site Analysis & Master Planning	\$ 27,175.00
Park-a-Palooza Event	
Concept Development & Preferred Master Concept Plan	
2.3 Preliminary Site Design	\$ 27,990.00
Illustrative Site Plan	
Phasing & Implementation Plan	
Digital three-dimensional Renderings and Animation	
2.4 Traffic Study	\$ 12,000.00
See Add Services for Additonal Scope Options	
2.5 Cost Estimating	\$ 9,200.00
(3) Concepts Master Plans - Order of Magnitude	
Preliminary Master Plan Concept - By Construction Division	
2.6 Final Report	\$ 10,085.00
Executive Summary	
Individual Chapters Listed Above	

\$154,120.00

FEE PROPOSAL - OPTIONAL ADD SERVICES

We are proposing the following Additional Services for your consideration. Additional Services, when requested in writing by the Client, shall require additional compensation to be determined on an hourly basis or on the basis of a negotiated fixed fee. We have included Geotechnical and Survey, but are open to the City hiring these services separately if they wish.

PHASE 01 - DISCOVERY + ANALYSIS

Topographic & Boundary Survey | \$ 42,500.00

Topographic and Boundary survey of the parcel site, excluding drone imagery (by others) and wetland delineation services (accomplished previously). Limits of the survey will extend beyond the parcel boundaries to capture adjacent street right of ways, utilities, and existing topography to understand drainage patterns on adjacent properties.

Geotechnical Borings and Report | Fee Dependant on Scope

If determined to be necessary, Geotechnical Investigation and Engineering would be an add Service.

Advanced Location Analytics - Placer.AI | Final fee to be negotiated with Placer.AI once scope is defined.

Confluence is a preferred partner with Placer.ai, an advanced location analytics platform that provides detailed data about physical locations, the people and businesses that interact with them, and the market they inhabit. Placer.ai leverages mobile location data to provide market intelligence on any physical place in the U.S. They observe data from tens of millions of mobile devices and aggregate the data to ensure privacy and avoid sharing any individual level data.

For park plans, we use Placer.ai to better understand the actual users and service areas of parks in a community. While we typically use service areas based on set miles or walksheds, Placer.ai data allows us to show the true geographic profile of park users over the course of any time period dating back to 2017. Insights gleaned from this data include peak hours/days, demographic profile of park users, route used to get to the park, most frequented pre- and post-park trip locations, duration of trip to park, as well as factors such as how park trips have changed over time or compared to other parks. This analysis would give us deep insight into the community being served by existing Chaska Parks.

FEE PROPOSAL - OPTIONAL ADD SERVICES ...

PHASE 02 - MASTER PLANNING

Enhanced Traffic Study Add Services | \$ 42,500.00

The following would be considered Add Services to the Scope Included and itemized in Task 2.4 of the Work Plan.

- Data Collection (anticipated at Savannah Way and Big Woods Boulevard, Big Woods Boulevard and Percheron Boulevard, Founders Path and Percheron Boulevard, and Chaska Boulevard).
- Future Volume Development for intersections and streets listed above.
- Trip generation and distribution to existing roadway networks.
- Traffic operations and analysis scenarios for existing roadways and future roadways in the surrounding area.
- Level of Services analysis on existing roadway networks.
- Crash analysis.
- Full traffic study and report.

Operational and Financial Assessment | Fee Dependant on Scope

The PROS Team will develop an operations and maintenance analysis of SW Community Park based on the chosen concept. This analysis will identify and optimize the park operational requirements during and following Master Plan implementation and capital development. This includes estimating operational expenditures and revenues. The analysis should recommend the optimal approach for “activating” the park in a way that best serves the community and that best utilizes partners and stakeholders to deliver the Master Plan outcomes. The Consulting Team will utilize information gathered to recommend maintenance and operational standards, resource requirements, programming strategies, and funding options for the preferred concepts. If not already completed, this will include:

- Facilitating a discussion with the key management regarding the financial and operational **assumptions** required to gauge the dynamic variables for ongoing operational strategies. These base assumptions will be expanded to provide the framework for continued analysis and strategy development.
- Establishing operational **standards** and **costs** for the site based on set or already-existing maintenance standards for full operation. This will include hours of operation, maintenance standards, staffing levels needed, technology requirements and customer service requirements based on established and agreed upon outcomes. After consultation with the staff, operational costs for the site will be finalized.
- Based on the operational plan for the site, and park related amenities, PROS will develop a pricing strategy for fees and program services. **Pricing strategies** will also include access fees, program fees, rental space, food concessions pricing, and catering pricing for both prime time and non-prime time use. This will be converted into one (1) ten year **pro forma** and **operating budget** including one (1) iteration of Client Team review for accuracy. Funding options will be identified and evaluated against their potential support and success. These options will include a combination of partnerships and sponsorships, ancillary revenue generation opportunities, and other available resources.

CONFLUENCE

REQUEST FOR ACTION CHASKA CITY COUNCIL 9/16/2024

Subject: Consider Approval of Purchase Agreement for Future MSB Site

Prepared By: Matt Podhradsky-City Administrator

As the Council is aware, we have been going through the process of planning and implementing our Building Improvement Program for the past several years. As part of our program, one facility that is in need of significant improvements and additional space is the Municipal Services Building (MSB). This building houses our Public Works (Streets, Parks, Storm Water, Mechanics, Building Maintenance Divisions), Sewer/Water, and Electric Departments. The site also requires a significant amount of cold storage for our process materials and a "maintenance yard" that stores items such as dirt, gravel, class 5 rock, salt, sand, etc. The MSB Building is currently just over 48,000 square feet, with the space needs analysis identifying a need of just over 140,000 square feet.

Limitations of Current Site

As we have talked throughout the planning process for this facility, one of the largest obstacles we have on our current site that impedes our ability to expand our current building is the 230kv Xcel Transmission line that runs through the middle of our site, just north of the existing building. To expand the MSB on this site would require the relocation of this line to the north, which could be accomplished through the movement of one tower north into the wetlands. When we first started the planning for this site, Xcel had estimated that it would cost between \$750,000 and \$1 million to move this line. At this cost, it made sense for us to consider having this tower moved, as it would be difficult to find another suitable site close to this cost. While we could not accommodate everything the space needs study suggested on this site after the line was relocated, relocating the line at this price allowed us to complete most of what we needed to accomplish while keeping the cost contained as much as possible. That is why this option made sense for us to pursue when first beginning this process.

However, as economic conditions changed following the pandemic and the costs and lead-time of electric projects increased significantly, Xcel has re-estimated a significantly increased cost close to \$3 million to relocate the powerline. With the significantly increased relocation cost, and with us being left with a site that would not allow us to meet all of our future needs, we felt it was prudent that we look at other available sites that could meet our needs while still being cognizant of the overall costs of this project.

Site Analysis Uncovers Preferred Site

As the Council is aware, this past Spring, Staff did an analysis of a number of sites in the community exploring whether we could find one that would meet our needs and fit the budget for what we had planned for with this building. Specifically, we looked at 6 sites that met our initial criteria for size and location, and compared them using the criteria we had developed for the overall project, including:

- Location
- Access to Downtown
- Access to North Chaska
- Low Visibility to the Public
- A site between 15-20 acres
- A site that could hold a building approximately 130,000 square foot in size with drive-through bays
- A site that could accommodate ground fuel tanks
- A site that could accommodate exterior yards space
- A site that is not directly adjacent to a high density of homes
- Availability of utilities
- Location opportunities that help advance other goals
- Intangibles

After completing the analysis of these 6 properties, the site that rose to top is a site at the SW quadrant of the round-about at the intersection of Creek Road and Chaska Creek Blvd. A map of the site is attached to this staff memo.

The site analysis established the following findings in support of this site in comparison to the other sites we explored:

- **Location and Access:** This site is located at the convergence of Creek Road and Chaska Creek Boulevard. Creek Road will provide very good access into Southwest Chaska and Chaska's downtown area via Savannah Way, with Chaska Creek Boulevard providing access to the north with easy connections into the Clover Ridge Neighborhood, Engler Boulevard to provide good east/west access through town and over to Highway 41, and easy access to Highway 212 which can quickly allow us to bypass areas of town to get to Highway 41 and Highway 61.
- **Low Visibility to Public:** This site has very few residential properties located adjacent to it. For the properties that are adjacent to it, one of the requirements of the site is a berm to block the view of the building (which has already been built by the current land owner). We have also met with all neighbors about this concept and took feedback from them specifically about the location of the "maintenance yard" so they do not need to be in close proximity to materials nor the vehicles that load/unload these materials.
- **Site Size:** While the site is currently 39 acres, we would only be purchasing the platted buildable lot between 18-20 acres in size, which is optimal size for the MSB.
- **Site Can Accommodate Exterior Yard Space and Ground Fuel Tanks:** We have laid out a sketch site plan, which would be approximately 130,000 square feet, and it still leaves plenty of space to accommodate both the exterior yard and fuel tanks on the east side of the site, which is the side of the site adjacent to 212 and opposite of any residential properties.
- **Site not directly adjacent to high density of homes:** As mentioned previously, this site is not located next to a large number of homes. There are 5 homes in the general proximity, but these will be shielded by a large berm around the site (already built) and the exterior yard would be located on the opposite side of the site from these homes.

- **Availability of Utilities:** All utilities have already been extended to the site, and the road improvements have already been completed.
- **Location Opportunities:** This site is in a much better position to serve our downtown Chaska area than the current MSB. It also has direct connections that allow it to access all areas of the community.
- **Intangibles:** Our current MSB site has many challenges that would make it difficult to utilize by other private users. For that reason, we would likely keep this site if we were to go with a new site for our MSB building. What this will allow us to do is to keep our current buildings for cold storage, which will not require us to build cold storage at our new site. This will help us reduce the initial cost estimates for construction. It will also provide us an opportunity to stage equipment in different locations based on where the materials will likely be utilized in the community.

As you can see above, the site that Staff is recommending meets all of the criteria we have set out to meet with the construction of our Municipal Services Building. Not only does it allow us to fit everything that was identified in our initial space analysis, but also allows us to keep our existing buildings which will serve us well for cold storage facilities. At the same time, it will allow us to construct the new facility while keeping our operations at our current facility, thus causing no interruptions in service. With the amount of different services we currently have within the MSB facility, finding a temporary location could be very difficult to accomplish if we were to remodel/add on at our current site.

Cost Estimates of Current vs New Site

As part of the process for developing a purchase agreement for the site, we were able to utilize recent comparable sales of properties surrounding this site, including the purchase agreement for one portion of this site to the City for storm water storage purposes which Council approved several months ago. The City's purchase agreement for a portion of this site from Traditions Development is for ponding purposes associated with the construction of Chaska Creek Blvd and the reconstruction of Creek Road.

To develop the price for this property, the landowner agreed to keep the per square foot land cost of this site identical to square foot price we paid for the property where the storm water is located. In addition to the base land cost, the site is graded with stormwater infrastructure installed. The purchase price includes the costs for these improvements. Utilizing this per square foot pricing with the grading and stormwater improvements added, this would bring the total cost of this site to \$4,011,294.17.

While this cost is higher than the approximate \$3 million it would take to move the Xcel line on our current site, the overall costs for construction are estimated to be less on this site than if we were to simply add onto our existing Municipal Services Building. This is primarily due to the fact that we do not have to work around existing structures which limit our construction method options on this site, and because we would be able to build a traditional industrial building on this new site, consistent with the other industrial buildings to the north. These buildings use pre-fabricated wall structures which can provide a quality product at a reduced price because they are fabricated in a controlled environment. Another large cost savings we will see is from not having to build additional cold storage on this site, as we will have the buildings at the old MSB to utilize for this purpose.

As we have talked about in our building program, our initial estimate for the MSB Expansion/Remodel is \$44,000,000. As we have looked at a new building on this site, we have estimated that this could drop down to \$30-\$35 million. While this will need to be refined as we work with an architect to define the final estimated pricing on the site, we do feel confident from our initial estimates that there could be significant cost savings by moving in this direction, while also having the added benefits of being able to construct a site without having to relocate each of our departments during construction.

It is for these reasons that Staff is recommending that the City enter into a purchase agreement to purchase this site. If we were to do this, the purchase agreement would set a time frame of early 2025 when we would actually close on the property. Throughout 2025 we would then work to develop plans and construction documents and commence construction in 2026.

One other note, should for some reason we decide not to move forward with the MSB construction on this site in the future, the City would be able to resell this site for an industrial use, limiting our risk on purchasing the site ahead of our construction.

CITY COUNCIL ACTION REQUESTED

Motion to approve purchase of Block 1, Lot 1, Chaska Club West Industrial plat for purposes of the future Municipal Services Building construction, and to authorize the Mayor and City Administrator to enter into the Purchase Agreement with Traditions Development to initiate this transaction.

PURCHASE AND SALE AGREEMENT

THIS PURCHASE AND SALE AGREEMENT (this “Agreement”) is made and entered into this ____ day of September, 2024 (the “Effective Date”) by and between the City of Chaska, a Minnesota municipality (“Buyer”) and Club West Partners, LLC, a Minnesota limited liability company (“Seller”). In consideration of the mutual covenants and agreements contained herein, Seller and Buyer hereby enter into this Agreement upon the following terms and conditions.

ARTICLE I PURCHASE AND SALE

1.1 Agreement of Purchase and Sale. Seller agrees to sell to Buyer, and Buyer agrees to buy from Seller, that certain real property containing approximately 12.96 acres of land located on Creek Road, Chaska, Carver County, Minnesota and as approximately depicted as Lot 1 Block 1 on Exhibit A attached hereto, together with all improvements thereon, and easements and rights benefiting or appurtenant thereto (the “Property”). The Property is not currently a subdivided lot and is a portion of an existing lot having PID 300060800.

1.2 Purchase Price and Manner of Payment. The purchase price for the Property shall be Four Million Eleven Thousand Two Hundred Ninety Four and 17/100 Dollars (\$4,011,294.17) (the “Purchase Price”). The Purchase Price shall be payable in full at Closing by wire transfer of immediately available funds.

1.3 Earnest Money. Within three (3) business days after the Effective Date, Buyer shall deposit with Title Mark, LLC, 510 N Chestnut St, Chaska, MN 55318, Attn: Jennifer Buss (“Title Company”) the sum of One Hundred Thousand and 00/100 Dollars (\$100,000.00) (the “Earnest Money”). The Earnest Money shall be applicable to the Purchase Price.

ARTICLE II TITLE AND SURVEY

2.1 Title Examination. Within ten (10) days after the Effective Date, Buyer shall order from Title Company, a commitment for an ALTA extended owner’s policy of title insurance covering the Property in the amount of the Purchase Price, together with legible copies of all documents referenced therein and proper searches for bankruptcies, judgments, liens and assessments (the “Title Commitment”).

2.2 Survey. Within ten (10) days after receipt of the Title Commitment, Buyer may employ a surveyor to survey the Property and prepare and deliver to Buyer an ALTA survey (the “Survey”). The Survey shall set forth total square footage of the Property, access easements, if any, the location of all improvements, rights of way, easements, encroachments, streets, roads, water courses, fences, topographical elevations, and the designation and location of flood plains on or adjacent to the Property.

2.3 Conveyance of Title; Permitted Exceptions. Seller shall convey and transfer title to the Property pursuant to Section 5.2, subject to the Permitted Exceptions. The definition of “Permitted Exceptions” shall include: (a) any item contained in the Title Commitment or shown on the Survey

to which Buyer does not object as set forth in Section 2.4; and (b) any other exception to title which Buyer determines, in its sole discretion, to be acceptable. Notwithstanding anything to the contrary contained in this Agreement, in no event shall the definition of Permitted Exceptions include a valid and enforceable lien against the Property that is liquidated in amount and that is not asserted by a creditor or other party claiming through Buyer [or Buyer's agent(s) or contractor(s)] and such liens shall in all cases be Objections as defined in Section 2.4 below whether Buyer makes, or fails to make, such Objections. There shall be no matter affecting title other than the Permitted Exceptions.

2.4 Title Objections; Cure of Title Objections. Buyer shall have until thirty (30) days following the receipt of both the Commitment and Survey to notify Seller, in writing, of such objections as Buyer may have to anything contained in the Title Commitment or the Survey ("Objections"). If Buyer does not provide notice of any Objections within such time period, Buyer shall no longer have any right to make such Objections under this Section. Upon receipt of Buyer's written notice of Objections, Seller shall have ten (10) days to provide Buyer written notice of any objections specified therein which Seller does not intend to attempt to satisfy. Seller shall have until the Closing Date to cure any Objections not waived by Buyer, during which time the Closing shall be extended as necessary.

If Seller does not cure the Objections within such cure period, Buyer may, at its sole discretion, do one or more of the following:

2.4.1 Proceed to Closing. For Objections that are liens of a liquidated amount, proceed to Closing and withhold from the Purchase Price an amount which, in the reasonable judgment of Title Company, is sufficient to assure cure of the Objections. Any amount so withheld shall be placed in escrow with Title Company. Seller shall pay the cost and expense to create and administer the escrow. If Seller does not cure such Objections within thirty (30) days after such escrow is established, Buyer may then cure such Objections within a reasonable time and charge the costs against the escrowed amount. The parties agree to execute and deliver such documents as may be reasonably required by Title Company to cure such Objections. Upon cure of such Objections, any unused escrow funds shall be refunded to Seller;

2.4.2 Waive Objections. Waive the Objections, accept title subject to the Objections, and proceed to Closing, in which event such Objections shall be considered Permitted Exceptions, and in which case Seller shall remain obligated to perform pursuant to the terms of this Agreement; and/or

2.4.3 Terminate Agreement. Terminate this Agreement by sending written notice to Seller, and upon such notice, this Agreement shall terminate and the Earnest Money shall be returned to Buyer.

2.5 Subdivision Approval. The Property is not currently subdivided as a legal lot. Seller shall cooperate with Buyer's efforts to apply for and obtain such platting and subdivision approvals as are necessary to subdivide the Property in compliance with applicable state, county and municipal

laws, ordinances and regulations relating to subdividing or platting of the Property. Seller shall sign such instruments and documents as are needed to apply for and obtain such subdivision or platting of the Property. It is the intent of Buyer and Seller that the subdivision plat creating the Property as a legal lot will be recorded prior to or at Closing. All costs relating to such subdivision process shall be borne by Buyer. As a condition of the Sale, the Buyer will assist the Seller to establish access to the Seller's remnant parcel, during their platting process and possibly with post platting negotiations with adjacent land owners. The post platting Seller retained remnant parcel is located to the south of the purchase parcel and directly east of the Wetzel Woods platted property as diagramed on attached Exhibit B.

ARTICLE III INSPECTION AND CONTINGENCIES

3.1 Right of Inspection/Buyer's Covenant to Hold Harmless. During the period beginning upon the Effective Date and ending on the Closing Date, Buyer and its agents shall have the right to access the Property to make such physical and visual inspections, investigations and tests as Buyer deems necessary. Except to the extent specifically set forth to the contrary in this Agreement, Buyer shall pay all costs and expenses of such inspections, investigations and tests. Buyer shall repair and restore any damage to the Property caused by Buyer's inspections, investigations and tests to substantially the same condition as existed prior to such entry. Buyer agrees to indemnify and hold Seller and the Property harmless from all claims, costs, expenses or damages, including reasonable attorneys' fees, for damages resulting from such activities. This obligation of Buyer shall not be construed to require Buyer to perform any removal or remediation of any Hazardous Substances revealed by Buyer's actions under this Section.

3.2 Contingencies. Buyer's obligation to purchase the Property is contingent upon Buyer being satisfied in Buyer's sole discretion and exclusive judgment, on or before ninety (90) days after the Effective Date (the "Contingency Date"), with the Property, with title to the Property, with any surveys, engineering and soil tests and other tests, studies or inspections deemed necessary by Buyer in its sole discretion, with the documents provided by Buyer as required in this Agreement, and with the feasibility of Buyer using the Property for the purposes desired by Buyer, including any and all governmental and/or third party approvals or adequate assurances that Buyer deems necessary in Buyer's judgment to make use of the Property as Buyer elects.

3.3 Right of Termination. Seller agrees that in the event Buyer determines that the Property is not suitable for its purposes on or before the Contingency Date, or that the contingencies contained in Section 3.2 have not been satisfied on or before the Contingency Date, Buyer shall have the right to terminate this Agreement by written notice to Seller given not later than the Contingency Date. Upon such termination, the Earnest Money shall be returned to Buyer.

ARTICLE IV REPRESENTATIONS AND WARRANTIES

4.1 Representations and Warranties of Seller. Seller represents and warrants to Buyer as follows:

- 4.1.1 Authority. Seller has the requisite power and authority to enter into and perform this Agreement and to transfer all of the Property in accordance with this Agreement. The person signing this Agreement on behalf of Seller is authorized to do so.
- 4.1.2 Assessments. Buyer will assume responsibility for any pending or future assessments levied against the Property.
- 4.1.3 Rights of Others to Purchase Property. Seller has not entered into any other contracts for the sale of the Property, nor has Seller granted any rights of first refusal or options to purchase the Property or any other rights to others that might prevent the consummation of this Agreement and Seller will not enter into any such contracts relating to the sale of the Property with any other parties unless this Agreement is terminated pursuant to its terms.
- 4.1.4 Proceedings. There is no action, litigation, investigation, condemnation, eminent domain or proceeding of any kind pending or threatened against the Property.
- 4.1.5 [Intentionally Omitted.]
- 4.1.6 Title. Seller has fee simple title to the Property subject to the Permitted Exceptions.
- 4.1.7 Liens and Encumbrances. Upon Seller's receipt of the Purchase Price at Closing, the Property will be free and clear of all liens, security interests, encumbrances, easements, leases, mortgages, mechanics' liens or other restrictions, except the Permitted Exceptions.
- 4.1.8 Access to Records. Seller shall provide to Buyer, within five (5) business days after the Effective Date, copies of all existing soil and environmental tests, engineering reports, wetland delineation studies, geotechnical reports/soil borings, existing incentives (TIF or otherwise) applicable to the Property (if any), surveys, existing title insurance policy and/or commitments, any existing leases or service agreements affecting the Property (or a statement indicating that there are none), preliminary development plans and other pertinent documents relating to the Property which are in Seller's possession or control.
- 4.1.9 Governmental Approvals. Seller shall cooperate in all reasonable respects with Buyer in obtaining governmental approvals, and shall execute such applications, permits and other documents as may be reasonably required. Seller shall not be entitled to any compensation in connection with such cooperation.
- 4.1.10 Compliance with Laws. Seller has complied with all applicable laws, codes, ordinances and regulations with respect to the Property and the Property is in compliance with all subdivision, platting and other regulations of any governmental authority having jurisdiction over the Property.

The representations and warranties contained in this Section shall survive Closing and shall be true and correct on the Effective Date and Closing Date. Seller shall indemnify and hold Buyer harmless from any expenses or damages, including reasonable attorneys' fees, that Buyer incurs by reason of, or arising out of, any breach by Seller of any of the above representations and warranties, whether such breach is discovered before or after Closing. This indemnification obligation of Seller shall survive Closing or any termination of this Agreement. Consummation of this Agreement by Buyer with knowledge of any breach by Seller of the aforesaid representations and warranties shall not constitute a waiver or release by Buyer of any claim for such breach.

ARTICLE V CLOSING

5.1 Time and Place. The closing of the purchase and sale transaction contemplated by this Agreement ("Closing") shall occur one hundred and twenty (120) days after the Effective Date, anticipated to be January 16, 2025, (the "Closing Date"), at the offices of Title Company. Buyer shall have the option to extend the Closing Date for two (2) additional periods of thirty (30) days each. Each extension of the Closing Date shall be obtained by Buyer delivering written notice to that effect to Seller and depositing with Title Company an additional Fifty Thousand and 00/100 Dollars (\$50,000.00) of Earnest Money. Such additional Earnest Money deposits shall be included in the term "Earnest Money," as used in this Agreement, shall be immediately released to the Seller and shall be applicable to the Purchase Price, and (except in the event of a Seller default or as otherwise set forth herein), shall be non-refundable.

Closing shall occur through deliveries by the parties of those documents and funds contemplated in Sections 5.2 and 5.3 hereof into a closing escrow to be administered by Title Company. Seller shall deliver possession of the Property to Buyer on the Closing Date.

5.2 Seller's Obligations at Closing. At the Closing, Seller shall:

- 5.2.1 Deed. Deliver to Buyer a duly executed warranty deed in recordable form, conveying to Buyer marketable fee simple title to the Property and all rights appurtenant, free and clear of all encumbrances except the Permitted Exceptions.
- 5.2.2 Authority. Deliver to Buyer such evidence as Buyer's counsel and/or Title Company may reasonably require as to the authority of the persons executing documents on behalf of Seller.
- 5.2.3 Seller's Affidavit. Deliver to Buyer an affidavit duly executed by Seller that on the Closing Date, there are no outstanding unsatisfied judgments, tax liens or bankruptcies against or involving Seller or the Property; that there has been no skill, labor or material furnished to the Property at the request of Seller for which payment has not been made and that there are no unrecorded interests in the Property known to Seller.

- 5.2.4 Other Documents. Deliver to Buyer all other documents reasonably necessary to consummate the transaction contemplated by this Agreement.
- 5.3 Buyer's Obligations at Closing. At Closing, Buyer shall:
- 5.3.1 Purchase Price. Pay to Seller the full amount of the Purchase Price by wire transfer of immediately available funds. Buyer and Seller agree that the Earnest Money and Additional Earnest Money shall be applied towards payment of the Purchase Price.
- 5.3.2 Other Documents. Deliver to Seller all other documents reasonably necessary to consummate the transaction contemplated by this Agreement.
- 5.4 Closing Costs. Seller and Buyer agree to the payment of costs in connection with the Closing as follows:
- 5.4.1 Closing Fee. On the Closing Date, Seller and Buyer each will pay one-half (½) of any reasonable and customary fee imposed by Title Company for the Closing.
- 5.4.2 Real Estate Transfer Fee. On the Closing Date, Seller shall pay all real estate transfer taxes, deed stamps, deed taxes, and/or other similar transfer fees for conveyance of the Property to Buyer and/or the recording of the deed to be delivered by Seller under this Agreement.
- 5.4.3 Recording Costs. On or before the Closing Date, Seller shall pay the cost of recording all documents necessary to place record title in the condition warranted by Seller in this Agreement. Buyer will pay the cost of recording the deed conveying the Property to Buyer.
- 5.4.4 Title Insurance Costs. Seller shall pay the costs of issuing the Title Commitment and Buyer shall pay the premium for any owner's policy and loan policy.

ARTICLE VI REAL ESTATE TAXES AND SPECIAL ASSESSMENTS

- 6.1 Real Estate Taxes and Special Assessments. On or before the Closing Date, Seller shall pay all general real estate taxes for the Property due and payable in years prior to the year of Closing. Buyer shall pay, on the Closing Date, all deferred taxes for the Property and all special assessments levied or pending against the Property as of the Closing Date, including, without limitation, any installments of special assessments (or estimates thereof) and interest thereon payable after the Closing Date. General real estate taxes for the Property due and payable in the year of Closing shall be apportioned between Buyer and Seller based on a 365 day calendar year as if Buyer were vested with title to the Property on the Closing Date.

ARTICLE VII COMMISSIONS

7.1 Brokerage Commissions. Buyer warrants to Seller that it has dealt with no brokers, finders or the like in connection with this transaction, and Seller warrants to Buyer that it has dealt with no brokers, finders or the like in connection with this transaction. Buyer and Seller agree to indemnify and hold harmless the other party from any loss, liability, cost, damage or expense resulting from, or relating to, any claim for such commissions or finder's fees by any person claiming under the indemnifying party. The obligations of Buyer and Seller under this paragraph shall survive Closing or any termination of this Agreement.

ARTICLE VIII DEFAULT AND REMEDIES

8.1 Default. Buyer or Seller shall be in default under this Agreement if either fails to observe, perform or comply with any term, condition or obligation of this Agreement and such failure continues for a period of ten (10) days after written notice of the failure to the Buyer or Seller from the other party.

8.2 Remedies. Upon default by a Buyer or Seller, the other party shall have the following remedies:

8.2.1 Buyer's Remedies. Upon Seller's default under this Agreement, then the remedies available to Buyer shall be (i) to terminate this Agreement by written notice to Seller and to receive the return of the Earnest Money, or (ii) to seek specific performance of this Agreement on or before six (6) months after Seller's default during which time the Closing will be postponed until such time as Seller has cured its default. The rights and remedies of this Section shall survive Closing or any termination of this Agreement.

8.2.2 Seller's Remedies. Upon Buyer's default under this Agreement, then the sole remedy available to Seller shall be to terminate this Agreement according to Minnesota law and upon such termination to receive the Earnest Money. Upon such termination and release of the Earnest Money, Buyer shall be released from all liability hereunder and neither party shall have further rights or obligations under this Agreement. The rights and remedies of this Section shall survive Closing or any termination of this Agreement.

ARTICLE IX MISCELLANEOUS

9.1 Successors or Assigns. This Agreement shall be binding upon and inure to the benefit of the parties, and their respective successors and assigns.

9.2 Severability. In the event any provision of this Agreement shall be held to be invalid, unenforceable or in conflict with the law of the jurisdiction where the Property is located, the remaining provisions of this Agreement shall continue to be valid, enforceable and not be affected by such holding.

9.3 Assignment. Buyer shall not assign this Agreement without Seller's prior written consent which shall not be unreasonably withheld or delayed.

9.4 Notices. Any notice required or permitted pursuant to this Agreement shall be in writing and delivered by (a) email, with delivery receipt requested, (b) personal delivery, (c) reputable overnight or two-day delivery service with proof of delivery/attempted delivery, or (d) United States mail, postage prepaid, either certified or first class mail. All notices shall be sent to a party at the address set forth below, or to such other address or person as the party shall have designated in writing. Notices shall be deemed given upon the earlier of the date of actual receipt or (i) at the time of delivery if by personal delivery, (ii) as of the date of first attempted delivery if by overnight or two-day delivery or certified mail, or (iii) if by email, as of the time and date of the delivery receipt confirming the message was delivered to the recipient's email server.

If to Seller: Club West Partners, LLC
Attn: Jake Enebak
16972 Brandtjen Farm Drive
Lakeville, MN 55044
Email: jake.enebak@traditionllc.com

If to Buyer: City of Chaska
Attn: Matt Podhradsky
1 City Hall Plaza
Chaska, Minnesota 55318
Email: MPodhradsky@chaskamn.gov

9.5 Further Assurances. Each party agrees that it will execute and deliver such other documents and take such other action, whether prior or subsequent to Closing, as may reasonably be requested by the other party, to further consummate the transaction contemplated by this Agreement, without further consideration.

9.6 Calculation of Time Periods. Except as specifically set forth to the contrary in this Agreement, in computing any period of time described in this Agreement, the day of the act or event after which the designated period of time begins to run is not to be included and the last day of the period so computed is to be included, unless such last day is on a Saturday, Sunday or legal holiday, in which event the period shall run until the end of the next business day following such Saturday, Sunday or legal holiday.

9.7 Governing Law. This Agreement shall in all respects be interpreted, construed and enforced according to the laws of the State of Minnesota.

9.8 Counterparts. This Agreement and any related documents may be executed in any number of counterparts, each of which shall be deemed an original, and all of which together shall constitute one and the same instrument. Electronic signatures using a certified e-signature via Adobe or DocuSign are acceptable for this Agreement and related documents, except for documents and instruments to be delivered at Closing. Documents executed by the parties (whether via certified electronic signature as described above or manually signed) but delivered by email or

share-drive link as “pdf” or other electronic means will be accepted with the same effect as original ink-signed “hard copy” versions of such documents. Notwithstanding the foregoing, all documents which are to be recorded at Closing must be delivered by the signing party as fully executed and acknowledged (and, if required by applicable law, witnessed) “wet ink” originals.

9.9 Construction. Seller and Buyer and their respective counsel have reviewed and revised this Agreement. Seller and Buyer acknowledge that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement.

9.10 Attorneys’ Fees and Costs. In the event of litigation arising out of breach or claimed breach of this Agreement, the prevailing party shall be entitled to recover from the other party all costs and expenses incurred as a result, including attorneys’ fees and costs.

9.11 Survival. Except to the extent set forth in this Agreement, all of the terms of this Agreement, including, without limitation, the representations and warranties contained herein, shall survive and be enforceable after the Closing and delivery of the warranty deed.

9.12 Entire Agreement/Amendment. This Agreement constitutes the entire agreement between the parties with respect to the subject matter herein and fully supersedes all prior written or oral agreements between the parties with respect to such matters. No other agreement, statement or promise made by any party and no amendment, modification or other change of any provision of this Agreement shall be effective unless in writing signed by the parties.

(Signature page follows.)

IN WITNESS WHEREOF, Seller and Buyer have executed this Purchase and Sale Agreement as of the Effective Date.

SELLER:

Club West Partners, LLC,
a Minnesota limited liability company

By: T. Jacob Enebak
Its: Chief Manager

BUYER:

City of Chaska
a Minnesota municipality

By: Mark Windschitl
Its: Mayor

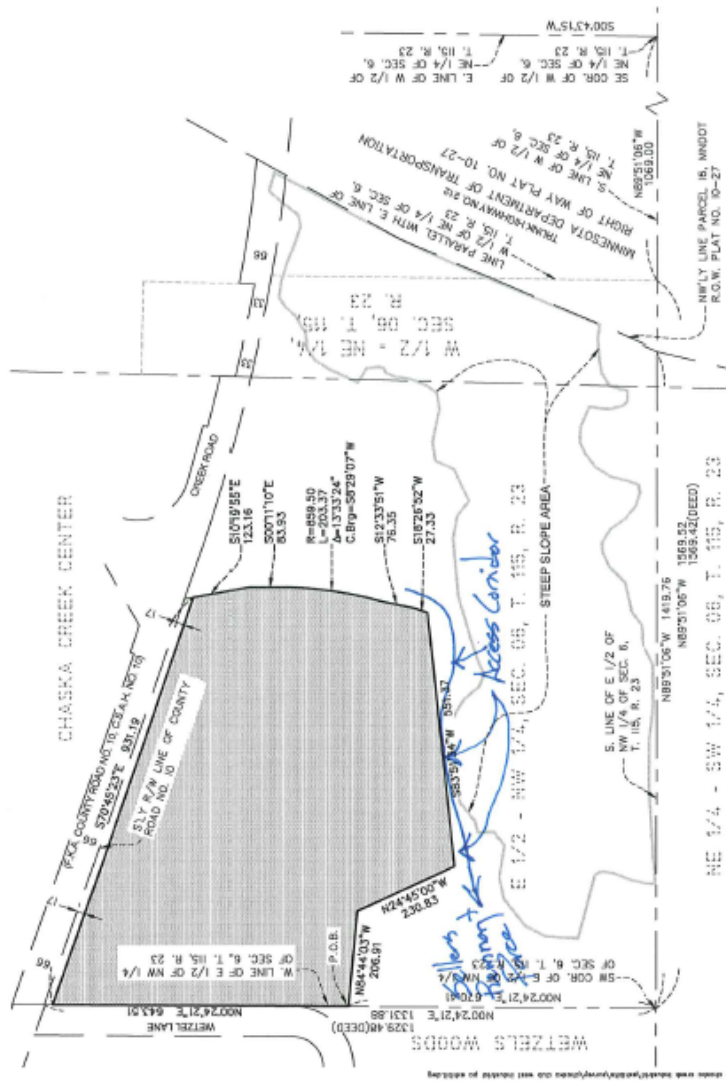
By: Matt Podhradsky
Its: City Administrator

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REAL DESCRIPTION FOR PURCHASE AGREEMENT AREA
The East Half of the East Half of the Northwest Quarter of Section 6,
Township 15N, Range 23S, Calder County, Minnesota described as
follows:

Commencing at the southwest corner of said East Half of the
Northwest Quarter, thence along the west line of said East
Half, second quarter, bearing South 70 degrees 24 minutes 21
seconds East, assumed bearing along the west line of said East
Quarter, North 89 degrees 55 minutes 55 seconds East, distance
of 66 feet; thence along the north line of said East Quarter,
bearing North 89 degrees 55 minutes 55 seconds East, distance
of 66 feet; along said west line, a distance of 949.51 feet to
the intersection of said west line and a line lying 70.00 feet southerly
of, measured perpendicular to, the line lying 70.00 feet southerly
of, the intersection of said south line and the County Road No. 10;
No. 10, thence South 70 degrees 56 minutes 23 seconds East,
parallel with said south line and the County Road No. 10, a distance
of 1231.16 feet, thence South 00 degrees 11 minutes 55 seconds East
1231.16 feet, thence South 00 degrees 11 minutes 55 seconds East
83.93 feet, thence southerly 203.37 feet along a non-perpendicular
course concave to the west, having a radius of 689.50 feet, a central
angle of 13 degrees 23 minutes 07 seconds, and a chord bearing
South 08 degrees 29 minutes 07 seconds West, thence South
12 degrees 33 minutes 51 minutes 07 seconds West, thence South
12 degrees 30 minutes 52 seconds West 75.35 feet, thence South
83 degrees 51 minutes 4 seconds West 551.37 feet, thence North
24 degrees 45 minutes 0 seconds West 220.83 feet, thence North
24 degrees 44 minutes 0 seconds West 220.91 feet to the point
of beginning.

Exhibit B



CHASKA CLUB WEST INDUSTRIAL AGREEMENT EXHIBIT
CHASKA, MINNESOTA



REQUEST FOR ACTION CHASKA CITY COUNCIL 9/16/2024

Subject: Establish Preliminary City Tax Levy for Taxes Payable 2025

Prepared By: Matthew Podhradsky, City Administrator

Under State Statute, local communities are required to establish a maximum tax levy prior to the end of September. This maximum levy is used by the County Auditor to prepare Truth in Taxation statements that are mailed to individual property owners, so they know what each one of their local taxing jurisdictions is planning to levy for in the upcoming year prior to Truth in Taxation Public Hearings held in early December. These statements help property owners understand what impact these proposed changes will have on the property taxes that they will pay in the next calendar year.

As discussed during work sessions held on August 19 and September 9, much of what we are planning for in the 2025 General Fund budget and tax levy is a continuation of priorities that were either established previously or are programs that were already in progress prior to last year's budget being established. These include continuation of our Capital Asset Maintenance Program and the third year of implementation of revenues for our four-year Building Improvement Program.

The following report will go through not only looking at the current budget environment we are working with in developing the 2025 budget but will also look at the impacts on residents for the recommendations being made.

Budgeting Objectives

As always, we start the budget process by focusing on the objectives that have been discussed with Council for establishment of the 2025 budget. These objectives include:

- ***Support budgeting programs that help Chaska strengthen its mission of being "The Best Small Town in Minnesota"***
- ***Maintain existing high-quality service levels***
- ***Existing Levy Policy: Limit tax levy growth to capture only new growth in community and expenditure inflation. Only increase the levy beyond this point if new service levels/assets are being added***
- ***Fully fund maintenance and replacement of our vehicles, equipment, and physical assets on a regular schedule to ensure sustainability of investments already made***
- ***Fund new programs only after existing, necessary programs are funded***
- ***Budget utilizing a plan that avoids draw-down of City's General Fund Reserves and builds these reserve levels to a targeted level***

- ***Fully fund levy needs of Street Reconstruction Program***
- ***Develop a budget plan that is sustainable from a resource perspective to support service levels that residents expect***

This last objective was added during the 2019 budget process and led to a Staffing Study in which 2024 is the final year of implementation. During the 2021 budget process, we also added to our General Fund Reserves Objective by expanding it to include developing a plan to build up our General Fund Reserves balance to targeted levels that maintain or improve our current bond ratings. As we saw during our Auditor's report earlier this year, this has been an area that we have made great strides in over the past few years with our General Fund Reserves Balances continuing to increase as a percentage of our overall General Fund Budget.

Budget Environment for 2025

With the impacts of COVID behind us at this point, we continue to see high levels of growth within our community. Building permit revenue continues to be high after recent record years. This significant growth in the community, which is detailed below, has led to increases in our market values in all sectors.

This Staff report will lay out the economic environment in which our decisions for the 2025 budget will need to be made, and the initiatives the Council has discussed continuing in 2025 to address our service needs and to meet the budgeting objectives we have set above.

Market Values

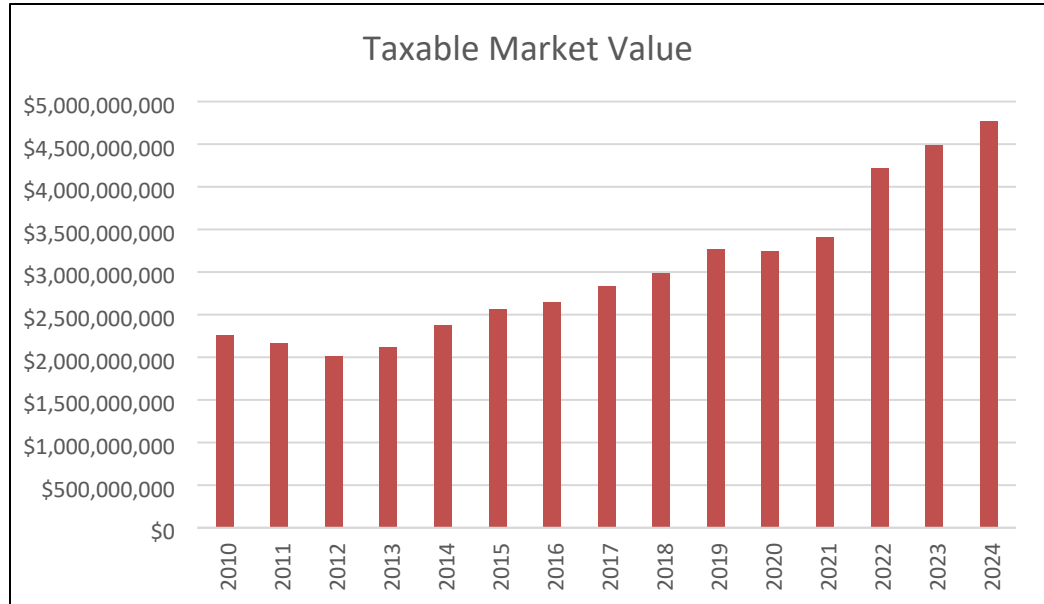
As you will see in the chart below, the City of Chaska saw a 6.73% increase in market values in 2024, which is expected to increase our gross tax capacity by 6.3% for taxes payable 2025. This market value increase is down from 8.18% in 2023 and 22.35% in 2022. This year, however, 53% of the market growth is coming from new construction, up from 40% in 2023. This increase helps to shift more of the tax burden away from existing properties.

	Residential	Commercial/Industrial	Apartment	Ag	Total
2024 EMV	\$3,691,789,600	\$741,897,300	\$373,697,500	\$85,491,600	\$4,892,876,000
2023 EMV	\$3,500,587,900	\$695,005,100	\$310,560,500	\$78,361,900	\$4,584,515,400
Total Value Change	\$191,201,700	\$46,892,200	\$63,137,000	\$7,129,700	\$308,360,600
New Construction	\$97,188,600	\$13,128,800	\$53,942,000	\$0	\$164,259,400
Market Change	\$94,013,100	\$33,763,400	\$9,195,000	\$7,129,700	\$144,101,200
% New Construction	2.78%	1.89%	17.37%	0.00%	3.58%
% Market Change	2.69%	4.86%	2.96%	9.10%	3.14%
2024 Total % Change	5.46%	6.75%	20.33%	9.10%	6.73%

With over 600 new apartment units coming online in the past year, the largest market value growth at a 20.33% increase is in apartments. The increase in commercial/industrial has also

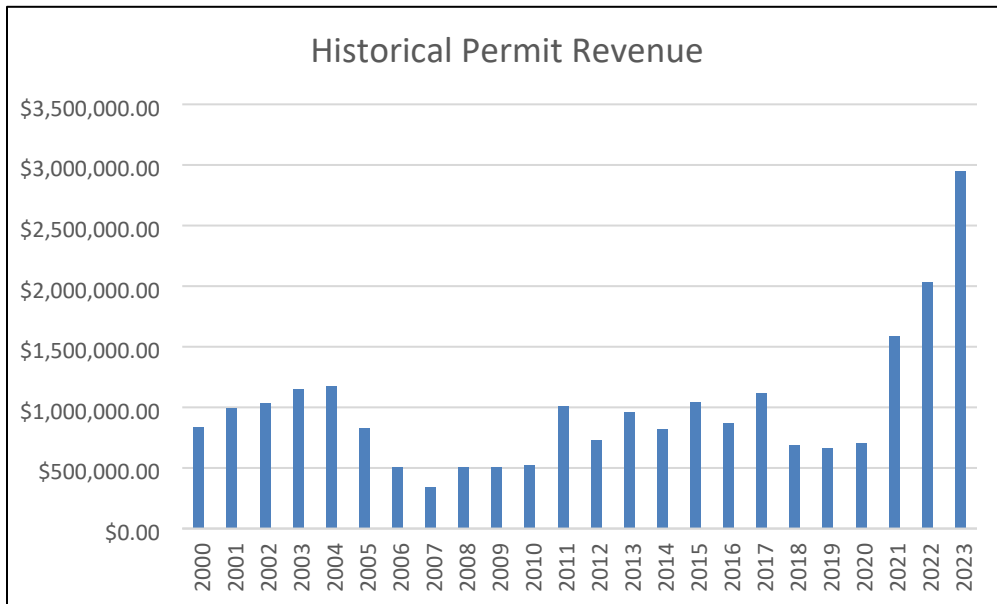
caused the distribution of market values in our community to shift with 15% of market values coming from commercial/industrial where it was previously 9%. This larger share of commercial/industrial values will shift the tax burden away from residential units.

The chart above illustrates the past 15-year history of total taxable market values in the community:



Building Permits

Like the market, building permits are constantly fluctuating, making this a very difficult number to budget. Apart from the Great Recession years of 2007-2010 where we saw a significant dip



in the amount of revenue we generated through Building Permits, most years between 2001-2020 saw building permit revenues of over \$800,000, with many of these years being close to \$1 million.

Since 2020, we have seen a steady increase in building permit revenue--\$1.5 million in 2021; \$2 million in 2022; and \$2.9 million in 2023. 2024 continues to see higher permit revenue as

we are at 101% of the budgeted revenue with 42% of the year remaining. Unlike 2023 however, the permit revenue this year is in housing and institutional rehabilitation, rather than the new apartment and commercial projects seen last year.

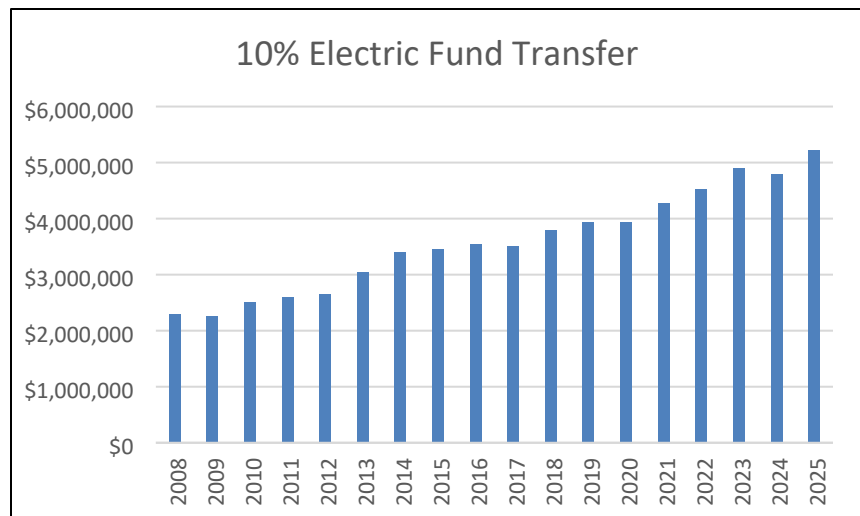
While these building permit numbers have been very high the last several years, we need to be cautious on our revenue projections for Building Permits, as losing one expected large project can have a significant impact on achieving our budgeted revenues in any given year and leave us with a hole in our budget. While we expect to continue to see growth in our community over the next year with many vacant residential lots still available to build on, Staff feels that we need to be conservative in setting our building permit number for the 2025 budget with us recommending setting it at a level of \$1.1 million. As we move through the fall months, we will be continuing to look at this and explore whether we need to adjust this even further based on what we may expect for planning applications going into next year and look at contingencies if we do not see building occurring at the levels we are planning for now.

Electric Fund Transfer

Along with strong growth in our building permit activity, we have also seen a large increase in electric load in the community over the past decade. We have seen this with the opening of several data centers in the community, as well as the additions onto existing industrial buildings in the community we continue to see. We have also started to see an impact from the increase in residential usage in the community.

Currently 10% of the City's sales revenue from the Electric Fund is established a transfer that helps support General Fund activities. This has been structured to be a right-of-way fee to the General Fund to support the Electric Fund's use of general city assets such as right of way for providing service in the community.

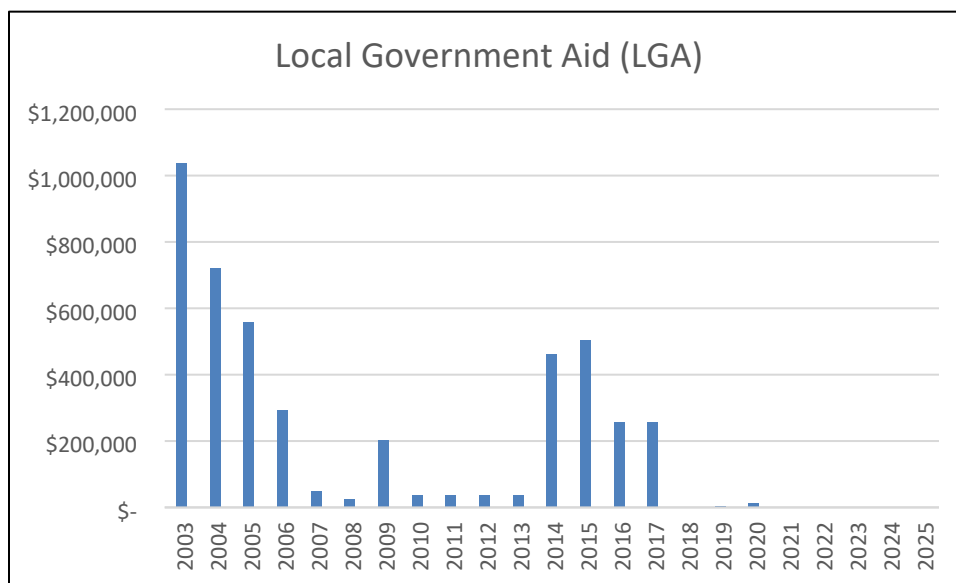
We are seeing this transfer continue to grow, as it is based on 10% of our overall sales within the Electric Department.



Local Government Aid

One area that we continue to mention is the loss of Local Government Aid (LGA), as it provides context to changes that occurred 20 years ago and the impacts it had to our budget. In 2003, we did receive just over \$1 million in LGA on an annual basis. That number dropped very quickly between 2003 and 2008, and from 2008-2020 there were varying amount of aid; however, since 2020 we have received no Local Government Aid.

When the initial drop of funds, approximately \$1 million, occurred between 2003 and 2007, the city did not levy to replace any of this lost aid. While we did see increasing market values during this same period, which helped mitigate some of this loss in LGA, this permanent loss in aid was never fully recouped through other revenue sources. Our need to address our identified staffing gap several years ago was largely impacted by not having this LGA to work with. By completing the implementation of the staff study later this year, we will have in essence recaptured this lost revenue from LGA and be able to fill the gaps that not having this LGA has had over the years in being staffed at the proper level.



While we still do not get any Local Government Aid allocated to us, there were two programs created that all cities were positively impacted with in the 2023 legislative session. The first was the State providing all local governments with one-time dollars to support Public Safety Needs (Police and Fire). In late 2023, the city received just over \$1.2 million for us to use on public safety needs. The funds are not required to be used with in 2024, and because these are one-time funds, we are carefully looking at ways the funds can be spent without committing us to long-term ongoing funding. Some of the purchases made in 2024 include the new drone, software, and AEDs. Additional purchases being considered in 2025 include additional AEDs and replacement of radars.

The second form of State Aid that was created comes from a special sales tax the State of Minnesota created to address transportation/transit needs in the Metro Area, and at the same time provide dollars to support the development and preservation of affordable housing within Metro Area communities. In 2024, we received approximately \$130,000, and anticipate this going up slightly in 2025. We do expect that we will continue to receive these funds on an ongoing basis and will be coming back with recommendations on how we could use these funds to help in the preservation and creation of affordable housing within Chaska.

Discussion Items for 2025 Budget

In work sessions held on August 16 and September 9, a key point discussions is that the key priorities for 2024 and nearly unchanged in 2025, with the exception of the staff study

implementation, as that will be completed by the end of 2024. Below are the priorities identified for the 2025 budget year:

1. Continued utilization of our tax levy policy
2. Continued implementation of our CAMP program (fka CIP)
3. Continue implementation of our 4-year Building Improvement Plan to address the deficiencies in our General Fund facilities

Establishing tax levy based on policy

For three decades, the City of Chaska had a policy in place for the establishment of the annual tax levy for the City. This policy stated that the City's objective was to have a constant tax rate, and that the levy would increase annually based on the increase in tax capacity in the community over the past year. For instance, if the tax capacity (which is based on market values) increased by 5% in any given year, the levy would be recommended to be increased by 5%, which would keep our tax rate the same. Theoretically, if a resident's property stayed the same in value from one year to the next, the taxes on their property would not increase. They would only increase if there was an increase in value.

In 2015, the Council officially changed that policy to have our levy increase reflect the actual items that have a direct impact on the cost of services we provide: new growth, inflation, and the addition of any new programs to our budget.

Based on that policy, for 2025, the percentage of new growth in the community, which is approximately 3.58%, is applied first. On top of the existing properties and the new growth, inflation (~5% over the past 12 months) is added. This would say that our operational levy should increase by 8.76% to accommodate these increases in service costs. The only other increase would come from any additional services/new items being introduced in the Budget for the upcoming year.

Increasing the levy by 8.76% will allow us to generate enough resources to fund our existing services in the community but would not address the addition of any services, such as increases needed for the implementation of our Building Improvement Plan. The tax impact for the median-valued home in the community (\$390,000) would be \$4.50 per month if we were to only address our baseline services in this upcoming tax year.

Continued implementation of the Capital Asset Maintenance Program (CAMP)

Since 2012, we have discussed the importance of reinvesting back into the assets we have in the community if we are going to keep them in good condition.

In doing a study of our existing assets back in 2013, it was determined that in our General Governmental Services we were approximately \$1 million short annually in being able to properly fund the replacement of our assets such as parks, road, trails, etc. To address this, the Council decided that year to implement a program over a 4-year period, increasing revenues to the CAMP program by \$250,000 each year until fully implemented. In 2017, we finished this 4-year ramp up of revenue, which has since allowed us to fund \$1 million annually towards our CAMP activities.

With the \$1 million in CAMP fully incorporated into our baseline tax levy model (meaning that we can accomplish this without adding to the \$4.50 impact to a median-valued home described above), the following projects are what we would anticipate completing during the 2025 year. We will continue to refine this over the course of this fall and have a final list by the time we formally establish our budget for 2025 in December.

- Bavaria Road: \$1,400,000
- Trail Resurfacing (3 miles): \$60,000

While the amount for 2025 is above the \$1 million we normally do in a year, it is anticipated that in 2026 about \$600,000 in projects will be completed so that a total of \$2 million is spent between the two years as would have been anticipated.

As you can see from the lists above, the CAMP program is really aiming to properly take care of the assets we have already invested into. This existing infrastructure is critical to take care of so we make sure that we don't spend more money in the future replacing things that could have been preserved if properly maintained.

Building Improvement Program

A good deal of our budget discussions over the past several years has been in implementing our Building Improvement Program to help address the lack of space and conditions of our General Fund buildings across the community, including:

- Public Safety (Police and Fire)
- Municipal Services Building (Public Works, Water/Sewer, Electric, Storm Water, Mechanics)
- Library
- City Hall

As discussed, except for the Fire Station, all these facilities are over 30-years old, with little reinvestment put into these buildings over this time. These buildings have also not increased in size to accommodate new employees added as the community has grown, which has also not given us the space needed to add new equipment.

To address this issue, the City hired architects at Leo A Daly and the construction management firm of RJM Construction to complete the following tasks:

- Identify the square footage needs of every General Fund Department
- Develop a Concept Plan to address each of the department's needs
- Develop conceptual pricing to accomplish implementing these building recommendations

The findings of this study were presented to the Council in 2022 as this plan was being considered, along with recommendations for how to fund these facility needs. The total estimated costs to address the needs of each of these facilities was \$115 million, which would create an annual debt service need of a little over \$6.1 million per year, with \$4.5 million attributed to General Fund costs, and \$1.6 million attributed to costs of our Enterprise Funds (i.e., Electric, Water/Sewer, Storm).

As we have discussed during this process, one of the things that makes this issue difficult to address is both the fact that the original facilities were funded using one-time dollars, and our tax levy has historically been very low, giving us few resources to reinvest back into these facilities as the needs have arisen. This means that to address this issue, we have needed to look at creating new resources unless we are willing to cut back on our existing services levels, which have also been traditionally leanly funded.

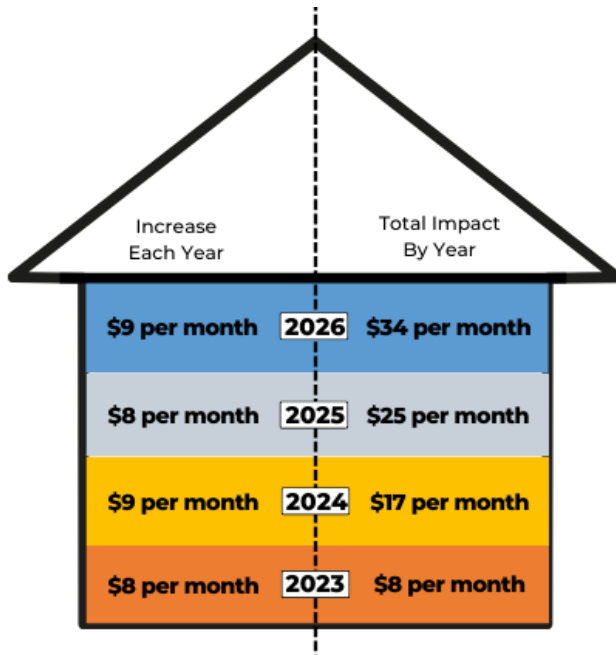
To address the funding of this program, but to not see the entire impact come all at once, Council did move forward, starting with the 2023 budget and again for the 2024 budget, to fund this program over a 4-year period, with the tax levy needing to increase by \$1.125 million for each of the four years of the program. Increasing this over a 4-year period not only helped spread this increase over time, but also matched up with the pace at which we could even implement improvements to the plan, as we would only have the capacity to take on one facility each year.

With the Council moving forward with the first year of implementation of the plan in 2023, Staff did move forward with the design work of the Public Safety Facility in 2023, with a construction commencing earlier this year and a completion date in the fall of 2025. Continuing the pace of implementing the funding for this Building Improvement Plan over a 4-year period would create the following schedule of buildings being completed:

- MSB—Construction start in 2026, end in 2027
- Library—Construction start in 2028, end in 2029
- City Hall Remodeling—2030

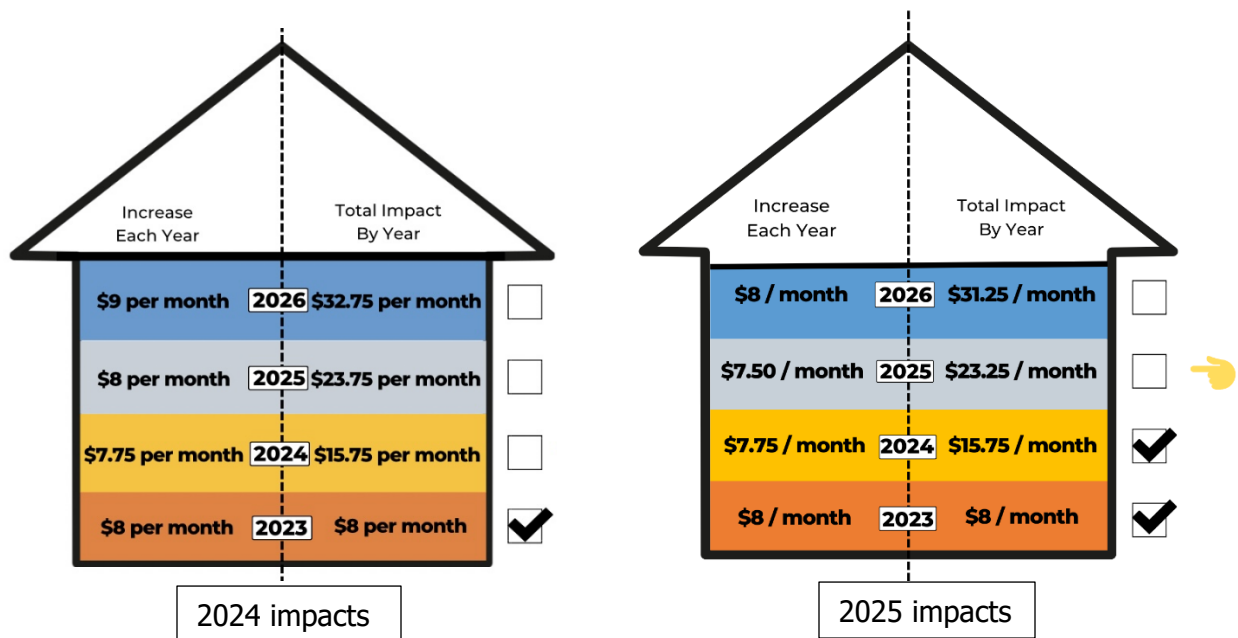
If the Council were to move forward with implementing the third year of funding for the program, it will allow us to begin design in 2025 and construction in 2026 on the Municipal Services Building.

Significant engagement has happened and continues to occur at different events in order to not only educate residents on what is needed for the project, but what they can expect for a tax impact.



When the program was first proposed for the 2023 budget the impacts were anticipated as shown by the graphic to the left.

As we shared while implementing the first stage of the plan, we were using conservative numbers with what type of growth we anticipated in the community, which could help decrease the impact of the program to residents, if more growth than we planned for occurred. This was the case for the 2024 impacts, and we are seeing that again for the 2025 impacts.



We should also note that as we look at reasonable estimates for the remaining year (2026) of the program, we would expect to see this number decrease more because of the continued building and higher than planned increases in market value through growth, although we will not know that until next summer.

Other Budget Items of Note

Besides the major initiatives above, it is important to note a few items that are included in this year's budget to keep up with our service level needs and are included in the baseline tax levy increase described above (#1):

- New marked patrol car for Police: \$56,000
- New tractor for Public Works: \$110,000
- New trailer for Public Works: \$22,000

All these items are included in the budget with no additional tax levy impact. I point these out as they are larger new expenditures we need to address for our growing service level demand.

Impact of Proposed Maximum Tax Levy for 2025

As we do each year, the following is an illustration of the impact of taxes in our current year (2024) compared to what is being proposed in this Staff report recommendation for 2025:

2025 General & EDA Levy: \$21,037,556
Increase from 2024: 15.88%

Median Home Value in 2023: \$379,100
City Taxes Payable in 2024: \$1,379

Median Home Value in 2024: \$390,000
City Taxes Payable in 2025: \$1,523

Increase from 2024 to 2025 is \$144/year (\$12/month) or 10.44%
Baseline: \$54
Building Program: \$90

While the total levy increase from 2024 is 15.88%, because of the new growth in the community, the impact to residents is less with an increase of 10.44%

Comparison to Other Communities

Each year we compare our levy amount on a per capita basis to other metro communities. This levy amount not just includes the General Fund Levy, but also includes the Equipment Acquisition Fund Levy, the EDA levy, the City Tax Abatement Project Levy and the Mt. Pleasant Cemetery Levy.

Rank	City	Total 2024	Population	Total Tax Levy Per Capita
1	Golden Valley	\$ 33,411,310	22,305	\$ 1,498
2	Wayzata	\$ 6,407,122	4,549	\$ 1,408
3	Oak Park Heights	\$ 6,676,680	4,820	\$ 1,385
4	Orono	\$ 9,415,100	8,383	\$ 1,123
5	Mendota Heights	\$ 12,889,319	11,670	\$ 1,104
59	Maple Grove	\$ 44,105,600	71,676	\$ 615
60	Woodbury	\$ 48,372,932	78,740	\$ 614
61	Rosemount	\$ 16,501,479	26,965	\$ 612
62	Chaska	\$ 18,154,194	29,739	\$ 610
63	Circle Pines	\$ 3,049,945	5,055	\$ 603
64	Blaine	\$ 43,909,600	73,546	\$ 597
65	Shoreview	\$ 16,335,747	27,369	\$ 597
80	East Bethel	\$ 6,290,600	11,992	\$ 525
81	Lauderdale	\$ 1,110,179	2,275	\$ 488
82	White Bear Lake	\$ 12,003,000	24,617	\$ 488
83	Falcon Heights	\$ 2,700,072	5,640	\$ 479
84	North Oaks	\$ 2,476,679	5,570	\$ 445

The chart below shows the impact on a per capital basis of the 2024 final levy amounts in each community. Last year, during the preliminary tax levy discussion, we had projected that after final tax levy amounts were established, that we would be #55 in the metro area; however, we ended up #62, only two places higher than in 2023.

Two things should be noted when looking at this chart. Chaska is a city that is growing much faster than other cities in the Metro area, meaning that we will likely end up better than other communities who are growing less quickly or are not growing at all. Also, our Building Improvement Program financial implementation program ends after 2026. This means that after this is completed and we no longer need to raise additional funds to support this program that we should be at our peak with several years of growth remaining in our community to allow us to improve on this list over time.

Recommendation

Staff will be presenting the General Fund budget and going through each of the priorities being considered at the Council at the meeting on September 16. At this meeting, it is recommended the Council:

- Establish a total preliminary operating tax levy for 2025 of \$20,192,407 for the General Fund and other general governmental funds of the City supported by a tax levy.
- Establishing a preliminary tax levy of \$613,709 to support our City's Tax Abatement Projects. This has no impacts on taxpayers as these resources come directly out of the projects they have supported.
- The EDA will also be considering the proposed \$231,440 levy for the EDA on Monday night.

All together these levies total \$21,037,556 as a maximum preliminary tax levy and was the number used in the impact analysis shared above, which has an impact of \$127 per month for the median valued home in the community.

It should be noted that under the Statutory process, the Council will have the ability to reduce the actual levy from the maximum set at this meeting but cannot increase the levy after this is set. The final budget and tax levy will be considered in December, with the public hearing for the budget on December 2, and the final consideration for approval on December 16.

Staff recommends approval of the proposed resolution setting these maximum tax levies.

CITY COUNCIL ACTION REQUESTED

Motion to adopt Resolution No. 2024-71 adopting the proposed assessed 2024 payable 2025 maximum property tax levy.

**CITY OF CHASKA
CARVER COUNTY, MINNESOTA**

RESOLUTION

DATE 09/16/2024 **RESOLUTION NO.** 2024-71

MOTION BY COUNCILMEMBER _____ **SECOND BY COUNCILMEMBER** _____

**RESOLUTION ESTABLISHING A PROPOSED 2025 BUDGET AND A PROPOSED 2025
MAXIMUM PROPERTY TAX LEVY**

WHEREAS, the City Administrator has presented the proposed 2025-2029 Financial Forecast; and,

WHEREAS, the City Administrator's proposed financial forecast also recommends an annual City tax levy; and,

WHEREAS, the City must certify to the County Auditor on or before September 30, 2024 a proposed 2024 Budget and a maximum not to exceed property tax levy for taxes payable 2025; and,

WHEREAS, the City must establish a public hearing on the 2025 Budget and must also establish a date to continue the public hearing if needed.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Chaska, Minnesota, that consistent with the Administrator's proposed financial forecast that the following proposed 2025 Budget and maximum not to exceed 2025 property tax levies, be adopted.

Proposed Maximum Levy:

City Levy	\$20,192,407
City Abatement Levy	613,709
Total All City Levies	<u>\$20,806,116</u>
HRA Levy	231,440
Total All Levies	<u>\$21,037,556</u>

<u>Proposed Levy-Supported Budget</u>	<u>\$39,952,120</u>
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AND BE IT FURTHER RESOLVED, to call for a Public Hearing on the 2024 Budget on Monday, December 2, 2024, at 7:00 p.m. at Chaska City Hall, with Monday, December 16, 2024, at 7:00 p.m. at Chaska City Hall established as the continuation date, if needed, for the Public Hearing.

Passed and adopted by the City Council of the City of Chaska, Minnesota, this 16th day of September 2024.

Mark Windschitl, Mayor

Attest: _____
Chaska Deputy Clerk

CLAIMS ROSTER REPORT

FOR COUNCIL MEETING:

September 16, 2024

Paid and Unpaid Invoices:

Check #'s 352982-353137

\$2,022,589.37

Paid Electronic Invoices:

Wire #'s 4294-4309

\$873,201.11

Amount for Approval-Council Meeting:

September 16, 2024

\$2,895,790.48

City of Chaska



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
100006 SCOTT A HUTNICK									
131351		08/31/2024	091724	352989	450.00	09/15/2024	INV	PD	August Animal Control
CHECK DATE: 09/17/2024									
106208 ATHLACTON HOLDINGS LLC									
1015497		09/04/2024	091724	352990	700.00	10/04/2024	INV	PD	Technical Serv-Active Net
CHECK DATE: 09/17/2024									
103825 ACUSHNET COMPANY									
918872299		09/06/2024	091724	352991	87.55	10/06/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
918872496		09/06/2024	091724	352991	146.08	11/05/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
918882922		09/09/2024	091724	352991	284.93	11/08/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
108949 ADVANTAGE COLLECTION PROFESSIONALS LLC					518.56				
8604923		08/31/2024	091724	352992	30.00	10/05/2024	INV	PD	August Collection Commiss
CHECK DATE: 09/17/2024									
100072 ALTERNATIVE TECHNOLOGIES INC									
56199		08/15/2024	091724	352993	297.00	09/15/2024	INV	PD	OIL SAMPLES
CHECK DATE: 09/17/2024									
100102 ANCOM COMMUNICATIONS INC									
123423		08/29/2024	091724	352994	73.75	09/29/2024	INV	PD	#306 TAHOE-RADIO & PROGRA
CHECK DATE: 09/17/2024									
100155 AUBURN MANOR									
OCT 2024		10/01/2024	091724	352995	200.00	11/01/2024	INV	PD	OCT SENIOR CITIZEN DONATI
CHECK DATE: 09/17/2024									
105236 B & B TRANSFORMER INC									
29148	240200	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 13.8 120/20
CHECK DATE: 09/17/2024									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
29149	240205	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 13.8 120/20
CHECK DATE: 09/17/2024									
29150	240204	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 13.8 277/48
CHECK DATE: 09/17/2024									
29151	240203	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 13.8 277/48
CHECK DATE: 09/17/2024									
29156	240202	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 7.9 277/480
CHECK DATE: 09/17/2024									
29157	240201	09/03/2024	091724	352996	17,895.00	10/03/2024	INV	PD	TRN UG 300KVA 13.8 120/20
CHECK DATE: 09/17/2024									
112247 BAKER, PATRICIA					107,370.00				
38285		09/04/2024	091724	352997	109.86	10/04/2024	INV	PD	CREDIT BALANCE REFUND-112
CHECK DATE: 09/17/2024									
100174 BAUER BUILT TIRE AND BATTERY									
180305303		09/05/2024	091724	352998	798.64	10/05/2024	INV	PD	#1211 TIRES
CHECK DATE: 09/17/2024									
103754 BECKMAN COULTER INC									
183503101-2024-3		09/05/2024	091724	352999	720.00	10/05/2024	INV	PD	AUG REBATE-BUSINESS LIGHT
CHECK DATE: 09/17/2024									
100196 BIFFS INC									
INV211747		09/11/2024	091724	353000	400.00	10/09/2024	INV	PD	EMPTY FD BATHROOM TRAILER
CHECK DATE: 09/17/2024									
100201 BCBSM INC									
240830143233		08/30/2024	091724	353001	203,946.82	09/20/2024	INV	PD	OCT EMP INS PREM-MEDICAL
CHECK DATE: 09/17/2024									
102279 BOLTON & MENK INC									
0343370		08/23/2024	091724	353002	51,014.64	09/23/2024	INV	PD	2024 DT STREET PROJECT
CHECK DATE: 09/17/2024									
0343373		08/23/2024	091724	353002	1,737.00	09/23/2024	INV	PD	FUNDING SUPPORT-BIG WOODS
CHECK DATE: 09/17/2024									

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0343374		08/23/2024	091724	353002	101,716.53 09/23/2024	INV	PD	TH 41 & CSAH 61 IMPROVEME
CHECK DATE:		09/17/2024						
0343451		08/26/2024	091724	353002	870.00 09/26/2024	INV	PD	CITY PARK REHABILITATION
CHECK DATE:		09/17/2024						
					155,338.17			
100214 BORDER STATES INDUSTRIES INC								
928736188		07/22/2024	091724	353003	68.16 09/22/2024	INV	PD	TRAFFIC SIGN BAG
CHECK DATE:		09/17/2024						
928866592		08/13/2024	091724	353003	92.85 09/13/2024	INV	PD	TRAFFIC SIGN BAG
CHECK DATE:		09/17/2024						
928883724		08/15/2024	091724	353003	26.72 09/15/2024	INV	PD	TRAFFIC SIGN BAG FEE
CHECK DATE:		09/17/2024						
928924320		08/22/2024	091724	353003	-48.19 09/22/2024	CRM	PD	TRAFFIC SIGN BAG-CREDIT
CHECK DATE:		09/17/2024						
928924330		08/22/2024	091724	353003	-92.85 09/22/2024	CRM	PD	TRAFFIC SIGN BAG-CREDIT
CHECK DATE:		09/17/2024						
					46.69			
100220 BOYER FORD TRUCKS INC								
098P12564		08/27/2024	091724	353005	155.99 09/27/2024	INV	PD	#2116 WINDSHIELD WIPER MO
CHECK DATE:		09/17/2024						
098P12763		08/30/2024	091724	353004	-57.89 09/30/2024	CRM	PD	#2116 WIPER MOTOR RETURN
CHECK DATE:		09/17/2024						
098P13112		09/10/2024	091724	353004	106.46 10/10/2024	INV	PD	#312 EXHAUST CLAMPS
CHECK DATE:		09/17/2024						
					204.56			
100226 BRAUN INTERTEC CORPORATION								
b399524		09/11/2024	091724	353006	5,623.50 10/11/2024	INV	PD	SAVANNA WAY PHASE 2
CHECK DATE:		09/17/2024						
B399530		09/11/2024	091724	353006	3,512.00 10/11/2024	INV	PD	BAVARIA RD TURN LANES
CHECK DATE:		09/17/2024						
					9,135.50			
100254 BRYAN ROCK PRODUCTS INC								
65896		08/15/2024	091724	353007	592.41 09/15/2024	INV	PD	W/S STOCKPILE
CHECK DATE:		09/17/2024						

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100275 CALLAWAY GOLF									
938884004		09/02/2024	091724	353008	233.10	11/01/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
100454 CARVER COUNTY REBATES									
20022301-2024-2		08/21/2024	091724	353009	21.42	09/21/2024	INV	PD	AUG REBATE-AIR FILTERS
CHECK DATE: 09/17/2024									
266600010-2024-1		08/21/2024	091724	353009	12.28	09/21/2024	INV	PD	AUG REBATE-AIR FILTERS
CHECK DATE: 09/17/2024									
50093900-2024-5		08/21/2024	091724	353009	298.96	09/21/2024	INV	PD	AUG REBATE-AIR FILTERS
CHECK DATE: 09/17/2024									
50093905-2024-3		08/14/2024	091724	353009	900.00	09/14/2024	INV	PD	AUG REBATE-VARIABLE FREQU
CHECK DATE: 09/17/2024									
50093905-2024-4		08/21/2024	091724	353009	681.95	09/21/2024	INV	PD	AUG REBATE-AIR FILTERS
CHECK DATE: 09/17/2024									
111593 ELBA CASTILLO					1,914.61				
131346		09/09/2024	091724	353010	500.00	09/13/2024	INV	PD	Dance Group for Latin Fes
CHECK DATE: 09/17/2024									
100323 CDW GOVERNMENT INC									
AA22X4Z		08/22/2024	091724	353011	1,605.27	09/21/2024	INV	PD	REPLACEMENT PC
CHECK DATE: 09/17/2024									
100332 CENTERPOINT ENERGY RESOURCES CORP									
105010300/AUG 24		09/04/2024	091724	353012	2,110.73	10/02/2024	INV	PD	AUG 3210 CHASKA BLVD GAS
CHECK DATE: 09/17/2024									
109045922/AUG 24		09/05/2024	091724	353012	6,682.33	10/03/2024	INV	PD	AUG 1661 PARK RIDGE DR GA
CHECK DATE: 09/17/2024									
109052076/AUG 24		09/05/2024	091724	353012	3,613.33	10/03/2024	INV	PD	JUL 1611 PARK RIDGE DR GA
CHECK DATE: 09/17/2024									
120564141/AUG 24		09/04/2024	091724	353012	27.80	10/02/2024	INV	PD	AUG 1599 OAK CREEK PASS L
CHECK DATE: 09/17/2024									
64030791582/AUG 24		09/04/2024	091724	353012	14.67	10/02/2024	INV	PD	AUG 216 W 4th St GAS SRV
CHECK DATE: 09/17/2024									

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64030828871/AUG 24 CHECK DATE: 09/17/2024		09/04/2024	091724	353012	14.67 10/02/2024	INV	PD	AUG 423 N WALNUT ST GAS S
					12,463.53			
100337 QWEST CORPORATION 313773369/SEP24 CHECK DATE: 09/17/2024		09/01/2024	091724	353013	38.73 09/27/2024	INV	PD	SEP CCC BURGLAR ALARM
704007649 CHECK DATE: 09/17/2024		09/01/2024	091724	353014	351.84 10/01/2024	INV	PD	SEP SIP PHONE BILL
704224757 CHECK DATE: 09/17/2024		09/01/2024	091724	353014	849.06 10/01/2024	INV	PD	SEP INTERNET SERVICE
					1,239.63			
110240 CINTAS CORPORATION NO 2 5228298822 CHECK DATE: 09/17/2024		09/04/2024	091724	353015	489.43 10/04/2024	INV	PD	MEDICAL SUPPLIES FOR CABI
5228298867 CHECK DATE: 09/17/2024		09/04/2024	091724	353016	555.26 10/04/2024	INV	PD	FIRST AID SUPPLIES-CCC
5228505502 CHECK DATE: 09/17/2024		09/05/2024	091724	353017	303.65 10/05/2024	INV	PD	FIRST AID SUPPLIES-CITY H
					1,348.34			
102659 CIVICPLUS LLC 315970 CHECK DATE: 09/17/2024		11/01/2024	091724	353018	12,898.57 12/01/2024	INV	PD	CITY WEBSITE LICENSES & F
100419 CLOVER CONDOMINIUM ASSOCIATION 498838-34 CHECK DATE: 09/17/2024		09/15/2024	091724	353019	1,208.55 10/01/2024	INV	PD	OCT COMMUNITY ROOM DUES
111572 CLUB PROPHET SOFTWARE LLC INV2500273 CHECK DATE: 09/17/2024		09/01/2024	091724	353020	809.88 09/11/2024	INV	PD	SEP TC/LOOP POS SOFTWARE
111222 CNH ARCHITECTS LTD 3295 CHECK DATE: 09/17/2024		08/31/2024	091724	353021	28,870.66 09/14/2024	INV	PD	Public Safety Facility Ar

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
112250	COLOMBIA LIVE								
10412		09/05/2024	091724	353022	450.00	09/13/2024	INV	PD	Dance Group for Latin Fes
CHECK DATE: 09/17/2024									
106301	CORE AND MAIN LP								
V563789		09/04/2024	091724	353023	1,787.97	10/04/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
V564873		09/04/2024	091724	353023	144.00	10/04/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
V573294	240209	09/05/2024	091724	353023	2,216.07	10/05/2024	INV	PD	INVENTORY-10IN ROMAC ALPH
CHECK DATE: 09/17/2024									
V582243		09/06/2024	091724	353023	850.80	10/06/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
V590645		09/09/2024	091724	353023	4,357.00	10/09/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
					9,355.84				
107485	CROWN COLLEGE								
EMTI 43		09/05/2024	091724	353024	450.00	09/25/2024	INV	PD	FD MEDICAL TRAINING
CHECK DATE: 09/17/2024									
112253	DAVES, ROBERT P								
1		09/10/2024	091724	353025	150.00	10/10/2024	INV	PD	Senior Picinic Entertainm
CHECK DATE: 09/17/2024									
100520	DEM CON COMPANIES LLC								
20486		08/31/2024	091724	353026	223.02	09/30/2024	INV	PD	PIONEER PARK ROOT DISPOSA
CHECK DATE: 09/17/2024									
105629	DICKS SANITATION SERVICE INC								
11004785T460		09/01/2024	091724	353027	1,373.42	10/01/2024	INV	PD	RIVER CITY DAYS
CHECK DATE: 09/17/2024									
112244	DUNIFON, DREW								
39053		09/04/2024	091724	353028	19.72	10/04/2024	INV	PD	METER DEPOSIT REFUND-906
CHECK DATE: 09/17/2024									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
103643 EROSION PRODUCTS LLC									
INV20257WS		09/10/2024	091724	353029	148.50	10/10/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
100619 ESS BROTHERS & SONS INC (NEED UPDATED W-9)									
EE6612		08/22/2024	091724	353030	3,870.00	09/22/2024	INV	PD	CROSSTOWN PRV
CHECK DATE: 09/17/2024									
100655 FERRELLGAS 7780961									
1127569720		08/14/2024	091724	353031	78.06	09/14/2024	INV	PD	PROPANE
CHECK DATE: 09/17/2024									
112249 LOCALITY MEDIA INC									
2514		09/05/2024	091724	353032	16,000.00	10/05/2024	INV	PD	SOFTWARE
CHECK DATE: 09/17/2024									
111488 AT AND T MOBILITY NATIONAL ACCOUNTS LLC									
287333620278X0903202		08/25/2024	091724	353033	391.30	09/20/2024	INV	PD	AUG FIRSTNET MOBILE
CHECK DATE: 09/17/2024									
287333623995X0903202		08/25/2024	091724	353033	383.56	09/20/2024	INV	PD	AUG FIRSTNET MOBILE-PW JE
CHECK DATE: 09/17/2024									
					774.86				
100693 FS3 INC									
90513		08/23/2024	091724	353034	1,193.28	09/23/2024	INV	PD	PULLING LUBE
CHECK DATE: 09/17/2024									
90565	240206	08/30/2024	091724	353034	16,080.00	09/30/2024	INV	PD	12,000 - CONDUIT 3" CONT
CHECK DATE: 09/17/2024									
					17,273.28				
110270 GARTNER REFRIGERATION INC									
12451417		09/04/2024	091724	353035	1,525.60	10/04/2024	INV	PD	Equip repair
CHECK DATE: 09/17/2024									
12451418		09/04/2024	091724	353035	1,167.18	10/04/2024	INV	PD	mach/equip replace
CHECK DATE: 09/17/2024									
					2,692.78				
112160 PT INTERMEDIATE HOLDINGS IV LLC									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
6540442 CHECK DATE: 09/17/2024		09/03/2024	091724	353036	1,709.66	10/03/2024	INV	PD	OAK 19 PM PLAN
101463 GOPHER STATE ONE CALL									
4080285 CHECK DATE: 09/17/2024		08/31/2024	091724	353037	735.75	09/30/2024	INV	PD	AUGUST LOCATES
100759 WW GRAINGER INC									
9223241234 CHECK DATE: 09/17/2024		08/21/2024	091724	353038	27.00	09/21/2024	INV	PD	#704 AIR BRAKE REPAIR
9230836646 CHECK DATE: 09/17/2024		08/28/2024	091724	353038	261.84	09/28/2024	INV	PD	BELTS FOR CONDENSING TOWE
106216 ROSHE 2 INCORPORATED					288.84				
2805 CHECK DATE: 09/17/2024		09/04/2024	091724	353039	790.65	10/04/2024	INV	PD	AUG EVENT CLEANING
2806 CHECK DATE: 09/17/2024		09/01/2024	091724	353039	3,031.00	10/01/2024	INV	PD	SEP CURL/EVENT CTR CLEANI
102333 HANSON, ELIZABETH					3,821.65				
131335 CHECK DATE: 09/17/2024		08/30/2024	091724	353040	47.64	09/30/2024	INV	PD	MILEAGE-SITE VISITS, MTGS
112219 HARPER, STEVE									
10003004-2 CHECK DATE: 09/17/2024		09/04/2024	091724	353041	152.34	10/04/2024	INV	PD	CREDIT BALANCE REFUND-274
100810 HAWKINS INC									
6856565 CHECK DATE: 09/17/2024		09/04/2024	091724	353042	6,641.41	10/04/2024	INV	PD	WTP CHEMICALS
100816 HAZELTINE NATIONAL GOLF COURSE									
102/2 CHECK DATE: 09/17/2024		09/03/2024	091724	353043	20,000.00	10/03/2024	INV	PD	CHASKA GOLF EXPERIENCE-HN

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110461 HEARTLAND BUSINESS SYSTEMS LLC									
725048-H		09/03/2024	091724	353044	43,955.67	10/03/2024	INV	PD	CISCO SMART NET LICENSING
CHECK DATE: 09/17/2024									
100848 HIGH TECH CLEANING INC									
20374		09/01/2024	091724	353045	3,392.82	10/01/2024	INV	PD	CITY HALL-CLEANING
CHECK DATE: 09/17/2024									
20375		09/01/2024	091724	353045	535.60	10/01/2024	INV	PD	COMMUNITY ROOM-CLOVER RID
CHECK DATE: 09/17/2024									
20376		09/01/2024	091724	353045	1,195.00	10/01/2024	INV	PD	FIRE STATION-CLEANING
CHECK DATE: 09/17/2024									
20377		09/01/2024	091724	353045	1,251.45	10/01/2024	INV	PD	HISTORY CENTER-CLEANING
CHECK DATE: 09/17/2024									
20378		09/01/2024	091724	353045	388.56	10/01/2024	INV	PD	IT DEPARTMENT-CLEANING
CHECK DATE: 09/17/2024									
20379		09/01/2024	091724	353045	2,588.96	10/01/2024	INV	PD	MSB-CLEANING
CHECK DATE: 09/17/2024									
20380		09/01/2024	091724	353045	190.55	10/01/2024	INV	PD	STANTEC BUILDING-CLEANING
CHECK DATE: 09/17/2024									
20381		09/01/2024	091724	353045	684.95	10/01/2024	INV	PD	WTP-CLEANING
CHECK DATE: 09/17/2024									
20382		09/01/2024	091724	353045	535.50	10/01/2024	INV	PD	THE LOOP-CLEANING
CHECK DATE: 09/17/2024									
					10,763.39				
108162 HYDRO-DESIGNS INC									
CI-02060		08/29/2024	091724	353046	856.00	09/29/2024	INV	PD	AUGUST RPZ MANAGEMENT
CHECK DATE: 09/17/2024									
100889 INTERNATIONAL CITY MGMT ASSN RETIREMENT CORP									
2024/0906 - ICMA		09/06/2024	091024	352983	4,361.51	09/06/2024	INV	PD	090624 Payroll - 457 & Ro
CHECK DATE: 09/10/2024									
110528 INVOICE CLOUD INC									
3052-2024_8		08/31/2024	091724	353047	13,351.87	10/05/2024	INV	PD	Invoice Cloud August
CHECK DATE: 09/17/2024									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
108948 AUDRANN INC									
1486441		08/14/2024	091724	353048	183.65	09/14/2024	INV	PD	HVAC BELTS
CHECK DATE:	09/17/2024								
1486641		08/14/2024	091724	353048	66.11	09/14/2024	INV	PD	FILTER FOR DEHUMIDIFICATI
CHECK DATE:	09/17/2024								
1488249		08/30/2024	091724	353048	893.97	09/30/2024	INV	PD	HVAC EQUIPMENT-BELTS
CHECK DATE:	09/17/2024								
1488363-01		09/03/2024	091724	353048	88.97	10/03/2024	INV	PD	HVAC BELTS
CHECK DATE:	09/17/2024								
1488744		09/04/2024	091724	353048	347.90	10/04/2024	INV	PD	AHU #1 BELTS
CHECK DATE:	09/17/2024								
1488779		09/03/2024	091724	353048	52.18	10/03/2024	INV	PD	AHU #5 BELTS
CHECK DATE:	09/17/2024								
					1,632.78				
100992 KEYS WELL DRILLING COMPANY									
WELLS 11 & 12-4		09/06/2024	091724	353049	25,872.30	10/06/2024	INV	PD	WELLS 11 & 12 PROJECT
CHECK DATE:	09/17/2024								
112224 KILEY, BARBARA									
10009442-2		09/04/2024	091724	353050	133.82	10/04/2024	INV	PD	CREDIT BALANCE REFUND-664
CHECK DATE:	09/17/2024								
101003 KLOOS ELECTRIC INC									
17887		09/06/2024	091724	353051	440.00	10/06/2024	INV	PD	SAVANNAH LIFT STATION
CHECK DATE:	09/17/2024								
101022 KUSSKE CONSTRUCTION COMPANY LLC									
53390110-7		09/06/2024	091724	353052	50,084.97	10/06/2024	INV	PD	CREEK RD UTILITY & ST/TRL
CHECK DATE:	09/17/2024								
101043 LANO EQUIPMENT INC									
01-1101723		09/06/2024	091724	353053	250.75	10/06/2024	INV	PD	#129 AIR FILTERS
CHECK DATE:	09/17/2024								
112242 LARSON, ANDREW									
39000		09/04/2024	091724	353054	12.95	10/04/2024	INV	PD	METER DEPOSIT REFUND-320

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
101050 LAW ENFORCEMENT LABOR SERVICES INC									
Sept 2024		09/06/2024	091024	352984	1,903.50	09/06/2024	INV	PD	Sept 2024 - Police Union
CHECK DATE: 09/10/2024									
101056 LEAGUE OF MINNESOTA CITIES									
40007906		09/04/2024	091724	353055	110,615.00	10/01/2024	INV	PD	Final Installment for 202
CHECK DATE: 09/17/2024									
101057 LEAGUE OF MINNESOTA CITIES									
10002436SEP24		09/04/2024	091724	353056	163,961.00	10/01/2024	INV	PD	WORKERS COMP COVERAGE PRE
CHECK DATE: 09/17/2024									
101071 LENZEN CHEVROLET BUICK INC									
89625		09/05/2024	091724	353057	51.44	10/05/2024	INV	PD	#2093 RUNNING BOARD PAD
CHECK DATE: 09/17/2024									
112243 LEYTAN MARCKWORDT, NORA									
39026		09/04/2024	091724	353058	84.46	10/04/2024	INV	PD	METER DEPOSIT REFUND-110
CHECK DATE: 09/17/2024									
110118 LOCKRIDGE GRINDAL NAUEN PLLP									
116409		09/01/2024	091724	353059	3,333.33	10/01/2024	INV	PD	SEP LOBBYIST FOR CITY SQU
CHECK DATE: 09/17/2024									
112251 MINNESOTA STATE COLLEGES & UNIVERSITIES									
131344		09/09/2024	091724	353060	5,000.00	09/09/2024	INV	PD	I. Jones CDL LICENSE
CHECK DATE: 09/17/2024									
105710 MACQUEEN EMERGENCY GROUP									
P34861		08/28/2024	091724	353061	1,193.63	09/28/2024	INV	PD	BOOTS FOR FF'S
CHECK DATE: 09/17/2024									
P35220		09/05/2024	091724	353061	1,014.64	10/05/2024	INV	PD	4 GAS MONITORS FOR DEPT
CHECK DATE: 09/17/2024									
P35251		09/05/2024	091724	353061	2,809.11	10/05/2024	INV	PD	GLOVES FOR FF'S
CHECK DATE: 09/17/2024									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					5,017.38				
103449	MADDEN GALANTER HANSEN LLP								
131399		09/09/2024	091724	353062	516.00	10/09/2024	INV	PD	AUG LEGAL-LABOR RELATIONS
CHECK DATE: 09/17/2024									
106209	MAETZOLD HOMES INC								
1130	Moers Dr	09/10/2024	091724	353063	2,500.00	10/10/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
101151	MCDONALD CONSTRUCTION INC								
704	Ensnocned Way	09/06/2024	091724	353064	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
106904	MCMASTER-CARR SUPPLY COMPANY								
33005868		09/09/2024	091724	353065	111.54	10/09/2024	INV	PD	WO#13905 AMI PROJECT - MI
CHECK DATE: 09/17/2024									
101183	METROPOLITAN COUNCIL								
AUG	SAC CHARGES	09/05/2024	091724	353066	56,583.45	09/30/2024	INV	PD	AUG SAC CHARGES
CHECK DATE: 09/17/2024									
101182	METROPOLITAN COUNCIL								
0001176949		09/03/2024	091724	353067	327,505.84	10/01/2024	INV	PD	OCT SEWER SVCS FOR MET CO
CHECK DATE: 09/17/2024									
101187	METRO SALES INC								
INV2597860		09/05/2024	091724	353068	1,876.11	10/05/2024	INV	PD	QTRLY RICOH CONTRACT
CHECK DATE: 09/17/2024									
INV2600987		09/10/2024	091724	353068	172.48	10/10/2024	INV	PD	RICOH COPIER-CURL/EVENT C
CHECK DATE: 09/17/2024									
112240	MICHIELSON, SARAH				2,048.59				
38824		09/04/2024	091724	353069	82.78	10/04/2024	INV	PD	METER DEPOSIT REFUND-325
CHECK DATE: 09/17/2024									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105998 MILBANK WINWATER WORKS									
192634 03	240211	08/30/2024	091724	353070	624.43	09/30/2024	INV	PD	INVENTORY-SWIVELS
CHECK DATE: 09/17/2024									
101217 MINNESOTA CHILD SUPPORT PMT CTR									
PR0906240015806598		09/06/2024	091024	352985	461.46	09/06/2024	INV	PD	090624 Payroll - child su
CHECK DATE: 09/10/2024									
101303 MN TEAMSTER PUBLIC AND LAW ENFORCEMENT									
Sept 2024		09/06/2024	091024	352986	5,939.00	09/06/2024	INV	PD	Sept 2024 - Local #320 Un
CHECK DATE: 09/10/2024									
101276 MINNESOTA VALLEY ELECTRIC COOPERATIVE									
107050711/AUG24		08/27/2024	091724	353071	1,245.69	09/22/2024	INV	PD	AUG ST LITES-TOWN COURSE
CHECK DATE: 09/17/2024									
106884 CHRISTOPHER J COLLINS									
1091		09/06/2024	091724	353072	2,870.00	09/20/2024	INV	PD	Adult softball - Umpire F
CHECK DATE: 09/17/2024									
105308 MINNESOTA VALLEY UTILITY SERVICES LLC									
1366		08/31/2024	091724	353073	4,457.70	10/09/2024	INV	PD	MONTHLY SUBSTATION MAINTA
CHECK DATE: 09/17/2024									
101192 STATE OF MINNESOTA									
1000052049		09/03/2024	091724	353074	10,252.07	10/03/2024	INV	PD	2ND QTR INDIRECT ASSESSME
CHECK DATE: 09/17/2024									
101341 MINNESOTA DEPT OF LABOR & INDUSTRY									
AUGUST0190352024		09/05/2024	091724	353075	5,717.86	09/30/2024	INV	PD	AUG PERMIT SURCHARGES
CHECK DATE: 09/17/2024									
101351 MN DEPARTMENT OF TRANSPORTATION									
P00018903		08/22/2024	091724	353076	1,150.78	09/21/2024	INV	PD	BAVARIA TURN LANES MATERI
CHECK DATE: 09/17/2024									
105995 MONEY MOVERS INC									

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
166996 CHECK DATE: 09/17/2024		07/05/2024	091724	353077	14.50	08/05/2024	INV	PD	JUN NIHCA REIMB
167623 CHECK DATE: 09/17/2024		08/05/2024	091724	353077	18.50	09/05/2024	INV	PD	JULY NIHCA REIMB
168246 CHECK DATE: 09/17/2024		09/05/2024	091724	353077	23.00	10/05/2024	INV	PD	AUG NIHCA REIMB
					56.00				
105853 MOR GOLF AND UTILITY INC									
49417 CHECK DATE: 09/17/2024		08/31/2024	091724	353078	1,300.00	09/30/2024	INV	PD	RENTAL CARS
106740 MORRIS LEATHERMAN COMPANY									
090524.2 CHECK DATE: 09/17/2024		09/05/2024	091724	353079	17,000.00	09/10/2024	INV	PD	Final invoice for Communi
101356 MTI DISTRIBUTING INC #31380									
1447843-00 CHECK DATE: 09/17/2024		09/04/2024	091724	353080	37.11	10/04/2024	INV	PD	#230 AIR CLEANER VALVE
1447843-01 CHECK DATE: 09/17/2024		09/05/2024	091724	353080	100.54	10/05/2024	INV	PD	#230 INJECTION PUMP FUEL
					137.65				
101365 STAR GROUP LLC									
4472/AUG24 CHECK DATE: 09/17/2024		08/31/2024	091724	353081	4,589.14	09/10/2024	INV	PD	AUG PARTS & SUPPLIES
112106 COMMITTEE FOR DEMOCRATIC REPUBLICAN INDEPENDENT									
Sept 2024 CHECK DATE: 09/10/2024		09/06/2024	091024	352987	8.00	09/06/2024	INV	PD	Sept 2024 - D.R.I.V.E. Co
112245 NGUYEN, NGUYET									
39318 CHECK DATE: 09/17/2024		09/04/2024	091724	353082	48.58	10/04/2024	INV	PD	METER DEPOSIT REFUND-1112
101437 NUSS EQUIPMENT GROUP LLC									
PSO135231-1		09/06/2024	091724	353083	26.40	10/06/2024	INV	PD	#117 EXHAUST CLAMPS

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
105035 RED BEARD LLC									
2411		09/03/2024	091724	353084	5,400.00	10/03/2024	INV	PD	GOLF EXPERIENCE BOX LUNCH
CHECK DATE: 09/17/2024									
112246 OVERBY, JANE									
10010880		09/04/2024	091724	353085	278.31	10/04/2024	INV	PD	CREDIT BALANCE REFUND-110
CHECK DATE: 09/17/2024									
109623 PER MAR SECURITY AND RESEARCH CORPORATION									
3397352		08/23/2024	091724	353086	157.50	09/23/2024	INV	PD	CLOVER CONDO DOOR REPAIR
CHECK DATE: 09/17/2024									
108000 DAKOTA CURLING SUPPLIES									
10801737		08/28/2024	091724	353087	97.95	09/28/2024	INV	PD	tools/minor repair
CHECK DATE: 09/17/2024									
101530 PING INC									
17733363		07/29/2024	091724	353088	-285.00	09/30/2024	CRM	PD	RESALE PRICE REPOSITION
CHECK DATE: 09/17/2024									
17733364		07/29/2024	091724	353088	-78.00	09/30/2024	CRM	PD	RESALE PRICE REPOSITION
CHECK DATE: 09/17/2024									
17798512		08/30/2024	091724	353088	463.07	09/30/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
					100.07				
101536 PITNEY BOWES GLOBAL FINANCIAL SERVICES LLC									
3106825903		09/10/2024	091724	353089	487.35	10/29/2024	INV	PD	Lease of Postage Machine
CHECK DATE: 09/17/2024									
101539 PLAISTED COMPANIES INC									
74541		08/31/2024	091724	353090	2,172.48	09/30/2024	INV	PD	TOP DRESSING SAND
CHECK DATE: 09/17/2024									
101557 POWER SYSTEM ENGINEERING INC									
9054915		09/09/2024	091724	353091	2,640.00	10/09/2024	INV	PD	MRS 115 BRKR ADD'N WO#'S

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
101571 PREMIUM WATERS INC									
417080-08-24		08/31/2024	091724	353092	153.67	09/30/2024	INV	PD	CLUBHOUSE WATER
CHECK DATE: 09/17/2024									
106323 PULTE HOMES									
128 Liberty Heights		09/06/2024	091724	353093	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
107855 STAPLES INC									
40413780-1		09/05/2024	091724	353094	64.77	10/05/2024	INV	PD	Scissors, pens, eraser, t
CHECK DATE: 09/17/2024									
40413780-2		09/05/2024	091724	353094	39.99	10/05/2024	INV	PD	Lyso! wipes for workroom
CHECK DATE: 09/17/2024									
40413780-3		09/05/2024	091724	353094	120.96	10/05/2024	INV	PD	Cups and plates for the b
CHECK DATE: 09/17/2024									
40464048		09/09/2024	091724	353094	128.99	10/09/2024	INV	PD	Printer Cartridge for Whi
CHECK DATE: 09/17/2024									
					354.71				
101684 R & R SPECIALTIES OF WISCONSIN INC									
0082885-IN		09/05/2024	091724	353095	70.00	10/05/2024	INV	PD	Zamboni Blade sharpening
CHECK DATE: 09/17/2024									
112241 RADERMACHER, LUCAS									
38971		09/04/2024	091724	353096	17.52	10/04/2024	INV	PD	METER DEPOSIT REFUND-110
CHECK DATE: 09/17/2024									
101616 RDO EQUIPMENT COMPANY									
P2107570		09/10/2024	091724	353097	20,436.00	10/10/2024	INV	PD	#724 EXTENDED WARRANTY CO
CHECK DATE: 09/17/2024									
111900 SCP DISTRIBUTORS LLC									
528760		08/25/2024	091724	353098	110.23	09/25/2024	INV	PD	Reel for lane lines in th
CHECK DATE: 09/17/2024									
529089		09/06/2024	091724	353098	139.00	10/06/2024	INV	PD	Lane lines for the pool

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
					249.23				
101631 REINDERS INC									
3404783-00		08/29/2024	091724	353099	335.56	09/29/2024	INV	PD	FUNGICIDE-ATHLETIC PARK
CHECK DATE: 09/17/2024									
103251 ROBERT THOMAS HOMES INC									
4261 Millstone Dr		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
4294 Millstone Dr		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
4318 Millstone Dr		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
4324 Millstone Dr		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6402 Timber Arch Dr		09/05/2024	091724	353100	750.00	10/05/2024	INV	PD	Builders Deposit Refund
CHECK DATE: 09/17/2024									
6414 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6418 Timber Arch Dr		09/05/2024	091724	353100	750.00	10/05/2024	INV	PD	Builders Deposit Refund
CHECK DATE: 09/17/2024									
6426 Timber Arch Dr		09/05/2024	091724	353100	750.00	10/05/2024	INV	PD	Builders Deposit Refund G
CHECK DATE: 09/17/2024									
6428 Harvest Trl		09/11/2024	091724	353100	2,500.00	10/11/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6438 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6442 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6451 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6456 Harvest Trl		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6458 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6463 Timber Arch Dr		09/05/2024	091724	353100	2,500.00	10/05/2024	INV	PD	BUILDER DEPOSIT REFUND

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
6502 Timber Arch Dr		09/06/2024	091724	353100	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
6549 Timber Arch Dr		09/11/2024	091724	353100	2,500.00	10/11/2024	INV	PD	BUILDER DEPOSIT REFUND
CHECK DATE: 09/17/2024									
110677 HAJOCA CORPORATION					37,250.00				
S020661936.001		08/25/2024	091724	353101	8.33	09/25/2024	INV	PD	SERVICE CHARGE
CHECK DATE: 09/17/2024									
101703 SALVATION ARMY									
August/24 HS		08/31/2024	091724	353102	85.00	09/30/2024	INV	PD	AUG HEAT SHARE CONTRIBUTI
CHECK DATE: 09/17/2024									
101738 SCHILLING SUPPLY COMPANY									
972609-00		09/09/2024	091724	353103	4.41	10/09/2024	INV	PD	Paper towel dispensers
CHECK DATE: 09/17/2024									
101775 THE SHERWIN-WILLIAMS COMPANY-CHANHASSEN									
0169-5		09/04/2024	091724	353104	997.28	10/04/2024	INV	PD	PAINT/PRIMER & SUPPLIES
CHECK DATE: 09/17/2024									
104827 ROHN INDUSTRIES									
0031211		08/30/2024	091724	353105	26.85	09/30/2024	INV	PD	Service Security Console
CHECK DATE: 09/17/2024									
104547 SITEONE LANDSCAPE SUPPLY HOLDING LLC									
145722094-001		09/05/2024	091724	353106	64.22	10/05/2024	INV	PD	IRRIGATION SUPPLIES
CHECK DATE: 09/17/2024									
101860 STANDARD SPRING PARTS									
406280		09/04/2024	091724	353107	2,629.44	10/04/2024	INV	PD	#117 REAR SUSPENSION REPA
CHECK DATE: 09/17/2024									
112238 STOLTMAN, MICHELLE									
10011544		09/04/2024	091724	353108	35.69	10/04/2024	INV	PD	METER DEPOSIT REFUND-1108

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INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
CHECK DATE: 09/17/2024									
101892 STUART C IRBY CO									
S013994202.004		08/26/2024	091724	353109	1,476.60	09/26/2024	INV	PD	VOLTAGE DETECTOR
CHECK DATE: 09/17/2024									
S014044763.001	240208	09/04/2024	091724	353109	2,480.00	10/04/2024	INV	PD	1000 - COND UD ALUM #2 ST
CHECK DATE: 09/17/2024									
					3,956.60				
102247 SUMMIT FIRE PROTECTION CO									
2491310		08/23/2024	091724	353110	96.00	09/23/2024	INV	PD	FD-PTS GAUGE
CHECK DATE: 09/17/2024									
103677 SUN LIFE ASSURANCE COMPANY OF CANADA									
237741/AUG2024		08/01/2024	091024	352982	6,230.31	09/01/2024	INV	PD	AUG EMP LIFE INS PREM
CHECK DATE: 09/10/2024									
237741/SEP2024		09/01/2024	091724	353111	6,002.49	09/01/2024	INV	PD	SEP EMP LIFE INS PREM
CHECK DATE: 09/17/2024									
					12,232.80				
112101 SWAN COMPANIES INC									
53290150-3		08/21/2024	091724	353112	208,864.24	09/21/2024	INV	PD	SAVANNA WAY PHASE 2
CHECK DATE: 09/17/2024									
106847 SWANNIES GOLF APPAREL CO									
80780		09/09/2024	091724	353113	87.00	10/09/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
101932 TAYLOR MADE GOLF CO INC									
37725688		09/04/2024	091724	353114	437.33	10/04/2024	INV	PD	RESALE
CHECK DATE: 09/17/2024									
101977 TOLL COMPANY									
0070013696		09/09/2024	091724	353115	250.00	10/09/2024	INV	PD	SUBSTATION TANK LEASE
CHECK DATE: 09/17/2024									
111798 TOM KRAEMER INC									

Report generated: 09/12/2024 11:09
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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
663836		09/01/2024	091724	353116	230.00	10/01/2024	INV	PD	FLOOD ATHLETIC PARK STORA
CHECK DATE: 09/17/2024									
110934 THE TORO COMPANY									
411050365		09/01/2024	091724	353117	166.00	10/01/2024	INV	PD	SEP LOOP IRRIGATION NSN S
CHECK DATE: 09/17/2024									
101990 KANDI KOUNTRY EXPRESS LTD									
471836		09/03/2024	091724	353118	3,314.88	10/03/2024	INV	PD	T3 TRAILER REPAIR
CHECK DATE: 09/17/2024									
471878		09/05/2024	091724	353118	129.02	10/05/2024	INV	PD	#112 BOX HINGE PIN
CHECK DATE: 09/17/2024									
					3,443.90				
102007 TRENCHERS PLUS INC									
R01440		09/04/2024	091724	353119	1.82	10/04/2024	INV	PD	#127 PULLY BUSHING-INTERE
CHECK DATE: 09/17/2024									
102027 TWIN CITIES & WESTERN RAILROAD CO									
M900706-IN		08/27/2024	091724	353120	405.71	09/27/2024	INV	PD	RXR CROSSING CLOVER RDG D
CHECK DATE: 09/17/2024									
M900707-IN		08/27/2024	091724	353120	405.71	09/27/2024	INV	PD	RXR CROSSING CLOVER RDG D
CHECK DATE: 09/17/2024									
					811.42				
103460 TWIN CITIES HABITAT FOR HUMANITY									
1522 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
1532 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
1542 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
1552 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
1562 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									
1572 Niskanen Cir		09/06/2024	091724	353121	2,500.00	10/06/2024	INV	PD	BUILDERS DEPOSIT REFUND
CHECK DATE: 09/17/2024									

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 Program ID: apinvlist

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City of Chaska



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
					15,000.00				
102028 TWIN CITY WATER CLINIC INC									
20929		08/21/2024	091724	353122	930.00	09/21/2024	INV	PD	WATER SAMPLES
CHECK DATE: 09/17/2024									
110053 TX CHILD SUPPORT SDU									
PR0906240012725283		09/06/2024	091024	352988	115.38	09/06/2024	INV	PD	090624 Payroll - Child Su
CHECK DATE: 09/10/2024									
102051 UPS									
000027VY7364		09/07/2024	091724	353123	24.07	09/16/2024	INV	PD	TC SHIPPING
CHECK DATE: 09/17/2024									
104522 US FOODS INC									
5007818		09/10/2024	091724	353124	302.55	10/10/2024	INV	PD	Tissue/Towels
CHECK DATE: 09/17/2024									
107687 UNIVERSAL PROTECTION SERVICE LP									
16063818		08/22/2024	091724	353125	281.25	09/22/2024	INV	PD	E.C. security
CHECK DATE: 09/17/2024									
112050 VALDES LAWN CARE & SNOW REMOVAL LLC									
52492400-2		08/28/2024	091724	353126	144,312.06	09/28/2024	INV	PD	TH 41 LANDSCAPING & IRRIG
CHECK DATE: 09/17/2024									
110799 VERIZON CONNECT FLEET USA LLC									
614000055873		08/01/2024	091724	353127	279.20	09/05/2024	INV	PD	July - Data Processing -
CHECK DATE: 09/17/2024									
112248 VIKING SIGNS INC									
20		07/23/2024	091724	353128	1,162.50	08/23/2024	INV	PD	SAFETY SIGNS
CHECK DATE: 09/17/2024									
102125 VON HANSONS MEATS									
120029		09/09/2024	091724	353129	1,574.72	10/09/2024	INV	PD	FD OPEN HOUSE HOTDOGS & B
CHECK DATE: 09/17/2024									

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
105146 ECM PUBLISHERS INC									
1416247 CHECK DATE: 09/17/2024		08/22/2024	091724	353130	72.54	09/22/2024	INV	PD	PUBLIC HEARING FOR 115 2N
102133 WAGNER PRESS & GRAPHICS									
37682 CHECK DATE: 09/17/2024		08/19/2024	091724	353131	2,125.00	09/19/2024	INV	PD	Activity Book
102166 WESCO DISTRIBUTION INC									
445321 CHECK DATE: 09/17/2024	240207	09/04/2024	091724	353132	945.00	10/04/2024	INV	PD	36 - CONNECT GEL #14 - #2
110788 WEX HEALTH INC									
0002018204-IN CHECK DATE: 09/17/2024		08/31/2024	091724	353133	208.00	09/30/2024	INV	PD	AUG VEBa PARTICIPANT FEES
102174 WHEELER HARDWARE COMPANY									
SPI152845 CHECK DATE: 09/17/2024		08/29/2024	091724	353134	665.55	09/29/2024	INV	PD	BATHROOM DOOR LOCK
108973 WINSUPPLY EDEN PRAIRIE MN CO									
264668 02 CHECK DATE: 09/17/2024		08/23/2024	091724	353135	26,935.00	09/23/2024	INV	PD	LIGHTS, POLES & HARDWARE-
112239 WINTER, STACY									
32739 CHECK DATE: 09/17/2024		09/04/2024	091724	353136	125.11	10/04/2024	INV	PD	METER DEPOSIT REFUND-773
102189 WM MUELLER & SONS									
304127 CHECK DATE: 09/17/2024		09/03/2024	091724	353137	520.89	10/03/2024	INV	PD	TOP DRESS SAND
304415 CHECK DATE: 09/17/2024		09/09/2024	091724	353137	185.92	10/09/2024	INV	PD	W/S STOCKPILE
					706.81				

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET DUE DATE	TYPE	STS	INVOICE DESCRIPTION
241 INVOICES					2,022,589.37			

** END OF REPORT - Generated by Kari Johnson **

1997-1998

1998-1999

City of Chaska



VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
107490 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
130408		08/23/2024	082324	4300	7,954.69	08/23/2024	DIR	PD	082324 Payroll - HCSP Con
CHECK DATE: 08/23/2024									
131207		09/06/2024	091124	4308	8,031.30	09/06/2024	DIR	PD	09/06/24 Payroll - HCSP C
CHECK DATE: 09/09/2024									
					15,985.99				
107744 GREAT-WEST LIFE & ANNUITY INSURANCE COMPANY									
130409		08/23/2024	082324	4301	4,116.06	08/23/2024	DIR	PD	082324 Payroll - MNDP Co
CHECK DATE: 08/23/2024									
131208		09/06/2024	091124	4309	4,116.06	09/06/2024	DIR	PD	09/06/24 Payroll - MNDP
CHECK DATE: 09/06/2024									
					8,232.12				
100927 INTERNAL REVENUE SERVICE									
130402		08/23/2024	082324	4294	207,333.93	08/23/2024	DIR	PD	082324 Payroll - SS, Medi
CHECK DATE: 08/23/2024									
131201		09/06/2024	091124	4302	187,466.17	09/06/2024	DIR	PD	09/06/24 Payroll - SS, Me
CHECK DATE: 09/06/2024									
					394,800.10				
101343 MINNESOTA DEPT OF REVENUE-PAYROLL WIRES									
130403		08/23/2024	082324	4295	41,821.02	08/23/2024	DIR	PD	082324 Payroll - MN State
CHECK DATE: 08/23/2024									
131202		09/06/2024	091124	4303	37,687.01	09/06/2024	DIR	PD	09/06/24 Payroll - MN Sta
CHECK DATE: 09/06/2024									
					79,508.03				
101376 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
130404		08/23/2024	082324	4296	16,741.01	08/23/2024	DIR	PD	082324 Payroll - 457 Cont
CHECK DATE: 08/23/2024									
131203		09/06/2024	091124	4304	16,741.01	09/06/2024	DIR	PD	09/06/24 Payroll - 457 Co
CHECK DATE: 09/06/2024									
					33,482.02				
106955 NATIONWIDE RETIREMENT SOLUTIONS(USCM)									
130407		08/23/2024	082324	4299	7,828.58	08/23/2024	DIR	PD	082324 Payroll - Roth Con
CHECK DATE: 08/23/2024									

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 Program ID: apinvlist

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VENDOR INVOICE LIST

INVOICE	P.O.	INV DATE	CHECK RUN	CHECK #	INVOICE NET	DUE DATE	TYPE	STS	INVOICE DESCRIPTION
131206		09/06/2024	091124	4307	7,828.58	09/06/2024	DIR	PD	09/06/24 Payroll - Roth C
CHECK DATE: 09/06/2024									
104668 OPTUM BANK INC					15,657.16				
130406		08/23/2024	082324	4298	22,575.69	08/23/2024	DIR	PD	082324 Payroll - HSA Cont
CHECK DATE: 08/23/2024									
131205		09/06/2024	091124	4306	27,470.24	09/06/2024	DIR	PD	09/06/24 Payroll - HSA Co
CHECK DATE: 09/06/2024									
101506 PUBLIC EMPLOYEES RETIREMENT ASSOCIATION					50,045.93				
130405		08/23/2024	082324	4297	141,797.01	08/23/2024	DIR	PD	082324 Payroll - PERA Con
CHECK DATE: 08/23/2024									
131204		09/06/2024	091124	4305	133,692.75	09/06/2024	DIR	PD	09/06/24 Payroll - PERA C
CHECK DATE: 09/06/2024									
					275,489.76				
16 INVOICES					873,201.11				

** END OF REPORT - Generated by Kari Johnson **

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 Program ID: apinvlst

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Biweekly Report

September 16, 2024

By:

Matt Podhradsky

COUNCIL MEETING/WORK SESSION SCHEDULE

Below is a list of the upcoming Council Meetings and Work Sessions to plan for:

September 16th: We will not be having a work session on Monday evening. At the Council meeting, we will be having the Council consider setting its preliminary tax levy for 2025, and we will have the purchase agreement back for the future MSB site that evening. In addition to this, we will be moving forward to start the process of planning for the SW Chaska Community Park and be reviewing planning cases coming from the Planning Commission's meeting this month.

September 30: On this evening, we will be having a joint work session with the Planning Commission to go over the next steps of our ordinance revision process. As you will remember, we have already had one work session to talk about some of the basic things we were looking at updating and/or changing in our zoning ordinance. This work session will start getting into some of the more challenging areas of our code.

We are not planning on having a Council meeting on this night unless it is necessary. One thing that we are setting up for that evening, however, is an opportunity for the Council to walk the Public Safety Center site to see what is being built up close. We expect that all footings and foundation will be poured by that date, so it will give you an opportunity to see the whole footprint of the building. For this tour, we will meet at the construction trailer on site at 4:45 and our Construction Manager (RJM) will provide us with all required PPE for the tour. I would highly suggest wearing comfortable shoes for the tour that you do not mind getting a little dirty.

If you are unable to attend either of these meetings, just let me know so we can plan around it.

PUBLIC SAFETY FACILITY UPDATES

As an update to the progress on the new Public Safety Facility, below are a few highlights of activities that have occurred over the past few weeks:

- Over the past week, work continued putting up the cement block for the first Fire apparatus bay on the east side of the site. Block also was installed in the central training tower extending above the mezzanine area that was laid last week.
- Work continued on the footings, foundations and poured basement walls of the Fire Department Offices and the Police Department

- Work continues on putting together the FFE for the project (i.e. office cubicles, chairs, appliances, etc...). The goal is to complete this process by October 31st so we have a full year to receive things put on order as there has been long lead times on certain items

Every bi-weekly throughout the course of this project will provide the highlights of the items that the contractor is currently working on, and any other notable items that may be coming up. There will also be providing periodic updates to the public as well, so they are able to know what is occurring and when.

If there are any questions about the information provided, or anything else, please don't hesitate to reach out.

Lion's Park Improvements

As we discussed during our 2024 budget process, and specifically creating our CAMP projects for this year, two large projects that were identified were both located in Lion's Park. This included the replacement of the Playground equipment on the west side of the park and the construction of additional Pickleball Courts within the Park. Both improvements are part of a larger rehabilitation that we have been doing in Lion's Park over the past few years. Other improvements have included the replacement of the picnic shelter building, replacement of paved surfaces, including sidewalks, the addition of a dog park for both large and small dogs, the rehabilitation of the shelter building adjacent to the dog park and the ice-skating rink, and the addition of several trees throughout the park that was done in the conjunction with the Lions and Rotary Clubs.

For the playground improvements, as we shared several months ago, the new playground will have us moving in the direction of a more "Universally Designed Playground", which is a playground that is meant to serve all children regardless of their abilities. This is the same type of playground that we plan to build adjacent to the Miracle League Field in SW Chaska. As for the pickleball courts, we will be adding onto the courts that already exist in the park, adding an additional 4 courts. As you know, we have seen a high demand for additional pickleball in the community, and users have liked this location. Work on both projects has begun and we do expect that they will both be done prior to the fall construction season ending.

If you have any questions on these, please let me know.

Christmas in May Project

For those of you that were involved in Christmas in May this past spring you will know that there was one house on Schoolmaster that we were working on that we were unable to finish because of the wet conditions in the yard. Specifically, this was a house that we worked to completed repaint both the house and deck and were unable to finish because the ladders were not able to be set up safely because of the soft ground because of drainage issues in the yard. This fall, with things now dry, we are not only able to get in to fix the drainage and grading in the yard to permanently address this issue, but we are also able to get in to finish painting of the house itself.

To that end, City Staff will be having a community service workday this upcoming Wednesday, September 12th, to complete the painting of this house. We currently have 12 employees signed up to work and plan to start at 9 am with this work. We hope to be completed by 3 pm. If any Council members are interested in being a part of this project and helping or know of anybody who may have an interest in helping with this, please just contact me-we would love to have additional help. All people helping will get lunch and all supplies will be provided. We would just suggest people wearing cloths they do not care will get dirty. We look forward to completing this project on this day.

Update on Cannabis Ordinance

As an update to this topic, I did want to let the Council know that the League of MN Cities now has come out with a model ordinance for Cities to consider using to address cannabis regulations. I think this is a good thing as having a model ordinance not only helps make sure we are not missing anything when establishing our final ordinance, but also that there is consistency from City to City if other cities decide to use similar language. I think this could help to cut down on confusion of people as the move from one community to the next- especially in the Twin Cities area.

We will likely have recommendations for a final form of ordinance to consider either later this year or early next year as it is expected that the State will start licensing businesses sometime in the 2nd quarter of 2025.

If you have any questions on this, please let me know.

ICMA Annual Conference

I wanted to let you know that I will be out of the office the week of September 23rd, attending the International City/County Manager's Association Conference in Pittsburgh. The conference actually starts during the previous weekend and goes through Wednesday. Following that, I am going to be driving over to Cleveland to see my son who goes to college nearby. I will be working remotely on Thursday and Friday of that week and staying the weekend to visit him.

If during my absence you should need any assistance, please don't hesitate to contact Assistant City Administrator Elise Durbin at 952-227-7539. I will also be reachable via my cell phone.

UPCOMING EVENTS:

- Friday, September 13 starting at 4 pm-Latin Music and Food Festival (includes Fireworks in the evening)
- Friday, September 20th starting at 4 pm-Rotary and City partner up for the 2nd Annual Chaska Cares Music Festival. This event will be held at Firemen's Park this year

City of Chaska Memorandum

To: Administration, Mayor, and City Council

From: Lisa Nelson, Controller

Date: September 13, 2024

RE: Financial Reports – Year-To-Date (YTD) Ending July 31, 2024

FINACIAL REPORTS

Attached are year-to-date financial reports as of July 31, 2024.

Each fund includes the adopted budget compared to YTD actuals and the resulting variance.

Prior year revenues and expenditures/expenses are reported to allow comparisons of current year and prior year activity.

These draft reports include the following revenues and expenditures/expenses as of the report date:

- YTD revenue receipted by the City.
- YTD revenue from invoices issued by the City.
- YTD payroll expenditures.
- YTD vendor payments that:
 - 1) were previously approved by the City Council, or
 - 2) are pending approval by the Council at the September 16th meeting.

These draft reports do not include the following revenues and expenditures/expenses:

- General investment earnings revenue (allocated at year-end)
- Depreciation and amortization expense (recorded at year-end)

GENERAL FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/23

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
REVENUES:					
Property Taxes *	\$ 13,358,797	\$ 6,920,296	\$ (6,438,501)	52%	\$ 5,590,914
Franchise Fees (Cable TV & Gas)	780,150	324,961	(455,189)	42%	319,098
Licenses	222,732	196,746	(25,986)	88%	174,007
Permits:					
Building	1,135,098	1,151,363	16,265	101%	1,981,365
Other Permits	58,193	42,385	(15,808)	73%	87,887
Intergovernmental:					
State	1,080,303	141,862	(938,441)	13%	151,173
Regional, County, School & Local	235,696	81,706	(153,990)	35%	77,300
Charges For Services:					
General Government	6,068,829	3,501,300	(2,567,529)	58%	3,259,836
Public Safety	48,352	39,241	(9,111)	81%	48,841
Public Works, Admin and Streets	14,525	15,550	1,025	107%	20,590
Parks & Recreation and Park Maint.	651,911	488,136	(163,775)	75%	418,846
Fines And Forfeitures	41,027	29,509	(11,518)	72%	26,988
Investment Earnings	25,000	-	(25,000)	0%	-
Other Revenue	230,160	150,809	(79,351)	66%	200,750
TOTAL REVENUES	23,950,773	13,083,864	(10,866,909)	55%	12,357,595
EXPENDITURES:					
General Government:					
Mayor & Council	199,486	86,759	112,727	43%	76,363
Communications	354,330	178,672	175,658	50%	50,533
Administration	1,049,096	593,563	455,533	57%	523,350
Human Resources	492,336	290,635	201,701	59%	300,361
Elections	40,783	14,580	26,203	36%	15,547
Finance/Admin Services	2,022,258	1,171,588	850,670	58%	1,031,424
Information Services & Fiber Sys.	1,364,418	634,747	729,671	47%	784,636
Legal - City Attorney	140,000	71,660	68,340	51%	85,426
Community Development	590,700	321,348	269,352	54%	224,802
Engineering	657,531	367,378	290,153	56%	396,149
Government Buildings	235,505	128,670	106,835	55%	131,872
Facility Maintenance	967,283	396,372	570,911	41%	340,109
Total General Government	8,113,726	4,255,972	3,857,754	52%	3,960,572
Public Safety:					
Police	6,722,293	3,990,802	2,731,491	59%	3,593,109
Fire	2,929,751	1,507,128	1,422,623	51%	1,347,069
Building Inspections (Comm.Dev)	990,044	516,005	474,039	52%	622,896
Civil Defense	5,843	5,165	678	88%	589
Total Public Safety	10,647,931	6,019,100	4,628,831	57%	5,563,663
Public Works:					
Administration	459,911	253,151	206,760	55%	234,574
Streets & Alleys	2,056,646	816,019	1,240,627	40%	762,833
Snow Removal	322,861	145,452	177,409	45%	326,542
Signs	19,535	10,405	9,130	53%	9,074
Municipal Services/Building	261,792	108,487	153,305	41%	129,017
Tree Maintenance	85,293	71,278	14,015	84%	62,096
Total Public Works	3,206,038	1,404,792	1,801,246	44%	1,524,136
Parks & Recreation:					
Administration	771,513	402,639	368,874	52%	433,149
Community Events	170,995	101,419	69,576	59%	121,600
Programs (Youth/Teen/Adult/Sr.)	718,244	435,439	282,805	61%	388,342
Beach/Firemen's Park	122,053	64,479	57,574	53%	74,198
Hockey & Skating Rinks	12,612	2,471	10,141	20%	4,096
Park Maintenance	1,544,524	974,021	570,503	63%	855,441
Total Parks & Recreation	3,339,941	1,980,468	1,359,473	59%	1,876,826
Unallocated	316,837	-	316,837	0%	-
Debt Service & Lease Payments	110,300	101,454	8,846	92%	71,010
TOTAL EXPENDITURES	25,734,773	13,761,786	11,972,987	53%	12,996,207
OTHER FINANCING SOURCES (USES):					
Transfers In	4,898,000	2,668,850	(2,229,150)	54%	2,608,310
Transfers Out	(3,114,000)	(1,494,500)	1,619,500	48%	(1,167,500)
NET TRANSFERS	1,784,000	1,174,350	(609,650)		1,440,810
NET CHANGE IN FUND BALANCES	\$ -	\$ 496,428	\$ 496,428		\$ 802,198

* Tax settlements are received from Carver County in June/July and December.

MOUNT PLEASANT MAINTENANCE FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	OF BUDGET RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
REVENUES:					
Property Taxes *	\$ 6,000	\$ 3,113	\$ (2,887)	52%	\$ 3,173
Charges For Services/Lot Sales	2,400	3,750	1,350	156%	600
Investment Earnings	300	-	(300)	0%	-
TOTAL REVENUES	8,700	6,863	(1,837)	79%	3,773
EXPENDITURES:					
Current:					
Public Works:					
Professional Services And Charges	13,500	7,198	6,302	53%	6,965
Capital Outlay	-	160	(160)		-
NET CHANGE IN FUND BALANCES	\$ (4,800)	\$ (495)	\$ 4,305		\$ (3,192)

* Tax settlements are received from Carver County in June/July and December.

ECONOMIC DEVELOPMENT AUTHORITY (EDA) FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE PERIODS ENDING 07/31/24 AND 07/31/23

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	% RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
REVENUES:					
Property Taxes *	\$ 212,801	\$ 110,402	\$ (102,399)	52%	\$ 103,815
Intergovernmental	-	-	-	0%	210,000
Charges For Services	328,900	191,856	(137,044)	58%	153,943
Special Assessments	40,000	21,213	(18,787)	53%	22,489
Investment Earnings (Charges)	(5,400)	-	5,400	0%	-
Other Revenue	34,100	-	(34,100)		9,585
TOTAL REVENUES	610,401	323,471	(286,930)	53%	499,832
EXPENDITURES:					
Current:					
Administration:					
Professional Services	40,407	810	39,597	2%	10,388
Other Charges and Special Events	478,606	270,690	207,916	57%	220,022
Remit Grant Revenue	-	-	-		210,000
Economic Development Projects/Programs:					
Professional Services	61,616	43,575	18,041	71%	44,917
Other Charges and Special Events	29,772	9,154	20,618	31%	13,775
Capital Outlay	-	-	-		313,761
TOTAL EXPENDITURES	610,401	324,229	286,172	53%	812,863
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	-	(758)	(758)		(313,031)
OTHER FINANCING SOURCES (USES):					
Sale of Land	-	399,827	399,827		-
NET CHANGE IN FUND BALANCES	\$ -	\$ 399,069	\$ 399,069		\$ (313,031)

* Tax settlements are received from Carver County in June/July and December.

EQUIPMENT ACQUISITION FUND
REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	OF BUDGET RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
REVENUES:					
Property Taxes *	\$ 4,184,000	\$ 896,555	\$ (3,287,445)	21%	\$ 753,806
Charges For Services	30,500	4,206	(26,294)	14%	4,747
Interest Earnings	-	326,099	326,099		31,531
Leases (tower)	147,500	-	(147,500)	0%	-
Other Revenue	-	7,930	7,930		3,000
TOTAL REVENUES	4,362,000	1,234,790	(3,127,210)	28%	793,084
EXPENDITURES:					
Current:					
General Government	10,000	47,559	(37,559)	476%	450
Public Safety	-	13,114	(13,114)		5,044
Public Works	-	6,380	(6,380)		-
Debt Service:					
Lease Payments	-	-	-		16,146
Issuance Costs & Fiscal Agent Fees	207,000	-	207,000		-
Capital Outlay:					
Furniture And Equipment					
Communications	30,500	-	30,500	0%	-
Administration	-	12,230	(12,230)		-
Admin. Services-Finance	13,000	8,513	4,487	65%	-
Information Technology	415,000	-	415,000	0%	210,448
Police	40,000	139,719	(99,719)		59,004
Fire	-	152,000	(152,000)		29,050
Public Works	682,500	627,607	54,893	92%	66,534
TOTAL EXPENDITURES	1,398,000	1,007,122	390,878	72%	386,676
EXCESS (DEFICIENCY) OF REVENUES OVER (UNDER) EXPENDITURES	2,964,000	227,668	(2,736,332)		406,408
OTHER FINANCING SOURCES (USES):					
Transfers In	147,000	-	(147,000)	0%	32,000
Transfers Out	(3,713,000)	(216,093)	3,496,907	6%	(611,184)
Bonds Issued	602,000	-	(602,000)	0%	-
Leases & Subscriptions Issued	-	148,650	148,650		-
Sale of Capital Assets	-	7,650	7,650		25,541
TOTAL OTHER FINANCING SOURCES (USES)	(2,964,000)	(59,793)	2,904,207		(553,643)
NET CHANGE IN FUND BALANCES	\$ -	\$ 167,875	\$ 167,875		\$ (147,235)

* Tax settlements are received from Carver County in June/July and December.

ELECTRIC FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/23

	2024			PERCENT OF BUDGET RECEIVED / EXPENDED	2023	
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET		ACTUAL AS OF 7/31/2023	
OPERATING REVENUES:						
Residential & Senior Sales	\$ 11,340,000	\$ 5,627,374	\$ (5,712,626)	50%	\$ 6,030,041	
Commercial Sales	1,191,000	649,066	(541,934)	54%	637,860	
Industrial Sales	33,327,000	18,401,705	(14,925,295)	55%	18,444,415	
Other Charges and Sales	3,495,200	7,581,269	4,086,069	217%	8,666,795	
TOTAL OPERATING REVENUES	49,353,200	32,259,414	(17,093,786)	65%	33,779,111	
OPERATING EXPENSES:						
Purchased Power	29,909,000	21,496,936	8,412,064	72%	21,926,157	
Distribution:						
Personnel Services	2,385,616	1,303,773	1,081,843	55%	1,163,344	
Supplies, Services & Other Charges	945,893	499,566	446,327	53%	529,885	
Administration:						
Personnel Services	437,832	251,816	186,016	58%	238,120	
Supplies, Services & Other Charges	3,625,904	2,164,969	1,460,935	60%	2,028,879	
Utility Billing:						
Personnel Services	382,182	223,120	159,062	58%	206,896	
Supplies, Services & Other Charges	420,971	148,203	272,768	35%	165,808	
Conservation Programs	487,589	231,919	255,670	48%	188,770	
Capital Outlay	4,220,000	856,485	3,363,515	20%	460,665	
TOTAL OPERATING EXPENSES	42,814,987	27,176,787	15,638,200	63%	26,908,524	
OPERATING INCOME	6,538,213	5,082,627	(1,455,586)		6,870,587	
NON-OPERATING REVENUES:						
Investment Earnings	52,900	4,247	(48,653)	8%	-	
Intergovernmental	-	37	37		137	
TOTAL NON-OPERATING REVENUES	52,900	4,284	(48,616)		137	
NON-OPERATING EXPENSES:						
Debt Service - Principal & Interest	710,000	116,136	593,864	16%	126,088	
Debt Service - Agent Fees	1,000	500	500	50%	500	
TOTAL NON-OPERATING EXPENSES	711,000	116,636	594,364	16%	126,588	
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	5,880,113	4,970,275	(909,838)		6,744,136	
CAPITAL CONTRIBUTIONS	-	589,065	589,065		67,626	
TRANSFERS IN (OUT):						
Transfers Out	(7,693,700)	(3,668,850)	4,024,850		(4,227,020)	
CHANGE IN NET POSITION	\$ (1,813,587)	\$ 1,890,490	\$ 3,704,077		\$ 2,584,742	

WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIOD ENDED 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Residential Sales	\$ 2,166,000	\$ 731,997	\$ (1,434,003)	34%	\$ 1,237,772
Commercial Sales	1,545,000	593,806	(951,194)	38%	838,143
Industrial Sales	515,000	499,322	(15,678)	97%	260,546
Other Sales & Charges	995,240	625,057	(370,183)	63%	565,799
TOTAL OPERATING REVENUES	5,221,240	2,450,182	(2,771,058)	47%	2,902,260
OPERATING EXPENSES:					
Pumping	378,110	203,246	174,864	54%	237,820
Treatment	467,487	266,526	200,961	57%	277,475
Distribution:					
Personnel Services	770,161	365,262	404,899	47%	341,443
Supplies, Services & Other Charges	361,738	129,596	232,142	36%	126,060
Administration:					
Personnel Services	142,650	84,080	58,570	59%	79,702
Supplies, Services & Other Charges	754,581	435,585	318,996	58%	413,713
Utility Billing:					
Personnel Services	68,248	39,843	28,405	58%	37,505
Supplies, Services & Other Charges	91,396	36,700	54,696	40%	38,908
Capital Outlay	510,500	704,131	(193,631)	138%	892,477
TOTAL OPERATING EXPENSES	3,544,871	2,264,969	1,279,902	64%	2,445,103
OPERATING INCOME	1,676,369	185,213	(1,491,156)	11%	457,157
NON-OPERATING REVENUES:					
Investment Earnings	17,700	(5,449)	(23,149)	-31%	-
Intergovernmental	-	23	23		33
TOTAL NON-OPERATING REVENUES	17,700	(5,426)	(23,126)	-31%	33
NON-OPERATING EXPENSES:					
Debt Service	1,160,000	293,234	866,766	25%	254,469
Issuance Costs & Fiscal Agent Fees	1,000	75	925		75
Old Water Treatment Plant/Bountiful Basket	1,933	1,209	724		741
TOTAL NON-OPERATING EXPENSES	1,162,933	294,518	868,415	25%	255,285
INCOME (LOSS) BEFORE TRANSFERS	531,136	(114,731)	(645,867)		201,905
TRANSFERS IN (OUT):					
Transfers In	402,000	-	(402,000)		-
Transfers (Out)	(330,850)	-	330,850		(73,000)
NET TRANSFERS IN (OUT)	71,150	-	(71,150)		(73,000)
CHANGE IN NET POSITION	\$ 602,286	\$ (114,731)	\$ (717,017)		\$ 128,905

SEWER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Residential Sales	\$ 2,406,500	\$ 1,360,292	\$ (1,046,208)	57%	\$ 1,150,338
Commercial Sales	1,663,800	967,220	(696,580)	58%	840,248
Industrial Sales	1,852,400	1,131,772	(720,628)	61%	908,307
Other Sales & Charges	1,640,750	989,598	(651,152)	60%	950,935
TOTAL OPERATING REVENUE	7,563,450	4,448,882	(3,114,568)	59%	3,849,828
OPERATING EXPENSES:					
Pumping	31,014	9,337	21,677	30%	14,436
Treatment	4,170,070	2,780,047	1,390,023	67%	2,455,069
Collection:					
Personnel Services	770,164	364,563	405,601	47%	338,642
Supplies, Services & Other Charges	193,167	47,065	146,102	24%	63,524
Administration:					
Personnel Services	142,648	84,081	58,567	59%	79,703
Supplies, Services & Other Charges	740,200	430,764	309,436	58%	407,420
Utility Billing:					
Personnel Services	68,248	39,842	28,406	58%	37,505
Supplies, Services & Other Charges	71,843	35,866	35,977	50%	38,990
Capital Outlay	55,500	48,829	6,671	88%	2,538
TOTAL OPERATING EXPENSES	6,242,854	3,840,394	2,402,460	62%	3,437,827
OPERATING INCOME	1,320,596	608,488	(712,108)		412,001
NON-OPERATING REVENUES:					
Investment Earnings	5,100	-	(5,100)	0%	-
Intergovernmental	-	36	36		24,496
TOTAL NON-OPERATING REVENUES	5,100	36	(5,064)	1%	24,496
NON-OPERATING EXPENSES:					
Debt Service	576,200	409,085	167,115	71%	373,252
Issuance Costs & Fiscal Agent Fees	-	275	(275)		275
TOTAL NON-OPERATING EXPENSES	576,200	409,360	166,840		373,527
INCOME (LOSS) BEFORE TRANSFERS	749,496	199,164	(550,332)		62,970
TRANSFERS IN (OUT):					
Transfers (Out)	(399,112)	-	399,112		(109,500)
CHANGE IN NET POSITION	\$ 350,384	\$ 199,164	\$ (151,220)		\$ (46,530)

CHASKA COMMUNITY CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Admissions	\$ 418,780	\$ 160,265	\$ (258,515)	38%	\$ 137,871
Memberships	1,299,360	726,594	(572,766)	56%	721,528
Rentals	1,109,261	610,203	(499,058)	55%	631,769
Charges for Services/Lessons	514,357	242,695	(271,662)	47%	249,631
Other Revenue	432,330	35,753	(396,577)	8%	47,830
TOTAL OPERATING REVENUE	\$ 3,774,088	\$ 1,775,510	\$ (1,998,578)	47%	\$ 1,788,629
OPERATING EXPENSES:					
Personnel Services	2,441,985	1,406,977	1,035,008	58%	1,405,955
Operating Supplies	264,804	121,935	142,869	46%	172,194
Professional & Other Services	1,023,054	529,664	493,390	52%	603,015
Other Charges	678,504	253,057	425,447	37%	199,197
Capital Outlay	-	38,158	(38,158)		173,672
TOTAL OPERATING EXPENSES	4,408,347	2,349,791	2,058,556	53%	2,554,033
OPERATING INCOME (LOSS)	(634,259)	(574,281)	59,978		(765,404)
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(11,400)	7,915	19,315	-69%	4,685
Sale of Capital Assets	-	3,893	3,893		-
TOTAL NON-OPERATING REVENUES	(11,400)	11,808	23,208	-104%	4,685
NON-OPERATING EXPENSES:					
Debt Service	552,905	58,178	494,727	11%	67,762
Issuance Costs & Fiscal Agent Fees	4,000	1,700	2,300	43%	1,700
TOTAL NON-OPERATING EXPENSES	556,905	59,878	497,027	11%	69,462
INCOME (LOSS) BEFORE TRANSFERS	(1,202,564)	(622,351)	580,213		(830,181)
TRANSFERS IN (OUT):					
Transfers In	1,203,524	389,000	(814,524)	32%	586,710
CHANGE IN NET POSITION	\$ 960	\$ (233,351)	\$ (234,311)		\$ (243,471)

THE LOOP AT CHASKA
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIOD ENDED 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET RECEIVED/ EXPENDED	2023	
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET		ACTUAL AS OF 7/31/2023	
OPERATING REVENUES:						
Green Fees	\$ 575,000	\$ 225,213	\$ (349,787)	39%	\$ -	
Merchandise & Other Sales	22,400	24,784	2,384	111%	-	
TOTAL OPERATING REVENUES	597,400	249,997	(347,403)	42%	-	
OPERATING EXPENSES:						
Golf - Maintenance Dept:						
Personnel Services	261,264	75,417	185,847	29%	12,103	
Supplies, Services & Other Charges	60,000	31,762	28,238	53%	32,218	
Golf - Club House:						
Personnel Services	168,546	85,094	83,452	50%	-	
Supplies, Services & Other Charges	60,101	35,738	24,363	59%	2,121	
Merchandise for Resale	15,000	22,429	(7,429)	150%	937	
Capital Outlay - Equipment	63,000	15,684	47,316	25%	6,439	
Capital Outlay - Golf Course Construction	-	277,088	(277,088)		360,045	
TOTAL OPERATING EXPENSES	627,911	543,212	84,699	87%	413,863	
OPERATING INCOME (LOSS)	(30,511)	(293,215)	(262,704)		(413,863)	
NON-OPERATING REVENUES:						
Investment Earnings (Charges)	500	-	(500)	0%	2,604	
Gain on Disposal of Capital Assets	-	13,306	13,306		165	
TOTAL NON-OPERATING REVENUES	500	13,306	12,806		2,769	
NON-OPERATING EXPENSES:						
Debt Service	369,500	58,726	310,774	16%	43,992	
INCOME (LOSS) BEFORE CONTRIBUTIONS AND TRANSFERS	(399,511)	(338,635)	60,876		(455,086)	
CAPITAL CONTRIBUTIONS	161,000	191,250	30,250	119%	-	
TRANSFERS IN (OUT):						
Transfers In	244,000	-	(244,000)	0%	122,000	
CHANGE IN NET POSITION	\$ 5,489	\$ (147,385)	\$ (152,874)		\$ (333,086)	

Note: The Loop at Chaska was closed in 2023 for construction

CHASKA TOWN COURSE FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIOD ENDED 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Green Fees	\$ 1,984,000	\$ 1,325,011	\$ (658,989)	67%	\$ 1,308,411
Driving Range	170,000	127,769	(42,231)	75%	133,170
Golf Rentals	430,000	222,211	(207,789)	52%	262,528
Merchandise	300,000	224,402	(75,598)	75%	202,632
Other Sales	199,000	140,589	(58,411)	71%	136,084
TOTAL OPERATING REVENUE	\$ 3,083,000	\$ 2,039,982	\$ (1,043,018)	66%	\$ 2,042,825
OPERATING EXPENSES:					
Golf - Maintenance Dept:					
Personnel Services	753,168	479,455	273,713	64%	463,088
Supplies, Services & Other Charges	330,119	248,790	81,329	75%	220,838
Golf - Club House:					
Personnel Services	666,483	408,123	258,360	61%	368,459
Supplies, Services & Other Charges	542,373	396,565	145,808	73%	345,510
Merchandise for Resale	226,125	321,402	(95,277)	142%	297,179
Capital Outlay	147,000	133,640	13,360	91%	151,677
TOTAL OPERATING EXPENSES	2,665,268	1,987,975	677,293	75%	1,846,751
OPERATING INCOME	417,732	52,007	(365,725)		196,074
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(2,600)	-	2,600		-
Bond Proceeds	112,000	-	(112,000)		-
TOTAL NON-OPERATING REVENUES	109,400	-	2,600		-
NON-OPERATING EXPENSES:					
Debt Service	331,700	45,884	285,816	14%	22,547
CHANGE IN NET POSITION	\$ 195,432	\$ 6,123	\$ (77,309)		\$ 173,527

TURBINE GENERATOR FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIOD ENDED 07/31/2024 AND 07/31/23

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Lease Revenue *	\$ 2,486,184	\$ 1,486,555	\$ (999,629)	60%	\$ 1,486,555
OPERATING EXPENSES:					
Professional Services	108,000	141,675	(33,675)	131%	122,906
Other Charges	230,170	56,942	173,228	25%	115,085
TOTAL OPERATING EXPENSES	338,170	198,617	139,553	59%	237,991
OPERATING INCOME	2,148,014	1,287,938	(860,076)		1,248,564
NON-OPERATING REVENUES:					
Investment Earnings	-	11,045	11,045		19,290
Interfund Loan Payments	104,219	-	(104,219)	0%	-
TOTAL NON-OPERATING REVENUES	104,219	11,045	(93,174)	11%	19,290
NON-OPERATING EXPENSES:					
Debt Service	2,075,500	300,250	1,775,250	14%	335,250
Issuance Costs & Fiscal Agent Fees	4,500	-	4,500	0%	-
TOTAL NON-OPERATING EXPENSES	2,080,000	300,250	1,779,750	14%	335,250
CHANGE IN NET POSITION	\$ 172,233	\$ 998,733	\$ 826,500		\$ 932,604

* Lease Revenue includes payments applied to lease receivable

STORM WATER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET RECEIVED/ EXPENDED	2023	
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET		ACTUAL AS OF 7/31/2023	
OPERATING REVENUES:						
Residential Sales	\$ 1,280,000	\$ 747,654	\$ (532,346)	58%	\$ 718,563	
Industrial Sales	929,000	539,201	(389,799)	58%	525,593	
All Other Receipts	3,000	3,243	243	108%	2,972	
TOTAL OPERATING REVENUE	2,212,000	1,290,098	(921,902)	58%	1,247,128	
OPERATING EXPENSES:						
Collections:						
Personnel Services	432,876	130,522	302,354	30%	129,293	
Supplies, Services & Other Charges	293,899	81,623	212,276	28%	93,793	
Administration:						
Personnel Services	233,765	132,758	101,007	57%	128,071	
Supplies, Services & Other Charges	446,422	259,989	186,433	58%	244,181	
Utility Billing:						
Personnel Services	27,299	15,852	11,447	58%	13,900	
Supplies, Services & Other Charges	86,459	38,769	47,690	45%	42,630	
Capital Outlay	900,000	31,555	868,445	4%	28,387	
TOTAL OPERATING EXPENSES	2,420,720	691,068	1,729,652	29%	680,255	
OPERATING INCOME (LOSS)	(208,720)	599,030	807,750		566,873	
NON-OPERATING REVENUES:						
Investment Earnings	5,500	-	(5,500)	0%	-	
Intergovernmental	-	307,500	307,500		-	
Bond Proceeds	700,000	-	(700,000)		-	
TOTAL NON-OPERATING REVENUES	705,500	307,500	(398,000)		-	
NON-OPERATING EXPENSES:						
Debt Service	295,500	253,512	41,988	86%	230,903	
Issuance Costs & Fiscal Agent Fees	500	200	300	40%	200	
TOTAL NON-OPERATING EXPENSES	296,000	253,712	42,288	86%	231,103	
INCOME (LOSS) BEFORE TRANSFERS	200,780	652,818	452,038		335,770	
TRANSFERS IN (OUT):						
Transfers In	210,600	-	(210,600)	0%	-	
Transfers (Out)	(327,600)	-	327,600	0%	(126,000)	
NET TRANSFERS IN (OUT)	(117,000)	-	117,000		(126,000)	
CHANGE IN NET POSITION	\$ 83,780	\$ 652,818	\$ 569,038		\$ 209,770	

CHASKA CURLING AND EVENT CENTER FUND
REVENUES, EXPENSES AND CHANGES IN NET POSITION
FOR THE PERIODS ENDING 07/31/2024 AND 07/31/2023

	2024			PERCENT OF BUDGET	2023
	BUDGET	ACTUAL AS OF 7/31/2024	VARIANCE WITH BUDGET	RECEIVED/ EXPENDED	ACTUAL AS OF 7/31/2023
OPERATING REVENUES:					
Memberships	\$ 151,840	\$ 85,874	\$ (65,966)	57%	\$ 94,920
Rentals	202,925	123,979	(78,946)	61%	107,220
Lessons	242,000	126,012	(115,988)	52%	147,990
Leagues	180,000	12,660	(167,340)	7%	15,080
Leases	402,000	176,236	(225,764)	44%	184,655
Other Revenue	54,087	34,477	(19,610)	64%	39,831
TOTAL OPERATING REVENUES	1,232,852	559,238	(673,614)	45%	589,696
OPERATING EXPENSES:					
Administration:					
Personnel Services	438,907	256,167	182,740	58%	210,383
Supplies, Services & Other Charges	498,118	279,989	218,129	56%	271,809
Event Center:					
Personnel Services	10,863	7,852	3,011	72%	67,071
Supplies, Services & Other Charges	22,498	14,219	8,279	63%	13,738
Curling Center:					
Personnel Services	221,697	124,956	96,741	56%	114,272
Supplies, Services & Other Charges	92,137	60,115	32,022	65%	55,117
Crooked Pint	65,890	26,293	39,597	40%	86,484
Capital Outlay	16,000	4,200	11,800	26%	-
TOTAL OPERATING EXPENSES	1,366,110	773,791	592,319	57%	818,874
OPERATING INCOME (LOSS)	(133,258)	(214,553)	(81,295)		(229,178)
NON-OPERATING REVENUES:					
Investment Earnings (Charges)	(12,000)	37,418	49,418	-312%	27,415
NON-OPERATING EXPENSES:					
Debt Service	1,577,763	1,464,501	113,262	93%	1,469,664
Issuance Costs & Fiscal Agent Fees	1,600	3,200	(1,600)	200%	3,200
TOTAL NON-OPERATING EXPENSES	1,579,363	1,467,701	111,662	93%	1,472,864
INCOME (LOSS) BEFORE TRANSFERS	(1,724,621)	(1,644,836)	79,785		(1,674,627)
TRANSFERS IN (OUT):					
Transfers In	1,733,922	1,658,922	(75,000)	96%	1,584,506
CHANGE IN NET POSITION	\$ 9,301	\$ 14,086	\$ 4,785		\$ (90,121)