



**AGENDA
CHANHASSEN CITY COUNCIL
MONDAY, MAY 18, 2026
CITY COUNCIL CHAMBERS, 7700 MARKET BOULEVARD**

A. 5:30 P.M. - WORK SESSION

Note: Unless otherwise noted, work sessions are held in the Training Room on the main level of City Hall and are open to the public. If the City Council does not complete the work session items in the time allotted, the remaining items will be considered after the regular agenda. **Public comment is not allowed at the work session.**

A.1 2025 Audit Presentation

A.2 Development Sketch Plan Review: 1371 Pioneer Trail

A.3 Guidelines for Public Accuracy Test

A.4 Future Work Session Schedule

B. 7:00 P.M. - CALL TO ORDER (Pledge of Allegiance)

C. PUBLIC ANNOUNCEMENTS

C.1 National Public Works Week

C.2 Invitation to Memorial Day Ceremony - May 25, 2026

D. CONSENT AGENDA

All items listed under the Consent Agenda are considered to be routine by the city council and will be considered as one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and considered separately. City council action is based on the staff recommendation for each item. Refer to the council packet for each staff report.

D.1 Approve City Council Meeting Minutes dated April 27, 2026

D.2 Approve City Council Work Session Meeting Minutes dated April 27, 2026

D.3 Receive Commission on Aging Minutes dated March 20, 2026

- D.4 Receive Park and Recreation Commission Minutes dated March 24, 2026
- D.5 Receive Economic Development Commission Minutes dated April 14, 2026
- D.6 Approve Claims Paid dated May 18, 2026
- D.7 Approve an Encroachment Agreement between the City of Chanhassen and the property owner at 1773 Valley Ridge Trail South (Lot 8, Block 3, Bluff Creek Estates 1st Addition
- D.8 Approve Professional Services Agreement for completion of the 2050 Comprehensive Plan
- D.9 Approve Contract for Collection of Yard Waste Pickup Services
- D.10 Approve Continua Proposal For Tables and Chairs For The Civic Campus Park Building
- D.11 Public Accuracy Test Guidelines
- D.12 2240 Bentz Court Agreement for Grant of Permanent Easement for Public Right-Of-Way, Trail, and Drainage and Utility Purposes
- D.13 Resolution 2026-XX: Accept Donation from Kidde
- D.14 Resolution 2026-XX: Authorize Stormwater BMP Vegetation Management Services Contract for 2026
- D.15 Resolution 2026-XX: Authorize execution of an Aquatic Invasive Species Watercraft Inspection Agreement with Carver County
- D.16 Resolution 2026-XX: Accept 2026 Community Events Sponsorship Donations from Area Businesses
- D.17 Resolution 2026-XX: Accept a \$15,000 Donation from Xfinity
- D.18 Resolution 26-XX; DNR License for Highway 5 Watermain
- D.19 Resolution 2026-XX: Accept a product donation of compost worth \$1,125 from Dakota Prairie Composting
- D.20 Ordinance XXX: Amending Chanhassen City Code, Chapter 6 Adjusting the Slow No-Wake Ordinance Elevation on Lake Minnewashta
- D.21 Ordinance XXX: Amending Chapter 20 to Add Brew Pubs as a Permitted Use in the IOP Zoning District

E. VISITOR PRESENTATIONS

Visitor Presentations requesting a response or action from the City Council must complete and submit the Citizen Action Request Form (see VISITOR GUIDELINES at the end of this agenda).

F. FIRE DEPARTMENT/LAW ENFORCEMENT UPDATE

G. PUBLIC HEARINGS

G.1 [Adopt Ordinance XXX: Amending the 2026 Fee Schedule and Approving Summary Publication of Ordinance](#)

G.2 [Resolution #2026-XX, Approve vacating a portion of Right of Way of Hancock Place](#)

H. GENERAL BUSINESS

I. COUNCIL PRESENTATIONS

J. ADMINISTRATIVE PRESENTATIONS

K. CORRESPONDENCE DISCUSSION

K.1 [Recreation Tourism Correspondence](#)

K.2 [Cryptocurrency Kiosks Correspondence](#)

L. ADJOURNMENT

GUIDELINES FOR VISITOR PRESENTATIONS

Welcome to the Chanhassen City Council Meeting. In the interest of open communications, the Chanhassen City Council wishes to provide an opportunity for the public to address the City Council. That opportunity is provided at every regular City Council meeting during Visitor Presentations.

- Anyone seeking a response or action from the City Council following their presentation is required to complete and submit a Citizen Action Request Form. An online form is available at <https://www.chanhassenmn.gov/action> or paper forms are available in the city council chambers prior to the meeting.
- A total of thirty minutes is allotted for Visitor Presentations. Priority is given to Chanhassen residents. An additional thirty minutes may be provided after General Business items are complete at the discretion of the City Council.
- Anyone indicating a desire to speak during Visitor Presentations will be acknowledged by the Mayor. When called upon to speak, state your name, address, and topic. All remarks shall be addressed to the City Council as a whole, not to any specific member(s) or to any person who is not a member of the City Council.
- If there are a number of individuals present to speak on the same topic, please designate a spokesperson that can summarize the issue.
- Limit your comments to five minutes. Additional time may be granted at the discretion of the Mayor. If you have written comments, provide a copy to the Council. Comments may also be emailed to the City Council at council@chanhassenmn.gov.
- During Visitor Presentations, the Council and staff listen to comments and will not engage in discussion. Council members or the City Manager may ask questions of you in order to gain a thorough understanding of your concern, suggestion or request.
- Please be aware that disrespectful comments or comments of a personal nature, directed at an individual either by name or inference, will not be allowed. Personnel concerns should be

directed to the City Manager.

Members of the City Council and some staff members may gather at Tequila Butcher, 590 West 79th Street in Chanhassen immediately after the meeting for a purely social event. All members of the public are welcome.

City Council Item

May 18, 2026



Item	2025 Audit Presentation	
File No.		Item No: A.1
Agenda Section	<u>5:30 P.M. - WORK SESSION</u>	
Prepared By	Kelly Grinnell, Finance Director	
Reviewed By		

<u>SUGGESTED ACTION</u> Receive audit results for 2025 Financial Statements	
Motion Type	N/A
Strategic Priority	Financial Sustainability

SUMMARY

Tyler See, from Abdo, will attend the work session to present the results of the 2025 audit and financial statements.

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

City Council Item

May 18, 2026



Item	Development Sketch Plan Review: 1371 Pioneer Trail	
File No.		Item No: A.2
Agenda Section	<u>5:30 P.M. - WORK SESSION</u>	
Prepared By	Eric Maass, Community Development Director	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

No formal action; general discussion only.

Motion Type	N/A
Strategic Priority	Development & Redevelopment

SUMMARY

Opus, a local developer of commercial industrial property has a purchase agreement with the long-time owners of the 30-acre property located at 1371 Pioneer Trail (NW corner of Powers and Pioneer). Opus has been marketing the property for potential development for several months. They have an interested end user and would now like to get initial feedback from the city on the development proposal.

BACKGROUND

The property is guided by the 2040 Comprehensive Plan as "Office". If developed, it would be eligible to be rezoned to "Office Institutional District". The 2040 Comprehensive Plan was adopted in 2018.

With the evolution of the office environment since the adoption of the 2040 Comprehensive Plan, Opus has been marketing the property for potential light industrial end users. However, in order for the property to be developed as light industrial, the City would have to approve a Comprehensive Plan amendment and reguide the property to "Office Industrial". If guided as Office Industrial, then upon development, it would need to be rezoned to Industrial Office Park "IOP".

"Light Industrial" is considered a permitted use within the IOP zoning district. The zoning code defines light industrial as the manufacturing, compounding, processing, assembling, packaging or testing of goods or equipment or research activities entirely within an enclosed structure, with no outdoor storage. There shall be negligible impact upon the surrounding environment by noise, vibration, smoke, dust or pollutants.

Outdoor Storage is considered a conditional use within the IOP zoning district. The zoning code defines outdoor storage as the storage of any goods, junk equipment, fuel, materials, merchandise, supplies or motor vehicles not fully enclosed in a building for more than a 24-hour period.

Land guided as "Office" and land guided as "Industrial" within the 2040 comprehensive plan are both designations that are used to identify land intended to create employment opportunities and conform with metropolitan council projections for land necessary to support job growth.

In addition to policy discussions regarding future land use and zoning designations, the property currently has access to city water but not to city sewer. To service this property with city sewer, a lift station must be constructed on the property just east of the subject site across Powers Boulevard. A feasibility study for said lift station was completed in 2024 and could be advanced into design and construction upon approval by the City Council.

DISCUSSION

We are seeking feedback from the City Council on the following:

1. Is the proposed project something that the City Council could support or think is worthy of additional refinement?
2. If it is worth additional refinement, what aspects of the project would the City Council want to see refined? Any specifics that could be provided are helpful.
3. What questions or expectations does the City Council have as it relates to the construction and financing of the necessary lift station?

BUDGET

N/A

RECOMMENDATION

No formal recommendation. General discussion only.

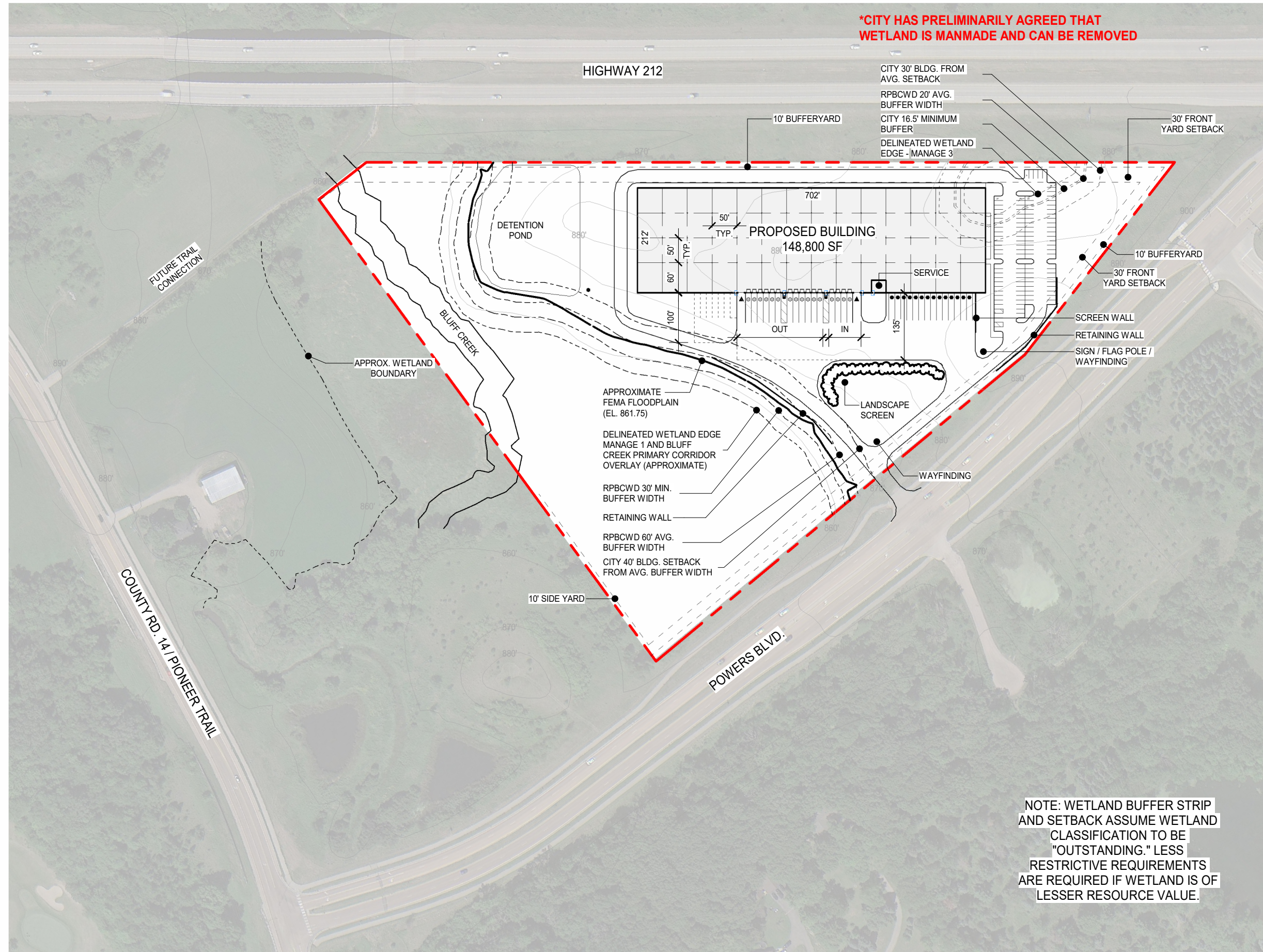
ATTACHMENTS

[Sketch Plan](#)

[Building Design Examples](#)

[Industrial Office Park Zoning District](#)

[Office Institutional Zoning District](#)



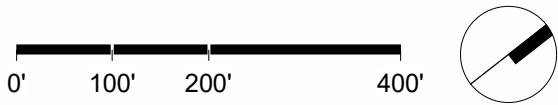
PROJECT INFORMATION

Total Site Area	+/- 21.50 Acres
Developable Area	+/- 12.82 Acres
Undevelopable Area	+/- 8.68 Acres
Storm Detention	+/- 1.12 Acres

Building Area	+/- 148,800 GSF
Auto Stalls	+/- 107 Stalls
Future Auto Stalls	+/- 0 Stalls
Dock Doors	16 Position
Drive-In Doors	2 Position
Trailers	14 Position

Legend

- Dock Doors w/ Levelers
- ▼ Drive-in Doors
- Trailer Positions







ARTICLE 20-XXII "IOP" INDUSTRIAL OFFICE PARK DISTRICT

Sec 20-811 Intent

Sec 20-812 Permitted Uses

Sec 20-813 Permitted Accessory Uses

Sec 20-814 Conditional Uses

Sec 20-815 Lot Requirements And Setbacks

Sec 20-816 Interim Uses

Sec 20-811 Intent

The intent of the "IOP" District is to provide an area identified for large-scale light industrial and commercial planned development.

(Ord. No. 80, Art. V, § 16(5-16-1), 12-15-86)

Sec 20-812 Permitted Uses

The following uses are permitted in an "IOP" District:

- (a) Adult day care, subject to the requirements of section 20-966.
- (b) Antennas as regulated by article XXX of this chapter.
- (c) Automotive repair shops.
- (d) Brewery operated in conjunction with a taproom producing less than 3,500 barrels per year, subject to the requirements of section 20-969.
- (e) Cannabis Businesses: cultivator (including medical), manufacturer (including medical and lower potency Hemp edible), mezzobusiness, testing facility, and wholesaler meeting the performance standards in Chapter 20, Section 973.
- (f) Cannabis Businesses: microbusiness, medical combined transporter and delivery service, transporter and delivery service meeting the performance standards in Chapter 20, Section 973.
- (g) Conference/convention centers.
- (h) Health services.
 - (i) Indoor health and recreation clubs.
- (j) Light industrial.
- (k) Lower-potency hemp edible retailer associated with a Brewery or Distillery meeting performance standards of Chapter 20, Section 973.
- (l) Microdistillery operated in conjunction with a cocktail room, subject to the requirements of section 20-967.
- (m) Offices.
- (n) Off-premises parking lots.
- (o) Print shops.
- (p) Recording studios.
- (q) Utility services.
- (r) Vocational school.

(s) Warehouses.

(Ord. No. 80, Art. V, § 16(5-16-2), 12-15-86; Ord. No. 240, § 21, 7-25-95; Ord. No. 259, § 27, 11-12-96; Ord. No. 377, § 109, 5-24-04; Ord. No. 628, § 40, 12-11-17; Ord. No. 632, § 14, 6-11-18)

HISTORY

Amended by Ord. [741](#) on 3/10/2025

Sec 20-813 Permitted Accessory Uses

The following are permitted accessory uses in an "IOP" District:

- (a) Accessory solar energy systems (subject to the requirements of section 20-1093).
- (b) Automotive repair shops.
- (c) Commercial kitchen operated in conjunction with a brewery taproom or microdistillery cocktail room, subject to the requirements of section 20-971.
- (d) Daycare centers.
- (e) Parking lots and ramps.
- (f) Retail sales of products stored or manufactured on the site provided no more than 20 percent of the floor space is used for retail sales.
- (g) Signs.
- (h) Temporary outdoor sales and events (subject to the requirements of section 20-964).

(Ord. No. 80, Art. V, § 16(5-16-3), 12-15-86; Ord. No. 93, § 1, 7-25-88; Ord. No. 377, § 110, 5-24-04; Ord. No. 619, § 14, 2-27-17; Ord. No. 651, § 24, 12-9-19; Ord. No. 660, § 1, 9-28-20)

HISTORY

Amended by Ord. [660](#) on 9/28/2020

Amended by Ord. [693](#) on 7/11/2022

Sec 20-814 Conditional Uses

The following are conditional uses in an "IOP" District:

- (a) Brewery operated in conjunction with a taproom, producing over 3,500 barrels per year.
- (b) Contracting yards.
- (c) Day care centers as part of a multi-tenant building.
- (d) Day care centers as a separate facility.
- (e) Food processing.
- (f) Gun range, indoor.
- (g) Home improvement trades.
- (h) Hotels and motels.
- (i) Lumber yards.
- (j) Motor freight terminals.

- (k) Outdoor health and recreation clubs.
- (l) Screened outdoor storage.
- (m) Research laboratories.
- (n) Commercial towers as regulated by article XXX of this chapter.
- (o) Electrical distribution and underground electric distribution substations.

(Ord. No. 80, Art. V, § 16(5-16-4), 12-15-86; Ord. No. 97, § 1, 10-24-88; Ord. No. 120, § 4(12), 2-12-90; Ord. No. 259, § 28, 11-12-96; Ord. No. 377, § 111, 5-24-04; Ord. No. 390, § 5, 3-14-05; Ord. No. 527, § 4, 8-22-11; Ord. No. 632, § 15, 6-11-18)

State law reference(s)—Conditional uses, M.S. § 462.3595.

Sec 20-815 Lot Requirements And Setbacks

The following minimum requirements shall be observed in an "IOP" district subject to additional requirements, exceptions and modifications set forth in this chapter:

- (a) The minimum lot area is one acre.
- (b) The minimum lot frontage is 150 feet, except that lots fronting on a cul-de-sac shall have a minimum frontage of 60 feet.
- (c) The minimum lot depth is 200 feet.
- (d) The maximum lot coverage is 70 percent.
- (e) Off-street parking shall comply with district setback requirements except:
 - (1) There is no minimum setback when it abuts a railroad right-of-way, except as provided in chapter 20, article XXV, division 3, pertaining to landscaping requirements.
 - (2) There is no minimum setback when it abuts, without being separated by a street, another off-street parking area.
 - (3) The minimum setback is 50 feet when it abuts a residential district without being separated from the residential district by a street or railroad right-of-way.
 - (4) The minimum setback is 25 feet for side street side yards.
 - (5) Parking setbacks along public rights-of-way may be reduced to a minimum of ten feet if the applicant can demonstrate to the satisfaction of the city that 100 percent screening is provided at least five feet above the adjacent parking lot. The intent of this section is that the city is willing to trade a reduced setback for additional landscaping that is both an effective screen and of high quality aesthetically. Acceptable screening is to be comprised of berming and landscaping. Screening through the use of fencing is not permitted.
- (f) The maximum height is as follows:
 - (1) For the principal structure, four stories/50 feet.
 - (2) For accessory structures, one story.
- (g) Minimum setback requirements:
 - (1) For front yards, 30 feet.

- (2) For rear yards, ten feet.
- (3) For side yards, ten feet.
- (4) The minimum setback is 100 feet when it abuts a residential district without being separated from the residential district by a street or railroad right-of-way.

In instances where existing topography and/or vegetation provide buffering satisfactory to the city, or where quality site planning is achieved, the city may reduce setback requirements by up to 50 percent. The applicant shall have the full burden of demonstrating that there is sufficient separation and screening for the higher intensity use.

- (5) Buffer yards.
 - a. The city comprehensive plan establishes a requirement for buffer yards. Buffer yards are to be established in areas indicated on the plan where higher intensity uses interface with low density uses and shall comply with chapter 20, article XXV, of the Chanhassen City Code.
 - b. The buffer yard is not an additional setback requirement. The full obligation to provide the buffer yard shall be placed on the parcel containing the higher intensity use.
 - c. The buffer yard is intended to provide physical separation and screening for the higher intensity use. As such, they will be required to be provided with a combination of berming, landscaping and/or tree preservation to maximize the buffering potential. To the extent deemed feasible by the city, new plantings shall be designed to require the minimum of maintenance, however, such maintenance as may be required to maintain consistency with the approved plan, shall be the obligation of the property owner.

(Ord. No. 80, Art. V, § 16(5-16-5), 12-15-86; Ord. No. 94, §§ 1, 7, 7-25-88; Ord. No. 136, §§ 1A, 1B, 1-28-91; Ord. No. 451, § 8, 5-29-07; Ord. No. 474, §§ 14, 15, 10-13-08)

Sec 20-816 Interim Uses

The following are interim uses in the "IOP" District:

- (a) Churches.
- (b) Concrete mixing plants.

(Ord. No. 120, § 3, 2-12-90)

ARTICLE 20-XXI "OI" OFFICE AND INSTITUTIONAL DISTRICT

Sec 20-791 Intent

Sec 20-792 Permitted Uses

Sec 20-793 Permitted Accessory Uses

Sec 20-794 Conditional Uses

Sec 20-795 Lot Requirements And Setbacks

Sec 20-796 Interim Uses

Sec 20-791 Intent

The intent of the "OI" District is to provide for public or quasi-public nonprofit uses and professional business and administrative offices.

(Ord. No. 80, Art. V, § 15(5-15-1), 12-15-86)

Sec 20-792 Permitted Uses

The following uses are permitted in an "OI" District:

- (a) Antennas as regulated by article XXX of this chapter.
- (b) Community center.
- (c) Churches.
- (d) Fire station.
- (e) Funeral homes.
- (f) Health services/hospitals.
- (g) Library.
- (h) Museum.
- (i) Nursing homes.
- (j) Offices.
- (k) Post office.
- (l) Public parks/open space.
- (m) Public recreational facilities.
- (n) Schools.
- (o) Utility services.

(Ord. No. 80, Art. V, § 15(5-15-2), 12-15-86; Ord. No. 259, § 25, 11-12-96; Ord. No. 377, § 107, 5-24-04)

Sec 20-793 Permitted Accessory Uses

The following are permitted accessory uses in the "OI" District:

- (a) Adult day care as part of a church (subject to the requirements of section 20-966).
- (b) Parking lots.

- (c) Signs.
- (d) Temporary outdoor sales and events (subject to the requirements of section 20-964).
- (e) Accessory Solar Energy Systems (subject to the requirements of section 20-1093).

(Ord. No. 80, Art. V, § 15(5-15-3), 12-15-86; Ord. No. 243, § 13, 2-13-95; Ord. No. 377, § 108, 5-24-04; Ord. No. 619, § 13, 2-27-17; Ord. No. 632, § 13, 6-11-18; Ord. No. 651, § 23, 12-9-19)

Sec 20-794 Conditional Uses

The following are conditional uses in the "OI" District:

- (a) Adaptive reuse of vacant public or private school buildings for private business uses.
- (b) Commercial towers as regulated by article XXX of this chapter.

(Ord. No. 80, Art. V, § 15(5-15-4), 12-15-86; Ord. No. 259, § 26, 11-12-96)

State law reference(s)—Conditional uses, M.S. § 462.3595.

Sec 20-795 Lot Requirements And Setbacks

The following minimum requirements shall be observed in an "OI" District subject to additional requirements, exceptions and modifications set forth in this chapter:

- (a) The minimum lot area is 15,000 square feet.
- (b) The minimum lot frontage is 75 feet, except that lots fronting on a cul-de-sac shall have a minimum lot frontage of 60 feet.
- (c) The minimum lot depth is 150 feet.
- (d) The maximum lot coverage is 65 percent.
- (e) Off-street parking shall comply with district setback requirements except:
 - (1) There is no minimum setback when it abuts a railroad right-of-way, except as provided in chapter 20, article XXV, division 3, pertaining to landscaping requirements.
 - (2) There is no minimum setback when it abuts, without being separated by a street, another off-street parking area.
 - (3) The minimum setback is 50 feet when it abuts a residential district without being separated from the residential district by a street or railroad right-of-way.
 - (4) The minimum setback is 25 feet for side street side yards.
- (f) The maximum height is as follows:
 - (1) For the principal structure, two stories.
 - (2) For accessory structures, one story.
- (g) Minimum setback requirements:
 - (1) For front yards, 35 feet.
 - (2) For rear yards, 30 feet.
 - (3) For side yards, 15 feet.

- (4) The minimum setback is 50 feet when it abuts a residential district without being separated from the residential district by a street or railroad right-of-way.

(Ord. No. 80, Art. V, § 15(5-15-5), 12-15-86; Ord. No. 94, §§ 1, 6, 7-25-88; Ord. No. 451, § 7, 5-29-07)

Sec 20-796 Interim Uses

The following are interim uses in the "OI" District:

- (a) Temporary classroom structures for use by public or private schools needed for temporary use.

(Ord. No. 282, § 1, 6-22-98)

City Council Item

May 18, 2026



Item	Guidelines for Public Accuracy Test	
File No.		Item No: A.3
Agenda Section	<u>5:30 P.M. - WORK SESSION</u>	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION

Staff will present information on the setup of the Public Accuracy Test at City Hall for the upcoming elections.

Motion Type	N/A
Strategic Priority	Communications

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

City Council Item

May 18, 2026



Item	Future Work Session Schedule	
File No.		Item No: A.4
Agenda Section	<u>5:30 P.M. - WORK SESSION</u>	
Prepared By	Laurie Hokkanen, City Manager	
Reviewed By	Laurie Hokkanen	

<u>SUGGESTED ACTION</u>	
N/A	
Motion Type	N/A
Strategic Priority	N/A

SUMMARY

June 8, 2026

- Community Center BP #2

June 22, 2026

- Stormwater Ponds Maintenance
- 2026 Legislative Changes and Impacts (placeholder pending end of session)
- City Council Roundtable

July 13, 2026

BACKGROUND

Staff or the City Council may suggest topics for work sessions. Dates are tentative until the meeting agenda is published. Work sessions are typically held at 5:30 pm in conjunction with the regular City

Council meeting, but may be scheduled for other times as needed.

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

City Council Item

May 18, 2026



Item	National Public Works Week	
File No.	N/A	Item No: C.1
Agenda Section	<u>PUBLIC ANNOUNCEMENTS</u>	
Prepared By	Charlie Howley, Director of Public Works/City Engineer	
Reviewed By	Laurie Hokkanen	

<u>SUGGESTED ACTION</u> Announce Proclamation recognizing National Public Works Week	
Motion Type	N/A
Strategic Priority	Operational Excellence

SUMMARY

National Public Works Week (NPWW), which is the week of May 17-23, 2026, is sponsored by the American Public Works Association (APWA) and celebrates the Public Works industry.

Various Departments/Divisions within the City included in this recognition include Fleet, Streets, Utilities, Parks, Facilities, and Engineering.

This year's motto is "Rooted in Service, Powered by Community."

Various members of City staff will be in attendance at the Council meeting for recognition.

We will also have an APWA-branded poster available at the Work Session for the City Council to write a few words if desired. The city frames and hangs the posters at the Public Works Building.

BACKGROUND

N/A

DISCUSSION

N/A

BUDGET

N/A

RECOMMENDATION

N/A

ATTACHMENTS

[National Public Works Week Proclamation 2026](#)

[2026 National Public Works Week Poster](#)

Proclamation

OFFICE OF THE MAYOR

NATIONAL PUBLIC WORKS WEEK PROCLAMATION MAY 17-23, 2026

WHEREAS, public works professionals focus on infrastructure, facilities and services that are of vital importance to sustainable and resilient communities and to the public health, high quality of life and well-being of the people of the Chanhassen; and,

WHEREAS, these infrastructure, facilities and services could not be provided without the dedicated efforts of public works professionals, who are responsible for maintaining, improving and protecting our city's transportation, drinking water supply, wastewater collection, public buildings, parks, drainage and other structures and facilities essential for our citizens; and,

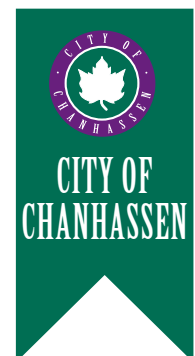
WHEREAS, it is in the public interest for the citizens, civic leaders, businesses and children in Chanhassen to gain knowledge of and to maintain an interest and understanding of the importance of public works and public works programs in our community; be it now,

RESOLVED, I, Mayor of the City of Chanhassen, do hereby designate the week May 17-23, 2026 as National Public Works Week; I urge all citizens to join the City Council to pay tribute to our public works professionals, and to recognize the substantial contributions they make to protecting our community's health, safety, and quality of life.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City,
DONE at the City of Chanhassen, Minnesota this 18th day of May, 2026.



Mayor Elise Ryan
May 18, 2026





ROOTED IN
Service
POWERED BY
Community

NATIONAL PUBLIC
WORKS WEEK
MAY 17-23, 2026



City Council Item

May 18, 2026



Item	Invitation to Memorial Day Ceremony - May 25, 2026
Item No:	C.2
Agenda Section	<u>PUBLIC ANNOUNCEMENTS</u>
Prepared By	Luke Kegley, Recreation Supervisor

SUGGESTED ACTION

SUMMARY

In partnership with the Chanhassen American Legion, the City of Chanhassen is proud to host the annual Memorial Day Ceremony on Monday, May 25. Please join us as we honor those who have died in service to our great country. In addition to traditional cemetery services, the Memorial Day Ceremony will be held at the Al Klingelhutz Memorial Pavilion at Lake Ann Park.

Cemetery services will take place at Leach Cemetery (7:45 am), Chanhassen Pioneer Cemetery (8:15 am), and St. Hubert's Cemetery (10:15 am). The Memorial Day Ceremony will take place at the Klingelhutz Pavilion in Lake Ann Park at Noon. Miki Huntington will be joining us as this year's keynote speaker. Miki Huntington, M.A., CPC, is a multifaceted professional with a diverse skill set: educator, speaker, facilitator, coach, and military veteran. She served in the U.S. Army for 25 years before transitioning to a career in higher education. This event is free to the public, and we invite all Chanhassen residents, friends, and family to attend to help honor those who have fallen in service.

BACKGROUND

DISCUSSION

RECOMMENDATION

ATTACHMENTS

[2026 Memorial Day Flyer](#)

CHANHASSEN'S ANNUAL

MEMORIAL DAY

C E R E M O N Y

MONDAY, MAY 25

KLINGELHUTZ PAVILION

LAKE ANN PARK, 1456 W 78TH STREET

Please join us as Chanhassen honors the fallen who have served our great country along with the Chanhassen American Legion Post 580 during a traditional Memorial Day Cemetery service in addition to a ceremony at Lake Ann Park in the Klingelhutz Pavilion.

MEMORIAL DAY SCHEDULE

7:45 AM

Leach Cemetery Service

8:15 AM

Chanhassen Pioneer Cemetery Service

10:15 AM

St. Hubert's Cemetery Service

12:00 PM

Klingelhutz Pavilion, Memorial Day Ceremony

ChanhassenMN.gov/memorialday



Hosted by the Chanhassen American Legion Post 580 and City of Chanhassen.

**CHANHASSEN CITY COUNCIL
REGULAR MEETING
MINUTES
APRIL 27, 2026**

Mayor Ryan called the meeting to order at 7:00 p.m. The meeting was opened with the Pledge of Allegiance.

COUNCIL MEMBERS PRESENT: Mayor Ryan, Councilmember McDonald, Councilmember von Oven, and Councilmember Kimber.

COUNCIL MEMBERS ABSENT: Councilmember Schubert.

STAFF PRESENT: Laurie Hokkanen, City Manager; Charlie Howley, Public Works Director/City Engineer; George Bender, Assistant City Engineer; Rachel Arsenault, Associate Planner; Andrew Heger, Fire Chief; and Jenny Potter, City Clerk; Mary Blazanin, Senior Center Coordinator.

PUBLIC PRESENT:
Bill Schubert, 2610 Meadowlark Lane

PUBLIC ANNOUNCEMENTS:

1. Proclamation Designating April 28th, 2026 as Mary Blazanin Day

Mayor Ryan thanked Mary Blazanin for her contributions to the Chanhassen Senior Center.

Mary Blazanin, Senior Center Coordinator, thanked the city staff and City Council for the opportunity to serve in the role.

CONSENT AGENDA: Councilmember McDonald moved, Councilmember von Oven seconded that the City Council approve the following consent agenda items 1 through 20 pursuant to the City Manager's recommendations:

1. Approve City Council Minutes dated April 13, 2026
2. Approve City Council Work Session Minutes dated April 13, 2026
3. Receive Environmental Commission Minutes dated March 11, 2026
4. Receive Planning Commission Minutes dated April 7, 2026
5. Receive Economic Development Commission Minutes dated March 10, 2026
6. Approve Claims Paid April 27, 2026

7. Approve a Conditional Use Permit for a Contractor's Yard located at 1480 Park Road
8. Award Design Contract for Rehabilitation of Wells 7 and 13
9. Accept Bids and Award Contract for the 2026 Sealcoat Project
10. Approve 2026 Sanitary and Storm Sewer Televising and Cleaning Contract
11. Approve Temporary On-Sale Liquor License, July 2, 3 & 4, 2026, Rotary Club of Chanhassen
12. Approve 2026 Chanhassen Farmers' Market Agreement
13. Award Chanhassen Community Center Bid Package #1a: Steel Supply & Install
14. Resolution 2026-33: Approve Construction Materials Testing Agreement for the 2026 City Pavement Rehabilitation Project No. 26-01
15. Resolution 2026-34: Approve Construction Materials Testing Agreement for the Market Boulevard Rehabilitation Project No. 25-02
16. Resolution 2026-35: Approve Construction Materials Testing Agreement for the 2026 Great Plains Blvd/Lake Drive East Rehabilitation Project No. 26-02
17. Resolution 2026-36: Accepting a \$2,561.31 Donation from the Chanhassen Association for Lake Ann Park Ballfield 1, 4, and 5 Irrigation Improvements
18. Resolution 2026-37: Authorize Contract for Engineering Design and Construction Services for the 2027 City Pavement Rehabilitation Project (27-01)
19. Resolution 2026-38: Authorize Contract for Engineering Design and Construction Services for the 2027 Lake Riley Blvd Reconstruction Project (27-02)
20. Resolution 2026-29: Authorize Submission for Carver County Community Development Agency Community Growth Partnership Initiative (CGPI) Redevelopment Assistance Grant Application

All voted in favor, and the motion carried unanimously with a vote of 4 to 0.

VISITOR PRESENTATIONS.

Bill Schubert, 2610 Meadowlark Lane, discussed the burn permit ordinance change to match more closely with the Department of Natural Resources. He reviewed the additions to the ordinance, including an internal staff review to visit the property, and a non-refundable fee. He

said he could no longer burn his property with the ordinance because of the spacing requirements. He asked if yard waste included branches.

FIRE DEPARTMENT/LAW ENFORCEMENT UPDATES.

1. 2026 Quarter One Fire Department Update

Andrew Heger, Fire Chief, updated the Council on the incident responses from the Chanhassen Fire Department. He reviewed the incident response time from the fire department. He explained the fire department training. He discussed the community risk reduction events in the first quarter, such as CPR events. He discussed the new staffing additions in January and February. He noted that some staff work at multiple fire departments, which can provide challenges.

Mayor Ryan asked for any fire safety advice from the Fire Chief. Fire Chief Heger responded that burning conditions can vary based on weather conditions. The communications team is providing messaging about burning. He noted that they are in the severe weather season.

PUBLIC HEARINGS.

1. Resolution 2026-40: Accept the Bids and Award the Contract for the 2026 City Pavement Rehabilitation Project; and Resolution 2026-41: Adopt Final Assessment Roll for the 2026 City Pavement Rehabilitation Project

George Bender, Assistant City Engineer, reviewed the project area and scope for Vasserman. He noted that they proposed to mill and overlay the 0.9 miles of public street, along with spot repair and public utilities. He summarized the project area and scope for Fox Hollow and noted that a portion of the neighborhood was in poor condition. He said that they had a full reconstruction project planned for the streets, except for a mill and overlay on Fox Drive. He commented that they plan to replace a water main, spot repair the sanitary sewer, and add storm sewer. Mr. Bender summarized the North Lotus Lake Park Stormwater Project, which was implemented and funded by the watershed district. He reviewed the public engagement efforts, including a one-year advanced notification via postcard, project webpages, a project survey, open houses, a follow-up meeting, and a notification letter for the public hearing. He stated that many residents requested realignment designs and improvements to Fox Hollow Drive near the park and commented that many residents expressed concerns with drainage issues. He noted that many residents were unhappy to receive the assessment amount, and the staff was utilizing the flat rate assessment amounts. He discussed Fox Hollow Drive at North Lotus Lake Park and said that they would have a standard street width and section with a B618 curb to keep parked cars off lawns. He said that the engineered curvature was to reduce the speed to 15 miles per hour. He said that they planned to remove unsafe wood posts through the curves and provide controlled and defined street parking for the park. He reviewed the bid results and noted that the low bidder was GMH Asphalt for \$6.2 million. He summarized the budget cost and summary and noted that the watermain fund was over-budget, but the project was under-budget in aggregate.

Councilmember von Oven asked if Pleasant View Circle was a private road. Mr. Bender answered that it was private and not connected to the area. He said that Fox Hollow Court was private and within the area being rehabilitated for the project.

Mayor Ryan opened the public hearing. There were no public comments.

Mayor Ryan closed the public hearing.

Mayor Ryan thanked the staff for adjusting the project at the request of the residents.

Councilmember von Oven moved, Councilmember McDonald seconded that the Chanhassen City Council adopts a resolution accepting the bids and awarding the construction contract, and also adopts a resolution adopting the assessment roll for the 2026 City Pavement Rehabilitation Project No. 26-01. All voted in favor, and the motion carried unanimously with a vote of 4 to 0.

2. Resolution 2026-42: 7480 Frontier Trail – Easement Acquisition Agreement and Vacation

Charlie Howley, Public Works Director/City Engineer, reviewed the easement acquisition agreement and vacation at 7480 Frontier Trail. He said that the 2025 City Pavement Rehabilitation Project was completed last year, but portions of the pond's 100-year flood elevation area were not covered by a d&u easement. He explained that the city staff worked with the property owners to secure a permanent easement to protect the pond and ensure the city has long-term access for maintenance of the stormwater infrastructure asset.

Councilmember Kimber moved, Councilmember von Oven seconded that the Chanhassen City Council approve an easement acquisition agreement with the owners of 7480 Frontier Trail and approve a resolution authorizing the vacation of existing public drainage and utility easements required as part of the agreement in conjunction with the 2025 Street Improvement Project. All voted in favor, and the motion carried unanimously with a vote of 4 to 0.

3. Resolution 2026-43 and Ordinance 760: Consider a Metes & Bounds Subdivision and Rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard

Rachel Arsenault, Associate Planner, reviewed the rezoning request for 6651 Galpin Boulevard. She noted that the single-family residential district was an option for rezoning. She provided a summary of the rezoning criteria. She summarized the subdivision request and said that the proposed parcels would meet the requirements for the RSF zoning district. She explained that the grading would be confined to the southern parcel and would tie into the existing grading on the

northern parcel. She said that there would be a driveway on the southern parcel, and the owner was proposing stormwater best management practices on the property. She commented that the utility extension was completed during the Galpin Boulevard reconstruction and summarized the subdivision criteria.

Mayor Ryan clarified that a matching driveway did not mean a shared driveway. Ms. Arsenault confirmed this information.

Mayor Ryan opened the public hearing. There were no public comments.

Mayor Ryan closed the public hearing.

Councilmember McDonald moved, Councilmember Kimber seconded that the Chanhassen City Council approve the proposed metes & bounds subdivision and rezoning from Rural Residential to Single-Family Residential for the property located at 6651 Galpin Boulevard. All voted in favor, and the motion carried unanimously with a vote of 4 to 0.

GENERAL BUSINESS.

1. Approve Facility Management Agreement for the Chanhassen Community Center with Sports Facilities Companies

Jim Arnold, Sports Facilities Companies, reviewed the current services provided by Sports Facilities Companies throughout the country. He summarized the concept into a concrete process for their company. He said that they were currently in the construction and commissioning process, where they like to start the pre-opening process. He explained the pre-opening process, which included recruitment, hiring, and training, branding, marketing, sales, promotion, programming development, and more. He summarized the operational structure, with a Sports Facilities Companies Account Vice President, General Manager Jodi Sarles, and on-site staff. He said that the company was nationally recognized for workplace culture and employee experience.

Councilmember von Oven asked about the concept to concrete process. He said that decisions and outcomes had happened prior to the company joining the team and asked if they had any concerns with the design. Mr. Arnold responded that they were pleased with the interaction with the design team, and they made a few changes to the design. He noted that they were comfortable with the operational standpoint of the building.

Councilmember Kimber thanked him for the presentation. He said that residents were concerned about management and whether it would be cost-neutral. He said that without the partnership, he did not know if they would get there. He expressed gratitude for the partnership. Mayor Ryan discussed decision-making and transparency. She asked what decisions that the city staff or City Council would review and what decisions Sports Facilities Companies would make.

Mr. Arnold responded that they had parameters around dollar amounts. He said that they could not spend a dollar outside of the approved budget without approval from the City Council.

Mayor Ryan asked about complaints and concerns. Mr. Arnold answered that the Sports Facilities Companies represent the city, but their goal is to handle complaints on behalf of the city. He stated that they had a guest-first policy.

Mayor Ryan discussed the strengths of the community center and said that they had leadership that was willing to identify potential weaknesses and replace them with strength to achieve goals.

Councilmember Kimber moved, Councilmember McDonald seconded that the Chanhassen City Council approve entering into a contract with Sports Facilities Companies for pre-opening and management services of the Chanhassen Community Center, subject to minor modifications as may be made by legal counsel. All voted in favor, and the motion carried unanimously with a vote of 4 to 0.

COUNCIL PRESENTATIONS.

Councilmember McDonald stated he attended the Commission on Aging meeting. He was proud of the work completed by the Commission on Aging.

1. Report on City Manager’s Annual Performance Review

Mayor Ryan commented that the City Council met in closed session to complete the City Manager’s Annual Performance Review. She commented that the City Manager continues to be an exceptional leader and provided thoughtful updates to build confidence with the City Council, staff, and community. She noted that she provides leadership on major projects and approaches challenges proactively.

Councilmember von Oven moved, Councilmember Kimber seconded that the Chanhassen City Council approve an increase of compensation to Grade 29 Step 10, effective March 22nd, 2026.

ADMINISTRATIVE PRESENTATIONS.

1. First Quarter 2026 Communications Update

CORRESPONDENCE DISCUSSION.

1. Letter to the Metropolitan Council regarding Comprehensive Plan Amendment Policy

2. Follow-Up: Chanhassen Citizen Action Request

Councilmember von Oven moved, Councilmember Kimber seconded to adjourn the meeting. All voted in favor, and the motion carried unanimously with a vote of 4 to 0. The City Council meeting was adjourned at 8:22 p.m.

Submitted by Laurie Hokkanen
City Manager

Prepared by Jenny Potter
City Clerk

City Council Item

May 18, 2026



Item	Approve City Council Work Session Meeting Minutes dated April 27, 2026	
File No.		Item No: D.2
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Jenny Potter, City Clerk	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council approves the City Council Work Session Meeting minutes dated April 27, 2026."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

Staff recommends that the Chanhassen City Council approve the City Council Work Session Meeting minutes dated April 27, 2026.

ATTACHMENTS

City Council Work Session Meeting minutes dated April 27, 2026

**CHANHASSEN CITY COUNCIL
WORK SESSION
MINUTES
April 27, 2026**

Mayor Ryan called the work session to order at 5:30 p.m.

COUNCIL MEMBERS PRESENT: Mayor Ryan, Councilmember McDonald, Councilmember von Oven, Councilmember Kimber

COUNCIL MEMBERS ABSENT: Councilmember Schubert

STAFF PRESENT: Laurie Hokkanen, City Manager; Matt Unmacht, Assistant City Manager; Charlie Howley, Public Works Director/City Engineer; Patrick Gavin, Communications Manager; Jerry Ruegemer, Parks Director; Andrew Heger, Fire Chief; Jenny Potter, City Clerk

PUBLIC PRESENT:

Fire Department Space Needs Assessment Follow Up

Andrew Heger, Fire Chief, discussed next steps related to long-term fire department space, staffing and service needs following a February presentation that outlined multiple facility scenarios without recommending a preferred option. Chief Heger said those issues remain closely connected, with staffing levels, service delivery and facility capacity all affecting one another. He shared updated call data showing continued growth in demand and noted overlapping calls remain an ongoing operational challenge.

Chief Heger outlined several short-term options, including pursuit of a federal SAFER grant that could help fund additional staffing and a proposed Community Risk Assessment to help evaluate hazards, growth trends and response coverage. He said those efforts could help guide future staffing and facility decisions.

The City Council expressed appreciation for the department's work and strong support for public safety, but several said they were not yet convinced that additional studies should be the immediate next step. The discussion focused on first defining the city's future staffing model, particularly as many calls are medical rather than fire-related, and exploring whether alternative or hybrid service approaches should be considered.

The City Council would like staff to continue evaluating staffing and service delivery needs. They supported the pursuit of the SAFER grant opportunity if available.

Permitted Burning Discussion

Fire Chief Andrew Heger discussed proposed updates to the city's permitted burning ordinance as a follow-up to previous conversations that began in September 2025. Chief Heger said the proposed revisions are intended to strengthen safeguards, reduce wildfire risk and update portions of the code that had become outdated or unclear. Staff proposed replacing older location-based restrictions with clearer approval criteria tied to setbacks, site conditions and safety requirements.

Potential changes discussed included setbacks from buildings and public roadways, restrictions related to sensitive natural areas, weather-related safety requirements and limits on what materials may be burned. Proposed language would also set size limits for brush piles and require emergency access to burn sites if needed.

There is a proposed \$25 short-term permit for burns lasting less than 30 days and a \$100 long-term permit for permits up to six months. Chief Heger said the overall goal is to reduce community risk while still allowing burning in appropriate situations.

The City Council discussed concerns they had heard regarding some of the proposed requirements, how permits would be evaluated and the importance of additional public input. The general direction from the City Council was to move the proposed ordinance amendments forward for future consideration, where residents will have an opportunity to provide feedback before any final action is taken.

2026 Park Renovation Fund Allocation Discussion

Jerry Ruegemer, Parks Director, discussed 2026 Park Renovation Fund priorities following a recommendation from the Park and Recreation Commission, which reviewed available funding and long-term park needs earlier this year.

For 2026, the commission recommended focusing this year's allocation on a replacement playground at Stone Creek Park and supplemental playground equipment at Carver Beach Park. Staff said the Stone Creek playground was installed in 1998 and has exceeded the city's typical replacement cycle, making it a priority for reinvestment.

Additional improvements were also recommended for Carver Beach Park following resident feedback after upgrades were completed last year. Mr. Ruegemer said the added equipment would help continue enhancing the park experience for families and neighborhood users.

If approved, staff said neighborhood engagement meetings would be held this spring to gather feedback on equipment options before final recommendations return to the City Council. Installation of both projects is anticipated later this year, depending on equipment availability.

The City Council expressed support for the recommendation and appreciation for the effort to balance long-term replacement needs with recent resident feedback.

Mayor Ryan adjourned the work session at 6:49 P.M.

Submitted by Laurie Hokkanen
City Manager

Prepared by Jenny Potter
City Clerk



City Council Item

May 18, 2026



Item	Receive Commission on Aging Minutes dated March 20, 2026	
File No.		Item No: D.3
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council receives the Commission on Aging Minutes dated March 20, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

[Commission on Aging Minutes dated March 20, 2026](#)

Chanhassen Commission on Aging, March 20, 2026

Commissioner Mobley called the meeting to order at 10:00 a.m.

MEMBERS' PRESENT:

Vice Chair Phyllis Mobley, Chair Jim Camarata (remote), Gwen Block, Janet Dean, Beth Mason, Bill Monn

MEMBERS ABSENT: Jane Bender, Barbara Solum,

GUESTS PRESENT: Kara Cassidy, Carver County Health Program Specialist, Office of Aging.; Linnea Fonnest, Chanhassen Library

APPROVAL OF AGENDA:

The commissioners reviewed the agenda. Commissioner Mason made a motion to approve. Commissioner Block made a second. All members voted in favor; the motion was carried.

APPROVAL OF MINUTES:

February 20, 2026, minutes were reviewed by all commissioners. Commissioner Dean motioned to approve the agenda. Commissioner Block seconded. All members voted in favor; the motion was carried.

GENERAL BUSINESS:

Commissioner Check-In and Sub-Committees

Commissioner Monn provided updates on the SW Transit tutorial field trip scheduled for June 11. Patrons will meet at the Eden Prairie station for a tour and trial bus ride. Details will be posted in the upcoming Summer Connection Brochure and on the Senior Center website. Monn also reported on a bill introduced at the MN Legislature which would impact SW Transit services in Carver County. Monn encouraged commissioners to learn more about this issue. He will monitor the bill and keep the COA informed. He recommended inviting Jerry McDonald, of the City Council and SW Transit Board of Directors, to the April meeting for further information and updates. Mary Blazanin will schedule this with Council Member McDonald.

Commissioner Dean gave a recap of the March 19 Advanced Directives Training hosted by the Commission. Carver County Office of Aging sponsored lunch and Ridgeview Medical's Lesley Young provided the training. 16 people were in attendance. The training was well received. Commissioners provided their input about the training. Deen recommended keeping forms available at the Senior Center, offering another workshop for the public with Lesley in the Fall, and continue promoting educational sessions and support for this initiative.

Commissioner Mason shared information about an inclusive aging class at a large university which is directed toward medical students. She noted the topics covered in the class are those currently being addressed by the Chanhassen Commission on Aging. Mason commended the city for keeping seniors' interests and needs as a top priority.

Commissioner Mobley reported on the educational session held on March 10 at the Senior Center called “Is it My Memory” with brain specialist Janie Horn. The turnout was excellent, and participants provided positive feedback and requests for additional training in the future.

Commission Camarata updated members on recent articles submitted to the Online Carver County Newspaper related to aging, housing and other areas of interest for local seniors.

VISITOR PRESENTATIONS:

Carver County Health and Human Services, Office of Aging, Kara Cassidy

Cassidy announced the 2026 All County Commission Meeting is scheduled for September 10, and will be held at Paradise Commons, Waconia. She reported on illness statistics in Carver County, noting flu and covid19 cases seem to have peaked. She provided updates on senior commission and advisory council work around the county.

Chanhassen Senior Center Upcoming Programs, Mary Blazanin

Blazanin provided 2026 1st Quarter Senior Center statistics for programs and participating patrons served. She summarized program plans for summer and current projects she is managing. She also noted that Carver County CDA will attend the COA meeting in April to update Commissioners on its recent project approval.

Senior Community Services Update, LeeAnn Eiden, Social Worker

LeeAnn Eiden was not in attendance. Updated flyers for her programs were given out.

Chanhassen Library, Linnea Fonnest

Linnea provided an overview of current and upcoming programs, forums, and library events. She shared the Friends of the Library Annual Report and discussed the upcoming Spring Book Sale as well as an expanded Extended Access program for Carver County libraries.

OTHER DISCUSSION

Commissioners reviewed COA Goals and Objectives for the 2026-2027. A few changes and additions were suggested. Blazanin will compile these and submit updated documents to the Commissioners for approval at the April meeting.

ADJOURNMENT

Commissioner Dean made a motion to adjourn. Commissioner Monn seconded. All members voted in favor; the meeting was adjourned at 11:24am.

Submitted by Mary Blazanin, Senior Center Coordinator

City Council Item

May 18, 2026



Item	Receive Park and Recreation Commission Minutes dated March 24, 2026	
File No.		Item No: D.4
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

<u>SUGGESTED ACTION</u> "The Chanhassen City Council receives the Park and Recreation Commission minutes dated March 24, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

**CHANHASSEN PARK AND
RECREATION COMMISSION
REGULAR MEETING
MINUTES
MARCH 24, 2026**

Chair Leisen called the meeting to order at 6:03 p.m.

MEMBERS PRESENT: Rob Swanson; Kristin Fulkerson; Michael Leisen; Sean Morgan; Emily Nagel; Kurt Scheppmann; Nora Nashawaty; Clara Christenson

MEMBERS ABSENT: None

STAFF PRESENT: Jerry Ruegemer, Park and Recreation Director; Priya Wall, Recreation Manager; Luke Kegley, Recreation Supervisor; Jodi Sarles, Rec Center Manager; Mary Blazanin, Senior Center Coordinator

PUBLIC PRESENT: None.

APPROVAL OF AGENDA: Commissioner Scheppmann moved, Commissioner Fulkerson seconded to approve the agenda with an addition of a standing commission member update. All voted in favor and the motion carried unanimously with a vote of 8 to 0.

PUBLIC ANNOUNCEMENTS: None.

VISITOR PRESENTATIONS: None.

APPROVAL OF MINUTES:

1. Approve Park & Recreation Minutes dated February 24, 2026

Commissioner Swanson moved, Commissioner Christenson seconded to approve the minutes of the Park and Recreation Commission meeting dated February 24, 2026 as presented. All voted in favor and the motion carried unanimously with a vote of 8 to 0.

GENERAL BUSINESS:

1. 2025-2026 Ice Rink Season Evaluation

Luke Kegley, Recreation Supervisor, provided an overview of the Ice Rink Season and noted that they were able to run for 58 operational days. He summarized the recorded participants at the different locations, maintenance costs, and additional expenses.

Commissioner Nashawaty asked if the efficiency numbers were weather-dependent. Mr. Kegley answered that the flooding overnight was essential for the rink maintenance and dependent on temperatures.

2. Receive 2025 Park and Recreation Department Annual Report

Priya Wall, Recreation Manager, reviewed the 2025 Park and Recreation Annual Report, which identified accomplishments and information for all divisions within the Park and Recreation Department.

Youth Commissioner Christenson asked about an update for the Carver Beach Playground. Jerry Ruegemer, Park and Recreation Director, answered that they would provide an update on this topic later in the meeting.

Chair Leisen thanked the staff for their update and asked if they could post it online. Ms. Wall answered that the report would go to the City Council and then be updated online.

Commissioner Nashawaty moved, Commissioner Morgan seconded that the Park and Recreation Commission recommends that the City Council receive and approve the 2025 Park & Recreation Annual Report. All voted in favor and the motion carried unanimously with a vote of 8 to 0.

3. Recommend 4th of July Celebration Event Logo Concept

Ms. Wall reviewed the historical process for the 4th of July Celebration Event Logo Concept. She stated that the City Staff designed the 2026 logo concepts.

Commissioner Scheppmann noted that concept four looked like a postage stamp.

Youth Commissioner Christenson liked that concept, which incorporated the maple leaf.

Commissioner Nashawaty stated the maple leaf should be in the final logo.

Mr. Ruegemer said that it was the nation's 250th anniversary, so they wanted to tie that in.

Chair Leisen appreciated concept three.

Commissioner Scheppmann said he appreciated the diamond-shaped concept.

Youth Commissioner Christenson suggested not to use cursive in the final design.

Commissioner Swanson said he liked concept one.

Commissioner Nashawaty commented that a simpler concept would be better.

Chair Leisen asked for a vote on concept one. Commissioners Nashawaty, Morgan, Swanson, and Christenson voted for concept one.

Youth Commissioner suggested that concept one include 2026.

Commissioner Scheppmann asked about putting the 250th in the red banner.

Ms. Wall said that they would add 2026 and make the 250th more prominent.

Commissioner Fulkerson moved, Commissioner Swanson seconded that the Park and Recreation Commission recommends logo concept #1 be used for marketing, promoting, and branding the 43rd annual 4th of July Celebration. All voted in favor and the motion carried unanimously with a vote of 8 to 0.

4. Park Renovation Fund Priority Discussion

Mr. Ruegemer recommended that the Park and Recreation Commission identify a list of park priority projects for the next 1 to 10 years and for 2026. He encouraged them to discuss the 2026 park replacement sheet and said that Stone Creek stands out because it is 28 years old.

Chair Leisen asked if the playground was well-used. Mr. Ruegemer answered that it was put off because of inspections of the playground. They are going to determine which playgrounds to replace based on the condition.

Mr. Ruegemer said they received comments about the equipment available at the Carver Beach site, and they could consider supplementing the container. He said they could allocate \$15,000 for this location.

Chair Leisen asked if this would satisfy the feedback from the community. Mr. Ruegemer confirmed this information.

Commissioner Fulkerson asked about the conditions of Stone Creek, because no playgrounds were proposed to be renovated in 2027 and 2028. Mr. Ruegemer responded that it was getting harder to get replacement parts for the Stone Creek Playground equipment. He said that it would make sense to go through the process this year.

Commissioner Fulkerson asked if they could budget \$85,000 for the Stone Creek playground, or what would be an adequate number. Mr. Ruegemer said he put \$100,000, and he thought it was a conservative number. He stated that if the Park and Recreation Commission wanted to set it at \$85,000, they could consider doing so.

Youth Commissioner Christenson suggested holding a neighborhood meeting. Mr. Ruegemer said they would engage with neighbors during the planning process.

Commissioner Morgan asked if the funding was just for playground renovation or other park renovation projects. Mr. Ruegemer answered that they can complete other items on the list.

Commissioner Morgan said that only a subset of the items could be considered based on costs. He asked for additional information on the color-coding. Mr. Ruegemer explained that the yellow was a short-term project, the blue was a mid-term project, and the green was a long-term project. He stated it was important to have conversations about funding avenues.

Commissioner Morgan asked if there were any projects they thought were worth highlighting that were urgent needs. Mr. Ruegemer responded that the pickleball courts at Roundhouse Park would need to be replaced in the future. He requested some other community feedback.

Commissioner Scheppmann asked if they could add Pickleball Courts to Bandimere Park.

Chair Leisen asked if they could use the remaining funds from the Lake Ann Preserve Project. Mr. Ruegemer answered that the southwestern trail segment at Lake Ann Preserve would not move forward, so there would be \$400,000 to \$500,000 that they could recommend reallocation of, but it was general fund money that could be utilized elsewhere. He said he could put ideas for the recommendation together for next month.

Commissioner Nashawaty asked if they could utilize funds from other community organizations to contribute to projects. Mr. Ruegemer responded that they always welcomed community sponsors.

Chair Leisen suggested that for 2026, they complete Stone Creek Park for approximately \$85,000; Carver Beach for \$15,000, and look for nature park ideas in Lake Ann.

Commissioner Fulkerson asked if they do not use money this year, if it would carry over to next year. Mr. Ruegemer confirmed this information.

Commissioner Fulkerson confirmed that the community center was a two-year project.

Mr. Ruegemer said that maintenance at the community center would be separate.

Commissioner Nashawaty asked about the staff having the capacity to install six parks in 2030. Mr. Ruegemer responded that the future installation would be worked out. He did not think they would consider moving any playground equipment replacement up in the schedule.

Commissioner Scheppmann clarified that Stone Creek would be a complete replacement. Mr. Ruegemer confirmed this information and noted that the concrete borders would stay.

Commissioner Fulkerson moved, Commissioner Swanson seconded to approve the Park and Recreation Commission Staff's recommendation for the projects at Carver Beach for \$15,000 and Stone Creek at \$85,000. All voted in favor and the motion carried unanimously with a vote of 8 to 0.

REPORTS:

1. Recreation Center Quarterly Update

Jodi Sarles, Rec Center Manager, reviewed the facility rentals and program updates for the recreation center. She summarized the events hosted at the recreation center and the upcoming events planned.

2. Easter Egg Candy Hunt Preview

Ms. Wall stated that the 2026 Easter Egg Hunt would be on April 4th at 9 a.m., north of City Hall. She thanked the businesses that will participate in the event. The Easter coloring contest will be open until April 5th.

3. Senior Center Quarterly Report

Mary Blazanin, Senior Center Coordinator, reviewed the patrons served through the Senior Center in the first quarter of 2026. She discussed the new interest groups through the senior center and other activity highlights. She reviewed her work as a liaison for the Chanhassen Commission on Aging and discussed the City of Chanhassen's Senior Life Guide. She noted that she would be retiring on May 1st, 2026.

Commissioner Fulkerson asked if the facilities could be reserved by private groups. Ms. Blazanin answered that they were working on getting the programming into a routine, but they will consider reservations in the future.

Mr. Ruegemer stated that they were considering other rental facility options in Chanhassen.

4. Park Maintenance Quarterly Update

Mr. Ruegemer reviewed the purchase of a new roller for the back of the tractor. He provided a summary of the work that crews were completing to prepare for spring activities.

COMMISSION MEMBER COMMITTEE REPORTS:

Commissioner Nashawaty discussed that they would like to hold multiple events to interest multiple people in the Civic Center opening. She discussed holding modified tours of the

locations and hosting events during the day and evening hours to appeal to different audiences. They suggested allocating most of the funding for one large event for the community to enjoy. She discussed the subcommittee publishing agendas to provide more formal actions.

COMMISSION MEMBER PRESENTATIONS:

Chair Leisen thanked Commissioner Swanson and Commissioner Nashawaty for their service on the Park and Recreation Commission.

ADMINISTRATIVE PRESENTATIONS: None.

ADJOURNMENT:

Commissioner Nashawaty moved, Commissioner Swanson seconded to adjourn the meeting. All voted in favor and the motion carried unanimously with a vote of 8 to 0. The Park and Recreation Commission meeting was adjourned at 7:40 p.m.

Submitted by Jerry Ruegemer
Park and Recreation Director

City Council Item

May 18, 2026



Item	Receive Economic Development Commission Minutes dated April 14, 2026	
File No.		Item No: D.5
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Amy Weidman, Senior Admin Support Specialist	
Reviewed By		

<u>SUGGESTED ACTION</u> "The Chanhassen City Council receives the Economic Development Commission Minutes dated April 14, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

**CHANHASSEN ECONOMIC
DEVELOPMENT COMMISSION
REGULAR MEETING
April 14, 2026**

Acting Chair Benedict called the meeting to order at 5:32 p.m.

MEMBERS PRESENT: David Benedict, John Kroll, Rebekah Cohen Israel, and Tony Hallen

MEMBERS ABSENT: Nick Gardino

STAFF PRESENT: Samantha DiMaggio and Jenny Potter

PUBLIC PRESENT: Erik Hansen

OATHS OF OFFICE:

Jenny Potter, City Clerk, performed the Oath of Office for new Commissioners Rebekah Cohen Israel and Tony Hallen.

DISCUSSION/GENERAL BUSINESS ITEMS:
ELECTION OF 2026 CHAIR & VICE CHAIR

Commissioner Kroll moved, and Commissioner Hallen seconded the nomination of Commissioner Benedict as the Chair of the Economic Development Commission. The motion was carried with a vote of 3 to 0. Commissioner Benedict abstained.

Commissioner Benedict moved, and Commissioner Hallen seconded the nomination of Commissioner Kroll as the Vice Chair of the Economic Development Commission. The motion was carried with a vote of 3 to 0. Commissioner Kroll abstained.

APPROVAL OF AGENDA:

APPROVE ECONOMIC DEVELOPMENT COMMISSION AGENDA DATED APRIL 10, 2026

Commissioner Kroll moved, and Commissioner Hallen seconded, to approve the Agenda of the Economic Development Commission meeting dated April 10, 2026, as presented. All voted in favor, and the motion was carried unanimously 4 to 0.

APPROVAL OF MINUTES:

APPROVE ECONOMIC DEVELOPMENT COMMISSION MINUTES DATED MARCH 10, 2026

Commissioner Kroll moved, and Commissioner Hallen seconded, to approve the Minutes of the Economic Development Commission meeting dated March 10, 2026, as presented. All voted in favor, and the motion was carried unanimously 4 to 0.

VISITOR PRESENTATIONS:

ERIK HANSEN - CHIEF EXECUTIVE OFFICER, SOUTHWEST TRANSIT (SWT)

ADJOURNMENT:

Commissioner Hallen moved, and Commissioner Cohen Israel seconded to adjourn the meeting. All voted in favor, and the motion was carried unanimously 4 to 0. The Economic Development Commission meeting was adjourned at 6:56 p.m.

Submitted by Samantha DiMaggio
Economic Development Manager

City Council Item

May 18, 2026



Item	Approve Claims Paid dated May 18, 2026	
File No.		Item No: D.6
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Danielle Washburn, Assistant Finance Director	
Reviewed By	Kelly Grinnell	

<u>SUGGESTED ACTION</u> "The Chanhassen City Council Approves Claims Paid dated May 18, 2026."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Financial Sustainability

SUMMARY

BACKGROUND

DISCUSSION

The following claims are submitted for review and approval on May 18, 2026:

Total Claims \$1,246,536.66

BUDGET

RECOMMENDATION

ATTACHMENTS

[Payment Summary](#)

[Payment Detail](#)

Accounts Payable

Checks by Date - Summary



Vendor Name	Check Date	Void Checks	Check Amount
3CMA	03/17/2026	0.00	1,520.00
Acme Tools	03/17/2026	0.00	316.73
ALDI	03/17/2026	0.00	66.29
Aloft Austin at the Domain	03/17/2026	0.00	64.51
Amazon	03/17/2026	0.00	5,400.93
Apple.com	03/17/2026	0.00	0.99
At Your Pace Online	03/17/2026	0.00	36.00
B&H Photo	03/17/2026	0.00	1,489.28
Best Buy	03/17/2026	0.00	384.16
Bitly, Inc	03/17/2026	0.00	35.00
Caribou Coffee	03/17/2026	0.00	21.76
Chat GPT	03/17/2026	0.00	20.00
Chick-Fil-A	03/17/2026	0.00	535.32
Costco Wholesale	03/17/2026	0.00	124.41
Cub Foods	03/17/2026	0.00	251.82
Davanni's	03/17/2026	0.00	489.66
Dell	03/17/2026	0.00	2,498.77
Delta Airlines	03/17/2026	0.00	406.97
Dollar Tree Stores Inc	03/17/2026	0.00	17.64
DX Events	03/17/2026	0.00	9,440.24
Easirent.com	03/17/2026	0.00	121.75
EL Jimador	03/17/2026	0.00	21.62
Etsy	03/17/2026	0.00	13.04
Expedia	03/17/2026	0.00	1,082.32
Facebook	03/17/2026	0.00	143.08
Fire Safety USA Inc	03/17/2026	0.00	606.23
Fleet Farm	03/17/2026	0.00	461.68
FotoGenic	03/17/2026	0.00	650.15
FTD	03/17/2026	0.00	59.69
Galls LLC	03/17/2026	0.00	2,630.01
Gertens	03/17/2026	0.00	571.20
Government Finance Officers Association	03/17/2026	0.00	600.00
Government Social Media, LLC	03/17/2026	0.00	99.00
Grainger	03/17/2026	0.00	1,106.31
Grammarly	03/17/2026	0.00	720.00
Grand Casino Mille Lacs	03/17/2026	0.00	499.92
Hach Company	03/17/2026	0.00	629.20
HCMC Learning	03/17/2026	0.00	25.00
Hennen's Auto Service	03/17/2026	0.00	57.86
Holiday Stationstore	03/17/2026	0.00	14.07
Home Depot	03/17/2026	0.00	2,759.50
IAFC	03/17/2026	0.00	990.00
International Code Council	03/17/2026	0.00	705.00
Jimmy Johns	03/17/2026	0.00	128.11

Vendor Name	Check Date	Void Checks	Check Amount
Lucid Software Inc	03/17/2026	0.00	108.00
Lunds & Byerly's	03/17/2026	0.00	43.54
Med Box Grill	03/17/2026	0.00	9.99
Menards	03/17/2026	0.00	652.75
Merlins Ace Hardware	03/17/2026	0.00	288.98
Metropolitan Council Enviromental Services	03/17/2026	0.00	20,000.00
Michaels	03/17/2026	0.00	204.90
Minnesota Rural Water Association	03/17/2026	0.00	1,050.00
Minnesota State Colleges and Universities	03/17/2026	0.00	975.00
MN Government Finance Officers Association	03/17/2026	0.00	80.00
MN Pollution Control Agency	03/17/2026	0.00	153.23
MN Recreation and Park Association	03/17/2026	0.00	1,590.00
Motion Sports and Safety Products Inc	03/17/2026	0.00	1,983.00
Office Max/Office Depot	03/17/2026	0.00	70.84
Panera Bread	03/17/2026	0.00	163.81
Plums Restaurant	03/17/2026	0.00	26.00
Postmaster	03/17/2026	0.00	73.30
Prosource of Plymouth	03/17/2026	0.00	94.20
Sam's Club	03/17/2026	0.00	384.75
Sherwin-Williams	03/17/2026	0.00	54.05
ShopBackflow.com	03/17/2026	0.00	107.49
Skatelite	03/17/2026	0.00	4,560.00
Sonic Wall	03/17/2026	0.00	2,857.68
Southwest Metro Chamber of Commerce	03/17/2026	0.00	40.00
Stampli	03/17/2026	0.00	1,362.00
Sun Country	03/17/2026	0.00	759.56
Target	03/17/2026	0.00	370.57
Taylors Tins	03/17/2026	0.00	226.00
TechSmith	03/17/2026	0.00	13.07
The Media Factory, Inc	03/17/2026	0.00	44.00
The O.G. Coffee & Wine Bar	03/17/2026	0.00	16.42
The Prop Shop	03/17/2026	0.00	79.22
Tono Pizzeria	03/17/2026	0.00	179.65
Truewerk	03/17/2026	0.00	169.65
Udemy, Inc	03/17/2026	0.00	25.06
University of Missouri	03/17/2026	0.00	1,750.00
When I work	03/17/2026	0.00	50.00
Zoom	03/17/2026	0.00	104.52
CENTERPOINT ENERGY MINNEGASCO	04/22/2026	0.00	11,314.71
Keegan Geske	04/22/2026	0.00	250.00
Marco Inc	04/22/2026	0.00	735.00
Taylor Andres	04/22/2026	0.00	42.05
A-1 STRIPES	04/23/2026	0.00	700.00
Advanced Engineering & Environmental Services, LLC	04/23/2026	0.00	10,104.59
Anne Beckman	04/23/2026	0.00	480.00
Bauer Built Inc	04/23/2026	0.00	4,856.40
Brittany Knudtson	04/23/2026	0.00	100.00
CAMPBELL KNUTSON	04/23/2026	0.00	14,897.31
Carrie Reineccius	04/23/2026	0.00	100.00
Carver County	04/23/2026	0.00	8,749.00
Cleaning Solutions Services	04/23/2026	0.00	1,885.00
Commercial Recreation Specialists Inc	04/23/2026	0.00	112,063.00
Dultmeier Sales LLC	04/23/2026	0.00	2.75

Vendor Name	Check Date	Void Checks	Check Amount
Edina Heating & Cooling Inc	04/23/2026	0.00	907.00
FACTORY MOTOR PARTS COMPANY	04/23/2026	0.00	193.68
Ferguson Waterworks #2518	04/23/2026	0.00	91.17
GREEN MEADOWS INC	04/23/2026	0.00	2,546.25
GYM WORKS INC	04/23/2026	0.00	400.00
HealthPartners, Inc.	04/23/2026	0.00	105,597.47
HENNEPIN COUNTY	04/23/2026	0.00	25.00
Holly Wood	04/23/2026	0.00	71.25
ImperialDade	04/23/2026	0.00	1,934.23
Industrial Scientific Corporation	04/23/2026	0.00	183.42
JEFFERSON FIRE SAFETY INC	04/23/2026	0.00	13,731.18
Jonathan Rollier	04/23/2026	0.00	100.00
Kraus-Anderson Construction Company	04/23/2026	0.00	47,500.86
Lano Equipment	04/23/2026	0.00	206.61
Lockridge Grindal Nauen P.L.L.P	04/23/2026	0.00	3,333.33
LORI MOSER	04/23/2026	0.00	100.00
Melinda Colwell	04/23/2026	0.00	840.00
MSB Excavating & Tiling	04/23/2026	0.00	58,536.08
NvoicePay	04/23/2026	0.00	757.78
Pinnacle Pest Control	04/23/2026	0.00	730.00
Ross Reeves	04/23/2026	0.00	100.00
Sr Mechanical	04/23/2026	0.00	900.56
Thomas Knox	04/23/2026	0.00	294.00
TimeSaver Off Site Secretarial, Inc	04/23/2026	0.00	274.00
TinyMobileRobots US LLC	04/23/2026	0.00	1,990.00
TSG Server & Storage, Inc	04/23/2026	0.00	2,408.40
CenturyLink	04/29/2026	0.00	64.66
DONALD SINNIGER	04/29/2026	0.00	49.60
MN VALLEY ELECTRIC COOP	04/29/2026	0.00	7,953.29
THOMAS & JEANNIE BENNETT	04/29/2026	0.00	15.39
VERIZON WIRELESS	04/29/2026	0.00	4,425.03
XCEL ENERGY INC	04/29/2026	0.00	43,360.07
Barr Engineering Company	04/30/2026	0.00	4,940.00
Bohlmann, Inc.	04/30/2026	0.00	69.25
Carver County	04/30/2026	0.00	24,642.96
Cintas Corporation No. 2	04/30/2026	0.00	99.78
CM2 Supply	04/30/2026	0.00	75.24
Colonial Life & Accident Insurance Co	04/30/2026	0.00	91.26
COMPUTER INTEGRATION TECHN.	04/30/2026	0.00	216.00
Cozen O'Connor	04/30/2026	0.00	4,239.50
DAYCO CONCRETE COMPANY	04/30/2026	0.00	74,390.70
ECM PUBLISHERS INC	04/30/2026	0.00	179.80
Emergency Service Perspectives LLC	04/30/2026	0.00	7,500.00
EROSION PRODUCTS LLC	04/30/2026	0.00	256.00
Gigapower	04/30/2026	0.00	15,227.70
GS DIRECT INC	04/30/2026	0.00	224.79
Guard Guys, LLC	04/30/2026	0.00	646.50
HAWKINS CHEMICAL	04/30/2026	0.00	31,720.05
HERMAN'S LANDSCAPE SUPPLIES INC	04/30/2026	0.00	160.00
HOISINGTON KOEGLER GROUP	04/30/2026	0.00	2,760.00
Innovative Office Solutions LLC	04/30/2026	0.00	137.29
Juli Al-Hilwani	04/30/2026	0.00	487.50
KENNEDY & GRAVEN, CHARTERED	04/30/2026	0.00	168.00

Vendor Name	Check Date	Void Checks	Check Amount
Keys Well Drilling Co	04/30/2026	0.00	4,717.50
KIMLEY HORN AND ASSOCIATES INC	04/30/2026	0.00	7,691.75
KRIS Engineering, Inc.	04/30/2026	0.00	1,959.32
LAKETOWN ELECTRIC CORPORATION	04/30/2026	0.00	30,147.16
Lawson Products, Inc.	04/30/2026	0.00	627.03
Macqueen Emergency Group	04/30/2026	0.00	4,900.00
Minuteman Press	04/30/2026	0.00	250.00
MTI DISTRIBUTING INC	04/30/2026	0.00	1,300.43
Mulcahy Nickolaus LLC	04/30/2026	0.00	47,671.66
NAPA AUTO & TRUCK PARTS	04/30/2026	0.00	246.79
Northern Glass & Glazing Inc	04/30/2026	0.00	59,850.00
PALMER WEST CONSTRUCTION	04/30/2026	0.00	1,781.25
Peterson Companies	04/30/2026	0.00	25,536.76
SEH	04/30/2026	0.00	6,624.18
Senja Inc	04/30/2026	0.00	222.60
Team Laboratory Chemical, LLC	04/30/2026	0.00	353.50
TOWN & COUNTRY FENCE	04/30/2026	0.00	4,275.00
Water Conservation Services, Inc.	04/30/2026	0.00	438.08
CENTERPOINT ENERGY MINNEGASCO	05/06/2026	0.00	25.06
Eric Maass	05/06/2026	0.00	2,087.58
GoTo Communications Inc	05/06/2026	0.00	2,895.71
IUOE Local #49	05/06/2026	0.00	770.00
JENNIFER POTTER	05/06/2026	0.00	258.57
Luke Kegley	05/06/2026	0.00	250.00
Metronet Holdings, LLC	05/06/2026	0.00	106.32
MN NCPERS LIFE INSURANCE	05/06/2026	0.00	160.00
Nokomis Energy, LLC	05/06/2026	0.00	6,276.29
Potentia MN Solar	05/06/2026	0.00	5,012.92
ALEX AIR APPARATUS 2 LLC	05/07/2026	0.00	334.53
American Family Life Assurance Company of Columbus	05/07/2026	0.00	85.02
ARAMARK Refreshment Services, LLC	05/07/2026	0.00	94.15
Boarman Kroos Vogel Group Inc	05/07/2026	0.00	245,136.20
BRYAN ROCK PRODUCTS INC	05/07/2026	0.00	1,754.03
BS & A Software	05/07/2026	0.00	4,185.00
Carver County	05/07/2026	0.00	1,450.00
Christine Lea Pedretti	05/07/2026	0.00	1,945.45
COMPUTER INTEGRATION TECHN.	05/07/2026	0.00	4,343.20
Data Technical Services	05/07/2026	0.00	1,028.00
DELEGARD TOOL COMPANY	05/07/2026	0.00	265.40
Earl F Andersen Inc	05/07/2026	0.00	811.60
ECM PUBLISHERS INC	05/07/2026	0.00	41.00
Edison Power Constructors	05/07/2026	0.00	4,295.00
Ferguson Waterworks #2518	05/07/2026	0.00	919.36
Guard Guys, LLC	05/07/2026	0.00	167.70
HAWKINS CHEMICAL	05/07/2026	0.00	10.00
HERMAN'S LANDSCAPE SUPPLIES INC	05/07/2026	0.00	200.00
Juli Al-Hilwani	05/07/2026	0.00	318.75
KAYE L BENSON	05/07/2026	0.00	616.00
KELLINGTON CONSTRUCTION	05/07/2026	0.00	6,840.00
K-TECH SPECIALTY COATINGS, INC	05/07/2026	0.00	990.28
Lake States Evergreen Company, LLC	05/07/2026	0.00	200.20
Macqueen Emergency Group	05/07/2026	0.00	11,314.80
Magic Turf, Inc	05/07/2026	0.00	4,750.00

Vendor Name	Check Date	Void Checks	Check Amount
Mary Synsteliën	05/07/2026	0.00	500.00
Matt Christensen	05/07/2026	0.00	139.96
METROPOLITAN COUNCIL	05/07/2026	0.00	500.00
Minnesota Roadways Co	05/07/2026	0.00	599.30
MN RECREATION & PARK ASSOC.	05/07/2026	0.00	40.00
NAPA AUTO & TRUCK PARTS	05/07/2026	0.00	121.37
O'Reilly Automotive Inc	05/07/2026	0.00	41.74
OTTO ASSOCIATES	05/07/2026	0.00	1,400.00
PRAIRIE RESTORATIONS INC	05/07/2026	0.00	6,675.00
RAINBOW TREE COMPANY	05/07/2026	0.00	1,049.00
Reem Danial	05/07/2026	0.00	315.00
SiteOne Landscape Supply	05/07/2026	0.00	8,623.39
Springbrook	05/07/2026	0.00	410.00
Sylvestre Construction Inc	05/07/2026	0.00	1,000.00
WM MUELLER & SONS INC	05/07/2026	0.00	872.69
United States Treasury	05/08/2026	0.00	3,049.19

Report Total: 1,246,536.66

AP Check Detail



User: dwashburn@chanhassenmn.gov
Printed: 5/8/2026 3:45:04 PM

Last Name	Acct 1	Amount	Check Date	Description
3CMA	101-1125-4370	760.00	3/17/2026	3CMA annual conference registration
3CMA	101-1125-4370	760.00	3/17/2026	Duplicate Charge
		1,520.00	3/17/2026	
3CMA		1,520.00		
A-1 STRIPES	101-1320-4543	700.00	4/23/2026	parking stalls pw dry storage
		700.00	4/23/2026	
A-1 STRIPES		700.00		
Acme Tools	700-7043-4120	22.79	3/17/2026	WWTP Southwire 50lbs Copper Tubing
Acme Tools	101-1550-4240	293.94	3/17/2026	Chainsaw helmet (new hire replacement)
		316.73	3/17/2026	
Acme Tools		316.73		
Advanced Engineering & Environmental Services, LLC	700-0000-4303	10,104.59	4/23/2026	Pw/city Generator SCADA support High zone analyzer
		10,104.59	4/23/2026	
Advanced Engineering & Environmental Services, LLC		10,104.59		
ALDI	101-1701-4112	59.80	3/17/2026	Sweetheart Dance - Oreos
ALDI	101-1110-4372	6.49	3/17/2026	water for city council

Last Name	Acct 1	Amount	Check Date	Description
		66.29	3/17/2026	
ALDI		66.29		
ALEX AIR APPARATUS 2 LLC	101-1220-4530	334.53	5/7/2026	SCBA air test and repairs
		334.53	5/7/2026	
ALEX AIR APPARATUS 2 LLC		334.53		
Al-Hilwani Juli	101-1530-4347	412.50	4/30/2026	Blackmun 10 Lynch 3
Al-Hilwani Juli	101-1539-4343	75.00	4/30/2026	Beginner Pickleball 5/2/26
		487.50	4/30/2026	
Al-Hilwani Juli	101-1530-4347	168.75	5/7/2026	5 Pack Bode
Al-Hilwani Juli	101-1539-4343	150.00	5/7/2026	Art from the Heart 5/3
		318.75	5/7/2026	
Al-Hilwani Juli		806.25		
Aloft Austin at the Domain	101-1120-4381	21.20	3/17/2026	Aloft Austin Hotel Room and Tax Fee
Aloft Austin at the Domain	101-1120-4381	43.31	3/17/2026	Aloft Austin Hotel Parking Fee
		64.51	3/17/2026	
Aloft Austin at the Domain		64.51		
Amazon	101-1120-4110	69.98	3/17/2026	Interior Window Cling Poster Frames
Amazon	101-1550-4240	301.51	3/17/2026	Waterproof Jacket Bib Overall
Amazon	700-7019-4150	41.96	3/17/2026	Wet & Dry Erase Wall Calendar Kickdown Door Stops
Amazon	101-1220-4372	649.99	3/17/2026	Practice Mat
Amazon	101-1560-4130	47.78	3/17/2026	Craft Supplies - Coaster kits
Amazon	101-1220-4372	649.99	3/17/2026	Modular Practice Mat
Amazon	101-1560-4120	83.27	3/17/2026	Equipment - Puzzle Board
Amazon	101-1120-4110	76.44	3/17/2026	Small Space Heaters for Building Admin
Amazon	101-1120-4110	38.88	3/17/2026	Robert's Rules of Order Reference Guide for Chambers

Last Name	Acct 1	Amount	Check Date	Description
Amazon	101-1160-4132	6.86	3/17/2026	Screen protector for Ryan Lannon's cell phone
Amazon	101-1220-4165	28.97	3/17/2026	Bowl Cleaner Dishwasher Rinse Aid Laundry Soap
Amazon	101-1220-4120	509.98	3/17/2026	Ink Cartridges for Captain Office
Amazon	101-1120-4110	31.28	3/17/2026	Oven Mitts for Break Room/Door Bell for Back Stairwell
Amazon	101-1120-4110	9.18	3/17/2026	Note Pads
Amazon	101-1220-4165	4.97	3/17/2026	Cleaning Supplies
Amazon	101-1120-4110	12.74	3/17/2026	The Killer Angels for Laurie's Class
Amazon	101-1120-4110	26.12	3/17/2026	Command strips
Amazon	101-1320-4150	15.59	3/17/2026	Laptop stands for CH and planner office at PW
Amazon	101-1120-4110	11.39	3/17/2026	Command Spring Clips
Amazon	101-1560-4120	134.93	3/17/2026	Wall Coat Racks
Amazon	101-1550-4240	93.49	3/17/2026	Bib Overalls
Amazon	101-1550-4120	14.18	3/17/2026	Fuel line replacement kit
Amazon	101-1120-4110	8.20	3/17/2026	Rear View Mirror for Front Desk Area
Amazon	101-1220-4121	9.98	3/17/2026	Mattress Protector
Amazon	101-1220-4142	56.64	3/17/2026	Floor Dry Containers
Amazon	101-1220-4120	55.99	3/17/2026	Printer cartridges
Amazon	101-1220-4210	83.49	3/17/2026	Instructor I textbook
Amazon	101-1550-4120	17.00	3/17/2026	Carburetor Kit
Amazon	101-1611-4130	19.49	3/17/2026	FebFest prize board paper
Amazon	101-1550-4240	328.00	3/17/2026	Waterproof Jacket Bib Overalls
Amazon	101-1120-4110	24.69	3/17/2026	Certification Holders for Communications Dept
Amazon	101-1220-4372	439.98	3/17/2026	Foam Pit Cubes
Amazon	700-0000-4150	15.59	3/17/2026	Laptop stands for CH and planner office at PW
Amazon	101-1120-4110	58.89	3/17/2026	Ink for Mary's printer
Amazon	101-1220-4121	83.88	3/17/2026	Humidifiers
Amazon	101-1220-4120	25.31	3/17/2026	Batteries
Amazon	101-1220-4210	-75.69	3/17/2026	Instructor I E-Textbook Return
Amazon	101-1550-4120	14.18	3/17/2026	Fuel line replacement kit
Amazon	101-1120-4110	21.99	3/17/2026	Contact Paper for Storage Drawers at Service Counter
Amazon	101-1550-4240	95.49	3/17/2026	Duck Insulated Bibs Overalls
Amazon	101-1120-4110	49.14	3/17/2026	Paper bowl and Paper Plates
Amazon	101-1220-4372	30.34	3/17/2026	Foam Padding Roll
Amazon	101-1160-4132	64.99	3/17/2026	Cell phone case for Ana F
Amazon	101-1220-4121	29.98	3/17/2026	Lamps for crew rooms
Amazon	101-1220-4260	70.21	3/17/2026	Extrication Gloves
Amazon	101-1120-4110	32.44	3/17/2026	Plastic Spoons
Amazon	101-1120-4110	186.88	3/17/2026	Storage Bins for Communications AV Room
Amazon	101-1220-4372	74.44	3/17/2026	Adhesive Foam Roll
Amazon	101-1120-4110	120.70	3/17/2026	Storage Shelves for Communications AV Room
Amazon	101-1160-4207	13.46	3/17/2026	Monthly web services charge/Video hosting sewer videos
Amazon	101-1120-4110	49.98	3/17/2026	Refrigerator Deodorizer for Break Room
Amazon	101-1530-4120	275.04	3/17/2026	Replacement fan for studio

Last Name	Acct 1	Amount	Check Date	Description
Amazon	101-1220-4240	15.86	3/17/2026	Go Bag Tags
Amazon	701-0000-4150	15.58	3/17/2026	Laptop stands for CH and planner office at PW
Amazon	101-1120-4110	23.74	3/17/2026	11x17 Lamination Pouches
Amazon	101-1600-4130	19.56	3/17/2026	Office supplies staple removers
Amazon	101-1530-4150	88.49	3/17/2026	Towels for Fitness
Amazon	101-1160-4132	16.98	3/17/2026	WiFi Adapter for Desktop
Amazon	101-1220-4372	14.88	3/17/2026	Adhesive Foam Roll
Amazon	101-1120-4110	39.99	3/17/2026	Shelving Liners for Communications AV Room
Amazon	101-1120-4110	25.67	3/17/2026	Large Mailing Envelopes for Communications Dept
		5,400.93	3/17/2026	
Amazon		5,400.93		
American Family Life Assurance Company of Columbus	101-0000-2008	85.02	5/7/2026	April premium
		85.02	5/7/2026	
American Family Life Assurance Company of Columbus		85.02		
Andres Taylor	101-1220-4381	42.05	4/22/2026	Mileage to training in Roseville
		42.05	4/22/2026	
Andres Taylor		42.05		
Apple.com	700-0000-4310	0.50	3/17/2026	iPhone storage
Apple.com	701-0000-4310	0.49	3/17/2026	iPhone storage
		0.99	3/17/2026	
Apple.com		0.99		
ARAMARK Refreshment Services, LLC	101-1120-4112	94.15	5/7/2026	Water filter for PW
		94.15	5/7/2026	

Last Name	Acct 1	Amount	Check Date	Description
ARAMARK Refreshment Services, LLC		94.15		
At Your Pace Online	700-0000-4370	18.00	3/17/2026	Continuing education
At Your Pace Online	701-0000-4370	18.00	3/17/2026	Continuing education
		36.00	3/17/2026	
At Your Pace Online		36.00		
B&H Photo	101-1125-4260	1,489.28	3/17/2026	Equipment for production studio
		1,489.28	3/17/2026	
B&H Photo		1,489.28		
Barr Engineering Company	700-7025-4300	2,185.00	4/30/2026	Well #10 & 12 Rehab
Barr Engineering Company	700-7025-4300	2,755.00	4/30/2026	Well #8 & 11 Rehab
		4,940.00	4/30/2026	
Barr Engineering Company		4,940.00		
Bauer Built Inc	101-1320-4140	4,856.40	4/23/2026	tires
		4,856.40	4/23/2026	
Bauer Built Inc		4,856.40		
Beckman Anne	101-1560-4343	480.00	4/23/2026	Art class
		480.00	4/23/2026	
Beckman Anne		480.00		
BENNETT THOMAS & JEANNIE	701-0000-2020	7.73	4/29/2026	UB Refund Check 911 Santa Vera Drive
BENNETT THOMAS & JEANNIE	720-0000-2020	1.37	4/29/2026	UB Refund Check 911 Santa Vera Drive
BENNETT THOMAS & JEANNIE	700-0000-2020	6.29	4/29/2026	UB Refund Check 911 Santa Vera Drive

Last Name	Acct 1	Amount	Check Date	Description
		15.39	4/29/2026	
BENNETT THOMAS & JEANNIE		15.39		
BENSON KAYE L	101-1539-4343	616.00	5/7/2026	Fit for Life Instruction
		616.00	5/7/2026	
BENSON KAYE L		616.00		
Best Buy	101-1160-4135	384.16	3/17/2026	TV and Wall Mount for George Bender
		384.16	3/17/2026	
Best Buy		384.16		
Bitly, Inc	101-1125-4229	35.00	3/17/2026	Bitly subscription
		35.00	3/17/2026	
Bitly, Inc		35.00		
Boarman Kroos Vogel Group Inc	416-0000-4300	245,136.20	5/7/2026	Chan Bluffs A/E Services
		245,136.20	5/7/2026	
Boarman Kroos Vogel Group Inc		245,136.20		
Bohlmann, Inc.	101-1550-4300	69.25	4/30/2026	Memorial plaque
		69.25	4/30/2026	
Bohlmann, Inc.		69.25		
BRYAN ROCK PRODUCTS INC	101-1550-4150	1,754.03	5/7/2026	Ag Lime for ballfield renovations

Last Name	Acct 1	Amount	Check Date	Description
		1,754.03	5/7/2026	
BRYAN ROCK PRODUCTS INC		1,754.03		
BS & A Software	101-1160-4236	4,185.00	5/7/2026	Permit Application 1/6/26-4/6/26
		4,185.00	5/7/2026	
BS & A Software		4,185.00		
CAMPBELL KNUTSON	101-1140-4302	14,060.31	4/23/2026	Legal services-March 2026
CAMPBELL KNUTSON	601-6058-4701	837.00	4/23/2026	MMSW Condemnation
		14,897.31	4/23/2026	
CAMPBELL KNUTSON		14,897.31		
Caribou Coffee	101-1611-4130	21.76	3/17/2026	FebFest volunteer coffee
		21.76	3/17/2026	
Caribou Coffee		21.76		
Carver County	101-1120-4807	4.00	4/23/2026	1st half property tax-25.6010030
Carver County	101-1120-4807	4.00	4/23/2026	1st half property tax-25.6180600
Carver County	101-1120-4807	2.00	4/23/2026	1st half property tax-25.8680100
Carver County	101-1160-4326	700.00	4/23/2026	Internet
Carver County	416-0000-4807	563.00	4/23/2026	1st half property taxes 25.1030020
Carver County	416-0000-4807	6,692.00	4/23/2026	1st half property tax-25.1030010
Carver County	700-1160-4326	750.00	4/23/2026	County monthly fiber utility sites
Carver County	101-1120-4807	4.00	4/23/2026	1st half property tax-25.6180590
Carver County	101-1120-4807	30.00	4/23/2026	1st half property tax-25.1310321
		8,749.00	4/23/2026	
Carver County	101-1210-4506	24,642.96	4/30/2026	1st quarter Police contract overtime

Last Name	Acct 1	Amount	Check Date	Description
		24,642.96	4/30/2026	
Carver County	700-1160-4326	750.00	5/7/2026	Dark fiber to utility buildings
Carver County	101-1160-4326	700.00	5/7/2026	Internet
		1,450.00	5/7/2026	
Carver County		34,841.96		
CENTERPOINT ENERGY MINNEGASCO	101-1600-4321	22.00	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	700-0000-4321	283.43	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1312-4321	1,515.32	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1550-4321	367.57	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1220-4321	675.21	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1170-4321	4,024.31	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1530-4321	126.77	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	700-7019-4321	541.26	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	101-1190-4321	1,567.58	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	700-7043-4321	1,973.45	4/22/2026	Gas Charges
CENTERPOINT ENERGY MINNEGASCO	701-0000-4321	217.81	4/22/2026	Gas Charges
		11,314.71	4/22/2026	
CENTERPOINT ENERGY MINNEGASCO	701-0000-4321	25.06	5/6/2026	Gas Charges
		25.06	5/6/2026	
CENTERPOINT ENERGY MINNEGASCO		11,339.77		
CenturyLink	700-7043-4310	64.66	4/29/2026	Telephone & Communication Charges
		64.66	4/29/2026	
CenturyLink		64.66		
Chat GPT	101-1120-4360	20.00	3/17/2026	CHATGPT Monthly subscription
		20.00	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
Chat GPT		20.00		
Chick-Fil-A	101-1538-4130	24.70	3/17/2026	GF Food Royal Ball
Chick-Fil-A	101-1538-4130	510.62	3/17/2026	Royal Ball Food
		535.32	3/17/2026	
Chick-Fil-A		535.32		
Christensen Matt	101-1425-4906	139.96	5/7/2026	Tree Rebate- 2 trees
		139.96	5/7/2026	
Christensen Matt		139.96		
Cintas Corporation No. 2	101-1550-4120	99.78	4/30/2026	Shop supplies
		99.78	4/30/2026	
Cintas Corporation No. 2		99.78		
Cleaning Solutions Services	101-1190-4511	1,885.00	4/23/2026	Cleaning Services at Library
		1,885.00	4/23/2026	
Cleaning Solutions Services		1,885.00		
CM2 Supply	101-1370-4150	75.24	4/30/2026	welding wire
		75.24	4/30/2026	
CM2 Supply		75.24		
Colonial Life & Accident Insurance Co	701-0000-2008	15.30	4/30/2026	April premium
Colonial Life & Accident Insurance Co	700-0000-2008	75.96	4/30/2026	April premium

Last Name	Acct 1	Amount	Check Date	Description
		91.26	4/30/2026	
Colonial Life & Accident Insurance Co		91.26		
Colwell Melinda	101-1560-4343	840.00	4/23/2026	Mah Jongg Class Instructor fee
		840.00	4/23/2026	
Colwell Melinda		840.00		
Commercial Recreation Specialists Inc	414-4010-4702	112,063.00	4/23/2026	Civic Campus Splashpad Equipment
		112,063.00	4/23/2026	
Commercial Recreation Specialists Inc		112,063.00		
COMPUTER INTEGRATION TECHN.	101-1160-4211	216.00	4/30/2026	Monthly G3 office 365 charges
		216.00	4/30/2026	
COMPUTER INTEGRATION TECHN.	101-1160-4211	343.20	5/7/2026	Datto office 365 monthly backup charge
COMPUTER INTEGRATION TECHN.	101-1160-4300	4,000.00	5/7/2026	Retainer dollars CIT
		4,343.20	5/7/2026	
COMPUTER INTEGRATION TECHN.		4,559.20		
Costco Wholesale	700-0000-4330	38.88	3/17/2026	Book of stamps
Costco Wholesale	101-1120-4372	27.99	3/17/2026	Rick Rice retirement cake
Costco Wholesale	101-1538-4130	18.67	3/17/2026	Royal Ball Salad
Costco Wholesale	701-0000-4330	38.87	3/17/2026	Book of stamps
		124.41	3/17/2026	
Costco Wholesale		124.41		
Cozen O'Connor	101-1140-4302	4,239.50	4/30/2026	Professional Services - Mediacom Renewal

Last Name	Acct 1	Amount	Check Date	Description
		4,239.50	4/30/2026	
Cozen O'Connor		4,239.50		
Cub Foods	101-1701-4112	157.28	3/17/2026	Sweetheart Dance - Pop/Soda
Cub Foods	101-1538-4130	9.98	3/17/2026	Vegetarian Nuggets Royal Ball
Cub Foods	101-1611-4130	44.97	3/17/2026	Feb Fest - Rotary Donuts
Cub Foods	101-1560-4112	13.29	3/17/2026	Butter, Strawberries
Cub Foods	101-1120-4110	26.30	3/17/2026	Dish Detergent Bowls
		251.82	3/17/2026	
Cub Foods		251.82		
Danial Reem	101-1539-4343	315.00	5/7/2026	Zumba 4262.110
		315.00	5/7/2026	
Danial Reem		315.00		
Data Technical Services	101-1170-4510	1,028.00	5/7/2026	RTU service main server room
		1,028.00	5/7/2026	
Data Technical Services		1,028.00		
Davanni's	101-1701-4112	489.66	3/17/2026	Sweetheart Dance - Davanni's Food
		489.66	3/17/2026	
Davanni's		489.66		
DAYCO CONCRETE COMPANY	414-4010-4702	74,390.70	4/30/2026	Pay App #16 Civic Campus
		74,390.70	4/30/2026	

Last Name	Acct 1	Amount	Check Date	Description
DAYCO CONCRETE COMPANY		74,390.70		
DELEGARD TOOL COMPANY	101-1370-4260	265.40	5/7/2026	drill bit set
		265.40	5/7/2026	
DELEGARD TOOL COMPANY		265.40		
Dell	101-1160-4131	2,498.77	3/17/2026	Desktop for Dennis Tumberg
		2,498.77	3/17/2026	
Dell		2,498.77		
Delta Airlines	101-1130-4381	406.97	3/17/2026	Airfare - GFOA Annual Conf - K Grinnell
		406.97	3/17/2026	
Delta Airlines		406.97		
Dollar Tree Stores Inc	101-1701-4130	17.64	3/17/2026	Sweetheart Dance - Table Cloths
		17.64	3/17/2026	
Dollar Tree Stores Inc		17.64		
Dultmeier Sales LLC	101-1320-4120	-127.71	4/23/2026	plumbing supplies/brine house
Dultmeier Sales LLC	101-1320-4120	130.46	4/23/2026	fittings
		2.75	4/23/2026	
Dultmeier Sales LLC		2.75		
DX Events	101-1534-4356	9,440.24	3/17/2026	DX Dance Competition fees
		9,440.24	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
DX Events		9,440.24		
Earl F Andersen Inc	101-1320-4155	811.60	5/7/2026	street signs
		811.60	5/7/2026	
Earl F Andersen Inc		811.60		
Easirent.com	101-1120-4381	89.38	3/17/2026	Rental Car for Austin Insights Accreditation
Easirent.com	101-1120-4381	32.37	3/17/2026	Rental car for Austin trip - toll fees
		121.75	3/17/2026	
Easirent.com		121.75		
ECM PUBLISHERS INC	101-1120-4336	65.00	4/30/2026	PH Notification for Brew Pub ORD
ECM PUBLISHERS INC	101-1310-4336	114.80	4/30/2026	26-01 Assess PH Notice
		179.80	4/30/2026	
ECM PUBLISHERS INC	101-1420-4336	41.00	5/7/2026	April 27 PH Case No. 2026-06
		41.00	5/7/2026	
ECM PUBLISHERS INC		220.80		
Edina Heating & Cooling Inc	101-1170-4510	907.00	4/23/2026	RTU filter service
		907.00	4/23/2026	
Edina Heating & Cooling Inc		907.00		
Edison Power Constructors	101-1350-4565	4,295.00	5/7/2026	Market & Chan View street lights
		4,295.00	5/7/2026	

Last Name	Acct 1	Amount	Check Date	Description
Edison Power Constructors		4,295.00		
EL Jimador	101-1120-4381	21.62	3/17/2026	Carver County Administrator Monthly meeting
		21.62	3/17/2026	
EL Jimador		21.62		
Emergency Service Perspectives LLC	101-1220-4300	7,500.00	4/30/2026	Data analytics consulting services
		7,500.00	4/30/2026	
Emergency Service Perspectives LLC		7,500.00		
EROSION PRODUCTS LLC	101-1550-4150	256.00	4/30/2026	Erosion logs (Restock)
		256.00	4/30/2026	
EROSION PRODUCTS LLC		256.00		
Etsy	101-1120-4110	13.04	3/17/2026	Chili cookoff winner nameplate
		13.04	3/17/2026	
Etsy		13.04		
Expedia	101-1130-4381	1,082.32	3/17/2026	Lodging - GFOA Annual Conf - K Grinnell
		1,082.32	3/17/2026	
Expedia		1,082.32		
Facebook	101-1611-4340	81.43	3/17/2026	Meta ad for FebFest
Facebook	101-1530-4375	24.99	3/17/2026	Meta ad for hiring at the Chanhassen Rec Center
Facebook	101-1530-4375	18.57	3/17/2026	Meta ad for hiring at the Chan Rec Center
Facebook	101-1611-4340	18.09	3/17/2026	Meta ad for FebFest 2026

Last Name	Acct 1	Amount	Check Date	Description
		143.08	3/17/2026	
Facebook		143.08		
FACTORY MOTOR PARTS COMPANY	101-1320-4120	64.56	4/23/2026	brake cleaner
FACTORY MOTOR PARTS COMPANY	101-1550-4120	64.56	4/23/2026	brake cleaner
FACTORY MOTOR PARTS COMPANY	700-0000-4120	64.56	4/23/2026	brake cleaner
		193.68	4/23/2026	
FACTORY MOTOR PARTS COMPANY		193.68		
Ferguson Waterworks #2518	700-0000-4120	91.17	4/23/2026	supplies for cleaning out valve stacks
		91.17	4/23/2026	
Ferguson Waterworks #2518	700-0000-4550	919.36	5/7/2026	curb stop supplies
		919.36	5/7/2026	
Ferguson Waterworks #2518		1,010.53		
Fire Safety USA Inc	101-1220-4260	271.53	3/17/2026	SCBA Brackets
Fire Safety USA Inc	101-1220-4260	334.70	3/17/2026	SCBA Brackets
		606.23	3/17/2026	
Fire Safety USA Inc		606.23		
Fleet Farm	101-1550-4120	461.68	3/17/2026	Ice augers (additions)
		461.68	3/17/2026	
Fleet Farm		461.68		
FotoGenic	101-1701-4345	650.15	3/17/2026	Photo Booth - Sweetheart Dance

Last Name	Acct 1	Amount	Check Date	Description
		650.15	3/17/2026	
FotoGenic		650.15		
FTD	101-1120-4300	59.69	3/17/2026	Flowers for Alison Vance Mothers Memorial
		59.69	3/17/2026	
FTD		59.69		
Galls LLC	101-1220-4240	247.99	3/17/2026	Duty Polos
Galls LLC	101-1220-4240	1,752.81	3/17/2026	Duty Polos
Galls LLC	101-1220-4240	629.21	3/17/2026	Duty Polos
		2,630.01	3/17/2026	
Galls LLC		2,630.01		
Gertens	101-1550-4150	571.20	3/17/2026	Sidewalk salt (restock)
		571.20	3/17/2026	
Gertens		571.20		
Geske Keegan	101-1220-4370	250.00	4/22/2026	MSFCB Reciprocity
		250.00	4/22/2026	
Geske Keegan		250.00		
Gigapower	101-1310-3307	15,227.70	4/30/2026	Trenching Permit Refund - Permit Canceled
		15,227.70	4/30/2026	
Gigapower		15,227.70		

Last Name	Acct 1	Amount	Check Date	Description
GoTo Communications Inc	700-0000-4310	58.49	5/6/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1170-4310	2,536.06	5/6/2026	Telephone & Communication Charges
GoTo Communications Inc	701-0000-4310	58.49	5/6/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1312-4310	191.48	5/6/2026	Telephone & Communication Charges
GoTo Communications Inc	101-1550-4310	51.19	5/6/2026	Telephone & Communication Charges
		2,895.71	5/6/2026	
GoTo Communications Inc		2,895.71		
Government Finance Officers Association	101-1130-4370	600.00	3/17/2026	GFOA Annual Conf Reg Fee - K Grinnell
		600.00	3/17/2026	
Government Finance Officers Association		600.00		
Government Social Media, LLC	101-1125-4360	99.00	3/17/2026	Government Social Media annual membership
		99.00	3/17/2026	
Government Social Media, LLC		99.00		
Grainger	700-7043-4550	1,106.31	3/17/2026	Hydronic Unit Heater
		1,106.31	3/17/2026	
Grainger		1,106.31		
Grammarly	101-1125-4229	720.00	3/17/2026	Grammarly Annual Subscription
		720.00	3/17/2026	
Grammarly		720.00		
Grand Casino Mille Lacs	101-1220-4381	206.56	3/17/2026	Peer Support Training Lodging
Grand Casino Mille Lacs	101-1220-4381	119.76	3/17/2026	Hotel room for MNFire conference
Grand Casino Mille Lacs	101-1220-4381	86.80	3/17/2026	Employee room for MNFire conference
Grand Casino Mille Lacs	101-1220-4381	86.80	3/17/2026	MN Fire Conference Hotel room

Last Name	Acct 1	Amount	Check Date	Description
		499.92	3/17/2026	
Grand Casino Mille Lacs		499.92		
GREEN MEADOWS INC	101-1550-1193	2,546.25	4/23/2026	Snow Plowing
		2,546.25	4/23/2026	
GREEN MEADOWS INC		2,546.25		
GS DIRECT INC	101-1120-4110	224.79	4/30/2026	Plotter Paper
		224.79	4/30/2026	
GS DIRECT INC		224.79		
Guard Guys, LLC	101-1120-4352	646.50	4/30/2026	Testing
		646.50	4/30/2026	
Guard Guys, LLC	101-1220-4352	167.70	5/7/2026	Background Check
		167.70	5/7/2026	
Guard Guys, LLC		814.20		
GYM WORKS INC	101-1530-4530	400.00	4/23/2026	Fitness Center Preventative Maintenance
		400.00	4/23/2026	
GYM WORKS INC		400.00		
Hach Company	700-7019-4160	629.20	3/17/2026	Reagent Set Chlorine
		629.20	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
Hach Company		629.20		
HAWKINS CHEMICAL	700-7043-4160	25,653.27	4/30/2026	chemicals
HAWKINS CHEMICAL	700-7043-4160	6,066.78	4/30/2026	chemicals
		31,720.05	4/30/2026	
HAWKINS CHEMICAL	700-7043-4160	10.00	5/7/2026	1 ton chlorine cylinders
		10.00	5/7/2026	
HAWKINS CHEMICAL		31,730.05		
HCMC Learning	101-1220-4370	25.00	3/17/2026	EMS Conference Hennepin EMS
		25.00	3/17/2026	
HCMC Learning		25.00		
HealthPartners, Inc.	101-0000-2012	3,335.05	4/23/2026	Health premium-May
HealthPartners, Inc.	720-0000-2013	100.02	4/23/2026	Dental premium-May
HealthPartners, Inc.	720-0000-2012	2,909.77	4/23/2026	Health premium-May
HealthPartners, Inc.	701-0000-2013	275.14	4/23/2026	Dental premium-May
HealthPartners, Inc.	101-0000-2013	4,351.65	4/23/2026	Dental premium-May
HealthPartners, Inc.	700-0000-2013	425.21	4/23/2026	Dental premium-May
HealthPartners, Inc.	701-0000-2012	4,204.24	4/23/2026	Health premium-May
HealthPartners, Inc.	101-0000-2013	200.07	4/23/2026	Dental premium-May
HealthPartners, Inc.	101-0000-2012	81,264.73	4/23/2026	Health premium-May
HealthPartners, Inc.	700-0000-2012	8,531.59	4/23/2026	Health premium-May
		105,597.47	4/23/2026	
HealthPartners, Inc.		105,597.47		
Hennen's Auto Service	101-1550-4150	57.86	3/17/2026	Propane - refills
		57.86	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
Hennen's Auto Service		57.86		
HENNEPIN COUNTY	101-1150-4501	25.00	4/23/2026	Assessment services
		25.00	4/23/2026	
HENNEPIN COUNTY		25.00		
HERMAN'S LANDSCAPE SUPPLIES INC	101-1320-4158	160.00	4/30/2026	pulversized dirt
		160.00	4/30/2026	
HERMAN'S LANDSCAPE SUPPLIES INC	101-1550-4150	200.00	5/7/2026	Pulverized dirt for seeding winter damage.
		200.00	5/7/2026	
HERMAN'S LANDSCAPE SUPPLIES INC		360.00		
HOISINGTON KOEGLER GROUP	414-4010-4300	2,760.00	4/30/2026	Civic Campus Planning & LA
		2,760.00	4/30/2026	
HOISINGTON KOEGLER GROUP		2,760.00		
Holiday Stationstore	700-0000-4140	7.03	3/17/2026	Batteries for crane controller Truck # 319
Holiday Stationstore	701-0000-4140	7.04	3/17/2026	Batteries for crane controller Truck # 319
		14.07	3/17/2026	
Holiday Stationstore		14.07		
Home Depot	700-7019-4120	31.35	3/17/2026	Lever-Nut Splicing 50-pack Wire Connectors
Home Depot	700-7043-4550	58.13	3/17/2026	Propress Pro 3/4" Coupling with stop
Home Depot	101-1220-4120	749.21	3/17/2026	training prop supplies
Home Depot	700-0000-4260	10.82	3/17/2026	Husky 7PC Hex Nut Screwdriver set
Home Depot	101-1550-4150	223.02	3/17/2026	Sand - restock
Home Depot	700-7043-4150	269.40	3/17/2026	Outlets - WWTP
Home Depot	101-1220-4120	468.94	3/17/2026	Lumber Steel Saw Horse and Jobsite Table

Last Name	Acct 1	Amount	Check Date	Description
Home Depot	101-1550-4120	16.47	3/17/2026	Ear plugs - restock
Home Depot	700-7043-4550	92.64	3/17/2026	WWTP DWV Pipe Fitting Hub Cap Coupling
Home Depot	101-1550-4150	171.79	3/17/2026	Cedar Board Alum Drip Edge Weathered Wood Nails
Home Depot	700-0000-4550	173.33	3/17/2026	Handy Parabolic Space heater
Home Depot	101-1220-4510	10.82	3/17/2026	replacement light bulbs
Home Depot	101-1170-4510	55.11	3/17/2026	lock box for janitors closet
Home Depot	101-1220-4510	32.30	3/17/2026	furnace filters
Home Depot	101-1220-4120	213.34	3/17/2026	12ft Aluminum D Rung Straight Ladder
Home Depot	101-1170-4510	25.90	3/17/2026	soap air fresheners
Home Depot	101-1170-4510	48.17	3/17/2026	shop vac filters
Home Depot	701-0000-4260	10.82	3/17/2026	Husky 7PC Hex Nut Screwdriver set
Home Depot	700-7043-4550	97.94	3/17/2026	WWTP Adapter Ball Valve
		2,759.50	3/17/2026	
Home Depot		2,759.50		
IAFC	101-1220-4370	495.00	3/17/2026	CRR Conference
IAFC	101-1220-4370	495.00	3/17/2026	CRR Conference
		990.00	3/17/2026	
IAFC		990.00		
ImperialDade	101-1120-4110	1,934.23	4/23/2026	cleaning supplies
		1,934.23	4/23/2026	
ImperialDade		1,934.23		
Industrial Scientific Corporation	701-0000-4120	80.50	4/23/2026	confined space gas monitors
Industrial Scientific Corporation	720-7207-4150	80.50	4/23/2026	confined space gas monitors
Industrial Scientific Corporation	701-0000-4330	22.42	4/23/2026	confined space gas monitors
		183.42	4/23/2026	
Industrial Scientific Corporation		183.42		
Innovative Office Solutions LLC	101-1120-4110	137.29	4/30/2026	Office Supplies: tissue table tents paper

Last Name	Acct 1	Amount	Check Date	Description
		137.29	4/30/2026	
Innovative Office Solutions LLC		137.29		
International Code Council	101-1250-4370	705.00	3/17/2026	Building inspector continuing ed-Vickerman
		705.00	3/17/2026	
International Code Council		705.00		
IUOE Local #49	101-0000-2004	490.00	5/6/2026	May dues
IUOE Local #49	700-0000-2004	200.11	5/6/2026	May dues
IUOE Local #49	701-0000-2004	79.89	5/6/2026	May dues
		770.00	5/6/2026	
IUOE Local #49		770.00		
JEFFERSON FIRE SAFETY INC	201-0000-4705	13,731.18	4/23/2026	Structural turnout gear
		13,731.18	4/23/2026	
JEFFERSON FIRE SAFETY INC		13,731.18		
Jimmy Johns	101-1110-4372	128.11	3/17/2026	City Council Meeting Meal Order
		128.11	3/17/2026	
Jimmy Johns		128.11		
Kegley Luke	101-0000-1027	250.00	5/6/2026	Lake Ann Concessions - Startup Petty Cash
		250.00	5/6/2026	
Kegley Luke		250.00		

Last Name	Acct 1	Amount	Check Date	Description
KELLINGTON CONSTRUCTION	414-4010-4702	6,840.00	5/7/2026	Pay App #15 Civic Campus
		6,840.00	5/7/2026	
KELLINGTON CONSTRUCTION		6,840.00		
KENNEDY & GRAVEN, CHARTERED	101-1140-4302	168.00	4/30/2026	Labor/Employment Matters
		168.00	4/30/2026	
KENNEDY & GRAVEN, CHARTERED		168.00		
Keys Well Drilling Co	700-7025-4751	4,717.50	4/30/2026	Wells 8 & 11 Rheab
		4,717.50	4/30/2026	
Keys Well Drilling Co		4,717.50		
KIMLEY HORN AND ASSOCIATES INC	101-0000-1155	825.00	4/30/2026	Avienda Apts
KIMLEY HORN AND ASSOCIATES INC	101-1310-4300	1,035.05	4/30/2026	MetroNet Support Services
KIMLEY HORN AND ASSOCIATES INC	101-1310-4300	1,112.55	4/30/2026	Comcast Support Services
KIMLEY HORN AND ASSOCIATES INC	101-0000-1155	562.50	4/30/2026	Pioneer Ridge
KIMLEY HORN AND ASSOCIATES INC	101-0000-2076	2,407.64	4/30/2026	GigaPower Support Services
KIMLEY HORN AND ASSOCIATES INC	101-1310-4300	1,749.01	4/30/2026	Mediacom Support Services
		7,691.75	4/30/2026	
KIMLEY HORN AND ASSOCIATES INC		7,691.75		
Knox Thomas	101-1538-4343	294.00	4/23/2026	Rockstar Guitar Camp
		294.00	4/23/2026	
Knox Thomas		294.00		
Knudtson Brittany	700-7204-4901	100.00	4/23/2026	Water Wise Rebate- Clothes Washer

Last Name	Acct 1	Amount	Check Date	Description
		100.00	4/23/2026	
Knudtson Brittany		100.00		
Kraus-Anderson Construction Company	414-4010-4702	47,500.86	4/23/2026	Pay App #22 Civic Campus
		47,500.86	4/23/2026	
Kraus-Anderson Construction Company		47,500.86		
KRIS Engineering, Inc.	101-1320-4120	1,959.32	4/30/2026	Joma Back supports/curb gauges
		1,959.32	4/30/2026	
KRIS Engineering, Inc.		1,959.32		
K-TECH SPECIALTY COATINGS, INC	101-1320-4156	990.28	5/7/2026	anti-icing product
		990.28	5/7/2026	
K-TECH SPECIALTY COATINGS, INC		990.28		
Lake States Evergreen Company, LLC	101-1425-4573	200.20	5/7/2026	Arbor Day Seedlings
		200.20	5/7/2026	
Lake States Evergreen Company, LLC		200.20		
LAKETOWN ELECTRIC CORPORATION	414-4010-4702	30,147.16	4/30/2026	Pay App #18 Civic Campus
		30,147.16	4/30/2026	
LAKETOWN ELECTRIC CORPORATION		30,147.16		
Lano Equipment	101-1550-4120	105.96	4/23/2026	coupler / drive oil / spinner knobs
Lano Equipment	700-0000-4120	100.65	4/23/2026	#318 side glass

Last Name	Acct 1	Amount	Check Date	Description
		206.61	4/23/2026	
Lano Equipment		206.61		
Lawson Products, Inc.	101-1550-4120	209.01	4/30/2026	bolts/electrical connectors
Lawson Products, Inc.	101-1320-4120	209.01	4/30/2026	bolts/electrical connectors
Lawson Products, Inc.	700-0000-4120	209.01	4/30/2026	bolts/electrical connectors
		627.03	4/30/2026	
Lawson Products, Inc.		627.03		
Lockridge Grindal Nauen P.L.L.P	101-1110-4312	3,333.33	4/23/2026	Lobbying expenses-April 2026
		3,333.33	4/23/2026	
Lockridge Grindal Nauen P.L.L.P		3,333.33		
Lucid Software Inc	101-1250-4210	108.00	3/17/2026	Lucid chart software renewal
		108.00	3/17/2026	
Lucid Software Inc		108.00		
Lunds & Byerly's	101-1120-4372	43.54	3/17/2026	Rice recognition at CC meeting
		43.54	3/17/2026	
Lunds & Byerly's		43.54		
Maass Eric	101-1420-4381	2,087.58	5/6/2026	APA 2026 NPC expenses
		2,087.58	5/6/2026	
Maass Eric		2,087.58		

Last Name	Acct 1	Amount	Check Date	Description
Macqueen Emergency Group	101-1220-4530	20.00	4/30/2026	SCBA Repairs
Macqueen Emergency Group	201-0000-4705	4,880.00	4/30/2026	New firefighting nozzles
		4,900.00	4/30/2026	
Macqueen Emergency Group	201-0000-4705	10,830.00	5/7/2026	New Hose for Crosslays Bumper Line and Spare
Macqueen Emergency Group	101-1220-4260	484.80	5/7/2026	Halligan and Axe for Forcible Entry Prop
		11,314.80	5/7/2026	
Macqueen Emergency Group		16,214.80		
Magic Turf, Inc	101-1550-4300	4,750.00	5/7/2026	Bandimere Aeration
		4,750.00	5/7/2026	
Magic Turf, Inc		4,750.00		
Marco Inc	101-1160-4411	735.00	4/22/2026	Copier lease
		735.00	4/22/2026	
Marco Inc		735.00		
Med Box Grill	101-1123-4381	9.99	3/17/2026	Meeting with Mel Carlson from Nicolet Bank
		9.99	3/17/2026	
Med Box Grill		9.99		
Menards	701-0000-4150	137.59	3/17/2026	Surge 6ft PVC Enslosure Tape dispenser
Menards	700-7019-4150	61.14	3/17/2026	Floor polish for water plants
Menards	700-0000-4150	137.59	3/17/2026	Surge 6ft PVC Enslosure Tape dispenser
Menards	700-7019-4150	153.85	3/17/2026	Sweep Compound Water Floor Polish Plier Pipeselant
Menards	700-7043-4150	108.63	3/17/2026	WWTP PVC Coupling Bushing Tool Bag QC Tee
Menards	700-7043-4160	53.95	3/17/2026	WWTP Cable/PL QC Tee /Poly/1/4" ODX1/2 MIP Adapter
		652.75	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
Menards		652.75		
Merlins Ace Hardware	700-7043-4150	13.99	3/17/2026	Grease for repair on tubing at WWTP
Merlins Ace Hardware	101-1220-4120	274.99	3/17/2026	training prop supplies
		288.98	3/17/2026	
Merlins Ace Hardware		288.98		
Metronet Holdings, LLC	101-1190-4310	106.32	5/6/2026	Telephone & Communication Charges
		106.32	5/6/2026	
Metronet Holdings, LLC		106.32		
METROPOLITAN COUNCIL	700-7019-4509	500.00	5/7/2026	MCES industrial discharge permit
		500.00	5/7/2026	
METROPOLITAN COUNCIL		500.00		
Metropolitan Council Enviromental Services	701-0000-4509	20,000.00	3/17/2026	MCES - March 2026 WW Service
		20,000.00	3/17/2026	
Metropolitan Council Enviromental Services		20,000.00		
Michaels	101-1701-4130	16.27	3/17/2026	Sweetheart Dance - Candy Vase
Michaels	101-1701-4130	38.87	3/17/2026	Sweetheart Dance - Table Cloths
Michaels	101-1701-4130	149.76	3/17/2026	Balloons - Sweetheart Dance
		204.90	3/17/2026	
Michaels		204.90		
Minnesota Roadways Co	101-1320-4157	599.30	5/7/2026	asphalt emulsion

Last Name	Acct 1	Amount	Check Date	Description
		599.30	5/7/2026	
Minnesota Roadways Co		599.30		
Minnesota Rural Water Association	700-0000-4370	350.00	3/17/2026	Water training - Derek
Minnesota Rural Water Association	700-0000-4370	350.00	3/17/2026	Water training - Eli
Minnesota Rural Water Association	701-0000-4370	350.00	3/17/2026	MRWA Tech conference -sewer hrs
		1,050.00	3/17/2026	
Minnesota Rural Water Association		1,050.00		
Minnesota State Colleges and Universities	101-1220-4370	580.00	3/17/2026	Officer II
Minnesota State Colleges and Universities	101-1120-4370	395.00	3/17/2026	MCFOA 2026 Conference
		975.00	3/17/2026	
Minnesota State Colleges and Universities		975.00		
Minuteman Press	101-1120-4110	70.00	4/30/2026	Ben Phillips Business Cards
Minuteman Press	101-1120-4110	180.00	4/30/2026	business cards for Jackie Caramia & Adam
		250.00	4/30/2026	
Minuteman Press		250.00		
MN Government Finance Officers Association	101-1130-4360	80.00	3/17/2026	MNGFOA Membership - K Grinnell
		80.00	3/17/2026	
MN Government Finance Officers Association		80.00		
MN NCPERS LIFE INSURANCE	101-0000-2037	160.00	5/6/2026	Premium-May
		160.00	5/6/2026	

Last Name	Acct 1	Amount	Check Date	Description
MN NCPERS LIFE INSURANCE		160.00		
MN Pollution Control Agency	701-0000-4370	3.23	3/17/2026	Sewer training webinar-Jake
MN Pollution Control Agency	701-0000-4370	150.00	3/17/2026	Sewer training webinar-Jake
		153.23	3/17/2026	
MN Pollution Control Agency		153.23		
MN RECREATION & PARK ASSOC.	101-1560-4360	40.00	5/7/2026	MASS Membership 2026
		40.00	5/7/2026	
MN RECREATION & PARK ASSOC.		40.00		
MN Recreation and Park Association	101-1550-4370	1,490.00	3/17/2026	CPSI Course and exam
MN Recreation and Park Association	101-1600-4352	50.00	3/17/2026	Intern job posting MRPA careers page
MN Recreation and Park Association	101-1600-4352	50.00	3/17/2026	Playground Coordinator job posting MRPA careers page
		1,590.00	3/17/2026	
MN Recreation and Park Association		1,590.00		
MN VALLEY ELECTRIC COOP	700-0000-4320	212.74	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	137.58	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	135.48	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	103.53	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	24.71	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	212.74	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	288.59	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	5,891.45	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	701-0000-4320	789.70	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	50.89	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1600-4320	60.05	4/29/2026	Electric Charges
MN VALLEY ELECTRIC COOP	101-1350-4320	45.83	4/29/2026	Electric Charges
		7,953.29	4/29/2026	

Last Name	Acct 1	Amount	Check Date	Description
MN VALLEY ELECTRIC COOP		7,953.29		
MOSER LORI	700-7204-4901	100.00	4/23/2026	Water Wise Rebate- Dishwasher
		100.00	4/23/2026	
MOSER LORI		100.00		
Motion Sports and Safety Products Inc	101-1550-4120	1,983.00	3/17/2026	Skate helpers (new additions)
		1,983.00	3/17/2026	
Motion Sports and Safety Products Inc		1,983.00		
MSB Excavating & Tiling	410-4410-4751	58,536.08	4/23/2026	Lake Ann Park Preserve
		58,536.08	4/23/2026	
MSB Excavating & Tiling		58,536.08		
MTI DISTRIBUTING INC	101-1550-4120	1,300.43	4/30/2026	mower parts
		1,300.43	4/30/2026	
MTI DISTRIBUTING INC		1,300.43		
Mulcahy Nickolaus LLC	414-4010-4702	47,671.66	4/30/2026	Pay App #14 Civic Campus
		47,671.66	4/30/2026	
Mulcahy Nickolaus LLC		47,671.66		
NAPA AUTO & TRUCK PARTS	101-1220-4140	246.79	4/30/2026	brake parts
		246.79	4/30/2026	
NAPA AUTO & TRUCK PARTS	101-1550-4120	121.37	5/7/2026	filters

Last Name	Acct 1	Amount	Check Date	Description
		121.37	5/7/2026	
NAPA AUTO & TRUCK PARTS		368.16		
Nokomis Energy, LLC	700-0000-4320	473.58	5/6/2026	Electric Charges
Nokomis Energy, LLC	700-7043-4320	4,151.35	5/6/2026	Electric Charges
Nokomis Energy, LLC	701-0000-4320	60.77	5/6/2026	Electric Charges
Nokomis Energy, LLC	101-1312-4320	486.16	5/6/2026	Electric Charges
Nokomis Energy, LLC	700-7019-4320	1,104.43	5/6/2026	Electric Charges
		6,276.29	5/6/2026	
Nokomis Energy, LLC		6,276.29		
Northern Glass & Glazing Inc	414-4010-4702	59,850.00	4/30/2026	Pay App #6 Civic Campus
		59,850.00	4/30/2026	
Northern Glass & Glazing Inc		59,850.00		
NvoicePay	101-1130-4300	757.78	4/23/2026	Payment processing
		757.78	4/23/2026	
NvoicePay		757.78		
Office Max/Office Depot	101-1320-4120	33.75	3/17/2026	iphone charger
Office Max/Office Depot	101-1120-4110	37.09	3/17/2026	Pouches
		70.84	3/17/2026	
Office Max/Office Depot		70.84		
O'Reilly Automotive Inc	101-1320-4120	-9.80	5/7/2026	Core Return
O'Reilly Automotive Inc	700-0000-4140	11.28	5/7/2026	Hardware Kit
O'Reilly Automotive Inc	101-1320-4120	40.26	5/7/2026	Battery Core Charge

Last Name	Acct 1	Amount	Check Date	Description
		41.74	5/7/2026	
O'Reilly Automotive Inc		41.74		
OTTO ASSOCIATES	101-0000-2076	1,400.00	5/7/2026	Vacation of Hancock Place
		1,400.00	5/7/2026	
OTTO ASSOCIATES		1,400.00		
PALMER WEST CONSTRUCTION	414-4010-4702	1,781.25	4/30/2026	Pay App #5 Civic Campus
		1,781.25	4/30/2026	
PALMER WEST CONSTRUCTION		1,781.25		
Panera Bread	101-1110-4372	163.81	3/17/2026	City Council Meeting Meal Order
		163.81	3/17/2026	
Panera Bread		163.81		
Pedretti Christine Lea	101-1539-4343	1,945.45	5/7/2026	Spring 2026 Yoga Vinyasa Fusion and Mat Pilates
		1,945.45	5/7/2026	
Pedretti Christine Lea		1,945.45		
Peterson Companies	414-4010-4702	25,536.76	4/30/2026	Pay App #3 Civic Campus
		25,536.76	4/30/2026	
Peterson Companies		25,536.76		
Pinnacle Pest Control	701-0000-4510	80.00	4/23/2026	pest control
Pinnacle Pest Control	101-1550-4510	160.00	4/23/2026	pest control

Last Name	Acct 1	Amount	Check Date	Description
Pinnacle Pest Control	101-1530-4510	80.00	4/23/2026	pest control
Pinnacle Pest Control	101-1170-4510	200.00	4/23/2026	pest control
Pinnacle Pest Control	700-0000-4510	210.00	4/23/2026	pest control
		730.00	4/23/2026	
Pinnacle Pest Control		730.00		
Plums Restaurant	101-1220-4381	10.00	3/17/2026	Nutter meal at conference
Plums Restaurant	101-1220-4381	6.00	3/17/2026	Nutter meal at conference
Plums Restaurant	101-1220-4381	10.00	3/17/2026	Meal at conference
		26.00	3/17/2026	
Plums Restaurant		26.00		
Postmaster	101-1220-4530	66.00	3/17/2026	Return cost for mustang suits repairs
Postmaster	700-0000-4330	7.30	3/17/2026	Water sample shipping
		73.30	3/17/2026	
Postmaster		73.30		
Potentia MN Solar	101-1190-4320	3,365.10	5/6/2026	Electric Charges
Potentia MN Solar	700-0000-4320	1,647.82	5/6/2026	Electric Charges
		5,012.92	5/6/2026	
Potentia MN Solar		5,012.92		
POTTER JENNIFER	101-1120-4110	258.57	5/6/2026	Vacuum for Sheriff
		258.57	5/6/2026	
POTTER JENNIFER		258.57		
PRAIRIE RESTORATIONS INC	101-1425-4574	6,675.00	5/7/2026	PR- Prescribed Burn

Last Name	Acct 1	Amount	Check Date	Description
		6,675.00	5/7/2026	
PRAIRIE RESTORATIONS INC		6,675.00		
Prosource of Plymouth	101-1220-4121	94.20	3/17/2026	Rubber floor tiles
		94.20	3/17/2026	
Prosource of Plymouth		94.20		
RAINBOW TREE COMPANY	101-1425-4574	1,049.00	5/7/2026	Rainbow- Apple Scab Tx at Rec Center
		1,049.00	5/7/2026	
RAINBOW TREE COMPANY		1,049.00		
Reeves Ross	700-7204-4901	100.00	4/23/2026	Water Wise Rebate- Dishwasher
		100.00	4/23/2026	
Reeves Ross		100.00		
Reineccius Carrie	700-7204-4901	100.00	4/23/2026	Water Wise Rebate- Clothes Washer
		100.00	4/23/2026	
Reineccius Carrie		100.00		
Rollier Jonathan	700-7204-4901	100.00	4/23/2026	Waterwise Rebate- Dishwasher
		100.00	4/23/2026	
Rollier Jonathan		100.00		
Sam's Club	101-1560-4130	112.16	3/17/2026	Steam Pans, Foil, Plates, Chicken, cups
Sam's Club	101-1560-4112	272.59	3/17/2026	Valentine's party food/supplies

Last Name	Acct 1	Amount	Check Date	Description
		384.75	3/17/2026	
Sam's Club		384.75		
SEH	410-4410-4300	6,624.18	4/30/2026	Lake Ann Park Preserve
		6,624.18	4/30/2026	
SEH		6,624.18		
Senja Inc	101-1539-4343	217.60	4/30/2026	Tai Chi 4262.109 payment
Senja Inc	101-1534-3753	5.00	4/30/2026	Refund for class
		222.60	4/30/2026	
Senja Inc		222.60		
Sherwin-Williams	700-7019-4550	54.05	3/17/2026	Paint for water pipe touch ups
		54.05	3/17/2026	
Sherwin-Williams		54.05		
ShopBackflow.com	700-7019-4550	107.49	3/17/2026	backflow testing
		107.49	3/17/2026	
ShopBackflow.com		107.49		
SINNIGER DONALD	720-0000-2020	17.44	4/29/2026	Utility Refund 016733-000 600 Lyman Blvd
SINNIGER DONALD	700-0000-2020	10.19	4/29/2026	Utility Refund 016733-000 600 Lyman Blvd
SINNIGER DONALD	701-0000-2020	21.97	4/29/2026	Utility Refund 016733-000 600 Lyman Blvd
		49.60	4/29/2026	

Last Name	Acct 1	Amount	Check Date	Description
SINNIGER DONALD		49.60		
SiteOne Landscape Supply	101-1425-4573	924.00	5/7/2026	6 Arbor Day trees
SiteOne Landscape Supply	101-1550-4151	7,451.77	5/7/2026	Early Season Irrigation Order
SiteOne Landscape Supply	101-1550-4151	2.62	5/7/2026	Irrigation fittings (repair)
SiteOne Landscape Supply	101-1550-4120	245.00	5/7/2026	mulch
		8,623.39	5/7/2026	
SiteOne Landscape Supply		8,623.39		
Skatelite	101-1550-4150	4,560.00	3/17/2026	Skatelite Pro
		4,560.00	3/17/2026	
Skatelite		4,560.00		
Sonic Wall	101-1160-4205	2,857.68	3/17/2026	Firewall 1 year renewal
		2,857.68	3/17/2026	
Sonic Wall		2,857.68		
Southwest Metro Chamber of Commerce	101-1123-4381	40.00	3/17/2026	General Membership Luncheon-Carver County Update
		40.00	3/17/2026	
Southwest Metro Chamber of Commerce		40.00		
Springbrook	700-0000-4358	164.00	5/7/2026	CivicPay Transaction Fee
Springbrook	701-0000-4358	164.00	5/7/2026	CivicPay Transaction Fee
Springbrook	720-0000-4358	82.00	5/7/2026	CivicPay Transaction Fee
		410.00	5/7/2026	
Springbrook		410.00		

Last Name	Acct 1	Amount	Check Date	Description
Sr Mechanical	101-1220-4510	900.56	4/23/2026	RTU service
		900.56	4/23/2026	
Sr Mechanical		900.56		
Stampli	101-1130-4300	1,362.00	3/17/2026	AP Processing Fee - January 2026
		1,362.00	3/17/2026	
Stampli		1,362.00		
Sun Country	101-1220-4381	759.56	3/17/2026	CRR Conference Airfare Ana & Daisy
		759.56	3/17/2026	
Sun Country		759.56		
Sylvestre Construction Inc	101-0000-2073	1,000.00	5/7/2026	6696 Horseshoe Curve ESC Escrow Release-Receipt #700881
		1,000.00	5/7/2026	
Sylvestre Construction Inc		1,000.00		
Synstelien Mary	101-0000-2074	500.00	5/7/2026	Grading Escrow-6893 Highover Drive
		500.00	5/7/2026	
Synstelien Mary		500.00		
Target	101-1110-4372	43.82	3/17/2026	Pop for City Council
Target	101-1560-4120	108.86	3/17/2026	Handheld vaccum/makerspace room
Target	101-1701-4112	99.29	3/17/2026	Sweetheart Dance - Candy
Target	101-1611-4130	33.23	3/17/2026	Swedish Fish Wet Ones Wipes
Target	101-1530-4130	17.37	3/17/2026	Shower curtains
Target	101-1560-4120	68.00	3/17/2026	Kitchen Cooking Supplies/utensils/bowls

Last Name	Acct 1	Amount	Check Date	Description
		370.57	3/17/2026	
Target		370.57		
Taylor's Tins	101-1220-4260	134.00	3/17/2026	Helmet Shield
Taylor's Tins	101-1220-4260	92.00	3/17/2026	Helmet Shield
		226.00	3/17/2026	
Taylor's Tins		226.00		
Team Laboratory Chemical, LLC	701-0000-4150	353.50	4/30/2026	weed kill and floor cleaner
		353.50	4/30/2026	
Team Laboratory Chemical, LLC		353.50		
TechSmith	101-1160-4219	13.07	3/17/2026	Software used for Documentation
		13.07	3/17/2026	
TechSmith		13.07		
The Media Factory, Inc	700-0000-4370	22.00	3/17/2026	Electric license
The Media Factory, Inc	701-0000-4370	22.00	3/17/2026	Electric license
		44.00	3/17/2026	
The Media Factory, Inc		44.00		
The O.G. Coffee & Wine Bar	101-1123-4381	7.79	3/17/2026	Meeting w/ resident Kat Nelson to discuss local restaurant
The O.G. Coffee & Wine Bar	101-1123-4381	8.63	3/17/2026	Meeting with entrepreneur and resident Jaclyn von Oven
		16.42	3/17/2026	

Last Name	Acct 1	Amount	Check Date	Description
The O.G. Coffee & Wine Bar		16.42		
The Prop Shop	101-1560-4120	79.22	3/17/2026	Wall decor - Senior Center main room
		79.22	3/17/2026	
The Prop Shop		79.22		
TimeSaver Off Site Secretarial, Inc	101-1125-4300	274.00	4/23/2026	Planning Commission Minutes 4.7.26
		274.00	4/23/2026	
TimeSaver Off Site Secretarial, Inc		274.00		
TinyMobileRobots US LLC	101-1550-4300	1,990.00	4/23/2026	robot yearly license fee
		1,990.00	4/23/2026	
TinyMobileRobots US LLC		1,990.00		
Tono Pizzeria	101-1110-4372	179.65	3/17/2026	City Council Meeting Meal Order
		179.65	3/17/2026	
Tono Pizzeria		179.65		
TOWN & COUNTRY FENCE	101-1550-4300	2,137.50	4/30/2026	Fence repair
TOWN & COUNTRY FENCE	101-1550-4300	2,137.50	4/30/2026	Fence repair
		4,275.00	4/30/2026	
TOWN & COUNTRY FENCE		4,275.00		
Truwerk	701-0000-4240	84.83	3/17/2026	safety equipment - bibs
Truwerk	700-0000-4240	84.82	3/17/2026	safety equipment - bibs

Last Name	Acct 1	Amount	Check Date	Description
		169.65	3/17/2026	
Truewerk		169.65		
TSG Server & Storage, Inc	101-1160-4205	2,408.40	4/23/2026	Veeam Server backup yearly license
		2,408.40	4/23/2026	
TSG Server & Storage, Inc		2,408.40		
Udemy, Inc	700-0000-4370	12.53	3/17/2026	Training-Jake
Udemy, Inc	701-0000-4370	12.53	3/17/2026	Training-Jake
		25.06	3/17/2026	
Udemy, Inc		25.06		
United States Treasury	370-0000-4300	3,049.19	5/8/2026	Form 8038-T EIN 41-0885331
		3,049.19	5/8/2026	
United States Treasury		3,049.19		
University of Missouri	101-1123-4300	1,750.00	3/17/2026	SourceLink CRM 2026
		1,750.00	3/17/2026	
University of Missouri		1,750.00		
VERIZON WIRELESS	101-1250-4310	292.05	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1540-4310	40.01	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	700-0000-4310	500.27	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1420-4310	173.60	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1312-4310	115.22	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1320-4310	376.33	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	701-0000-4310	361.20	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1530-4310	38.39	4/29/2026	Telephone & Communication Charges

Last Name	Acct 1	Amount	Check Date	Description
VERIZON WIRELESS	101-1110-4310	40.01	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1550-4310	428.89	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1310-4310	293.15	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1520-4310	38.39	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1160-4310	95.51	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1370-4310	101.09	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	700-0000-4310	95.08	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1220-4310	645.81	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1170-4310	115.17	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	720-0000-4310	211.25	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1120-4310	131.81	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	101-1600-4310	236.72	4/29/2026	Telephone & Communication Charges
VERIZON WIRELESS	701-0000-4310	95.08	4/29/2026	Telephone & Communication Charges
		4,425.03	4/29/2026	
VERIZON WIRELESS		4,425.03		
Water Conservation Services, Inc.	700-0000-4300	438.08	4/30/2026	assisting with potential water leak
		438.08	4/30/2026	
Water Conservation Services, Inc.		438.08		
When I work	101-1617-4130	50.00	3/17/2026	WhenIWork Scheduling Software
		50.00	3/17/2026	
When I work		50.00		
WM MUELLER & SONS INC	101-1320-4157	872.69	5/7/2026	pothole patching
		872.69	5/7/2026	
WM MUELLER & SONS INC		872.69		
Wood Holly	101-1539-4345	71.25	4/23/2026	Non-resident fee correction

Last Name	Acct 1	Amount	Check Date	Description
		71.25	4/23/2026	
Wood Holly		71.25		
XCEL ENERGY INC	101-1600-4320	530.62	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1350-4320	24,881.33	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1312-4320	995.20	4/29/2026	Electric Charges
XCEL ENERGY INC	700-0000-4320	115.41	4/29/2026	Electric Charges
XCEL ENERGY INC	700-0000-4320	124.40	4/29/2026	Electric Charges
XCEL ENERGY INC	700-7019-4320	2,452.13	4/29/2026	Electric Charges
XCEL ENERGY INC	700-0000-4320	6,143.45	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1190-4320	286.13	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1220-4320	862.41	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1120-1193	82.49	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1550-4320	-103.33	4/29/2026	Electric Charges
XCEL ENERGY INC	700-7043-4320	1,007.42	4/29/2026	Electric Charges
XCEL ENERGY INC	701-0000-4320	124.40	4/29/2026	Electric Charges
XCEL ENERGY INC	700-0000-4320	812.28	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1170-4320	4,320.20	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1350-4320	28.98	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1600-4320	98.33	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1540-4320	573.51	4/29/2026	Electric Charges
XCEL ENERGY INC	101-1350-4320	24.71	4/29/2026	Electric Charges
		43,360.07	4/29/2026	
XCEL ENERGY INC		43,360.07		
Zoom	101-1160-4207	104.52	3/17/2026	Zoom webinar monthly charge
		104.52	3/17/2026	
Zoom		104.52		
		1,246,536.66		

City Council Item

May 18, 2026



Item	Approve an Encroachment Agreement between the City of Chanhassen and the property owner at 1773 Valley Ridge Trail South (Lot 8, Block 3, Bluff Creek Estates 1st Addition)	
File No.	N/A	Item No: D.7
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Stacy Osen, Administrative Support Specialist	
Reviewed By	Charlie Howley	

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council approves an Encroachment Agreement identifying encroachments upon an existing public drainage and utility easement located on Lot 8, Block 3, Bluff Creek Estates 1st Addition."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

N/A

BACKGROUND

The property owners of 1773 Valley Ridge Trail South, (Daniel J. O'Connell and Jennifer L. King) desire to construct a fence located within an existing public drainage and utility easement. The property is legally described as Lot 8, Block 3, Bluff Creek Estates 1st Addition. Since the improvements encroach within the easement that covers an active public utility, an Encroachment Agreement (EA) is needed to document that the property owner is fully responsible for any replacement of improvements due to city maintenance activities.

DISCUSSION

The attached EA was drafted by the City Attorney's office and is signed by the property owner. Upon city approval and execution, the EA will be recorded against the property.

BUDGET

N/A

RECOMMENDATION

Staff recommends City Council approve the Encroachment Agreement.

ATTACHMENTS

[1773 Valley Ridge Trail S Encroachment Agreement](#)

(reserved for recording information)

ENCROACHMENT AGREEMENT

AGREEMENT made this ____ day of _____, 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City"), and **DANIEL J. O'CONNELL AND JENNIFER L. KING**, married to each other. ("Owners").

1. **BACKGROUND.** Owners are the fee owners of certain real property located in the City of Chanhassen, County of Carver, State of Minnesota, legally described as follows:

Parcel ID No. 25.1250200

Lot 8, Block 3, Bluff Creek Estates 1st Addition, Carver County, Minnesota, according to the recorded plat thereof.

(Torrens Property; Certificate of Title No. 39063.0)

having a street address of 1773 Valley Ridge Trail South, Chanhassen, Minnesota 55317 ("Subject Property"). The City owns easements for drainage and utility purposes over portions of the Subject Property ("Easement Areas"). Owners desire to construct a fence on the Subject Property that encroaches on the City's Easement Areas as depicted on the attached Exhibit "A".

2. **ENCROACHMENT AUTHORIZATION.** The City hereby approves the encroachment in its Easement Areas on the Subject Property for the fence conditioned upon

removable fence panels in areas where the fence encroaches on existing utilities and/or installation of gates having a clear span the width of the easement for City access to its Easement Areas.

Further conditions of encroachment approval are as follows:

- The fence must allow water to pass under it so as not to impede overland water flow during rain events.
- The fence must remain a minimum distance of five (5') feet from the outside edge of all drainage and utility structures (or 7.5' from the center of the manhole structure) and a minimum of two (2') feet from the outside edge of all storm sewer piping (or 2' 6" from the center of the pipe) as indicated on Exhibit A. Pipe location will be verified during final inspection of the fencing.
- The fence posts shall be placed on the Subject Property but not attached to neighboring fences and must not cross the property lines.
- The City shall have no responsibility to maintain the fence located in the Easement Areas.
- Owner must maintain the fence located on the Subject Property.
- Owner is fully responsible and liable for any and all damage caused to the fence because of their location in the Easement Areas.

Further, Owners agree that the fence shall be constructed consistent with all applicable federal, state and local laws and regulations.

3. HOLD HARMLESS AND INDEMNITY. In consideration of being allowed to encroach in the City's Easement Areas, Owners, for themselves, their heirs and assigns, hereby agree to indemnify and hold the City harmless from any damage caused to the Subject Property, including the fence and removal of fence panels and/or gates in the City's Easement Areas, caused in whole or in part by the encroachment into the City's Easement Areas.

4. TERMINATION OF AGREEMENT. The City may terminate this Agreement at any time if it is reasonably necessary for the City to occupy the easement areas for tree conservation purposes and the fence is inconsistent with the City's use of the easement. Prior to termination, the City will give the then owners of the Subject Property thirty (30) days advance written notice, except that no notice period will be required in the case of an emergency condition as determined solely by

the City and this Agreement may then be terminated immediately. The property owners shall remove that portion of the fence to the extent it impacts the Easement Area to the effective date of the termination of this Agreement. If the owners fail to do so, the City may remove the fence to the extent it impacts the Easement Area and charge the cost of removal back to the owners for reimbursement.

5. RECORDING. This Agreement shall run with the land and shall be recorded against the title to the Subject Property.

CITY OF CHANHASSEN

(SEAL)

By _____
Elise Ryan, Mayor

And _____
Laurie Hokkanen, City Manager

STATE OF MINNESOTA)
)ss.
COUNTY OF CARVER)

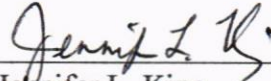
The foregoing instrument was acknowledged before me this _____ day of _____, 2026, by **Elise Ryan** and by **Laurie Hokkanen**, respectively the Mayor and City Manager of the **City of Chanhassen**, a Minnesota municipal corporation, on behalf of the corporation and pursuant to the authority granted by its City Council.

Notary Public

PROPERTY OWNERS



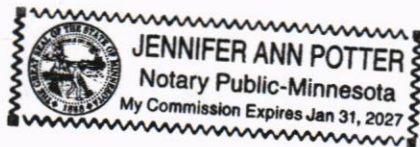
Daniel J. O'Connell

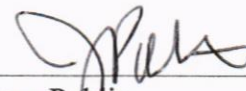


Jennifer L. King

STATE OF MINNESOTA)
)ss.
COUNTY OF Carver)

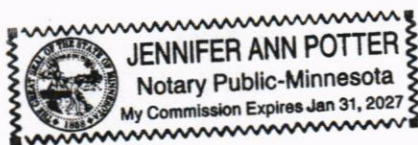
The foregoing instrument was acknowledged before me this 17 day of April, 2026, by **Daniel J. O'Connell**, spouse to Jennifer L. King.

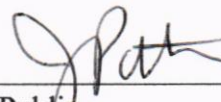



Notary Public

STATE OF MINNESOTA)
)ss.
COUNTY OF Carver)

The foregoing instrument was acknowledged before me this 17 day of April, 2026, by **Jennifer L. King** spouse to Daniel J. O'Connell.



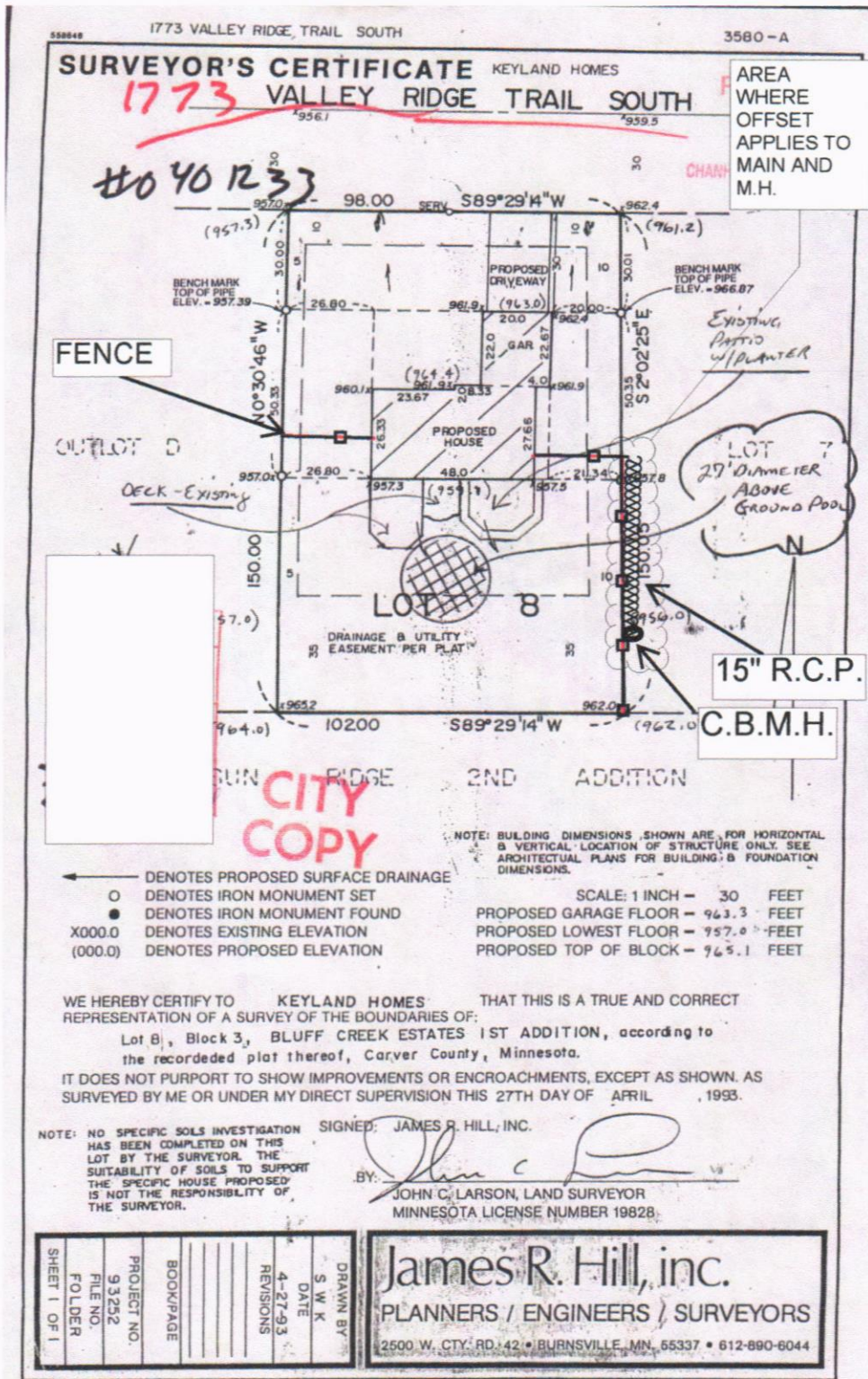

Notary Public

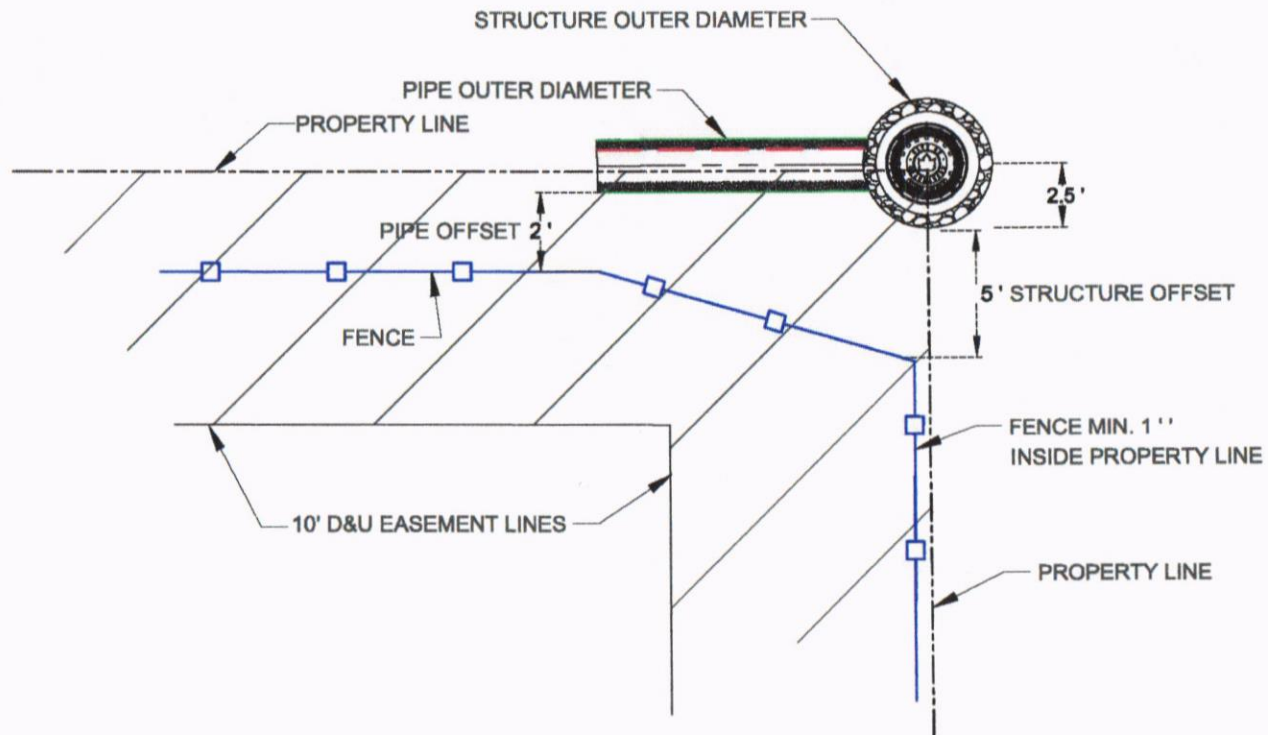
DRAFTED BY:
CAMPBELL KNUTSON,
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290

Eagan, Minnesota 55121
Telephone: (651) 452-5000
AMP/amt

EXHIBIT "A"

Page 1 of 2





FENCE OFFSET FROM STRUCTURE AND PIPING

City Council Item

May 18, 2026



Item	Approve Professional Services Agreement for completion of the 2050 Comprehensive Plan	
File No.		Item No: D.8
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Eric Maass, Community Development Director	
Reviewed By	Laurie Hokkanen	

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council authorizes execution of the attached Professional Services Agreement between the City of Chanhassen and Future iQ, Inc."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Development & Redevelopment

SUMMARY

The city issued a Request For Proposals (RFP) from qualified consultants to assist with the preparation of its 2050 Comprehensive Plan update. RFP submissions were due by April 10th, 2026. The city received four RFP submissions. Following the review of proposal submissions, three proposals were moved forward for interviews with city staff.

Based on the information provided in the proposal and the interview, staff has recommended that the city move forward with a professional services agreement with the firm Future iQ who partnered with national firms WGI and JS&A. This consultant team has successfully worked on a series of comprehensive plans throughout the country. City Staff has confirmed with this firm that their assistance will be provided throughout the review and approval of the City's 2050 Comprehensive Plan by the Metropolitan Council.

The proposal submitted by this team is attached for reference. Staff were impressed by the proposed

approach to community engagement and the robust support with project branding and a consultant managed project webpage.

BACKGROUND

Staff reached out for reference checks, and below is an example of what we received back.

"Could not recommend this team enough. Their community engagement has been more expansive than any community planning process I've been a part of." - Jasper Indiana Community Development Director.

"They were great to work with, and they did an outstanding job." - Keene New Hampshire Senior Planner.

DISCUSSION

BUDGET

The RFP listed a budget of \$125,000. The proposal submitted by the Future iQ team listed a proposed cost of \$125,000. The contract is set up to be paid in a lump sum format with 25% of the contract being paid to the consultant team at the conclusion of each of the four project phases outlined in the proposal.

RECOMMENDATION

Staff recommends approval of the Professional Services Agreement as presented.

ATTACHMENTS

[Professional Services Agreement](#)

[Insurance Certificate](#)

[City of Chanhassen 2050 Comprehensive Plan RFP](#)

[FiQ-Chanhassen 2050 Comprehensive Plan Proposal](#)

PROFESSIONAL SERVICES AGREEMENT

AGREEMENT made this 6th day of May 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City") and **Future iQ, Inc**, a _____ Minnesota-based corporation ("Consultant").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. SCOPE OF SERVICES. The City retains Consultant for professional planning services for the preparation of the City's 2050 Comprehensive Plan.

2. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

- A. This Professional Services Agreement;
- B. Insurance Certificate;
- C. City Request for Proposals for Preparation of the City's 2050 Comprehensive Plan
- D. Consultant's April 9, 2026 (REVISED) proposal for preparation of the 2050 Comprehensive Plan ("Proposal").

In the event of conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts, with Contract Document "A" having the first priority and Contract Document "D" having the last priority.

3. COMPENSATION. Consultant shall be paid by the City for the services described in the Proposal a fee of One Hundred Twenty Five Thousand Dollars (\$125,000.00), inclusive of expenses. The lump sum fee shall not be adjusted if the hours to perform any task, the number of required meetings, or any other estimate or assumption is exceeded. Consultant shall bill the City as the work progresses. Payment shall be made by the City within thirty-five (35) days of receipt of an invoice.

4. DOCUMENT OWNERSHIP. All reports, plans, models, diagrams, analyses, and information generated in connection with performance of this Agreement shall be the property of the City. The City may use the information for its purposes.

5. CHANGE ORDERS. All change orders, regardless of amount, must be approved in advance and in writing by the City. No payment will be due or made for work done in advance of such approval.

6. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Consultant shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of services to be provided.

7. STANDARD OF CARE. Consultant shall exercise the same degree of care, skill, and diligence in the performance of the services as is ordinarily possessed and exercised by a professional consultant under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Consultant's services.

8. INDEMNIFICATION. Consultant shall indemnify and hold harmless the City, its officers, agents, and employees, of and from any and all claims, demands, actions, causes of action, including reasonable costs and attorney's fees where recoverable under applicable law, to the extent caused by the negligent acts, errors, or omissions in the execution or performance of the services provided for herein.

9. INSURANCE. Consultant shall secure and maintain such insurance as will protect Consultant from claims under the Worker's Compensation Acts, automobile liability, and from claims for bodily injury, death, or property damage which may arise from the performance of services under this Agreement. Such insurance shall be written for amounts not less than:

Commercial General Liability	\$2,000,000 each occurrence/aggregate
Automobile Liability	\$2,000,000 combined single limit
Professional Liability	\$2,000,000 each occurrence/aggregate

The City shall be named as an additional insured on the general liability policy on a primary and non-contributory basis. Before commencing work, the Consultant shall provide the City a certificate of insurance evidencing the required insurance coverage in a form acceptable to City.

10. INDEPENDENT CONTRACTOR. The City hereby retains Consultant as an independent contractor upon the terms and conditions set forth in this Agreement. Consultant is not an employee of the City and is free to contract with other entities as provided herein. Consultant shall be responsible for selecting the means and methods of performing the work. Consultant shall furnish any and all supplies, equipment, and incidentals necessary for Consultant's performance under this Agreement. City and Consultant agree that Consultant shall not at any time or in any manner represent that Consultant or any of Consultant's agents or employees are in any manner agents or employees of the City. Consultant shall be exclusively responsible under this Agreement for Consultant's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

11. SUBCONTRACTORS. Consultant shall not enter into subcontracts for services provided under this Agreement beyond those who are identified in Consultant's Proposal without the

express written consent of the City. Consultant shall comply with Minnesota Statutes § 471.425. Consultant must pay subcontractors for all undisputed services provided by subcontractors within ten (10) days of Consultant's receipt of payment from City. Consultant must pay interest of one and five-tenths percent (1.5%) per month or any part of a month to subcontractors on any undisputed amount not paid on time to subcontractors. The minimum monthly interest penalty payment for an unpaid balance of One Hundred Dollars (\$100.00) or more is Ten Dollars (\$10.00).

12. CONTROLLING LAW/VENUE. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota. In the event of litigation, the exclusive venue shall be in the District Court of the State of Minnesota for Carver County Minnesota.

13. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Consultant must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by Consultant pursuant to this Agreement. Consultant is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Consultant receives a request to release data, Consultant must immediately notify City. City will give Consultant instructions concerning the release of the data to the requesting party before the data is released. Consultant agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Consultant's officers', agents', city's, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

14. COPYRIGHT. Consultant shall defend actions or claims charging infringement of any copyright or software license by reason of the use or adoption of any software, designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting therefrom.

15. PATENTED DEVICES, MATERIALS AND PROCESSES. If the Contract requires, or the Consultant desires, the use of any design, devise, material or process covered by letters, patent or copyright, trademark or trade name, the Consultant shall provide for such use by a suitable legal agreement with the patentee or owner and a copy of said agreement shall be filed with the City. If no such agreement is made or filed as noted, the Consultant shall indemnify and hold harmless the City from any and all claims for infringement by reason of the use of any such patented designed, device, material or process, or any trademark or trade name or copyright in connection with the services agreed to be performed under the Contract, and shall indemnify and defend the City for any costs, liability, expenses and attorney's fees that result from any such infringement.

16. RECORDS. Consultant shall maintain complete and accurate records of hours worked and expenses involved in the performance of services.

17. ASSIGNMENT. Neither party shall assign this Agreement, or any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. ENTIRE AGREEMENT. The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof, as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

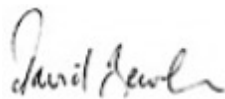
20. TERMINATION. This Agreement may be terminated by the City for any reason or for convenience upon written notice to the Consultant. In the event of termination, the City shall be obligated to the Consultant for payment of amounts due and owing including payment for services performed or furnished to the date and time of termination.

Dated: _____, 2026.

CITY OF CHANHASSEN

BY: _____
Elise Ryan, Mayor

BY: _____
Laurie Hokkanen, City Manager



Dated: 6th May, 2026.

FUTURE iQ, Inc

BY: David Beurle, CEO, Future

ACORD™

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

5/04/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer any rights to the certificate holder in lieu of such endorsement(s).

PRODUCER CBIZ Insurance Services 44 Baltimore St Cumberland, MD 21502 301 777-1500	CONTACT NAME: Select National Service Center	
	PHONE (A/C, No, Ext): 888-408-7500	FAX (A/C, No):
E-MAIL ADDRESS: cbizselect@cbiz.com		
INSURED Future iQ, Inc. P.O. Box 24687 Minneapolis, MN 55424	INSURER(S) AFFORDING COVERAGE	
	INSURER A : Great Northern Insurance Company	
	INSURER B : Federal Insurance Company	
	INSURER C : Chubb National Insurance Company	
	INSURER D :	
	INSURER E :	
INSURER F :		

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY CLAIMS-MADE ☒ OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: ☒ POLICY ☐ PRO-JECT ☐ LOC OTHER:			36046245WUC	04/01/2026	04/01/2027	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$1,000,000 MED EXP (Any one person) \$10,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$
A	AUTOMOBILE LIABILITY ☐ ANY AUTO OWNED AUTOS ONLY ☒ HIRED AUTOS ONLY ☐ SCHEDULED AUTOS NON-OWNED AUTOS ONLY			2673599748	04/01/2026	04/01/2027	COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
B	☒ UMBRELLA LIAB ☒ EXCESS LIAB DED RETENTION \$			78184579	04/01/2026	04/01/2027	EACH OCCURRENCE \$1,000,000 AGGREGATE \$1,000,000 \$
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? ☒ Y / ☒ N (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A	2771757444	04/01/2026	04/01/2027	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000
B	Professional Liab			82222373	04/01/2026	04/01/2027	Aggregate: \$1,000,000 Retention: \$5,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

City of Chanhassen is included as additional insured on General Liability as required by written contract.
 General Liability is primary and non-contributory as required by written contract. Umbrella follows form.

CERTIFICATE HOLDER

CANCELLATION

City of Chanhassen 7700 Market Boulevard P.O. Box 147 Chanhassen, MN 55317	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE CBIZ Insurance Services, Inc.
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CITY OF CHANHASSEN

A Community for Life

City of Chanhassen, Minnesota

Request for Proposals (RFP): Preparation of the 2050 Comprehensive Plan

Issue Date: February 27, 2026

Proposal Due Date: April 10, 2026, by 4 PM

Contact Person: Eric Maass, Community Development Director

Email: EMaass@chanhassenmn.gov

Phone: (952) 227-1139

A. Introduction

The City of Chanhassen, Minnesota (“the City”) is seeking proposals from qualified consulting firms or consultant teams (“Consultant”) to prepare the **City of Chanhassen 2050 Comprehensive Plan** (“Comprehensive Plan” or “Plan”). The Plan will guide the City’s growth and development through the year 2050. It must comply with the **Chanhassen System Statement and Imagine 2050** issued by the **Metropolitan Council** and the **Metropolitan Land Planning Act (Minn. Stat. §473.851–473.871)**.

The selected consultant is expected to lead an inclusive and innovative community engagement process and develop an updated comprehensive plan that builds on the City Council’s adopted Strategic Plan. The selected consultant will collaborate with City staff, elected and appointed officials, community stakeholders, and the public to create a visionary, inclusive, and actionable plan that advances Chanhassen’s values and priorities.

The City of Chanhassen adopted its 2040 Comprehensive Plan in February 2020 and, since then, has had only minor plan amendments. The city adopted a Downtown Vision Plan in 2018 and Downtown Design Guidelines in 2022. Additionally, an Arboretum Area Transportation Plan (AATP) was adopted in 2021 to identify major road improvements around the Minnesota Landscape Arboretum. Existing planning documents can be found linked below:

City Planning Documents

- [2040 Comprehensive Plan](#)

- [Downtown Vision Plan](#)
- [Downtown Design Guidelines](#)
- [Surface Water Management Plan](#)
- [Chanhassen Park and Recreation Full System Plan](#)
- Water Supply and Wellhead Protection Plan

Partner Organization Planning Documents

- [Chanhassen Thrive 2050 System Statement](#)
- [Arboretum Area Transportation Plan](#)
- [2024 Comprehensive Housing Needs Analysis for Carver County](#)

B. Background

The City of Chanhassen, whose unofficial motto is “A Community For Life”, is approximately 20 miles southwest of Minneapolis and is a growing and dynamic community known for its strong neighborhoods, high-quality schools, thriving business environment, strong financial management, and extensive parks and natural resources.

The City’s **2040 Comprehensive Plan** was adopted in 2020.

The **2050 Comprehensive Plan** will update that effort based on current forecasts for community growth and ensure continued consistency with Metropolitan Council regional systems, and address priorities such as infrastructure planning and investment, housing diversity, sustainability, and economic resilience.

C. Project Objectives

The City seeks a consultant to:

1. Prepare a **comprehensive and user-friendly Plan** consistent with Metropolitan Council requirements.
2. Conduct a **robust and inclusive community engagement** process.
3. Develop a **clear implementation program** linking policies to measurable actions and timelines.

This project will take a fresh look at previous studies and plans, existing conditions, market and economic realities, asset management needs, and resident and stakeholder input to develop a strategically prepared Plan. The Plan should provide a measured assessment of present conditions and future opportunities using a solid, data-driven basis to evaluate city needs to formulate goals and implementation strategies. The Plan should also explore redevelopment nodes and evaluate outcomes.

Preferred consultants will have proven success designing municipal planning processes that set a city's long-term vision, values, goals, and deliverables to synergize local planning, policy, land use, capital improvement, and investment decisions. The preferred consultant should also have proven success in innovative engagement and outreach strategies.

D. Scope of Work

The proposed scope of work for this project consists of the items outlined below. This represents the minimum requirements for how to approach this project, and the city welcomes and encourages consultants' ideas that may go beyond what is outlined in this request for proposals.

The consultant's work shall include, but not be limited to, the following:

1. Project Management and Coordination

- a. Work with City staff to define milestones and coordinate meetings.
- b. Schedule project management meetings with applicable city staff.

2. Community and Stakeholder Engagement

- a. Per the deliverables outlined within this RFP, Consultant to develop a detailed engagement plan. An emphasis will be placed on creativity and community engagement efforts beyond open houses. Community engagement efforts should strive to be held in locations where people are already gathered. Examples include local businesses, attendance at local community groups such as Chanhassen Rotary, Chanhassen Lions Club, Southwest Chamber of Commerce, ISD 112 and ISD 276 events, City of Chanhassen recreation events, including the 4th of July celebration. Scope should include meetings with other governmental agencies including, but not limited to: MnDOT, Carver County, MCES, DNR, and Watershed Districts with jurisdictional boundaries within Chanhassen.

- b. Conduct online engagement, focus groups, and surveys. A project specific webpage will be developed by the city but should be informed by Consultant.

3. Data Collection and Analysis

- a. Incorporate community forecasts in accordance with Imagine 2050 and the City of Chanhassen System Statement.
- b. Evaluate demographic, housing, land use, infrastructure asset management, and market trends. A comprehensive housing market study is not requested.
- c. Review existing surface water, water supply, sanitary sewer, and transportation systems, plans, and models, and confirm required updates to align with Imagine 2050 system statement.

4. Plan Elements

The Plan must include all required Metropolitan Council elements. Chapters to be completed include the following:

- a. Land Use
- b. Economic Development
- c. Housing
- d. Transportation
- e. Parks, Trails, Open Space, and Natural Resources
- f. Surface Water Resources
- g. Water Supply
- h. Sanitary Sewer Collection
- i. Resilience and Sustainability
- j. Implementation Program

5. Plan Preparation and Adoption

- a. Prepare draft and final chapters with presentation of draft chapters to city staff and applicable city commissions and city council.
- b. Submission of a complete draft Plan to the Metropolitan Council.

- c. Chapter updates based on the Metropolitan Council formal review process. Proposals should be inclusive of all required revision rounds necessary to gain final approval from the Metropolitan Council.
- d. Presentation to the City Council for final 2050 Comprehensive Plan adoption.

E. Deliverables

1. Project management plan and schedule
 - a. Meeting agendas and minutes
 - b. A written project schedule, based on critical path milestones
 - c. Outside of the meetings noted below, assume up to 10 virtual meetings with city staff.
2. Community engagement strategy and summary reports
 - a. Provide content for city website and social media
 - b. Preparation for and attendance at up to five community events
 - c. Design and administer up to three surveys for public input
 - d. Coordination and management of up to three stakeholder meetings including but not limited to city staff, school district representatives, governmental stakeholders, and community and business representatives.
3. Draft and final 2050 Comprehensive Plan
 - a. Attendance at City Council and relevant City Commission meetings to review and present draft chapter documents as they are prepared. This is anticipated to consist of twelve meetings.
 - b. Up to four meetings for final plan approval, including attendance, preparation and presentation to the Planning Commission, and City Council, as deemed necessary by city staff.
 - c. The city shall receive all original documents electronically in their native software formats, including a PDF version of the entire plan for city use. Maps and plans shall be delivered electronically with an ability for the city to modify, if necessary, and be compatible with the city's GIS software.
4. Full 2050 Comprehensive Plan document (digital and print-ready formats).

5. A “Readers Digest” short form version of the fully adopted 2050 Comprehensive Plan. This is estimated to be one double sided page per chapter, highlighting key takeaways of each chapter, summarized in an easy to understand format.
6. All deliverables shall be fully ADA compatible.

F. Estimated Project Timeline

The anticipated project duration is approximately 12-18 months after the city directs the Consultant(s) to begin the project. Listed below are estimated dates and times of actions related to this RFP:

February 26, 2026: RFP Release Date

4 PM on March 13, 2026: RFP Questions Due

4 PM on March 27, 2026: RFP Question Responses Posted

4 PM on April 10, 2026: Deadline to submit proposals

Week of April 20, 2026: Consultant Interviews, if necessary

May 11, 2026: City Council Contract Approval

The City anticipates a complete draft 2050 Comprehensive Plan in May of 2027 to be submitted for the required 6-month review by adjacent and affected jurisdictions, followed by submission of a complete draft 2050 Comprehensive Plan to the Metropolitan Council in November 2027. This timeline is only an estimate, and RFP responses should provide a detailed timeline proposal.

G. Budget Range

The City anticipates a project budget not to exceed \$125,000, inclusive of all consultant fees, travel expenses, engagement costs, and deliverables.

Consultants are encouraged to propose creative approaches that maximize value within this anticipated budget.

Any scope of services proposed to be provided outside the base budget should be clearly indicated in the RFP response, along with additional costs.

H. Proposal Submittal Requirements

Proposals must include the following information:

1. Cover Letter

- a. Briefly summarize the firm's interest and understanding of the project. No more than two pages.

2. Firm Description

- a. Include a brief history and other pertinent information in relation to each firm on your proposed team.

3. Project Team and Qualifications

- a. Identify the name of the principal-in-charge and key technical/professional personnel to be assigned to the city together with a resume describing the experience and qualifications of each. An organization chart should be provided.

4. Relevant Experience

- a. Provide **up to three (3) examples** of similar comprehensive plans for communities comparable in size and character to Chanhassen. It is expected that the proposed project team members will have made a meaningful contribution to the examples provided.

5. References

- a. At least three (3) professional references for recent comparable work.

6. Project Understanding and Approach

- a. Describe understanding, approach, process, and methods for Plan preparation and engagement. The consultant shall include a description of their approach for each chapter proposed to be included in the Plan.

7. Project Schedule

- a. Provide a detailed schedule for the project. Provide key milestones.

8. Cost Proposal

- a. Include total project cost, hourly rates, and any optional add-on services.

I. Evaluation Criteria

The proposal review team, consisting of city staff, will review the proposals according to the following evaluation criteria:

Criteria	Weight
Relevant project experience and references	30%
Qualifications and experience of key personnel	20%
Project understanding and approach, including schedule	20%
Community engagement strategy	20%
Cost and value	10%

J. Submittal Review Process

The process of selecting a consultant requires the accumulation of comprehensive and accurate information to ensure that a knowledgeable, objective decision can be made. The City of Chanhassen reserves the right to accept or reject any or all proposals of portions thereof without stated cause. The City of Chanhassen reserves the right to re-issue any Request for Proposals. Upon selection of a finalist, the city by its proper officials shall attempt to negotiate and reach a final agreement with the finalist. If the city, for any reason, is unable to reach a final agreement with this finalist, the city then reserves the right to attempt to reject such finalist and negotiate a final agreement with another finalist who has the next most viable proposal or bid. The city may also elect to reject all proposals and re-issue a new RFP.

Clarification of proposals: The city reserves the right to obtain clarification of any point in a Proposer's proposal or obtain additional information.

The City reserves the right to waive any formalities, defects, or irregularities in any proposal, response, and/or submittal where the acceptance, rejection, or waiving of such is in the best interests of the City.

The City reserves the right to disqualify any proposal, before or after opening, upon evidence of collusion, intent to defraud, or any other illegal practice on the part of the Proposer.

K. Selection Interview

The proposal review team anticipates selecting a short list of proposers to make an oral presentation, if needed. The presentation, limited to 30 minutes, shall serve to confirm the proposal's representations, answer city questions, provide supplemental information, and allow the city to meet the proposed project consultants.

L. Submission Instructions

Proposals must be received by **4:00 PM on April 10, 2026**. Late submissions will not be considered.

RFP Electronic Submissions Only:

Send a single PDF (≤25 MB) or link to online sharefile to: [EMaass@chanhassenmn.gov]
Subject line: *"Chanhassen 2050 Comprehensive Plan Proposal"*

M. Additional Information

1. All proposals become the property of the City and are subject to the Minnesota Government Data Practices Act.
2. The successful consultant will be required to enter into a Professional Services Agreement with the City, based on the City's existing contract template.

**CITY OF CHANHASSEN, MINNESOTA
RFP: PREPARATION OF THE 2050 COMPREHENSIVE PLAN**

**APRIL 9, 2026
PROPOSAL - REVISED**

**2050
COMPREHENSIVE
PLAN**



Submitted by:
Future iQ, Inc.
P.O. Box 24687
Minneapolis, MN 55424
www.future-iq.com

David Beurle
david@future-iq.com
612-757-9190

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1.0 Cover Letter



Future iQ, Inc.
P.O. Box 24687
Minneapolis, MN 55424

April 9, 2026

Eric Maass, Community Development Director
City of Chanhassen
7700 Market Boulevard
P.O. Box 147
Chanhassen, MN 55317

RE: Preparation of the 2050 Comprehensive Plan

Dear Mr. Maass,

Future iQ has partnered with Jon Stover & Associates (JS&A) and WGI to present this proposal to serve as the consultant team to develop Chanhassen's 2050 Comprehensive Plan.

[Future iQ](#), [JS&A](#) and [WGI](#) share a commitment to deliver personal, innovative, and customized projects on time and on budget. Our three firms recently partnered on the creation of a Comprehensive Master Plan for the City of Keene, NH as well as the Comprehensive Plan for the City of Greenwood, MO. We currently are partnering on the development of a Comprehensive Plan for the City of Jasper, Indiana. Based in Minneapolis, Future iQ has strong globally proven visioning, strategic planning, and public engagement processes, JS&A brings certified planning credentials and deep relevant economic development experience, and WGI is a national design, planning, engineering, and transportation services firm leading in technology-based solutions. We believe this combination will produce a Comprehensive Plan that will authentically reflect the vision and overarching aspirations for the City of Chanhassen.

It would be our privilege to work with the City of Chanhassen on this initiative. Please contact me for clarifications. Thank you for your consideration.

Yours sincerely,

A handwritten signature in black ink, appearing to read "David Beurle".

David Beurle, CEO
Future iQ, Inc.
Tel: 612-757-9190
Email: david@future-iq.com

2.0 Firm Description

2.1 Firm Background – About Future iQ

[Future iQ](#) is a small, privately owned global research and consulting company headquartered in Minneapolis, Minnesota. Founded in 2003, Future iQ's global footprint brings a broad perspective and delivers transformational customized solutions to our clients. With nine staff members and four strategic partners, Future iQ's clients span North America, Europe, and Australia. Please click on the links in the Snapshot to explore Future iQ's specializations.

Snapshot of Future iQ

Expertise

- [City and Urban Planning](#)
- [Regional Planning](#)
- [Organizational and Corporate Planning](#)
- [Tourism Destination Development](#)
- [Economic and Workforce Development](#)
- [Defense Sector Engagement](#)
- [Industry Planning and Analysis](#)

Methodology

- [Scenario-Based Strategic Planning and Visioning](#)
- [Stakeholder and Community Engagement](#)
- [Data Visualization](#)
- [Customized Foresight Research](#)
- [FutureiQ Mapper – Network & Supply Chain Mapping](#)
- [The Future Game](#)
- [Future iQ Creative](#)

Foresight Research

- [Cities of the Future](#)
- [Future of Urban Living](#)
- [The Future of Food](#)
- [Future of Tourism](#)
- [The Next Industrial Revolution](#)
- [Future of Manufacturing](#)
- [The Future of Wellbeing](#)

For more information, please visit Future iQ's website at:
<http://future-iq.com>

Address:
Future iQ, Inc.
P.O. Box 24687
Minneapolis, MN
55424

Phone:
612.757.9121
Email:
david@future-iq.com

2.2 Firm Background – About JS&A



Jon Stover & Associates (JS&A) works with public, private, and nonprofit organizations to bridge the gap between the very different worlds of local policy, business, urban design, community interest, and real estate development. As Economic Development Consultants, we inform, develop, and implement strategies to strengthen a place economically, visually, and socially.

A certified business enterprise (CBE) located in the District of Columbia, JS&A specializes in economic and real estate analysis, market analysis, economic impact analysis, forming neighborhood and commercial revitalization strategies, and implementing strategic opportunities to bolster local economies.

Founded in 2009, JS&A has completed hundreds of projects around the country for town, city, and state agencies, nonprofit organizations such as Main Streets and Business Improvement Districts, and private developers and business owners.

Official Firm Name: Stover & Associates LLC (DBA Jon Stover & Associates)
Location: 1701 Rhode Island Avenue NW, Office 02-121 Washington DC 20036
Contact: (202) 695-4956 | jstover@stoverandassociates.com

For more information about our firm, team, and previous experience, visit www.jonstoverandassociates.com.

Our Affiliations

Main Street America Allied Member
 International Downtown Association
 American Planning Association
 Responsible Hospitality Institute
 Staff Certified by the American
 Institute of Professional Planners

Recent Publications

Measuring Impact for Main Street Transformation: A Practitioner's Guide. Co-Authored with National Main Street Center (2018).

Firm Information

Organization Structure: Corporation
 Number of Full-Time Employees: 5
 Years in Business: 13



2.3 Firm Background – About WGI

WGI Firm Profile



WGI is a national design firm in public and private infrastructure markets, founded in South Florida in 1972. Initially serving private clients, WGI expanded into the public sector, offering diverse disciplinary services. With nearly 550 professionals across 23 offices, we deliver cutting-edge solutions, living up to our trademark: *Tomorrow's Infrastructure Solutions, Today.*

Our team blends experienced industry veterans with innovative young professionals, enhancing our strategic market leadership. WGI is focused on autonomy, smart and connected cities, resiliency, and sustainability. Recognized for exceptional service, we continue a tradition of engagement, passion, and creativity.

Dedicated to the development and economic prosperity of local communities, WGI partners with private clients, public agencies, and municipalities. We uphold our professional commitments and encourage associates to support non-profits and professional organizations through leadership and volunteerism.

WGI's Core Values & Vision

Creatively transforming how our world is envisioned, designed, and experienced.



Architecture \ Civil \ Innovation Technology \ Parking Solutions \ MEP Engineering \ Environmental Geospatial \ SUE \ Land Design Services \ New Mobility \ Structural Engineering \ Restoration \ Transportation



PLANNING, DESIGN AND POLICY EXPERTS

Planning is a balancing act between the physical, cultural, historical, and economic impacts on a community. WGI's planners and designers have the necessary expertise, credentials, and creativity to manage these often divergent interests and are passionate about creating places where everyone can safely thrive.

Here's how we can help you bring your vision to life:

- Land Use Planning
- Urban Design
- Community Engagement
- Development Regulations
- Downtown Revitalization
- Rural Planning
- Economic Development
- Housing Analysis
- Master Planning
- Mobility
- Complete Streets
- Resiliency
- Community Health
- Planning Support Services
- Visioning
- Placemaking
- Aging In Place
- Code Audits
- Data Mapping
- Annexation Feasibility
- Scenario Planning
- Wayfinding and Branding
- Grant Writing
- Recreational Master Planning

MARKETS WE SERVE

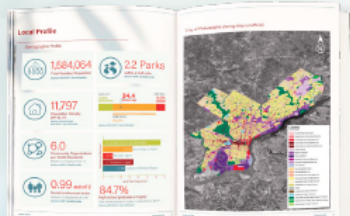
We are inspired by the shared passions of our clients and team members who positively impact our built environment.

- Cities and Communities
- Development
- Education
- Energy
- Healthcare
- Transportation
- Water and Environment
- Technology

ADDITIONAL IN-HOUSE EXPERTISE SERVICES

- Civil Engineering
- Geospatial & Land Surveying
- Land Planning
- Environmental
- Landscape Architecture
- Parking Solutions
- New Mobility
- Parking Restoration

Scan to See
Our Projects



URBAN + COMMUNITY PLANNING



3.0 Project Team and Qualifications

The Future iQ, JS&A, WGI team members presented in this proposal have significant experience working on visioning, economic development, strategic and comprehensive planning projects. We recognize that this project requires significant periods for intensive workloads and our team availability will allow sufficient team resources to be deployed, both on-site and/or virtually, and for data analysis and report preparation.

The proposed team members are an experienced and reliable team, with a complementary mix of required skills in:

- Highly developed critical thinking capacity in the areas of city planning, strategic future planning, visioning, economic development, and foresight research
- Knowledge and experience with cities, State agencies, municipalities, corporations, regional entities, and non-profit organizations
- Significant work experience in urban, regional, and rural economies
- Project management and stakeholder workshop facilitation

Project Director David Beurle will be the primary contact person for the duration of this project. Below are the proposed team members.

Team Member	Title	Role
David Beurle	CEO, Future iQ	Project Director, Facilitation, Strategy Development
Jon Stover	Managing Partner, JS&A	Director, Economic and Impact Analysis
Courtney Powell, AICP	Urban and Community Planning Manager, WGI	Comprehensive Planning Project Manager for WGI
Heather Branigin	Vice President, Foresight Research, FiQ	Project Coordinator, Foresight Research
Brittany Rempe	Creative Director, Future iQ	Portal and Report Design; Branding
Tobiloba Adaramati	Data Analyst, Future iQ	Data Analysis
Walter Paixao-Cortes	Data Engineer, Future iQ	Data Analysis and Data Visualization
Leslie Gray, AICP	Vice President, JS&A	Physical and Land Use Planning, Economic Analysis, Community Dev.
Pamela Owusu Nkwantabisah	Urban Planner, WGI	Urban Planning Specialist
Lisa Nisenson	Urban Designer, WGI	Urban Design & Technology Specialist
Thomas Hernandez, PE	Civil Engineer, WGI	Engineering Specialist

Attached are the resumes of the Principal from each project team. Complete team resumes are available upon request.

3.1 David Beurle, Project Director, CEO, Future iQ

RÉSUMÉ



david@future-iq.com

EDUCATION

Bachelor Degree in Agricultural Science,
University of Sydney, 1984

EMPLOYMENT

Founder & CEO Future iQ, USA & Europe,
2003 – Present

Principal Adviser, Minister for Primary
Industries, Western Australia, 1991 – 2000

Rangeland Scientist, Western Australian
Department of Agriculture, 1985-1991

PHILANTHROPIC WORK

Board Director, Western Australian Community
Foundation, 2003-2005

Founding member, Plant-Based Product
Council, USA, 2019

RECENT KEYNOTE PRESENTATIONS

- County Commissioners Association of Ohio Summer Symposium, August 2024
- SMART Manufacturing Conference, Pennsylvania, October 2022
- ITB Berlin Travel Trade Show, Berlin, March 2022
- The Mahoosuc Way Summit, Maine, February 2022
- Aggregate Producers of Wisconsin Annual Convention, Wisconsin, December 2021
- Ohio Food Summit, Ohio, USA, March 2020
- New North Regional Summit, Wisconsin, USA, December 2019
- New Hampshire PTAC Conference, NH, USA, December 2019
- Institute of Directors (IoD) Annual Conference, Gleneagles, Scotland, October 2019
- E.P.I.R.C. Manufacturing Conference, PA, USA, October 2019
- City of Smithville Youth, Missouri, USA, September 2019
- AgFutures 2035 Conference, Perth, Australia, August 2019
- The Future of Urban Living Consultation, St George's House, Windsor Castle, UK, December 2018

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www.future-iq.com

DAVID BEURLE B.S.C. AGR CHIEF EXECUTIVE OFFICER

David Beurle is a world-renowned strategist, futurist, researcher and practitioner. As founder and CEO of Future iQ, David is a pioneer and expert in creating new and innovative future planning approaches for use in community, regional, industry, organizational and government settings. David has pioneered the application of scenario planning within regions, industry and corporations around the world. David created the Future Game™, a global planning and workshop tool that has been used in over 600 workshops across 10 countries. As CEO of Future iQ, David has led global projects across 4 continents and has written a number of foresight papers, which can be viewed at www.future-iq.com/foresight-research.

Having worked in the field of organizational and regional economic and community planning for over 20 years, his work has won numerous awards. David has the major role in all of Future iQ's projects as lead project manager. More details on David's work can be seen at www.davidbeurle.com.

RECENT PROJECT EXPERIENCE

- Lake Geneva Strategic Plan, Wisconsin 2025-2026
- Jasper Comprehensive Plan, Indiana 2025-2026
- Springfield 2051 Roadmap, Ohio, 2025-2026
- Vermont Conservation Plan, Vermont, 2025-2026
- New Hampshire Community Dev. Finance Authority Community Block Grant (CDBG) Update, 2025
- City of Pflugerville Strategic Action Plan, Texas, 2025
- Abbeville County Strategic Action Plan, South Carolina, 2024-2025
- Greenwood Comprehensive Master Plan, MO, 024-2025
- City of Sugar Land Strategic Action Plan, Texas, 2024-2025
- City of Traverse City Strategic Action Plan, Michigan, 2024-2025
- Lower Savannah Council of Governments, South Carolina, 2024-2025
- Keene Comprehensive Master Plan, New Hampshire, 2024-2025
- New England Regional Defense Industry Collaboration, New England, 2019-2025
- Lorain County Strategic Action Plan, Ohio, 2023 – 2024
- Madison F35 Community Connection, Wisconsin, 2023-2024
- City of Essex Junction Strategic Action Plan, Vermont, 2023 – 2024
- COSCOA Strategic Action Plan, Washington DC, 2023 – 2024
- Age Friendly MNTAP Grant, Minnesota, 2023-2024
- Trotwood Community Communications, Ohio, 2023-2024
- Park City Bonanza Park Planning, Utah, 2023-2024
- Littleton Comprehensive Economic Development Strategy, Colorado, 2023
- Unified Government Economic Development Strategic Plan, Kansas, 2023
- Vermont Future Forest Strategic Roadmap, Vermont, 2023-2024
- Transforming Tomorrow Together – Greater Mankato 2040, Minnesota, 2022-2023
- Flint Hills Regional Council Sustainability Plan and Roadmap, Kansas, 2023
- Smithville Schools District Strategic Plan, Missouri, 2023
- Florida Network Mapping, Florida, 2022
- Vision Romulus, Our Community, Our Future, Michigan, 2022
- Transforming Tomorrow – Greater Mankato, Minnesota, 2022
- Moab - Tomorrow Together, Utah, 2022
- The Future of Well Being Foresight Project, Minnesota, 2021-2022
- Envision East Central Iowa, Iowa, 2021-2022
- University City Community Vision, Missouri, 2021-2022
- Northern Forest Rural Tourism Academy, New England, 2021-2022
- City of Smithville Transportation Plan, Missouri, 2021-2022
- Town of Falmouth Vision & Values, Maine, 2020-2021
- The Middle Georgia Innovation Project, Georgia, 2020-2021
- City of Smithville Comprehensive Plan, Missouri, 2020
- Park City Community Vision & Strategic Action Plan, UT, 2019-2020
- NOHOA Community Survey 2019-2020
- ECC Medical/Well-Being Strategic Marketing Plan & Economic Development Plan, Minnesota, 2016-2019
- Tillamook County Strategic Vision & Action Plan, Oregon, 2018-2019
- National Association of Development Organizations, Washington, D.C., 2018-2019
- Future of Urban Living Think Tank, St Georges House, Windsor Castle, UK, 2018-2019
- Middle Georgia Regional Defense Industry Economic Diversification Project 2017-2018
- City of Coppell, TX, Community Visioning, 2018-2019
- Maine Woods, Tourism Impact Study, 2017-2018
- City of San Diego Defense Industry Economic Development Plan, California, US, 2016-2018
- North Coast, Oregon, Tourism Destination Management, 2018-2019
- New Hampshire Aerospace & Defense Consortium, Strategic Action Plan, 2017-2018
- Hilton Head Island, South Carolina, Community Visioning Project, 2016-2017
- University of MN, Future of Midwest Agriculture, 2016-2017
- Task Force LIMA Defense Initiative, Ohio, US, 2015-2017

RECENT PUBLICATIONS

- Greenwood Comprehensive Master Plan, 2025
- Keene 2025 Comprehensive Master Plan & Summary Report, 2025
- Abbeville County Strategic Action Plan, 2025
- CDFA CDBG Application & Program Guide, 2025
- COSCOA Strategic Action Plan Implementation Summary Report, 2025
- City of Pflugerville Strategic Action Plan, 2025
- City of Traverse City Strategic Action Plan, 2025
- Greenwood Community Vision, 2025
- City of Pflugerville Think-Tank Report, 2025
- Abbeville County Think-Tank Report, 2025
- City of Greenwood Think-Tank Report, 2025
- LSCOG Strategic Action Plan, 2025
- City of Traverse City Think-Tank Report, 2025
- City of Sugar Land Strategic Action Plan, 2025
- LSCOG Think-Tank Report, 2024
- Lorain County Task Force Actions Report, 2024
- Vision Keene Community Vision, 2024
- GreenSeam Five-Year Strategic Plan, 2024
- City of Sugar Land Think-Tank Report, 2024
- Vision Keene 20-Forward Think-Tank Report, 2024
- City of Essex Junction Strategic Plan, 2024
- City of Trotwood Community Communications Report, Plan and Toolkit, 2024
- The Future of the Vermont Forest Industry Strategic Plan, 2024
- COSCOA Strategic Action Plan, 2024
- Littleton CEDS Plan, 2024
- Lorain County Strategic Action Plan, 2024
- PlanKCK Economic Development Strategy, 2023
- City of Essex Junction Think-Tank Report, 2023
- Vermont Forest Future Think-Tank Report, 2023
- Flint Hills Regional Council Think-Tank Report, 2023
- Vision Romulus Strategic Action Plan Report, 2023
- Moab Vision & Strategic Action Plan, 2023
- Florida Adventure Travel Network Final Report, 2022
- Vision Romulus Think-Tank Report, 2022
- The Future of Wellbeing, Minnesota, 2022
- The Future of Manufacturing in Illinois, 2022
- Envision East Central Iowa Final Report, 2022
- University City Community Vision Final Report, 2022
- Town of Falmouth Vision & Values Final Report, 2022
- The Middle Georgia Innovation Corridor Report, 2021
- City of Smithville Parks & Recreation Master Plan, 2021
- The Holding Space: A Guide for Partners in Tribal Research, 2020
- The Future of Urban Living, 2019
- The Future of Tourism, 2018
- The Next Industrial Revolution, 2018
- The Future of Midwest Agriculture, 2017-2018
- The Future of Manufacturing, 2016
- The Future of Food, 2016
- Economics of Collaboration, 2015
- Cities of the Future, 2015

3.2 Courtney Powell, AICP, Planning Manager for WGI



Registrations

American Institute of Certified Planners, #029031, 2016

Education

Master of Arts, City and Regional Planning - Clemson University, 2014

Bachelor of Arts, Art History and Urban Studies - Furman University, 2012

Affiliations

American Planning Association Virginia – VP of Legislative and Policy Affairs

American Planning Association Maryland

National Agriculture Land Network

Urban Land Institute

National Trust for Historic Preservation

American Planning Association

Years of Experience

Total: 12

Office Location

Arlington, VA

*Prior to WGI

Courtney Powell, AICP

Courtney is a department manager at WGI, leading a talented team specializing in urban and community planning. She leverages her acquired academic knowledge and work experience from the private and public sectors to deliver a high standard of practice, ethics, and professional conduct to improve the quality of life for community stakeholders. With her extensive public planning and project management experience, she has facilitated several successful planning processes, open houses, and stakeholder groups in a collaborative and welcoming environment. Her passion for creating tailored processes and a sense of place drives her to find creative and implementable solutions.

Relevant Experience

- **Comprehensive Plan Update, City of Jasper, IN.** Project Manager
- **Beckley 2045 Comprehensive Plan, City of Beckley, WV.** Project Manager
- **Vision Keene 20-Forward Comprehensive Master Plan Update, City of Keene, NH.** WGI Team Project Manager
- **Vision Greenwood Comprehensive Master Plan, City of Greenwood, MO.** Project Manager
- **GVL2040 Comprehensive Plan, City of Greenville, SC.** Project Manager*
The project won the 2021 Outstanding Planning Project Award from the South Carolina Chapter of the American Planning Association.
- **Local Landmark Designation Text Amendment, City of Greenville, SC.** Project Manager*
- **West End Small Area Plan, City of Greenville, SC.** Project Management. Team Member*
- **Historic Resources Survey, City of Greenville, SC.** Project Manager*
- **Barnacle Historic State Park Boathouse and Dock, Florida Department of Environmental Protection.** Subject Matter Expert
- **Marjory Stoneman Douglas Historic House, Florida Department of Environmental Protection.** Subject Matter Expert
- **Drayton Hall Plantation, Charleston, SC.** Preservation and Archaeology Intern*
- **Design Review Board, City of Greenville, SC. Staff Liaison*** West End Small Area Plan, City of Greenville, SC. Project Management Team Member
- **Zoning Support Services, Fairfax County, VA.** Project Manager
- **Planning On-Call Services, Prince William County, VA.** Project Manager
- **Economic Development and Land Use Study, Carroll County, MD.** Project Manager
- **Fiscal Impact of Growth Study, Maryland-National Capital Park and Planning Commission, Prince George's County, MD.** WGI Team Project Manager
- **Fiscal Impact Analysis Annual Consulting Services, Gwinnett County, GA.** WGI Team Project Manager
- **Comprehensive Plan Support Services, Seminole Tribe of Florida, FL.** Planner



3.3 Jon Stover, Managing Partner, JS&A



Jon Stover
Managing Partner

Project Role: Director

Education

*University of Pennsylvania
Masters of Urban Planning
School of Design*

*Certificate in Real Estate Development,
Wharton School of Business and
School of Design
(Joint Program)*

Speaking Engagements

*"Using Existing and Newly Emerging
Data to Understand COVID-19's Impact
and Prepare for Your Main Street's
Post-Pandemic Future," Main Street
Now (2021)*

*"Tips for Measuring the Impact of Your
Program." Downtown Pennsylvania
Conference, Pennsylvania Main Streets
(2019)*

*"Building Resiliency on Main Street."
Main Street NOW, Seattle (2019)*

*"Breaking the Black Box of Economic
Impact." Main Street NOW, Seattle
(2019)*

*NPR's All Things Considered, Guest
Interview (2018)*

*"Using Data to Bolster Decision
Making." Tennessee Retail Summit,
Tennessee Main Streets (2018)*

*"Quantifying the Nighttime Economy in
Your City." Sociable City Summit, New
Orleans (2018)*

*"Local and National Retail Trends: How
Can We Help Businesses Compete Now
and In the Future." DC Main Street
Executive Director Training (2018)*

Jon Stover, born and raised in Rochester, New York, is the founder and Managing Partner of JS&A. He is an expert in economic analysis pertaining to public-private economic development initiatives, with a particular expertise in evaluating and supporting Main Street economies. He specializes in real estate market analysis and economic development strategies. Jon has secured, planned, and directed hundreds of projects working for and partnering with county agencies, city departments, community groups, non-profit organizations, neighborhood stakeholder organizations, real estate developers, and private business owners.

Relevant Project Experience

Red Bank Comprehensive Plan and Small Area Plan | Red Bank, TN
City of Red Bank

2030 Smithville Comprehensive Plan | Smithville, MO
City of Smithville

Keene Comprehensive Plan | Keene, NH
Town of Keene

Downtown Middlebury Master Plan | Middlebury, Vermont
Town of Middlebury

Short North Arts District Market Analysis and Enhancement Strategy | Columbus, Ohio
Short North Alliance

Wisconsin Dells Entertainment Facility Feasibility and Impact | Wisconsin Dells, WI
Wisconsin Dells Visitor and Convention Bureau, Wisconsin Dells Festivals, Inc.

Maryville Downtown Master Plan | Maryville, Tennessee
City of Maryville

Lake Worth Arts and Cultural Master Plan | Lake Worth Beach, Florida
Lake Worth Community Redevelopment Agency

Impact of Portland's Historic District Ordinance | Portland, Maine
City of Portland

Impact of COVID-19 on Barracks Row Businesses | Capitol Hill, Washington, DC
Barracks Row Main Street

Sodus Point Market Analysis and Retail Attraction Strategy | Sodus Point, New York
Village of Sodus Point

Reunion Square Market Analysis, Community Benefits Assessment and Tax Revenue Analysis | Washington, DC | Four Points LLC

Windsor-Osborne Small Area Plan Market Analysis | Brookhaven, Georgia
City of Brookhaven

Kingston Arts and Cultural Master Plan and Economic Development Strategy | Kingston, New York | City of Kingston

1000 Lake Ave Development Feasibility and Positioning | Lake Worth Beach, Florida
Lake Worth Community Redevelopment Agency

4.0 Relevant Experience

As requested in the RFP, below are three comparable projects including name of the municipality, description of services, and current status of the plan. The team members for these plans have worked together on all of these plans. Please click on the links where available to access project portals, materials, and reports. Additional examples are available upon request.

4.1 City of Keene, New Hampshire (March 2024 – August 2025)

[Vision Keene 20-Forward Comprehensive Master Plan](#)

In partnership with JS&A and WGI, this Future iQ-led project took place in two phases, beginning with the renewal of Keene's Community Vision. The 18-month process resulted in an updated Community Vision, Community Snapshot, and Comprehensive Master Plan that will guide the community's decision-making for the next 15 years.



4.2 City of Greenwood, Missouri (Sept 2024 – Sept 2025)

[Comprehensive Master Plan](#)

Future iQ, in partnership with JS&A and WGI, were contracted for a 12-month visioning and comprehensive master planning project that resulted in a new forward-looking Greenwood Community Vision, Community Snapshot, and a Comprehensive Master Plan that will guide the community's city-wide decision-making through to 2035.



4.3 City of Jasper, Indiana (Ongoing; August 2025 – July 2026)

[Comprehensive Plan](#)

The City of Jasper has embarked on a 14-month comprehensive master planning process that will update its 2019 Comprehensive Plan. The City anticipates the new Plan will express a progressive vision that promotes thoughtful, managed growth and development, promotes the health, safety and welfare of the community and continues to position Jasper as a regional hub of economic and social activity. The final Comprehensive Plan is in draft form and expected to be posted to the project portal in May 2026.



5.0 References

Below are five references that may be contacted for this project. Additional references are available upon request.

Keene, New Hampshire (2024-2025) Vision Keene 20-Forward Comprehensive Master Plan Future iQ, WGI and JS&A Reference	Mari Brunner, Senior Planner City of Keene 3 Washington Street Keene, NH 03431 Tel: 603-352-5440 Email: mbrunner@keenenh.gov
Greenwood, Missouri (2024-2025) Comprehensive Master Plan Future iQ, WGI and JS&A Reference	Steven Larson, City Administrator City of Greenwood 709 W. Main Street Greenwood, MO 64034 Tel: 816-537-6969 ext. 106 Email: slarson@greenwoodmo.com
Jasper, Indiana (Current Project; 2025-2026) Comprehensive Plan Future iQ, WGI and JS&A Reference	Josh Gunselman Director Community Development/Planning City of Jasper 610 Main Street Jasper, IN 47547 Tel: 812-482-4255 Email: jgunselman@jasperindiana.gov
Smithville, Missouri (2019) Vision and Strategic Action Plan ; Comprehensive Plan (2019-2020) Smithville Parks & Recreation Master Plan (2021) Smithville Transportation Master Plan (2021-2022) Future iQ and JS&A Reference (Comp Plan and Parks & Rec Plan)	Cynthia Wagner City Administrator City of Smithville 107 W. Main Street Smithville, MO 64089 Tel: 816-532-3897 Email: cwagner@smithvillemo.org
Edina, Minnesota Vision Edina (2014-2015) Nodes and Modes (2017)	Scott Neal, City Manager City of Edina 4801 W. 50 th Street Edina, MN 55424 Tel: 952-826-0401 Email: sneal@edinamn.gov

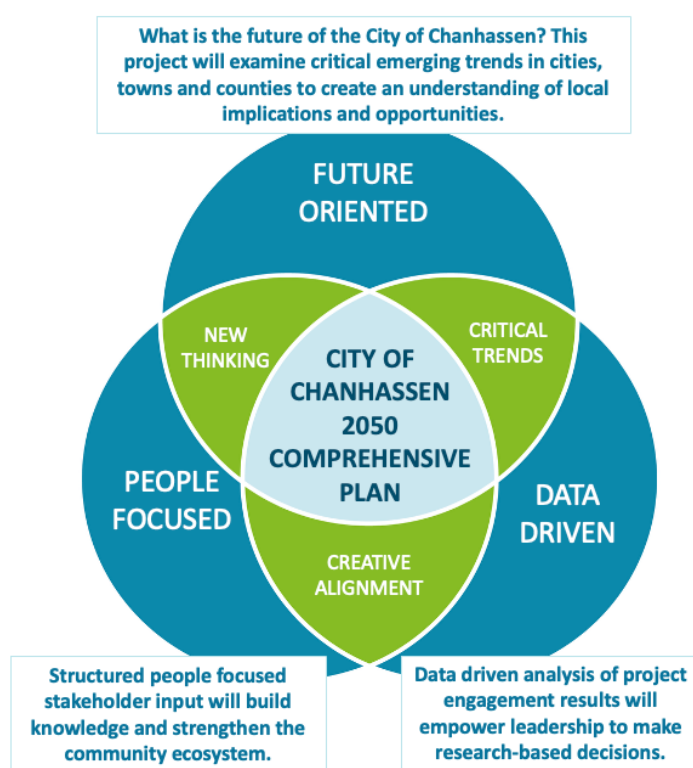
6.0 Project Understanding and Approach

6.1 Methodological Approach

Future iQ, JS&A, and WGI bring global and national perspectives to visioning and comprehensive planning that are invaluable to local interests. For the City of Chanhassen this means access to a wealth of knowledge and experience in the development of planning initiatives for cities, counties, organizations, regions, and global corporations in both rural and urban areas. This project team will use this experience to guide and inform this project and will work with Chanhassen leadership to develop comprehensive, future-oriented, sustainable, and implementable recommendations and goals to support Chanhassen's 2050 Comprehensive Plan. These actions will balance priorities across the important dimensions specific to Chanhassen and incorporate future-focused, innovative global and local best practices.

Our planning methodology is based on three primary principles:

- A **'future orientation' principle** is particularly important to take account of rapidly emerging environmental, technological, and societal trends.
- The **'data driven' principle** ensures our plans are built on solid research and information. Presentation of the quantitative survey and Think-Tank findings are presented using data visualization platform where results can be filtered and viewed in a myriad of ways.
- The **'people focused' principle** is important to build support for the vision and goals, and to harness the best possible input into actionable plan formulation.



6.1.1 Community and Stakeholder Engagement Plan

[Engagement](#) and transparent communication are cornerstones of this team’s comprehensive planning methodology. Future iQ has facilitated visioning and planning projects for over 20 years on a global scale, and has led the development of several innovative engagement tools and techniques such as [scenario-planning](#), [data visualization](#), [customized foresight research](#), and [The Future Game](#). We have used our methodologies across multiple settings and have built a reputation for a hands-on, people-focused, and highly customized approach to our projects.

The **Community and Stakeholder Engagement Plan** for this project will be tailored and highly customized to fit the unique needs of Chanhassen. The project team will ensure the planning process is open and accessible to stakeholders, and that multiple opportunities exist to provide input in a variety of formats. We will work closely with Chanhassen staff to design a variety of engagement and outreach approaches to ensure participation by a broad and deep cross section of the city’s community members and stakeholders, including those who don’t usually participate in the civic process.

6.1.2 Scenario-Based Think-Tank Methodology

The Future iQ project team uses a [scenario planning](#) approach to visioning and comprehensive planning, with a dedicated two-session Think-Tank workshop. The Think-Tank creates scenarios that are not predictions but will, through the Think-Tank process, produce four plausible futures for the City of Chanhassen. Key aspects and features of the approach include:

- The Think-Tank results will be instrumental to the end of the project. The process is inclusive, easily scalable, and can draw input from all cohorts of the city’s community ecosystems.
- It is front loaded with a presentation of key future trends that relate to Chanhassen and the results from the Community Survey.
- Participants discuss the key drivers that are important to the city’s comprehensive planning process. These key drivers are then ranked with the Think-Tank participants relating to importance and urgency.
- The Scenario Matrix is developed by Future iQ from the first part of the Think-Tank.
- Four plausible scenarios are developed in the later stages of the Think-Tank. This allows stakeholders to visualize different possible futures for Chanhassen.
- Scenario names and descriptions are described by the Think-Tank participants.
- The expected, preferred, and least desired futures are produced and uploaded to the Chanhassen project portal.
- The scenario-planning process illustrates the interconnectedness of planning processes and encourages more holistic planning.
- The journey from the expected future to the preferred future is then pursued by building out the steps to get there in the Comprehensive Plan.

There are several important design principles to the proposed visioning and planning approach, including:

- **Strong collaborative and inclusive people-focused approach.** The long-term success of this project will be dependent on building strong collaboration among the city's various stakeholders. The development of this type of 'eco-system' needs to be built in upfront in the planning stages of the project with a conscious effort to build on points of consensus to create a common vision for Chanhassen.
- **Future oriented.** Building a city-wide shared vision will be critical for Chanhassen. To develop an agreed upon vision and plan, stakeholders will need clarity and a common understanding of the drivers impacting the city's operations.
- **Data driven approach, including data visualization.** Our experience suggests that projects like this are most successful when built on transparent data driven approaches, inclusive of as many stakeholder voices as possible.
- **Project management and communication strategy.** Building the systems and communication methods to ensure compliance and timely delivery are important features of our project management.

For Chanhassen, the Think-Tank process can further examine circumstances including:

- What makes Chanhassen unique and how can the city use these characteristics to prepare for the future?
- How will stakeholder preferences fit into this vision and how will their evolving demographics be incorporated into the new vision?
- How should funds be invested and leveraged to build resiliency for Chanhassen?
- How does Chanhassen fit into the larger statewide ecosystem?
- What are the specific strategic gap and growth areas for Chanhassen and does previous planning address those areas?
- How may financial/budgetary issues on the state level impact Chanhassen and how can the city prepare for potential budget challenges?
- What unique hurdles might the city face, and how do we build collaborative approaches and structures to ensure continued successful programs and services for its community members and stakeholders?
- Where is there opportunity or need to evolve or change? Where is there an appetite for change, and where might there be resistance to change?
- What is the story stakeholders want to tell, and what future do they want for the city?

The methodology being proposed by the project team in this proposal is more in-depth than a SWOT analysis and will allow community members and stakeholders to tackle these questions in an engaging and thought-provoking manner. Following the Think-Tank, Future iQ will produce an in-depth **Chanhassen Think-Tank Report**. This will then lead to the clarification of the emerging vision and focus areas that will serve as a foundation for the Chanhassen 2050 Comprehensive Plan.

6.1.3 Data Visualization

Data collection and development from surveys provides an inclusive process and a comprehensive understanding of community and stakeholder views and where points of consensus lie. Future iQ will use an interactive online **Lab Portal (website)** to collect and display community survey results. For examples, please see <http://lab.future-iq.com>. This approach provides a fun and engaging way to give transparent feedback to participants while at the same time exploring issues and views across community ecosystems.



Data visualization allows individual stakeholders to see where they fit into community perspectives.

The comprehensive planning process for Chanhassen includes surveys that will reach as many community members and stakeholders as possible. Future iQ's **data visualization** allows viewers to sort and filter the data by cohort group, revealing sentiments by cohort filters such as city affiliation, neighborhood, age, etc. The Lab also serves as a central location where stakeholders can go to find updated project information and notices. This project team prioritizes ensuring our content, analysis, and findings are easy to understand and approachable for all audience types. This helps make sure that our engagement reaches a wide variety of community members and conversations can dive deep regardless of participants' familiarity on the topic. The comprehensive planning process is an important time for Chanhassen. By leveraging data visualization and easy-to-follow content, we draw higher participation rates and more meaningful conversations.

6.1.4 Communications Plan

Communications are integral parts of this team's methodologies. We take care to provide project information to stakeholders that is approachable, accurate, and sensitive to local concerns. Our communications involve both digital and traditional methods to include as broad an audience as possible. We work closely with our clients to maintain regular communications for the duration of the project. It is our experience that consistent and easily accessible project communications add to the transparency of the process and encourage active participation.

At the beginning of each project, the project team will build a project narrative and overall communications plan. We then establish an editorial calendar for social media posts, emails, ad copy, graphics, articles, videography, and any other assets that can be used by our clients. We will also supply newsletter articles for any publication that goes out to the community and stakeholders and press releases as needed.

A key part of our communications plan is the distribution of information via the associated customized project portal (website). The **project portal** serves as a central location where community members and stakeholders can go to find updated project information, participate in discussion boards, take surveys, view survey results and data visualization, reports, and notices. The portal provides a fun and interactive way to give transparent feedback to participants while at the same time exploring issues and views across an organizational or community ecosystem. Visit lab2.future-iq.com for examples. Note the project portal has a translation feature that may be turned on by users to translate the portal into many languages.

6.2 Detailed Process Plan and Approach

We understand that the comprehensive planning process for the City of Chanhassen is a unique opportunity to engage the community in defining the city’s vision for the future of its community members and stakeholders. This Comprehensive Plan will unify the community, build sustainability and resiliency, and align resources throughout Chanhassen. The scope of work outlined in the RFP will be included in the proposed project plan and incorporated into the four phases outlined below.

Proposed Project Plan:



6.2.1 Phase 1: Initial Planning and Assessments

This project will begin with meetings between project team members and city staff to clarify expectations and to establish a final **project plan and schedule** that provides a detailed explanation of the overall project design and more clearly defines roles, tasks, timelines, and responsibilities throughout the life of the project. The project's **Engagement Plan** will be a detailed plan outlining the specific community and stakeholder engagement activities to occur throughout the project. The engagement plan for this project will be flexible and tailored to fit the diverse needs of Chanhassen's many stakeholder groups and will seek to engage underrepresented groups.

The initial planning and project set-up invites participation, creates anticipation, and sets the tone for the planning process.

The project team will conduct background research consisting of a thorough **review and assessment** of existing data and materials exploring impacting trends and current city environment, plans, and policies. This will help to build an understanding of those strategic directions already established and to identify progress made towards those objectives. This assessment and analysis will also help project team members to build a firm understanding of the existing conditions, accomplishments, goals, and priorities of the city. The compiled information will be published in an **Existing Conditions Report**.

During Phase 1, Future iQ will also create a unique online [project portal](#). The project portal serves as a central location where community members and stakeholders can go to find updated project information, take surveys, view survey results and data visualization, reports, and notices. The portal is a critical piece of the project's transparent **Communications Plan** that will include marketing, unique project branding, materials, and other methods (such as social media posts and tiles, newsletter articles, etc) necessary to increase recognition, build credibility and deepen understanding of the project's engagement process, its objectives, and outcomes within the community. Communications will involve both digital and traditional methods to reach as broad an audience as possible. The project team will also work closely with the city's internal staff to coordinate communications in accordance with the city's desired brand and voice.

As part of our **Project Management**, the project team will schedule **weekly project progress meeting** calls with our city staff contact throughout the duration of the project. It is our firm belief that regular communications and status updates keep communication lines open and add to the transparency of the planning process. We will also facilitate regular updates with city commissions and City Council throughout the duration of the project.



Existing Conditions Report

Deliverables from Phase 1 will include:

- Detailed work plan and schedule
- Create online project portal; project branding
- Engagement and Communications Plans
- Assessment of existing plans, trends, and conditions; Existing Conditions Report
- Weekly meetings, city commission and City Council briefings

RFP requirements addressed by deliverables in Phase 1:

- Project management plan with milestones, schedule, meeting agendas and minutes.
- Detailed Community Engagement Plan and summary reports.
- Project specific webpage (project portal).
- Community engagement strategy, including content for city website and social media and newsletters.
- Data collection and analysis (Existing Conditions Report)

6.2.2 Phase 2: Community and Stakeholder Engagement

The project team will begin Phase 2 with **key stakeholder interviews** to gather personal insights and thoughts on the current conditions and future aspirations for Chanhassen. This is intended to provide additional background information for the project team, and to promote the city-wide comprehensive planning process on the project portal. The interviews will familiarize stakeholders with the project team and ensure ‘buy in’ on the planning process from the start.



Scenario development will allow community members to explore future directions and to visualize possible futures for the city.

During Phase 2, the project team will also launch the **Community Survey** that will assess community needs, analyze stakeholder sentiment, and assess appetite for change and future readiness. The project team will work closely with city staff and leadership to distribute the survey as widely as possible. Both digital and hard copy versions will be made available. The results of the survey will be posted on the project portal using a **data visualization platform**.

This project team specializes in studying and understanding larger emergent trends and influences that are re-shaping both rural and urban areas. This future-oriented lens guides Phase 2 as it creates the building blocks of the community vision for Chanhassen using a scenario-based visioning methodology. Using trend research, industry analysis, and expectations about city and regional drivers, this methodology will enable stakeholders to explore the impacts and consequences of a range of different future paths as they participate in a two-session in-person Chanhassen [Think-Tank Workshop](#).

The methodology being proposed is more in-depth than a SWOT (strengths, weaknesses, opportunities and threats) analysis and will lead to the clarification of a preferred vision and

preliminary focus areas for the city that will serve as the foundation for the Chanhassen Comprehensive Plan. The results from the survey and Think-Tank will be compiled in the **Chanhassen Think-Tank Report** and posted on the project portal.

Following the Think-Tank, the project team will facilitate **community visioning workshops**. These one-hour workshops will seek input from community members and stakeholders on the preferred vision that emerged from the Think-Tank process and to begin to build the key strategic focus areas for the community as the project moves into the comprehensive plan development phase.

Deliverables from Phase 2 will include:

- Community Survey
- Key stakeholder interviews
- Data visualization on project portal
- Chanhassen Think-Tank Workshop
- Chanhassen Think-Tank Report
- Community Visioning Workshops

RFP requirements addressed by deliverables in Phase 2:

- Conduct online engagement and surveys.
- Creative community engagement efforts including attendance at local events, meetings with other governmental agencies (interviews), and other in-person engagement.



Sample Think-Tank and Community Vision Reports

6.2.3 Phase 3: Plan Development

Following the community visioning and engagement phase, the project team will facilitate a **Roundtable Work Session** with city staff and leadership to develop the Strategic Pillars that emerge from the preferred vision for the community. These Strategic Pillars will form the foundation for the comprehensive planning process as the team builds out the specific plan elements of the Comprehensive Plan.



Chanhasen's Comprehensive Plan implementation strategies will be rooted in the community's preferred vision for the future.

Once the Strategic Pillars are established, the team will facilitate a [Future Summit](#) with an interactive mapping exercise to gather public input on the strategic framework for the comprehensive plan and to encourage community members and stakeholders to sign up to participate in **Task Forces** that help to develop the elements of the comprehensive plan. The information from the visioning process, the Roundtable Work Session and the Future Summit will be compiled in a **Community Vision Report**.

Our project team will work together to assess the current conditions from the [Existing Conditions Report](#) to understand the community's shared vision for the future, and work with the Task Forces to identify goals, needs, and opportunities. This analysis and conversations will allow our team to work collectively with the stakeholders to ensure findings and recommendations are appropriate and aspirational yet achievable looking out to 2050. **Online discussion boards** around important community topics will also be posted on the project portal to further encourage dialogue and community input.

Phase 3 will involve synthesizing all data from the visioning process, surveys, community stakeholders, Task Forces, and other sources to support the first draft of the Plan's chapters and recommendations. During this phase, our team will work collectively with the city's staff and leadership to develop a framework to guide decision-making for future land uses. This decision-making framework will allow our team to assess the opportunities, strengths, weaknesses, and threats of different land use scenarios. Understanding that future land uses will generate differing fiscal implications on the city, this approach helps develop the reasoning and rationale for these decisions and balances community sentiment. We intend to work collectively with the city staff and leadership to understand the broader impacts associated with decision options and will work collaboratively through this process. Generating this framework and incorporating the city's expertise on municipal costs allows for meaningful and exciting conversations with city leadership and community stakeholders, adding a layer of meaning to our recommendations.

This phase also includes developing a draft of the **Future Land Use Map** – a foundational element of the Comprehensive Plan. Our process for developing the Future Land Use Map consists of the following steps:

- In-depth conversations with appropriate city staff members to understand current development patterns, areas targeted for development prior to the comprehensive planning process, and present and projected service areas of public infrastructure.

- Leverage the decision-making framework generated during this phase to provide recommendations and scenarios for the Future Land Use Map – articulating the implications of different scenarios.
- Interim draft(s) of the Future Land Use Map reflecting various future and targeted development scenarios. We intend to work through these initial drafts and options with city staff and gain appropriate feedback.
- Generating online StoryMap highlighting areas of change to easily allow community members to understand the proposed Future Land Use Map while creating an exciting engagement tool for stakeholders.
- Eliciting public feedback and commenting digitally through the portal, in conversations during Task Force meetings and presentation(s) and publicly posting the Future Land Use Map in City Hall or another appropriate location.
- Obtaining existing GIS shapefiles. This will allow us to build upon the existing geospatial data of the City and/or county, allow for current and future land use calculations, and provide the final Future Land Use Map as a shapefile for the city.

City staff and leadership, Task Force members, and community stakeholders will be able to review content on the project portal throughout the planning process to ensure that the Comprehensive Plan update reflects the desire and intent of the community and best practices. The Final Future Land Use Map will be provided as part of the final Comprehensive Plan. A **Prioritization Survey** will be distributed to community stakeholders and Task Force members to set the priorities for the Comprehensive Plan. For this project, it will be especially important to obtain input from the key actors in relevant agencies, public officials, State and local community and economic development, and industry leaders.

Final steps in Phase 3 will involve creating the Implementation Matrix included as the final chapter of the Chanhassen 2050 Comprehensive Plan. This implementation matrix provides the framework for achieving the community's vision. Organized by the Plan Elements required by the Met Council, the matrix highlights implementation strategies, or action steps, for each of the identified goals. Key stakeholders, relevant stakeholders and players, priority, and timeframe are included for each action step to guide the coming years' implementation process. This framework encourages accountability to make the community's vision a reality, and it will be inclusive of all stakeholders, reflecting the notion that the Comprehensive Plan is both the city and the community's document.

StoryMaps

Our team values clear communication that prioritizes helping stakeholders understand the current conditions and opportunities for the future. In many communities, undertaking a comprehensive planning effort is a new experience for many residents, and many community residents may not understand land planning realities and terminology related to density, protected areas, and development patterns. We believe all stakeholders should be equipped to participate in conversations and understand the discussions and implications. We are excited to incorporate interactive digital StoryMaps into our Project Lab Portal. Our StoryMaps function as exploratory websites where stakeholders can scroll through annotated and interactive maps and

satellite imagery. We believe StoryMaps are optimal over drone footage for this planning purpose. A short **survey** can be included with the StoryMap. Here are a few examples of prior completed StoryMaps:

- [Keene Comprehensive Plan StoryMap & Land Use Map](#)
- [Greenwood Comprehensive Master Plan StoryMap](#)
- [Jasper Comprehensive Plan StoryMap](#)
- [Smithville Comprehensive Plan Future Land Use Changes StoryMap](#)
- [Smithville Comprehensive Plan Visioning Character Areas StoryMap](#)
- [Smithville Parks and Recreation Planning StoryMap](#)
- [Littleton Comprehensive Economic Development Strategy StoryMap](#)



Mapping Jasper's Future: Comprehensive Plan Update

Jasper Comprehensive Plan

Project Update
March 16, 2026

Deliverables for Phase 3 include:

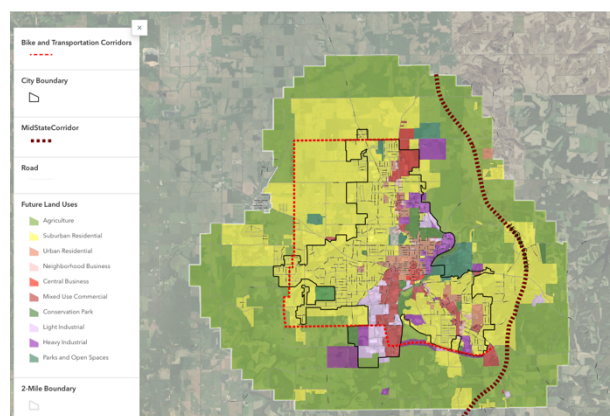
- Roundtable Work Session to develop Strategic Pillars
- Future Summit to gather public input; mapping exercise
- Community Vision Report
- Discussion Boards
- Technical analysis and case studies
- Task Force meetings to establish goals and strategies for each chapter; all Task Force meeting
- Develop Storymap and Future Land Use Map
- Comprehensive Plan Prioritization Survey
- Draft Plan with Implementation Matrix

RFP requirements addressed by deliverables in Phase 3:

- Draft and final chapters with presentation of draft chapters to city staff, commissions and Council.

Mapping Jasper's Future: Comprehensive Plan Update

Explore the interactive map below to see how Jasper's vision for the future takes shape across the city.



6.2.4 Phase 4: Final Plan, Presentation and Review

Final steps in the planning process will gather input on the draft plan from city staff and leadership, Task Forces, and the public. Community members will have the opportunity to view the draft framework at a **Public Future Summit Open House** presentation, facilitated by the Project Director. This will include a review period where the draft Plan is submitted to the Met Council, made available for comment on the project portal, and a hard copy will be made available at City Hall. Project team members will also use this opportunity to work with the city and others to make sure the implementation strategy plans for fiscal sustainability by developing realistic, achievable targets. After review by the Met Council and adjacent and affected jurisdictions, the final Plan will be updated with the understanding that it must be adaptable to current conditions over time including considerations for the next planning process. As requested in the RFP, the project team will also prepare a ‘Readers Digest’ short form version of the fully adopted 2050 Comprehensive Plan.

Our team will work with the City of Chanhassen and the necessary agencies in Minnesota to ensure that the **final Chanhassen’s 2050 Comprehensive Plan** satisfies all comprehensive plan requirements by the Met Council and State of Minnesota and that recommendations align with any relevant state growth management plans.

Accountable Implementation

Importantly, the Future iQ, JS&A, and WGI project team values creating plans that are action-oriented and implementable to ensure that our clients have the ability to incrementally execute decisions over time to achieve the desired collective vision. Our philosophy follows the American Planning Association’s latest standards for Comprehensive Plans. We will ensure that Chanhassen’s Comprehensive Plan will be best positioned for implementation by understanding the collective community goals and vision, developing objectives that support these goals, focusing policies to guide decision making, and articulating actions to carry out the Comprehensive Plan.



Deliverables for Phase 4 include:

- Draft Comprehensive Plan for review by city staff, commissions and Council; revisions incorporated
- Future Summit Open House presentation of the Chanhassen 2050 Comprehensive Plan
- Review period and Adoption of the Comprehensive Plan

RFP requirements addressed by deliverables in Phase 4:

- Draft and final 2050 Comprehensive Plan, including attendance at City Council and relevant City Commission meetings, presentations to the Planning Commission and City Council.
- ADA compliant full 2050 Comprehensive Plan document, including a short version of the Plan.

7.0 Project Schedule

This Work Plan reflects the relative emphasis of activity. Work on several of the key deliverables will occur in parallel to allow the phases to be completed within the project’s 12-18 month timeline. We will work with Chanhassen staff to create a schedule that incorporates the specific needs of the city and remains flexible over the course of the project.

Key Phases	Key Deliverables	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N
Phase 1: Initial Planning and Assessments	Detailed Project Plan and schedule																			
	Online project portal; project branding																			
	Engagement and Communication Plans																			
	Existing Conditions and Trend Analysis; Existing Conditions Report																			
	Project Management/Planning Meetings																			
Phase 2: Community and Stakeholder Engagement	Key stakeholder interviews																			
	Community Survey																			
	Data visualization on portal																			
	Chanhassen Think-Tank Workshop																			
	Chanhassen Think-Tank Report																			
	Community Visioning Sessions																			
Phase 3: Plan Development	Roundtable Work Session to develop Strategic Pillars																			
	Future Summit to gather public input																			
	Community Vision Report																			
	Discussion Boards																			
	Technical analysis and case studies																			
	Task Force meetings to establish goals and strategies for Comp Plan chapters; all Task Force meeting																			
	Develop Future Land Use Map and StoryMaps																			
	Comprehensive Plan Prioritization Survey																			
	Draft Plan with Implementation Matrix																			
Phase 4: Final Plan, Presentation and Review	Draft Plan w/Summary for review by city & Council; revisions incorporated																			
	Future Summit Open House presentation of Chanhassen 2050 Comprehensive Plan																			
	Review and Adoption of Plan																			
Ongoing	Weekly meetings with client liaison																			
	Project portal updates																			
	Engagement and Communication Plans ongoing delivery																			

8.0 Cost Proposal

The Future iQ project team operates on a **fixed-price delivery** with projects that are delivered on-time and on-budget. The fees below include all travel, accommodation costs and overheads for the Project Director and all team staff. We assume that the city will provide venues for workshop sessions and presentations, as required. **Please note that our fees and project plan are flexible and easily scalable depending on the needs of Chanhassen.**

Key Phases	Key Deliverables	Proposed Costs
Phase 1: Initial Planning and Assessments	- Detailed project plan and schedule - Create online project lab portal; project branding - Engagement and Communications Plans - Assessment of existing plans, trends, and conditions; Existing Conditions Report	\$1,000 \$4,000 \$2,000 \$5,000
Phase 2: Community and Stakeholder Engagement	- Key stakeholder interviews - Community Survey - Data visualization on portal - Chanhassen Think-Tank Workshop - Chanhassen Think-Tank Report - Community Visioning Sessions	\$2,000 \$3,000 \$3,000 \$10,000 \$5,000 \$6,000
Phase 3: Plan Development	- Roundtable Work Session to develop Strategic Pillars - Future Summit to gather public input - Community Vision Report - Discussion Boards - Technical analysis and case studies - Task Force meetings to establish goals and strategies for each chapter; all Task Force meeting - Develop Future Land Use Map and StoryMaps - Comprehensive Plan Prioritization Survey - Draft Plan with Implementation Matrix	\$3,000 \$6,000 \$4,000 \$4,000 \$14,000 \$16,000 \$10,000 \$3,000 \$12,000
Phase 4: Final Plan, Presentation, and Review	- Draft Plan w/Summary for review by city staff, commissions and Council; input incorporated - Future Summit Open House presentation of the Chanhassen 2050 Comprehensive Plan - Review and Adoption of Comprehensive Plan	\$3,000 \$3,000 \$0
Ongoing	Ongoing Project management/Planning meetings	\$6,000
TOTAL	FIXED PRICE PROPOSAL	\$125,000

Proposed payment schedule:

- 25% at completion of phases 1, 2, 3 and 4

City Council Item

May 18, 2026



Item	Approve Contract for Collection of Yard Waste Pickup Services	
File No.		Item No: D.9
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Eric Maass, Community Development Director	
Reviewed By		

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council approves the Contract for Collection of Yard Waste Pickup Services with Minnesota Topsoil."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

The city issued a Request for Proposals (RFP) from qualified yard waste contractors to collect yard waste from the Public Works Facility in Chanhassen. RFP submissions were due by May 1, 2026. The RFP was sent directly via email to four contractors, and one submission was received from Minnesota Topsoil located in Carver, MN. City Staff reached out to cities that the contractor has serviced in past years and received positive feedback about their ability to respond to pick-up requests in a timely manner and had no concerns with quality of work and overall communication with Minnesota Topsoil. Chanhassen residents will still be able to drop off all the same materials which include wood of any diameter, noxious weeds and EAB infested wood.

BACKGROUND

The yard waste drop-off site located at the Public Works Facility in Chanhassen has been an

increasingly popular resource where residents can drop off brush, leaves, grass clippings, and more. In 2023, just over 400 Tons of material were collected, and that amount jumped to nearly 760 tons in 2025. City Staff has been working with Dakota Prairie Composting Facility, previously known as SMSC, as a professional service to collect yard waste on an as needed basis in previous years. We expect to see the collection amounts rise as the impacts due to EAB continue to rise as well as the number of residents utilizing this resource increases.

Pricing for collection services has become more competitive between yard waste sites due to the increased efficiency in equipment and composting processes. The City of Chanhassen is a recipient of grant funding from Carver County Environmental Services which reimburses some of the costs incurred from the yard waste site. The grant in which the financial support comes from requires the city to seek out bids for activities that exceed \$5,000. The county's requirements in addition to the increased competitiveness in pricing and resources spent on this site triggered the need for the contract for yard waste collection services. Maintaining a contract will ensure the best pricing and facilitate a more streamlined process for yard waste collection at the Public Works Facility.

DISCUSSION

BUDGET

The RFP listed the budget as a not to exceed amount of \$35,000 paid out of the budget code 101-1425-4300. Invoices will be paid out on an as-needed basis, which is anticipated to be 3 to 4 times throughout the lifetime of the contract.

RECOMMENDATION

Staff recommends approval of the contract as presented.

ATTACHMENTS

[2026 RFP Yard Waste Services](#)

[11.1 Minnesota Topsoil Contractor Information](#)

[11.2 Minnesota Topsoil Pricing Table](#)

[Contract for Goods and Services](#)

Request for Proposal
For
Yard Waste Collection Services

For the
City of Chanhassen,
Minnesota



City of Chanhassen
7700 Market Blvd, PO Box 147
Chanhassen, MN 55317

April 15, 2026

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- I. REQUEST FOR PROPOSAL
- II. DESCRIPTION OF WORK
- III. SCOPE OF SERVICES
- IV. SUBMITTAL REQUIREMENTS
- V. SELECTION CRITERIA
- VI. CITY-CONTRACT AGREEMENT
- VII. PROPOSAL FORMS
 - 11.1 Contact Information
 - 11.2 Pricing Table

EXHIBITS:

- A. CITY-CONTRACTOR AGREEMENT

I. Request for Proposal:

- A. The City of Chanhassen, Minnesota (City') desires to retain a qualified Contractor ('Contractor') for transportation and processing yard waste collected from the Chanhassen Public Works Facility.
- B. Interested Contractors must submit a proposal including all required information outlined in this RFP.
- C. Proposal **submittals must be received by Friday, May 1st at 4:30 pm** by email (jmarsh@chanhassenmn.gov) or hard copy to the office listed below:

Ms. Jamie Marsh
Environmental Resource Specialist
City of Chanhassen
7700 Market Blvd., PO Box 147
Chanhassen, MN 55317

- D. The City reserves the right to reject any or all proposals. City staff will evaluate submissions and provide a recommendation to the City Council.
- E. All inquiries or contacts related to this RFP are required to be made exclusively through Jamie Marsh, Environmental Resources Specialist by email at jmarsh@chanhassenmn.gov.

II. Description of Work:

The City of Chanhassen desires to contract with a qualified Contractor for collecting yard waste and transporting it to a licensed facility where it will be processed. The purpose of this Request for Proposal is to establish a contract with a qualified Contractor who can provide all necessary transportation, supervision, labor, licenses, tools, equipment, services and expertise to perform contractual services.

The contract will commence on May 18, 2026, and terminate on December 31, 2026, unless terminated sooner in accordance with the provisions contained in this proposal. The city reserves the option, under the terms of the agreement with the contractor, to extend the contractor for a one (1) year period. An adjustment to account for inflation and fuel prices may be included in the contract extension. Both City and Contractor must agree to such terms in writing.

III. Scope of Services:

- The Contractor agrees to provide servicing for the removal of yard waste from the Chanhassen Public Works Facility located at 7901 Park Place MN, 55317. Removal services include: loading and transportation of yard waste and brush from the storage area located on the northeast part of the property.
 - The Contractor shall supply containers and vehicles as necessary for loading and transporting material.
 - During April-November, the Contractor must be able to respond to pick-up requests within 10 business days.
 - The Contractor will provide written documentation indicating dates, load volumes and delivery location.
- a. **Quantity Estimates:** The following quantities represent volumes previously collected annually in tons.

Site	2023	2024	2025
Public Works	401.7	691.2	757.9

- b. **Site Clean-Up:** The site should be restored, as close as reasonably practical, to conditions existing prior to work commencing. The Contractor shall clean up the site and remove and dispose of all yard waste debris after each pick-up.
- c. **Protection of Property:** Prevent damage to surrounding infrastructure.
- d. **Pick-up Hours:** 7:00 AM–3:00 PM, Monday–Friday (no weekends/holidays unless approved).
- e. **Work Schedule:** Must respond and arrange pick-up within 10 business days.

IV. Submittal Requirements:

Responses must be clear, specific, and limited to requested information. Any additional information submitted should be included in a separate section marked “**Additional Information**” All responses to this RFP shall be in accordance with all applicable local, State, and Federal regulations.

Interested and qualified Contractors should include the following information in their submission:

- a. Pricing Proposal.
- b. Primary Contractor Point of Contact

- c. Recent contractor experience with similar municipal/governmental work
- d. The selected Contractor shall maintain the insurance requirements identified in the contract template attached as Exhibit B during the life of this agreement.

V. Selection Criteria:

- a. The city will award the contract to the lowest responsible bidder.
- b. The City reserves the right to accept or reject any proposal and waive any irregularities in the best interest of the City.

VI. City-Contractor Agreement: Unless otherwise required, the Contract for the Work will be based on the City's standard agreement, included as Exhibit A.

VII. Proposal Forms: The following documents are to be included with Contractor's proposal:

- 11.1. Contractor Information
- 11.2. Pricing Table

11.1. Contractor Information

Name of Company: _____

Date of Proposal Submission: _____

1. Does your firm have Municipal or County Yard Waste Collection experience within the last five (5) years? YES NO

A. Municipality/County: _____

Description of Work: _____

Date(s) of work: _____

B. Municipality/County _____

Description of Work: _____

Date(s) of Work: _____

C. Municipality/County: _____

Description of Work: _____

Dates(s) of Work: _____

2. List Project Manager assigned to this project by Name, Position and any Applicable Licenses:

Name	Position/Years employed	License(s)/Certification(s)

11.2 Pricing Table

Contractor must supply all necessary transportation, supervision, labor, licenses, tools, equipment, services and expertise to perform contractual services.

Pricing information submitted below should be inclusive of all costs including but not limited to transportation, processing, fuel charges, freight charges etc.

State the cost of shredding on site and hauling away in both cubic yards and in tonnages. Number 4 is left blank in the case there's an alternative method used by the facility.

Item No.	Description of Work	Unit (Check One)	Unit Price (\$/Ton)	Unit Price (\$/Cubic Yard)
1	_____ Shred on site and haul _____	☐ Ton ☐ CY	_____	_____
2	_____ Shred on site and haul _____	☐ Ton ☐ CY	_____	_____
3	_____ Haul away (no shredding on site) _____	☐ Ton ☐ CY	_____	_____
4	_____	☐ Ton ☐ CY	_____	_____

NON-BID CONTRACT FOR PURCHASE OF GOODS AND SERVICES

AGREEMENT made this 18 day of May, 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City") and **XXXXXXXXXXXXXXXXXX**, a **XXXXXXXX** ("Contractor") for **XXXXXXXXXXXXXXXXXXXXXXXXXXXX**.

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

- A. This Agreement.
- B. Request for Proposal, dated __April 15, 2026____.
- C. Contractor's Quote dated _____.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts. Contract Document "A" has the first priority and Contract Document "C" has the last priority.

2. CONTRACTOR OBLIGATIONS. The Contractor shall provide the goods, services and perform the work in accordance with the Contract Documents ("Work"). Contractor shall provide all personnel, supervision, services, materials, tools, equipment and supplies and do all things necessary and ancillary thereto specified in the Contract Documents.

3. CONTRACTOR'S REPRESENTATIONS.

- A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.
- B. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- C. Contractor has given City written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by City is acceptable to Contractor.
- D. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

- 4. COMPENSATION.** Contractor shall be paid by the City for the goods and services described in Paragraph 2 in accordance with the Quote, but not to exceed \$35,000 which is inclusive of reimbursable expenses. The fee shall not be adjusted even if the estimated number of hours to perform a task, or any other estimate, assumption or matter is wrong or exceeded. Payment

shall be made periodically after a service has been completed and within thirty-five (35) days of receipt of an invoice.

5. **COMPLETION DATE.** The Contractor shall complete the Work on or before December 31, 2026.

6. **WARRANTY.** The Contractor shall be held responsible for any and all defects in workmanship and materials and upon notification by the City shall immediately replace or repair the defective workmanship and materials without cost to the City. The Contractor warrants that only new unused materials will be used. The Contractor further warrants to the City that all materials and services furnished under the Contract will be in conformance with Contract Documents and that the goods are of merchantable quality and are fit for the use for which they are sold. These warranties are in addition to any manufacturer's standard warranty, and any warranty provided by law.

7. **RIGHTS AND REMEDIES.**

A. The duties and obligations imposed by the Contract Documents, and the rights and remedies available thereunder shall be in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

B. No action, or failure to act, by the City or the Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of, or acquiescence in, any breach there under, except as may be specifically agreed in writing.

8. **CHANGES TO WORK.** Without invalidating the Contract, the City may, at any time, or from time to time, order additions, deletions or revisions in the work provided under this Agreement; these will be authorized by an amendment to the Contract. Upon approval of an amendment, Contractor shall proceed with the work provided under the amendment. Changes in the Contract Price shall be based upon the prices identified in the Quote provided or negotiated between the parties based on similar work provided in the Proposal.

9. **UNAUTHORIZED WORK.** Additional work performed without authorization of an amendment of this Contract will not entitle Contractor to an increase in the Compensation or an extension of the Contract.

10. **DOCUMENTS.** The City shall be the owner of all documents, reports, studies, analysis and the like prepared by the Contractor in conjunction with this contract.

11. **COMPLIANCE WITH LAWS AND REGULATIONS.** In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of goods and services to be provided. This contract may be terminated by the City at any time upon discovery by the City that the Contractor or any of its subcontractors has submitted a false statement under oath verifying compliance with any of the minimum criteria set forth in Minn. Stat. §16C.285, Subdivision 3, the Responsible Contractor statute.

12. **STANDARD OF CARE.** Contractor shall exercise the same degrees of care, skill, and diligence in the performance of the services as is ordinarily possessed and exercised by a professional Contractor under similar circumstances. No other warranty, expressed or implied, is included in this

Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Contractor's services.

13. INDEMNIFICATION. To the fullest extent permitted by law, Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Contractor's negligence or its performance or failure to perform its obligations under this Contract. Contractor's indemnification obligation shall apply to subcontractor(s), or anyone directly or indirectly employed or hired by Contractor, or anyone for whose acts Contractor may be liable. Contractor agrees this indemnity obligation shall survive the completion or termination of this Contract.

14. INSURANCE. Prior to the start of the project, Contractor shall furnish to the City a certificate of insurance showing proof of the required insurance required under this Paragraph. Contractor shall take out and maintain or cause to be taken out and maintained until six (6) months after the City has accepted the public improvements, such insurance as shall protect Contractor and the City for work covered by the Contract including workers' compensation claims and property damage, bodily and personal injury which may arise from operations under this Contract, whether such operations are by Contractor or anyone directly or indirectly employed by either of them. The minimum amounts of insurance shall be as follows:

Commercial General Liability (or in combination with an umbrella policy)

\$2,000,000 Each Occurrence
 \$2,000,000 Products/Completed Operations Aggregate \$2,000,000
 Annual Aggregate

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage
 Personal and Advertising Injury
 Blanket Contractual Liability
 Products and Completed Operations Liability

Automobile Liability

\$2,000,000 Combined Single Limit – Bodily Injury & Property Damage
 Including Owned, Hired & Non-Owned Automobiles

Workers Compensation

Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Employer's Liability with minimum limits are as follows:

\$500,000 – Bodily Injury by Disease per employee
 \$500,000 – Bodily Injury by Disease aggregate
 \$500,000 – Bodily Injury by Accident

The Contractor's insurance must be "Primary and Non-Contributory".

All insurance policies (or riders) required by this Contract shall be (i) taken out by and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Minnesota, (ii) shall name the City, its employees and agents as additional insureds (CGL and umbrella only) by endorsement which shall be filed with the City. **A copy of the endorsement must be submitted with the certificate of insurance.**

Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to

the City, or ten (10) days' notice for non-payment of premium.

An Umbrella or Excess Liability insurance policy may be used to supplement Contractor's policy limits on a follow-form basis to satisfy the full policy limits required by this Contract.

15. **INDEPENDENT CONTRACTOR.** The City hereby retains the Contractor as an independent contractor upon the terms and conditions set forth in this Agreement. The Contractor is not an employee of the City and is free to contract with other entities as provided herein. Contractor shall be responsible for selecting the means and methods of performing the work. Contractor shall furnish any and all supplies, equipment, and incidentals necessary for Contractor's performance under this Agreement. City and Contractor agree that Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's agents or employees are in any manner agents or employees of the City. Contractor shall be exclusively responsible under this Agreement for Contractor's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.
16. **SUBCONTRACTORS.** Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Contractor shall comply with Minnesota Statute § 471.425. Contractor must pay Subcontractor for all undisputed services provided by Subcontractor within ten days of Contractor's receipt of payment from City. Contractor must pay interest of 1.5 percent per month or any part of a month to Subcontractor on any undisputed amount not paid on time to Subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.
17. **ASSIGNMENT.** Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.
18. **WAIVER.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
19. **ENTIRE AGREEMENT.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
20. **CONTROLLING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
21. **COPYRIGHT.** Contractor shall defend actions or claims charging infringement of any copyright or patent by reason of the use or adoption of any designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting there from.
22. **RECORDS/AUDIT.** The Contractor shall maintain complete and accurate records of time and expense involved in the performance of services. Pursuant to Minnesota Statutes § 16C.05, Subd. 5, any books, records, documents, and accounting procedures and practices of City and Contractor relevant to the Agreement are subject to examination by City and Contractor, and either the Legislative Auditor or the State Auditor as appropriate. City and Contractor agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement.

23. **MINNESOTA GOVERNMENT DATA PRACTICES ACT.** Contractor must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by the Contractor pursuant to this Agreement. Contractor is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Contractor receives a request to release data, Contractor must immediately notify City. City will give Contractor instructions concerning the release of the data to the requesting party before the data is released. Contractor agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Contractor's officers', agents', city's, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.
24. **TERMINATION.** This Agreement may be terminated by City on two (2) days' written notice delivered to Contractor at the address on file with the City. Upon termination under this provision if there is no fault of the Contractor, the Contractor shall be paid for goods and services rendered and reimbursable expenses until the effective date of termination. If the City terminates the Agreement because the Contractor has failed to perform in accordance with this Agreement, no further payment shall be made to the Contractor, and the City may retain another Contractor to undertake or complete the work identified in this Agreement.

Dated: _____,
20__

CITY OF CHANHASSEN

By: _____
Elise Ryan, Mayor

And: _____
Laurie Hokkanen, City Manager

Dated: _____,
20__

By: _____

Print
Name: _____
Its: _____

11.1. Contractor Information

Name of Company: MINNESOTA TOPSOIL

Date of Proposal Submission: 5/1/26

1. Does your firm have Municipal or County Yard Waste Collection experience within the last five (5) years? YES NO

A. Municipality/County: CITY OF VICTORIA

Description of Work: GRIND BRUSH / HAUL YARD-WASTE

Date(s) of work: 4/2017 - PRESENT

B. Municipality/County: CITY OF MINNETONKA

Description of Work: GRIND BRUSH / HAUL YARD-WASTE

Date(s) of Work: 5/2016 - PRESENT

C. Municipality/County: CITY OF WATERTOWN

Description of Work: GRIND BRUSH / HAUL YARD-WASTE

Dates(s) of Work: 4/2018 - PRESENT

2. List Project Manager assigned to this project by Name, Position and any Applicable Licenses:

Name	Position/Years employed	License(s)/Certification(s)
BRANDON LEISTIKO	14	OWNER
DUSTIN LEISTIKO	9	OPERATIONS MANAGER
BEN ANDERSON	4	OFF-SITE OPERATIONS

11.2 Pricing Table

Contractor must supply all necessary transportation, supervision, labor, licenses, tools, equipment, services and expertise to perform contractual services.

Pricing information submitted below should be inclusive of all costs including but not limited to transportation, processing, fuel charges, freight charges etc.

State the cost of shredding on site and hauling away in both cubic yards and in tonnages. Number 4 is left blank in the case there's an alternative method used by the facility.

Item No.	Description of Work	Unit (Check One)	Unit Price (\$/Ton)	Unit Price (\$/Cubic Yard)
1	Shred on site and haul <u>LOGS</u>	☒ Ton ☒ CY	<u>\$18.75</u>	<u>\$6.25/YARD</u>
2	Shred on site and haul <u>BRUSH</u>	☒ Ton ☒ CY	<u>\$18.75</u>	<u>\$6.25/YARD</u>
3	Haul away (no shredding on site)	☒ Ton ☒ CY	<u>\$12.00</u>	<u>\$4.00/YARD</u>
4	<u>STREET SWEEPINGS</u>	☒ Ton ☒ CY	<u>\$12.00</u>	<u>\$4.00/YARD</u>

CONTRACT

FOR PURCHASE OF GOODS AND SERVICES

AGREEMENT made this 18 day of May, 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City") and **Minnesota Topsoil** ("Contractor") for yard waste collection services.

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

- A. This Agreement.
- B. Request for Proposal, dated April 15, 2026.
- C. Contractor's Quote dated May 1, 2026.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts. Contract Document "A" has the first priority and Contract Document "C" has the last priority.

2. CONTRACTOR OBLIGATIONS. The Contractor shall provide the goods, services and perform the work in accordance with the Contract Documents ("Work"). Contractor shall provide all personnel, supervision, services, materials, tools, equipment and supplies and do all things necessary and ancillary thereto specified in the Contract Documents.

3. CONTRACTOR'S REPRESENTATIONS.

- A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.
- B. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- C. Contractor has given City written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by City is acceptable to Contractor.
- D. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

4. **COMPENSATION.** Contractor shall be paid by the City for the goods and services described in Paragraph 2 in accordance with the Quote, but not to exceed \$35,000 which is inclusive of reimbursable expenses. The fee shall not be adjusted even if the estimated number of hours to perform a task, or any other estimate, assumption or matter is wrong or exceeded. Payment shall be made periodically after a service has been completed and within thirty-five (35) days of receipt of an invoice.
5. **COMPLETION DATE.** The Contractor shall complete the Work on or before December 31, 2026.
6. **WARRANTY.** The Contractor shall be held responsible for any and all defects in workmanship and materials and upon notification by the City shall immediately replace or repair the defective workmanship and materials without cost to the City. The Contractor warrants that only new unused materials will be used. The Contractor further warrants to the City that all materials and services furnished under the Contract will be in conformance with Contract Documents and that the goods are of merchantable quality and are fit for the use for which they are sold. These warranties are in addition to any manufacturer's standard warranty, and any warranty provided by law.
7. **RIGHTS AND REMEDIES.**
 - A. The duties and obligations imposed by the Contract Documents, and the rights and remedies available thereunder shall be in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.
 - B. No action, or failure to act, by the City or the Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of, or acquiescence in, any breach there under, except as may be specifically agreed in writing.
8. **CHANGES TO WORK.** Without invalidating the Contract, the City may, at any time, or from time to time, order additions, deletions or revisions in the work provided under this Agreement; these will be authorized by an amendment to the Contract. Upon approval of an amendment, Contractor shall proceed with the work provided under the amendment. Changes in the Contract Price shall be based upon the prices identified in the Quote provided or negotiated between the parties based on similar work provided in the Proposal.
9. **UNAUTHORIZED WORK.** Additional work performed without authorization of an amendment of this Contract will not entitle Contractor to an increase in the Compensation or an extension of the Contract.

10. DOCUMENTS. The City shall be the owner of all documents, reports, studies, analysis and the like prepared by the Contractor in conjunction with this contract.

11. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of goods and services to be provided. This contract may be terminated by the City at any time upon discovery by the City that the Contractor or any of its subcontractors has submitted a false statement under oath verifying compliance with any of the minimum criteria set forth in Minn. Stat. §16C.285, Subdivision 3, the Responsible Contractor statute.

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13. INDEMNIFICATION. To the fullest extent permitted by law, Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Contractor's negligence or its performance or failure to perform its obligations under this Contract. Contractor's indemnification obligation shall apply to subcontractor(s), or anyone directly or indirectly employed or hired by Contractor, or anyone for whose acts Contractor may be liable. Contractor agrees this indemnity obligation shall survive the completion or termination of this Contract.

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Commercial General Liability (or in combination with an umbrella policy)
\$2,000,000 Each Occurrence
\$2,000,000 Products/Completed Operations Aggregate \$2,000,000
Annual Aggregate

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage
Personal and Advertising Injury
Blanket Contractual Liability

Products and Completed Operations Liability

Automobile Liability

\$2,000,000 Combined Single Limit – Bodily Injury & Property Damage
Including Owned, Hired & Non-Owned Automobiles

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Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Employer's Liability with minimum limits are as follows:

\$500,000 – Bodily Injury by Disease per employee
\$500,000 – Bodily Injury by Disease aggregate
\$500,000 – Bodily Injury by Accident

The Contractor's insurance must be "Primary and Non-Contributory".

All insurance policies (or riders) required by this Contract shall be (i) taken out by and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Minnesota, (ii) shall name the City, its employees and agents as additional insureds (CGL and umbrella only) by endorsement which shall be filed with the City. **A copy of the endorsement must be submitted with the certificate of insurance.**

Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.

An Umbrella or Excess Liability insurance policy may be used to supplement Contractor's policy limits on a follow-form basis to satisfy the full policy limits required by this Contract.

- 15. INDEPENDENT CONTRACTOR.** The City hereby retains the Contractor as an independent contractor upon the terms and conditions set forth in this Agreement. The Contractor is not an employee of the City and is free to contract with other entities as provided herein. Contractor shall be responsible for selecting the means and methods of performing the work. Contractor shall furnish any and all supplies, equipment, and incidentals necessary for Contractor's performance under this Agreement. City and Contractor agree that Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's agents or employees are in any manner agents or employees of the City. Contractor shall be exclusively responsible under this Agreement for Contractor's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

16. **SUBCONTRACTORS.** Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Contractor shall comply with Minnesota Statute § 471.425. Contractor must pay Subcontractor for all undisputed services provided by Subcontractor within ten days of Contractor's receipt of payment from City. Contractor must pay interest of 1.5 percent per month or any part of a month to Subcontractor on any undisputed amount not paid on time to Subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.
17. **ASSIGNMENT.** Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.
18. **WAIVER.** Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.
19. **ENTIRE AGREEMENT.** The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.
20. **CONTROLLING LAW.** This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.
21. **COPYRIGHT.** Contractor shall defend actions or claims charging infringement of any copyright or patent by reason of the use or adoption of any designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting there from.
22. **RECORDS/AUDIT.** The Contractor shall maintain complete and accurate records of time and expense involved in the performance of services. Pursuant to Minnesota Statutes § 16C.05, Subd. 5, any books, records, documents, and accounting procedures and practices of City and Contractor relevant to the Agreement are subject to examination by City and Contractor, and either the Legislative Auditor or the State Auditor as appropriate. City and Contractor agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement.
23. **MINNESOTA GOVERNMENT DATA PRACTICES ACT.** Contractor must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by the Contractor pursuant to this Agreement. Contractor is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of

Minnesota Statutes Section 13.08, as if it were a government entity. In the event Contractor receives a request to release data, Contractor must immediately notify City. City will give Contractor instructions concerning the release of the data to the requesting party before the data is released. Contractor agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Contractor's officers', agents', city's, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

- 24. TERMINATION.** This Agreement may be terminated by City on two (2) days' written notice delivered to Contractor at the address on file with the City. Upon termination under this provision if there is no fault of the Contractor, the Contractor shall be paid for goods and services rendered and reimbursable expenses until the effective date of termination. If the City terminates the Agreement because the Contractor has failed to perform in accordance with this Agreement, no further payment shall be made to the Contractor, and the City may retain another Contractor to undertake or complete the work identified in this Agreement.

Dated: _____, 20__

CITY OF CHANHASSEN

By: _____
Elise Ryan, Mayor

And: _____
Laurie Hokkanen, City Manager

Dated: _____, 20__

By: _____

Print
Name: _____
Its: _____

City Council Item

May 18, 2026



Item	Approve Continua Proposal For Tables and Chairs For The Civic Campus Park Building	
File No.		Item No: D.10
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Jerry Ruegemer, Park and Recreation Director	
Reviewed By		

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council approves the proposal from Continua in the amount of \$31,949.23."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

BACKGROUND

DISCUSSION

The Civic Campus Phase II Construction is projected to be completed by July 1, 2026. With its completion nearing, the city needs to place an order to outfit the park building with tables and chairs. The building will host a variety of recreation programs, community events, small community meetings, and many other everyday uses.

BUDGET

RECOMMENDATION

City Council approves the proposal from Continua in the amount of \$31,949.23

ATTACHMENTS

[Chanhassen Park Pavilion Proposal](#)

CONTINUA**Proposal**

Continua Interiors of Minnesota
 9800 8th Avenue North
 Plymouth, MN 55441
 763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	1 of 7

bill to: City Hall
 7700 Market Blvd
 Po Box 147
 Chanhassen, MN 55317-0000

ATTN: Laurie Hokkanen
 Phone: 952-239-3040
 Email: lhokkanen@chanhassenmn.gov

install: City of Chanhassen
 7700 Market Blvd
 Chanhassen, MN 55317

ATTN: Laurie Hokkanen
 Phone: 952-239-3040
 Email: lhokkanen@chanhassenmn.gov

group	description	qty	unit price	extended amount
Installation Services	Labor to receive deliver and install during regular business hours.	1.0	\$3,962.83	\$3,962.83

Individual Items \$27,986.40

line	description	qty	unit price	extended amount
1	Krueger International KI LLDHD.BL Transport Dolly for LimeLite High-Density Chairs Tag: CH.20 GC: LLAD1	2	\$361.20	\$722.40
2	Krueger International KI UDH.BL Universal Dolly Handle Tag: CH.20 GC: AC800	1	\$126.00	\$126.00
3	Krueger International KI LL7100--/NFR-/PBL-/SX-/GPL LimeLite High Density Armless Chair, Poly Seat/Back /NFR:Compliance to TB 117-2013 /PBL:Black /SX:Starlight Silver Metallic /GPL:Plastic glides Tag: CH.20 GC: LL71	36	\$162.00	\$5,832.00
4	VS America Inc 22126--076-030-001-250-340-002-340-002 FlipTable-TR, table with flip-up top, posts/legs with T-foot and castors which can be slid into each other, 27.6"D x 63"W x 30"H 076:76cm size blue 030:terra grey 001:chipboard décor 250:25mm 340:natural oak laminate 002:2.5mm plastic, r= 2.5mm 340:natural oak laminate 002:with export protection Tag: T.13	2	\$858.00	\$1,716.00



Proposal
Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	2 of 7

5	Hi5 Furniture Inc .GY.T2N6029RD.L3---- Gateway HPL Round Beam Nest table - 60Dx29H :Pionite Zen WW075 :Otter PVC - Matches Formica #3202-58 :Chinchilla (CA) Tag: T.16 GC: KDH	6	\$3,100.00	\$18,600.00
6	VS America Inc FREIGHT VS FREIGHT Tag: X-FREIGHT	1	\$780.00	\$780.00
7	Krueger International KI SURCHARGE KI SURCHARGE Tag: X-SURCHARGE	1	\$210.00	\$210.00
			subtotal	\$31,949.23
			total order	\$31,949.23

To pay via ACH please contact armn@continuainteriors.com or to pay by credit card please visit our client portal on our website continuainteriors.com

Your order may be subject to additional tariffs or customs fees. These charges are the responsibility of the buyer and are due upon final invoice.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	3 of 7

GENERAL TERMS & CONDITIONS OF SALE

The following General Terms and Conditions of Sale apply to the product and service order placed by the undersigned BUYER with Continua Interiors of Minnesota, LLC.

1. Purchase Orders

- a. If purchase orders are required, BUYER must provide copies of the purchase orders at the time of ordering product or services from CONTINUA INTERIORS OF MINNESOTA, LLC.
- b. The prices quoted by CONTINUA INTERIORS OF MINNESOTA, LLC in the Proposal are valid for 30 days from the date of the Proposal, provided that should a manufacturer or third-party service provider increase the price of a product, CONTINUA INTERIORS OF MINNESOTA, LLC may increase the price to BUYER by an amount up to such increase. These Terms and Conditions shall continue in effect until the completion of all work under the Proposal.

2. Down Payment

- a. A down payment of 50% of the order total is required for orders over \$10,000.
- b. Any down payments required by the manufacturer more than 50% shall be required of the BUYER before the order is placed.

3. Invoicing

- a. After down payment, the remaining balance will be invoiced when project installation is substantially complete, as determined by CONTINUA INTERIORS OF MINNESOTA, LLC.
- b. CONTINUA INTERIORS OF MINNESOTA, LLC reserves the right to send progress billings for installations and product orders that take more than one week. Any product being held (i) at BUYER's request or (ii) because the installation site is not yet ready for installation, will be invoiced in full upon CONTINUA INTERIORS OF MINNESOTA, LLC receipt of the same. Payments are to be made in accordance with the terms in Section 5.

4. Taxes

- a. Any manufacturer's tax, occupation tax, use tax, sales tax, excise tax, value-added tax, duty, custom, inspection, tariff or testing fee, or any other tax, fee or charge of any nature whatsoever imposed by any governmental authority, on or measured by the transaction between CONTINUA INTERIORS OF MINNESOTA, LLC and BUYER shall be paid by BUYER in addition to the prices quoted or invoiced. In the event CONTINUA INTERIORS OF MINNESOTA, LLC is required to pay any such tax, fee or charge, BUYER shall reimburse CONTINUA INTERIORS OF MINNESOTA, LLC therefore; or in lieu of such payment, BUYER shall provide CONTINUA INTERIORS OF MINNESOTA, LLC at the time the order is submitted with an exemption certificate or other document acceptable to the authority imposing the same. Should CONTINUA INTERIORS OF MINNESOTA, LLC, in its sole discretion, determine that the exemption document provided by BUYER does not clearly meet the requirements of the authority imposing a tax, BUYER hereby agrees to pay such tax in full.

5. Payment

- a. All payments for project completion or progressive invoices are due per payment terms on the invoice. BUYER may hold up to 10% retainage for uncompleted installation, or an amount equal to the selling price of any backordered or undelivered merchandise.
- b. Payment may not be withheld for any product not delivered due to (i) BUYER's request or (ii) the installation site not being ready for installation.
- c. Title to the merchandise passes to the BUYER when the full purchase price and all other charges under this agreement are paid in full.
- d. Balances past due shall bear interest payable to CONTINUA INTERIORS OF MINNESOTA, LLC at a rate of 1.5% per month of simple interest.
- e. CONTINUA INTERIORS OF MINNESOTA, LLC shall retain, and BUYER hereby grants, a security interest in the goods sold hereunder, until BUYER has completed payment of the purchase price, plus accrued interest, and fully performed all the other terms and conditions hereof. CONTINUA INTERIORS OF MINNESOTA, LLC shall be entitled, and BUYER hereby authorizes CONTINUA INTERIORS OF MINNESOTA, LLC, without further action of BUYER, to prepare and file one or more Financing Statements pursuant to the Uniform Commercial Code to evidence this lien in form satisfactory to CONTINUA INTERIORS OF MINNESOTA, LLC (and the Proposal, these Terms and Conditions and any purchase orders each may serve as a security agreement for that purpose). The goods covered hereby shall remain strictly personal property, irrespective of the mode of its attachment to realty, the consequences of its being disturbed or removed, or the use made of it. BUYER shall maintain the goods covered hereby in good condition and repair and not permit its value to be impaired. BUYER shall not sell, mortgage, pledge or otherwise deal in or encumber the goods or any part of it or permit it to be removed from the place where first installed, for so long as any amounts under these Terms and Conditions remains unpaid, without CONTINUA INTERIORS OF MINNESOTA, LLC'S prior written consent.
- f. If the BUYER defaults on payment, CONTINUA INTERIORS OF MINNESOTA, LLC after 180 days from the invoice date may repossess the merchandise.

6. Credit Cards

- a. For orders transacted via credit card, a processing fee of 3.5% of the total order amount will be applied. This fee covers the costs associated with credit card transactions. CONTINUA INTERIORS OF MINNESOTA, LLC accepts Visa, MasterCard, and American Express credit cards.

7. Changes, Cancellations, and Returns

- a. The order to which these General Terms apply may not be changed or canceled, nor products returned except in the event of non-conforming goods, in whole or in part, by the BUYER without CONTINUA INTERIORS OF MINNESOTA, LLC'S written consent.
- b. The BUYER agrees in all respects to the price and terms set forth in the order, and acknowledges that a modification may only be made by a written Change Order signed by both parties.
- c. A written Change Order may include revised product costs, restocking fees and any other associated costs.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	4 of 7

8. Shipments, Deliveries, Freight, and Claims

- All product shipments are made to CONTINUA INTERIORS OF MINNESOTA, LLC or shipped directly from the manufacturer to the BUYER, as determined by CONTINUA INTERIORS OF MINNESOTA, LLC. CONTINUA INTERIORS OF MINNESOTA, LLC shall not be held responsible for damages or delays due to an act or circumstance that is outside of CONTINUA INTERIORS OF MINNESOTA, LLC'S control. Partial shipments may be necessary and are at the discretion of the manufacturer. Freight charges incurred by CONTINUA INTERIORS OF MINNESOTA, LLC will be invoiced to BUYER. Claims for transportation damage will be BUYER's responsibility if BUYER receives merchandise directly from the manufacturer.
- BUYER is responsible for insurance coverage for loss of product due to damage or theft of product beginning when product is received at the job site.
- A shipping or fuel surcharge may be applied to an order to cover the market fluctuations in fuel prices.
- Shipping and freight charges are subject to change.

9. Documentation/Drawings/Field Measurements

- The contract documents may consist of this agreement, a scope of work (SOW), shop drawings, elevations, pricing, formal line drawings and other project related documentation required to complete the project.
- Field measuring may be required prior to shop drawing submission and final plan signoff. BUYER plan review and signoff is required prior to placement of any modular wall, AV, millwork, electrical/low voltage installation or custom furniture application. All field verifications will be noted on shop drawings for BUYER signoff.

10. Warehouse Receiving and Storage

- If product is shipped to CONTINUA INTERIORS OF MINNESOTA, LLC'S warehouse, CONTINUA INTERIORS OF MINNESOTA, LLC will receive, inspect, and store for up to 30 days. After 30 days, storage charges may be assessed for product held in CONTINUA INTERIORS OF MINNESOTA, LLC'S warehouse.
- Storage fees, using current market rates based on storage location, may be quoted and applied if a BUYER's job site is not ready for a scheduled delivery, or the BUYER modifies the schedule after a delivery acknowledgment does not allow CONTINUA INTERIORS OF MINNESOTA, LLC to delay product delivery. There are no storage fees for conditions or circumstances related to CONTINUA INTERIORS OF MINNESOTA, LLC performance.

11. Postponement Storage and Labor Costs

- In the event BUYER requests postponement of agreed upon delivery of goods to BUYER's site, CONTINUA INTERIORS OF MINNESOTA, LLC may at its option receive and store product at additional cost to the BUYER, or in the instance of a direct shipment to BUYER, transfer the goods to storage for the BUYER's account and at the BUYER's risk and expense. Such a transfer to storage shall be deemed delivery to the BUYER for all purposes, including invoicing and payment for product only.
- CONTINUA INTERIORS OF MINNESOTA, LLC will bill the published rates listed in this agreement or prevailing industry rates for storage.
- BUYER's insurance company will be responsible for any loss of product due to theft or damage incurred while product is stored at a BUYER's on-site or off-site facility.

12. Maintenance and Repair; Warranties

- All product is guaranteed according to manufacturers' published warranties only. BUYER acknowledges receipt of all manufacturers' warranty documentation, cleaning instructions with cleaning product recommendations, and maintenance information, for all products purchased. BUYER further acknowledges that it is responsible for all post-installation cleaning and maintenance of products, that use of unapproved cleaning products or improper cleaning or maintenance practices may void manufacturer's warranties, and that any post-installation product damage resulting from use of unapproved cleaning products, improper cleaning or maintenance practices, or any other cause is not CONTINUA INTERIORS OF MINNESOTA, LLC'S responsibility. In no event will CONTINUA INTERIORS OF MINNESOTA, LLC be responsible for any post-installation damage to products, whether resulting from BUYER's use of unapproved cleaning products, improper maintenance practices, or other cause.
- BUYER'S SOLE REMEDY FOR ANY PRODUCT DEFECT OR DAMAGE WILL BE UNDER THE MANUFACTURER'S WARRANTY, IF ANY, AND CONTINUA INTERIORS OF MINNESOTA, LLC WILL HAVE NO OBLIGATION TO ASSIST BUYER IN CONNECTION WITH ANY MANUFACTURER'S WARRANTY CLAIMS. In the event BUYER requests CONTINUA INTERIORS OF MINNESOTA, LLC to perform any repairs or maintenance not covered by warranty, CONTINUA INTERIORS OF MINNESOTA, LLC will provide those services at its current hourly rate plus applicable trip charges.
- CONTINUA INTERIORS OF MINNESOTA, LLC MAKES NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR THAT THE PRODUCTS OR ITS SERVICES WILL BE FIT FOR ANY PARTICULAR OR UNUSUAL USE. IN NO EVENT WILL CONTINUA INTERIORS OF MINNESOTA, LLC BE LIABLE TO THE BUYER FOR ANY INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES.
- CONTINUA INTERIORS OF MINNESOTA, LLC offers a 90-day workmanship warranty on all projects. Warranty does not cover environmental, BUYER network, defective products or BUYER driven changes that are considered outside of the original scope of work (SOW). Owner Furnished Equipment (OFE) warranty service is not included in this agreement.

DELIVERY AND INSTALLATION TERMS & CONDITIONS OF SALE

13. Delivery & Installation

- The BUYER agrees that the space will be complete and ready for product installation, and that CONTINUA INTERIORS OF MINNESOTA, LLC will have free and clear access to the space. The BUYER also acknowledges that they will have official occupancy of the space the product is being delivered.
- CONTINUA INTERIORS OF MINNESOTA, LLC will inform BUYER of an estimated date of delivery ("Estimated Delivery Date") when CONTINUA INTERIORS OF MINNESOTA, LLC receives an estimated shipping date from its supplier or manufacturer. The Estimated Delivery Date is not a guaranteed delivery date. BUYER recognizes and acknowledges that the Estimated Delivery Date is merely an estimate and is subject to change by CONTINUA INTERIORS OF MINNESOTA, LLC or the manufacturer without notice.
- Additional fees and/or trip charges may apply if the BUYER's site is not complete and ready for installation. CONTINUA INTERIORS OF MINNESOTA, LLC will document any additional fees in a change order.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	5 of 7

14. Normal Business Hours

- If included in the scope of services and specifically itemized in the proposal, delivery and installation work will be performed during normal business hours--7:00am-3:30pm--Monday through Friday unless other specific agreements are made in writing and included with CONTINUA INTERIORS OF MINNESOTA, LLC'S proposal.
- Installation done after normal business hours, on weekends, or on holidays will be subject to an additional overtime premium charge and subject to CONTINUA INTERIORS OF MINNESOTA, LLC'S acceptance, unless such agreement was specifically agreed to in the final proposal.
- CONTINUA INTERIORS OF MINNESOTA, LLC overtime rates are 1.5X the published hourly rates Monday-Friday and 2.0X the published hourly rate Saturday and Sunday. Any change orders or work order changes must be in writing and signed by both parties prior to performance of any modified services by CONTINUA INTERIORS OF MINNESOTA, LLC.

15. Labor

- If trade regulations enforced at the time and place of installation require the use of tradesmen at the site other than CONTINUA INTERIORS OF MINNESOTA, LLC'S own installation personnel or subcontractor, BUYER will pay any resulting additional costs.

16. Electrical/Low Voltage/Network Systems Hookup

- A licensed electrician may be required to install electrical products including outlets, tasklights and connections to base building power. If CONTINUA INTERIORS OF MINNESOTA, LLC determines that an electrician is required, BUYER will be responsible for contracting and paying all costs of the electrician and the electrical installation.
- Low voltage vendor and coordination will be managed by BUYER unless included in the CONTINUA INTERIORS OF MINNESOTA, LLC work order or scope of work.
- Access to power, lighting and low voltage will be documented and available.
- Adequate and functioning network access along with permissions will be granted to CONTINUA INTERIORS OF MINNESOTA, LLC to install and test electrical and Audio-Visual installed products.
- Software licenses provided by the BUYER, such as Microsoft Teams, Zoom, WebEx and others, which is required and called out in the scope of work (SOW) will need to be registered and ready to be activated prior to installation.
- BUYER will provide access and Vendor contacts for PBX, SIP UC and phone systems if required.
- CONTINUA INTERIORS OF MINNESOTA, LLC is not responsible for any underground trenching or installation for outside wiring.
- Any schedule change caused by BUYER's failure to complete defined IT configuration steps by the agreed date will necessitate BUYER executing a change order for payment of labor time lost or unable to be utilized before work will be rescheduled.
- Rescheduled installations due to BUYER's failure to complete IT configuration steps are subject to CONTINUA INTERIORS OF MINNESOTA, LLC'S labor availability. CONTINUA INTERIORS is not responsible for the additional costs BUYER may incur due to these delays in installation.
- CONTINUA INTERIORS OF MINNESOTA, LLC is not responsible for client network readiness. All end points are required to be patched in prior to AV installation.

17. Installation

- CONTINUA INTERIORS OF MINNESOTA, LLC'S installers will be responsible for clearing all product packing materials at the site, cleaning the product they installed, and noting any warranty work or parts needed during a final walk-through inspection with the BUYER.
- BUYER is responsible for providing access to recycling and garbage removal created by the delivery and installation of this proposal. CONTINUA INTERIORS OF MINNESOTA, LLC will work with the site contact to determine where to dispose of said garbage and recycling.
- If CONTINUA INTERIORS OF MINNESOTA, LLC is required to remove them from the site, charges may incur for disposal and labor unless noted in proposal.

18. Job Site Conditions & Services

- All quotes are based upon BUYER's job site being "Site Ready" prior to product delivery. Site Ready is defined as: clean, clear of all obstructions, and free of debris, and all painting, carpet, data cabling and ceilings are fully complete. Charges will be assessed to BUYER for excessive handling, storage and transportation incurred because of site conditions, activity of other trades, or other reasons not specifically identified in the quotation, at standard hourly rates, or at actual charges, if labor is performed by a third party.
- The BUYER will insure at its expense that the job site is ready to accept furniture and/or audio visual equipment with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris.
- BUYER will furnish electrical current, heating, lighting, trash disposal containers, hoisting and/or elevator services, and suitable unobstructed dock space, moving and staging areas at the job site without charge to CONTINUA INTERIORS OF MINNESOTA, LLC. If CONTINUA INTERIORS OF MINNESOTA, LLC is required to remove or handle existing furniture or audio-visual equipment, the additional cost of moving, handling and transporting shall be billed to BUYER on an hourly basis. Once the installation has begun, BUYER agrees to assume any expense incurred by CONTINUA INTERIORS OF MINNESOTA, LLC due to such changes made at BUYER's request or for any reason beyond CONTINUA INTERIORS OF MINNESOTA, LLC'S control.

19. Loss or Damage

- After the product is delivered to the BUYER's site, any loss or damage by weather, other trades such as painting or plastering, fire or other elements, shall be the responsibility of the BUYER, and the BUYER agrees to hold CONTINUA INTERIORS OF MINNESOTA, LLC harmless from loss for such reasons.

20. Special Packaging

- If special packaging or handling is required that is not contained in the specifications, it will be subject to an additional charge that will be set out on CONTINUA INTERIORS OF MINNESOTA, LLC'S invoice to the BUYER.

21. Staging & Storage Space

- If products arrive at BUYER's site earlier than the Estimated Delivery Date, the BUYER will provide safe and adequate storage space. If the space provided is inconveniently located or on another floor, the extra cost of such moving the products will be reimbursed to CONTINUA INTERIORS OF MINNESOTA, LLC by BUYER.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	6 of 7

22. Limitation of Liability

- a. With respect to breaches of this contract, CONTINUA INTERIORS OF MINNESOTA, LLC'S liability shall in no event exceed the contract price. CONTINUA INTERIORS OF MINNESOTA, LLC SHALL NOT BE SUBJECT TO AND DISCLAIMS: (1) ANY OBLIGATIONS OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR OF WARRANTY NOT EXPRESSLY SET FORTH HEREIN, (2) ANY OBLIGATIONS WHATSOEVER ARISING FROM TORT CLAIMS (INCLUDING NEGLIGENCE AND STRICT LIABILITY) OR ARISING UNDER OTHER THEORIES OF LAW WITH RESPECT TO PRODUCTS SOLD OR SERVICES RENDERED BY CONTINUA INTERIORS OF MINNESOTA, LLC, OR ANY UNDERTAKINGS, ACTS OR OMISSIONS RELATING THERETO, AND (3) ALL CONSEQUENTIAL, INCIDENTAL, CONTINGENT AND SPECIAL DAMAGES WHATSOEVER.

23. Indemnification

- a. BUYER shall indemnify CONTINUA INTERIORS OF MINNESOTA, LLC against any and all losses, liabilities, damages and expenses (including, without limitation, attorneys fees and other costs of defending any action) which CONTINUA INTERIORS OF MINNESOTA, LLC may incur as a result of any claim by BUYER or others arising out of or in connection with the products and/or services sold hereunder and based on product or service defects not proven to have been caused solely by CONTINUA INTERIORS OF MINNESOTA, LLC'S negligence.

24. Acts beyond reasonable control

- a. CONTINUA INTERIORS OF MINNESOTA, LLC shall not be liable for any delay or failure to deliver any or all the product caused by labor disputes, strikes, act of God, or other delay beyond the reasonable control of CONTINUA INTERIORS OF MINNESOTA, LLC. In such instances, any deadlines for delivery shall be adjusted by a reasonable amount.

25. Governing Law / Attorneys fees

- a. The terms of this Agreement shall be governed by the laws of the State of Minnesota (without regard to conflict of laws provisions). The parties agree that any action or proceeding to enforce or arising out of this Agreement shall be commenced only in state or federal courts located in Minneapolis, MN. The parties consent to such jurisdiction, agree that venue will be proper in such courts and waive any objections based upon Forum Non Conveniens. BUYER shall reimburse CONTINUA INTERIORS OF MINNESOTA, LLC for all reasonable attorneys' fees and collection costs incurred by CONTINUA INTERIORS OF MINNESOTA, LLC to enforce its rights against BUYER under these Terms and Conditions.

26. Entire Agreement

- a. Unless otherwise agreed to in writing between BUYER and CONTINUA INTERIORS OF MINNESOTA, LLC, this document is intended by all parties as the final expression of their agreement and supersedes all other purchase orders or documents provided by BUYER.

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

City Council Item

May 18, 2026



Item	Public Accuracy Test Guidelines	
File No.		Item No: D.11
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Jenny Potter, City Clerk	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council approves the Public Accuracy Test Guidelines."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

The Public Accuracy Test, or PAT, is a test of vote-counting equipment by election officials to be used in the City of Chanhassen. A public accuracy test is conducted for both the primary and general elections. The PAT will be held in the new City Hall Training Room in early August and mid-October with the final dates yet to be determined. The public is welcome to attend as observers to the process. Attached are the guidelines that the city will have in place for the PAT.

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

[PAT Guidelines](#)



PUBLIC ACCURACY TEST

The **Public Accuracy Test** is for election officials to test equipment for the upcoming election.

Election staff used pre-marked ballots and ballots marked on the **Omni Ballot**, an assistive device for those who wish assistance, to test the equipment.

Ballots are marked and fed into the **DS200 vote totaling machines** to ensure accurate count totals. Using pre-marked ballots ensures that the machines count accurately with controlled data.

The public is welcome to observe the testing of the machines. All attendees must remain behind the roped-off area. Observers should not interfere with the testing of the equipment, and may not touch equipment or ballots.

Questions should only be directed to available staff, not the people testing the equipment.



City Council Item

May 18, 2026



Item	2240 Bentz Court Agreement for Grant of Permanent Easement for Public Right-Of-Way, Trail, and Drainage and Utility Purposes	
File No.	ENG Project No. PW176 CIP No. ST-040	Item No: D.12
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	George Bender, Assistant City Engineer	
Reviewed By	Charlie Howley	

<u>SUGGESTED ACTION</u> "The Chanhassen City Council approves an easement acquisition agreement with the owners of 2240 Bentz Court in conjunction with the Galpin Blvd Reconstruction Project."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

A permanent easement was needed over a small portion of the northeastern corner of the property to facilitate the reconstruction project - specifically the trail installation along the mini-roundabout at the Galpin Blvd & Brinker St intersection.

BACKGROUND

The construction of the improvements were made under a Right-Of-Entry agreement, and this agreement finalizes the consideration associated with the permanent easement acquisition process.

DISCUSSION

N/A

BUDGET

Easements are part of the project's Right of Way costs, which are split 50/50 between the city and Carver County.

RECOMMENDATION

Staff recommends the City Council approve the \$1,000 consideration payment and authorize the agreement with the property owners of 2240 Bentz Ct for granting permanent easement for public right-of-way, trail, and drainage and utility purposes.

ATTACHMENTS

[2240 Bentz Ct - Grant of Permanent Easement - Signed](#)

[2240 Bentz Ct - Offer to Convey Easement Memorandum - Signed](#)

(Reserved for recording)

**GRANT OF PERMANENT EASEMENT
FOR PUBLIC RIGHT-OF-WAY, AND
TRAIL, DRAINAGE AND UTILITY PURPOSES**

MARGARET RIMA AND JARED RIMA, married to each other ("Grantors"), the receipt and sufficiency of which is hereby acknowledged, do hereby grant unto the **CITY OF CHANHASSEN**, a Minnesota municipal corporation, the Grantee, hereinafter referred to as the "City", its successors and assigns, forever, a permanent easement for public right-of-way and drainage and utility purposes over, on, across, under and through the land situated in the County of Carver, State of Minnesota, legally described on the attached Exhibit "A" and depicted on the attached Exhibit "B" (the "Easement Property").

INCLUDING the rights of the City, its contractors, agents, servants, and assigns, to enter upon the Easement Property at all reasonable times to construct, reconstruct, inspect, repair, and maintain said public right-of-way and drainage and utility systems over, across, on, under, and through the Easement Property, together with the right to grade, level, fill, drain, pave, and excavate the Easement Property, and the further right to remove trees, bushes, undergrowth, and other obstructions interfering with the location, construction, and maintenance of said public right-of-way and drainage and utility systems.

The above-named Grantors, for themselves, their successors and assigns, do covenant with the City, its successors and assigns, that they are well seized in fee title of the Easement Property; that they have the sole right to grant and convey the easement to the City; that there are no unrecorded interests in the Easement Property; and they will indemnify and hold the City harmless for any breach of the foregoing covenants.

IN TESTIMONY WHEREOF, the Grantors hereto have signed this easement this 8th day of May, 2026.

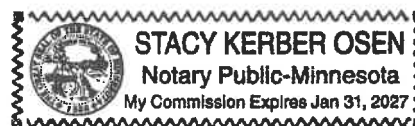
GRANTORS:

Margaret Rima
Margaret Rima

STATE OF MINNESOTA)
)ss.
COUNTY OF Carver)

The foregoing instrument was acknowledged before me this 8th day of May, 2026, by **Margaret Rima**, spouse of Jared Rima.

Stacy Kerber Osen
Notary Public



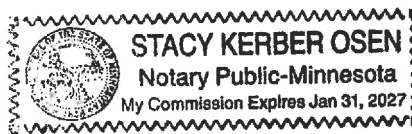
GRANTORS:

J. Rima
Jared Rima

STATE OF MINNESOTA)
)ss.
COUNTY OF Carver)

The foregoing instrument was acknowledged before me this 8th day of May, 2026, by **Jared Rima**, spouse of Margaret Rima.

Stacy Osen
Notary Public



THIS INSTRUMENT WAS DRAFTED BY:
CAMPBELL KNUTSON
Professional Association
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
Telephone: (651) 452-5000
AMP/amt

EXHIBIT "A"
TO
GRANT OF PERMANENT EASEMENT

A permanent easement for right of way purposes over, under, and across the following described property:

Lot 5, Block 2, Fawn Hill, Carver County, Minnesota.

Said permanent easement lies northeasterly of the following described line:

Beginning at a point on the north line of said Lot 5, distant 7.79 feet westerly, along said north line, from the northeast corner of said Lot 5; thence southeasterly to a point on the east line of said Lot 5, distant 22.03 feet southerly, along said east line, from said northeast corner and there terminating.

[Address: 2240 Bentz Court, Chanhassen, MN / PIN: 257270090]

LEGEND

- Construction Limits
- Existing Features
- Proposed Features
- Drainage & Utility Easement
- Tree Removal

AREAS (SQ FT)		
NEW R/W	NEW PE	NEW TE
N/A	85	N/A

2240 Bentz Court (Margaret Rima)
 PIN # 257270090
 SAP 194-115-004

PARCEL 3 4/13/2026

OFFER TO CONVEY EASEMENT
MEMORANDUM OF CONDITIONS

Date: April 27, 2026

Property Description: Lot 5, Block 2, Fawn Hill, Carver County, Minnesota.

Property Address: 2240 Bentz Court, Chanhassen, MN / PIN 257270090

Owners: Margaret and Jared Rima

For a valuable consideration, on this 27th day of April, 2026, the undersigned owners hereby offer to convey to the City of Chanhassen for a total consideration of \$1,000 (One Thousand and no/100 Dollars) in the real estate situated in the City of Chanhassen, Carver County, Minnesota, described in the copy of the instrument of conveyance hereto attached.

If this offer is accepted, it is mutually agreed by and between the Owners and the City of Chanhassen as follows:

The easement interest shall pass to the City of Chanhassen as of the date of said acceptance subject to conditions hereinafter stated.

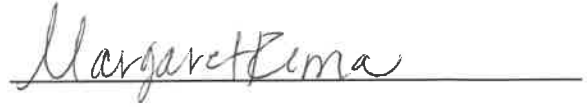
The negotiated improvements described above and outlined in the attached exhibit shall be installed with the Galpin Blvd Reconstruction project.

The Owners hereby acknowledge receipt of a copy of the instrument of conveyance executed by them on this date, and a copy of this offer and memorandum.

Payment to the Owners shall be made in the due course of the City's business after the City of Chanhassen's City Council approves the Easement acquisition.

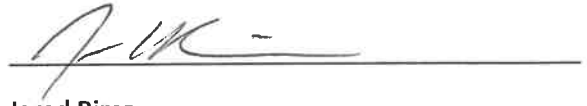
I have enclosed Easement Agreement for your review and consideration. Please let me know if you are willing to proceed on these terms, which are subject to approval by the Chanhassen City Council. If the form of the Easement Agreement is acceptable to you, please execute the document and return it to me at your earliest convenience. Upon approval by the City of Chanhassen, the City will issue payment to you in the form of a check for the total amount of \$1,000. The City will record the Easement Agreement in the Office of the Carver County Recorder or Examiner of Titles' office, and will provide you with a copy of the final recorded document.

Owner: Margaret Rima

A handwritten signature in cursive script, appearing to read "Margaret Rima", written over a horizontal line.

Margaret Rima

Owner: Jared Rima

A handwritten signature in cursive script, appearing to read "Jared Rima", written over a horizontal line.

Jared Rima

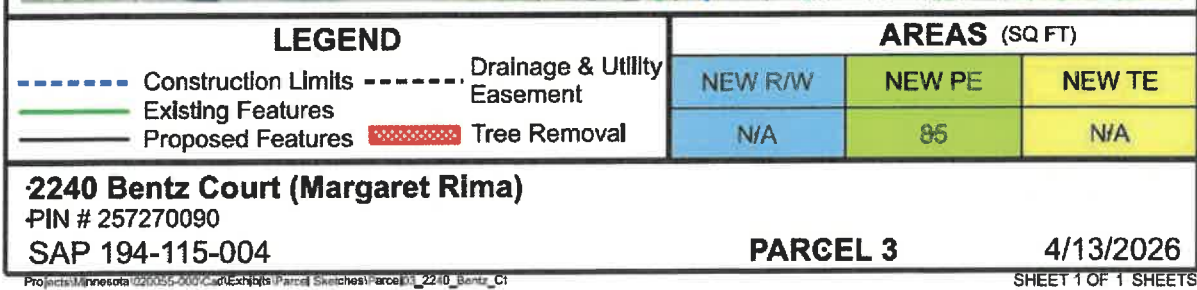
(2240 Bentz Court, Chanhassen, MN 55317)

Project Manager: City of Chanhassen

A handwritten signature in cursive script, appearing to read "Charles Howley", written over a horizontal line.

Public Works Director: Charles Howley

The exhibit below is from the Galpin Boulevard Reconstruction Project plans. The intent of the exhibit is to show the project limits and any negotiated improvements on the property. A full set of project plans and construction documents are available upon request. Please contact the City of Chanhassen Engineering Department at engdept@chanhassenmn.gov or (952) 227-1160 with any questions or to request additional information.



City Council Item

May 18, 2026



Item	Resolution 2026-XX: Accept Donation from Kidde	
File No.		Item No: D.13
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Andrew Heger, Fire Chief	
Reviewed By		

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution accepting a donation of 76 smoke/carbon monoxide detectors valued at \$5,317."

Motion Type	2/3 Vote
Strategic Priority	Operational Excellence

SUMMARY

BACKGROUND

A donation of 76 smoke/carbon monoxide detectors, valued at \$5,317, was made to the fire department from Kidde. The detectors will be distributed throughout the community to those in need of a working detector. Staff will draft a thank you note to be sent to the giftees.

DISCUSSION

BUDGET

RECOMMENDATION

The Chanhassen City Council adopts a resolution 2026-XX, accepting a donation of 76 smoke/carbon monoxide detectors from Kidde.

ATTACHMENTS

[Resolution Accepting Donations](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18th, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION ACCEPTING A DONATION TO THE CHANHASSEN FIRE
DEPARTMENT.**

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

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

<u>Name of Donor</u>	<u>Amount</u>
Kidde	76 smoke/carbon monoxide detectors valued at \$5,317

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

<u>Donation Number</u>	<u>Terms or Conditions</u>
N/A	Fire Department

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

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

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

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

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

City Council Item

May 18, 2026



Item	Resolution 2026-XX: Authorize Stormwater BMP Vegetation Management Services Contract for 2026	
File No.	N/A	Item No: D.14
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Joe Seidl, Water Resources Engineer	
Reviewed By	Charlie Howley	

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council adopts a resolution authorizing a contract with Natural Shores Technologies, Inc. for performing annual Vegetation Management Services."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

This contract is for annual vegetation and maintenance work associated with the city's stormwater Best Management Practices (BMPs) and water resources. The project consists of multiple areas around the city, and the scope includes a mix of vegetation maintenance and restoration. Establishing proper vegetation around stormwater BMPs and water resources is essential to the city's drainage system functionality.

The city, via its MS4 permit, is obligated to maintain its stormwater management infrastructure. Staff is continuing to find older BMPs in need of maintenance as databases are updated. The contract is designed to allow flexibility to maintain additional areas as they are identified.

Staff received bids from three (3) qualified companies and selected the lowest bidder, Natural Shore Technologies Inc., who has successfully completed similar work for the city in the past.

BACKGROUND

N/A

DISCUSSION

N/A

BUDGET

This project is an operating expense funded by the Surface Water Management Fund. The city received a total of three (3) bids, ranging from \$32,750 to \$57,514. A copy of the bid comparison spreadsheet is attached.

RECOMMENDATION

Staff recommends award of the contract to the low bidder, Natural Shore Technologies, Inc.

ATTACHMENTS

[Resolution for Vegetation Management](#)

[2026 Contract for Vegetation Management](#)

[2026 RFQ Scope](#)

[2026 Chanhassen Maintenance Sites NST Quote](#)

[2026 Bids](#)

[Vegetation Management Map - 2026](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION AUTHORIZING ENTERING INTO A CONTRACT WITH NATURAL
SHORE TECHNOLOGIES, INC. FOR 2026 STORMWATER BMP VEGETATION
MANAGEMENT**

WHEREAS, there are approximately 300 city-owned stormwater ponds and best management practices, 115 miles of sewer pipe, and 5300 individual storm structures in the city that make up the publicly-owned stormwater management infrastructure; and

WHEREAS, the city is obligated to maintain publicly-owned stormwater management infrastructure; and

WHEREAS, vegetation management is an important part of maintaining stormwater infrastructure; and

WHEREAS, the city scoped an annual project scope that was sent to qualified contractors and received three competitive quotes; and

WHEREAS, the low quote contractor is recommended and funding is available in the Surface Water Utility Fund.

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby authorizes entering into a contract with Natural Shore Technologies, Inc. for the 2026 Stormwater BMP Vegetation Management Contract.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

NON-BID CONTRACT FOR PURCHASE OF GOODS AND SERVICES

AGREEMENT made this 18th day of May 2026, by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation ("City") and Natural Shore Technologies Inc. a Minnesota Corporation ("Contractor").

IN CONSIDERATION OF THEIR MUTUAL COVENANTS, THE PARTIES AGREE AS FOLLOWS:

1. CONTRACT DOCUMENTS. The following documents shall be referred to as the "Contract Documents," all of which shall be taken together as a whole as the contract between the parties as if they were set verbatim and in full herein:

- A. This Agreement.
- B. Request for Proposal, dated 20th day of April 2026.
- C. Contractor's Quote dated 4th day of May 2026.

In the event of a conflict among the provisions of the Contract Documents, the order in which they are listed above shall control in resolving any such conflicts. Contract Document "A" has the first priority and Contract Document "C" has the last priority.

2. CONTRACTOR OBLIGATIONS. The Contractor shall provide the goods, services and perform the work in accordance with the Contract Documents ("Work"). Contractor shall provide all personnel, supervision, services, materials, tools, equipment and supplies and do all things necessary and ancillary thereto specified in the Contract Documents.

3. CONTRACTOR'S REPRESENTATIONS.

A. Contractor has examined and carefully studied the Contract Documents and other related data identified in the Contract Documents.

B. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.

C. Contractor has given City written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by City is acceptable to Contractor.

D. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

4. COMPENSATION. Contractor shall be paid by the City for the goods and services described in Paragraph 2 in accordance with the Quote, but not to exceed \$32,750 which is inclusive

of reimbursable expenses. The fee shall not be adjusted even if the estimated number of hours to perform a task, or any other estimate, assumption or matter is wrong or exceeded. Payment shall be made periodically after a service has been completed and within thirty-five (35) days of receipt of an invoice.

5. COMPLETION DATE. The Contractor shall complete the Work on or before October 31st, 2026.

6. WARRANTY. The Contractor shall be held responsible for any and all defects in workmanship and materials and upon notification by the City shall immediately replace or repair the defective workmanship and materials without cost to the City. The Contractor warrants that only new unused materials will be used. The Contractor further warrants to the City that all materials and services furnished under the Contract will be in conformance with Contract Documents and that the goods are of merchantable quality and are fit for the use for which they are sold. These warranties are in addition to any manufacturer's standard warranty, and any warranty provided by law.

7. RIGHTS AND REMEDIES.

A. The duties and obligations imposed by the Contract Documents, and the rights and remedies available thereunder shall be in addition to, and not a limitation of, any duties, obligations, rights and remedies otherwise imposed or available by law.

B. No action, or failure to act, by the City or the Contractor shall constitute a waiver of any right or duty afforded any of them under the Contract, nor shall any such action or failure to act constitute an approval of, or acquiescence in, any breach there under, except as may be specifically agreed in writing.

8. CHANGES TO WORK. Without invalidating the Contract, the City may, at any time, or from time to time, order additions, deletions or revisions in the work provided under this Agreement; these will be authorized by an amendment to the Contract. Upon approval of an amendment, Contractor shall proceed with the work provided under the amendment. Changes in the Contract Price shall be based upon the prices identified in the Quote provided or negotiated between the parties based on similar work provided in the Proposal.

9. UNAUTHORIZED WORK. Additional work performed without authorization of an amendment of this Contract will not entitle Contractor to an increase in the Compensation or an extension of the Contract.

10. DOCUMENTS. The City shall be the owner of all documents, reports, studies, analysis and the like prepared by the Contractor in conjunction with this contract.

11. COMPLIANCE WITH LAWS AND REGULATIONS. In providing services hereunder, Contractor shall abide by all statutes, ordinances, rules and regulations pertaining to the provisions of goods and services to be provided.

12. STANDARD OF CARE. Contractor shall exercise the same degrees of care, skill, and diligence in the performance of the services as is ordinarily possessed and exercised by a professional Contractor under similar circumstances. No other warranty, expressed or implied, is included in this Agreement. City shall not be responsible for discovering deficiencies in the accuracy of Contractor's services.

13. INDEMNIFICATION. To the fullest extent permitted by law, Contractor agrees to defend, indemnify and hold harmless the City, and its employees, officials, and agents from and against all claims, actions, damages, losses and expenses, including reasonable attorney fees, arising out of Contractor's negligence or its performance or failure to perform its obligations under this Contract. Contractor's indemnification obligation shall apply to subcontractor(s), or anyone directly or indirectly employed or hired by Contractor, or anyone for whose acts Contractor may be liable. Contractor agrees this indemnity obligation shall survive the completion or termination of this Contract.

14. INSURANCE. Prior to the start of the project, Contractor shall furnish to the City a certificate of insurance showing proof of the required insurance required under this Paragraph. Contractor shall take out and maintain or cause to be taken out and maintained until six (6) months after the City has accepted the public improvements, such insurance as shall protect Contractor and the City for work covered by the Contract including workers' compensation claims and property damage, bodily and personal injury which may arise from operations under this Contract, whether such operations are by Contractor or anyone directly or indirectly employed by either of them. The minimum amounts of insurance shall be as follows:

Commercial General Liability (or in combination with an umbrella policy)

\$2,000,000 Each Occurrence

\$2,000,000 Products/Completed Operations Aggregate

\$2,000,000 Annual Aggregate

The following coverages shall be included:

Premises and Operations Bodily Injury and Property Damage

Personal and Advertising Injury

Blanket Contractual Liability

Products and Completed Operations Liability

Automobile Liability

\$2,000,000 Combined Single Limit – Bodily Injury & Property Damage
Including Owned, Hired & Non-Owned Automobiles

Workers Compensation

Workers' Compensation insurance in accordance with the statutory requirements of the State of Minnesota, including Employer's Liability with minimum limits are as follows:

\$500,000 – Bodily Injury by Disease per employee

\$500,000 – Bodily Injury by Disease aggregate

\$500,000 – Bodily Injury by Accident

The Contractor's insurance must be "Primary and Non-Contributory".

All insurance policies (or riders) required by this Contract shall be (i) taken out by and maintained with responsible insurance companies organized under the laws of one of the states of the United States and qualified to do business in the State of Minnesota, (ii) shall name the City, its employees and agents as additional insureds (CGL and umbrella only) by endorsement which shall be filed with the City. **A copy of the endorsement must be submitted with the certificate of insurance.**

Contractor's policies and Certificate of Insurance shall contain a provision that coverage afforded under the policies shall not be cancelled without at least thirty (30) days' advanced written notice to the City, or ten (10) days' notice for non-payment of premium.

An Umbrella or Excess Liability insurance policy may be used to supplement Contractor's policy limits on a follow-form basis to satisfy the full policy limits required by this Contract.

15. INDEPENDENT CONTRACTOR. The City hereby retains the Contractor as an independent contractor upon the terms and conditions set forth in this Agreement. The Contractor is not an employee of the City and is free to contract with other entities as provided herein. Contractor shall be responsible for selecting the means and methods of performing the work. Contractor shall furnish any and all supplies, equipment, and incidentals necessary for Contractor's performance under this Agreement. City and Contractor agree that Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's agents or employees are in any manner agents or employees of the City. Contractor shall be exclusively responsible under this Agreement for Contractor's own FICA payments, workers compensation payments, unemployment compensation payments, withholding amounts, and/or self-employment taxes if any such payments, amounts, or taxes are required to be paid by law or regulation.

16. SUBCONTRACTORS. Contractor shall not enter into subcontracts for services provided under this Agreement without the express written consent of the City. Contractor shall comply with Minnesota Statute § 471.425. Contractor must pay Subcontractor for all undisputed services provided by Subcontractor within ten days of Contractor's receipt of payment from City. Contractor must pay interest of 1.5 percent per month or any part of a month to Subcontractor on any undisputed amount not paid on time to Subcontractor. The minimum monthly interest penalty payment for an unpaid balance of \$100 or more is \$10.

17. ASSIGNMENT. Neither party shall assign this Agreement, nor any interest arising herein, without the written consent of the other party.

18. WAIVER. Any waiver by either party of a breach of any provisions of this Agreement shall not affect, in any respect, the validity of the remainder of this Agreement.

19. ENTIRE AGREEMENT. The entire agreement of the parties is contained herein. This Agreement supersedes all oral agreements and negotiations between the parties relating to the subject matter hereof as well as any previous agreements presently in effect between the parties relating to the subject matter hereof. Any alterations, amendments, deletions, or waivers of the

provisions of this Agreement shall be valid only when expressed in writing and duly signed by the parties, unless otherwise provided herein.

20. CONTROLLING LAW. This Agreement shall be governed by and construed in accordance with the laws of the State of Minnesota.

21. COPYRIGHT. Contractor shall defend actions or claims charging infringement of any copyright or patent by reason of the use or adoption of any designs, drawings or specifications supplied by it, and it shall hold harmless the City from loss or damage resulting there from.

22. RECORDS/AUDIT. The Contractor shall maintain complete and accurate records of time and expense involved in the performance of services. Pursuant to Minnesota Statutes § 16C.05, Subd. 5, any books, records, documents, and accounting procedures and practices of City and Contractor relevant to the Agreement are subject to examination by City and Contractor, and either the Legislative Auditor or the State Auditor as appropriate. City and Contractor agree to maintain these records for a period of six years from the date of performance of all services covered under this Agreement.

23. MINNESOTA GOVERNMENT DATA PRACTICES ACT. Contractor must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to (1) all data provided by the City pursuant to this Agreement, and (2) all data, created, collected, received, stored, used, maintained, or disseminated by the Contractor pursuant to this Agreement. Contractor is subject to all the provisions of the Minnesota Government Data Practices Act, including but not limited to the civil remedies of Minnesota Statutes Section 13.08, as if it were a government entity. In the event Contractor receives a request to release data, Contractor must immediately notify City. City will give Contractor instructions concerning the release of the data to the requesting party before the data is released. Contractor agrees to defend, indemnify, and hold City, its officials, officers, agents, employees, and volunteers harmless from any claims resulting from Contractor's officers', agents', city's, partners', employees', volunteers', assignees' or subcontractors' unlawful disclosure and/or use of protected data. The terms of this paragraph shall survive the cancellation or termination of this Agreement.

24. TERMINATION. This Agreement may be terminated by City on two (2) days' written notice delivered to Contractor at the address on file with the City. Upon termination under this provision if there is no fault of the Contractor, the Contractor shall be paid for goods and services rendered and reimbursable expenses until the effective date of termination. If the City terminates the Agreement because the Contractor has failed to perform in accordance with this Agreement, no further payment shall be made to the Contractor, and the City may retain another Contractor to undertake or complete the work identified in this Agreement.

Dated: _____

CITY OF CHANHASSEN

By: _____
Laurie Hokkanen, City Manager

By: _____
Elise Ryan, Mayor

Dated: _____

By: _____

Print Name: _____

Its: _____



CITY OF CHANHASSEN

Chanhassen is a Community for Life - Providing for Today and Planning for Tomorrow

2026 Stormwater BMP Maintenance

General Notes:

- Herbicides used must be registered with the Minnesota Department of Agriculture.
- Herbicides must be applied by a licensed Commercial Pesticide Applicator.
- Additional work must be approved by City Water Resources Engineer prior to start of work.

1. Bandimere Park Pond and Raingardens (8800sq.ft, 3500sq.ft, 5000sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (handweed/ weed whip)
- Install additional hardwood mulch to parking lot rain garden
- Volunteer woody treatment and removal

2. Filtration Basin Hwy 5 (3500sq.ft)

- spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)

3. Lake Susan Butterfly Garden (L. Susan North Shoreline) (4500sq.ft & 40,000 sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)

4. Lake Ann Rain Gardens (4) (2900sq.ft, 1600sq.ft, 2200sq.ft, 4200sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)
- Remove turfgrass from within raingarden

5. Lotus Lake Beach (5700sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late Spring and fall)
- 3 site weeding visits (hand weed/ weed whip)

6. Lotus Pond (3500sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)

7. Minnewashta Manor Biofiltration system (4800sq.ft)

- Spring mow or weed whip to 6" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (handweed/ weed whip)
- Remove turfgrass from within raingarden
- Volunteer woody treatment and removal

8. Minnewashta Heights Park Raingarden (7500sq.ft)

- Spring mow or weed whip to 4" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)
- Remove turfgrass from within raingarden

9. Roundhouse Park Raingardens (3) (2100sq.ft, 1600sq.ft, 1700sq.ft)

- Spring mow or weed whip to 4" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)
- Remove turfgrass from within raingardens

10. Kerber Park Pond Buffer (20,000sq.ft)

- Spring mow or weed whip to 4" height
- 2 herbicide applications (late spring and fall)
- 3 site weeding visits (hand weed/ weed whip)
- Volunteer woody treatment and removal

11. Orchard Lane Raingarden (2100sq.ft)

- Herbicide applications (late spring and fall)
- 3 site weeding visits
- Volunteer woody treatment and removal

12. Sandpiper Trail Filtration Swale

- Herbicide applications (late spring and fall)
- 3 site weeding visits
- Volunteer woody treatment and removal

13. Washta Bay raingarden

- Herbicide applications (late spring and fall)
- 3 site weeding visits
- Volunteer woody treatment and removal

14. Timberwood Estates Filtration basin

- Volunteer woody treatment and removal
- Herbicide applications (late spring and fall)
- Removal of any growth around rip rap aprons

15. Lotus Lake Boat Launch Raingarden

- Vegetation newly planted in 2024, verify/maintain native plant establishment
- 2 site weeding visits
- Volunteer woody treatment and removal

16. Loreda Drive Storm Basin

- Herbicide applications (late spring and fall)
- Removal of volunteer trees from BMP bottom
- 3 site weeding visits

17. 101/61 Roundabout Center island

- Maintain low vegetation height around City sign
- 2 site weeding visits
- Volunteer woody treatment and removal

18. W 79th St Raingarden (across from Tequila Butcher)

- Spring mow or weed whip to 4" height
- 2 herbicide applications (late spring and fall)
- 2 site weeding visits (hand weed/ weed whip)

19. Additional spot treatment as directed by City Staff

- Herbicide application as needed
- Volunteer woody treatment and removal
- Work to be completed as directed by City staff at other sites located in the City of Chanhassen
- Assume 100 hours for the quote set up as an allowance

20. End of year report

- A summary report of the sites maintained the work completed at each site
- Include recommendations for future maintenance of the site for the 2027 season



May 4th, 2026

2026 Chanhassen Stormwater BMP Maintenance Estimate

Dear Joe and Ryan,

Thank you for the opportunity to continue working on the City of Chanhassen native planting sites. Please find below a detailed estimate of our maintenance estimates for each site. **All estimates are a not to exceed amount.**

1. Bandimere Park Pond and Rain Gardens- **\$3,000**
(8800sq.ft, 3500sq.ft, 5000sq.ft)
 - a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Install additional hardwood mulch to parking lot rain garden
 - e. Volunteer woody treatment and removal
- Optional Adjacent Field Maintenance (approx. 31,000 sq. ft.)- \$1,600*
 - f. *Spring mowing*
 - g. *2 herbicide applications (late spring and fall)*
 - h. *2 site selective mowing treatments*
2. Filtration Basin Hwy 5 (3500sq.ft) - **\$740**
 - a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
3. Lake Susan Butterfly Garden (L. Susan North Shoreline)- **\$1,700**
(4500sq.ft & 40,000 sq. ft.)
 - a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
4. Lake Ann Rain Gardens (4) - **\$2,250**
(2900sq.ft, 1600sq.ft, 2200sq.ft, 4200sq.ft)
 - a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Remove turf grass from entering rain gardens
5. Lotus Lake Beach (5,700 sq. ft.)- **\$1,980**
 - a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
6. Lotus pond (3500sq. ft.)- **\$1,270**



- a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. monitor outlet
7. Minnewashta Manor Biofiltration System (4800sq.ft)- **\$900**
- a. Spring mow or weed whip to 6" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Prevent turf grass from entering rain gardens
 - e. Volunteer woody treatment and removal
8. Minnewashta Heights Park Rain Garden (7500sq.ft)- **\$610**
- a. Spring mow or weed whip to 4" height
 - b. herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Prevent turf grass from entering rain gardens
9. Roundhouse Park Rain Gardens (3)- **1,100**
(2100sq.ft, 1600sq.ft, 1700sq.ft)
- a. Spring mow or weed whip to 4" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Remove turf grass from entering rain gardens
10. Kerber Park Pond Buffer- **\$2,040**
(20,000 sq. ft)
- a. Spring mow or weed whip to 4" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 3 site weeding visits (hand weed/ weed-whip)
 - d. Volunteer woody treatment and removal
11. Orchard Lane Raingarden (2100 sq. ft.) - **\$700**
- a. Herbicide applications (late spring and fall)
 - b. 3 site weeding visits
 - c. Remove turfgrass from within raingarden
12. Sandpiper Trail Filtration Swale (2000 sq. ft.)- **\$630**
- a. Herbicide applications (late spring and fall)
 - b. 3 site weeding visits
 - c. Volunteer woody treatment and removal
13. Washta Bay raingarden (2000 sq. ft.)- **\$630**
- a. Herbicide applications (late spring and fall)
 - b. 3 site weeding visits
 - c. Volunteer woody treatment and removal



14. Timberwood Estates Filtration basin (2800 sq. ft.)- **\$990**
 - a. Volunteer woody treatment and removal
 - b. Herbicide applications (late spring and fall)
 - c. Removal of any growth around rip rap aprons.
15. Lotus Lake Boat Launch Rain Garden- **\$600**
 - a. Verify establishment of vegetation in basin area
 - b. 2 site weeding visits
 - c. Volunteer woody treatment and removals
16. Lored Drive Storm Basin- **\$1,470**
 - a. Spring and fall herbicide treatments of herbaceous non-natives
 - b. Removal of volunteer trees from BMP bottom
 - c. 3 site weeding visits
17. 101/61 Roundabout Center Island- **\$800**
 - a. Maintain low vegetation height around City sign
 - b. 2 site weeding visits
 - c. Volunteer woody treatment and removal
18. W 79th St. Raingarden (Across from Tequila Butcher)- **\$990**
 - a. Spring mow or weed whip to 4" height
 - b. 2 herbicide applications (late spring and fall)
 - c. 2 site weeding visits (hand weed/weed whip)
19. Additional spot treatment as directed by City Staff - **\$9,900**
 - a. Herbicide application as needed
 - b. Volunteer woody treatment and removal
 - c. Work to be completed as directed by City staff at other sites located in the City of Chanhassen
 - d. Assume 100 hours for the quote set up as an allowance
20. End of the season site assessment report for all sites- **\$450**
 - a. A summary report of the sites maintained the work completed at each site
 - b. Include recommendations for future maintenance of the site for the 2027 season

2026 Stormwater BMP Maintenance Total: Not to Exceed \$32,750

Best regards,
Tracy Lawler
Maintenance Program Manager
612-220-4178
tracy@naturalshore.com

2026 Chanhassen Vegetation Management Quotes

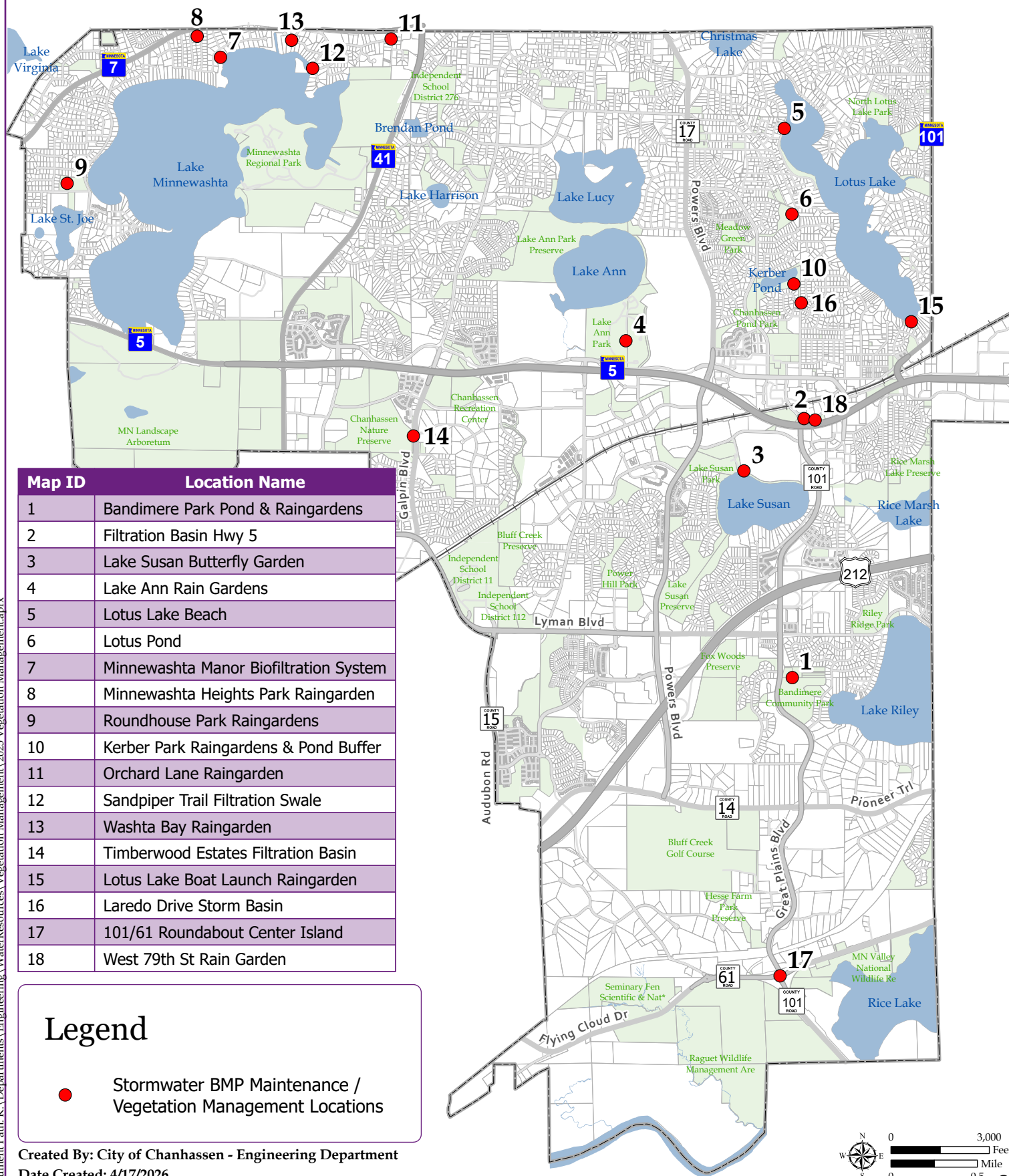
Bidder	Hourly Rate	Total Cost
MNL	\$125.00	\$57,513.88
Natural Shore	\$94.00	\$32,750.00
Prairie Restoration	\$162.50	\$42,227.50

all assumed 100 hrs additional



City of Chanhassen

2026 Stormwater BMP Maintenance / Vegetation Management



City Council Item

May 18, 2026



Item	Resolution 2026-XX: Authorize execution of an Aquatic Invasive Species Watercraft Inspection Agreement with Carver County	
File No.	SWMP 13G	Item No: D.15
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Joe Seidl, Water Resources Engineer	
Reviewed By	Charlie Howley	

<u>SUGGESTED ACTION</u>	
“The Chanhassen City Council adopts a resolution authorizing execution of an Aquatic Invasive Species Watercraft Inspection Agreement with Carver County.”	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The purpose of this agreement is to help prevent the introduction of new Aquatic Invasive Species (AIS) into Lake Ann, Lake Susan, and Lotus Lake through AIS education and inspections. The program's overall cost is \$51,986, but the cost to the city is \$23,952. The project is within the budget, with \$30,000 being allocated for the AIS program. The remaining costs are funded by partnerships with the Riley Purgatory Bluff Creek Watershed District (RPBCWD) in the amount of \$19,869 and the Lotus Lake Conservation Alliance (LLCA) in the amount of \$8,165. The agreement has been reviewed by both city and county staff.

BACKGROUND

The overall program costs \$51,986, all of which is to be paid by the city to the county. However, the city is sharing the cost of the program with RPBCWD and the LLCA. RPBCWD has agreed to pay \$19,869, and the LLCA has agreed to pay \$8,165. Agreements for the respective financial contributions

with both organizations have been obtained. The city has financially supported this program since 2014. This is a budgeted expense coming from the Surface Water Management Fund.

Lake Ann and Lake Susan were each budgeted for 338 Inspection Hours, with Lotus Lake budgeted for 1,687 Inspection Hours. Lotus Lake receives more inspection hours because of the LLCA contribution and because of the characteristics of the lake that make it better suited for AIS management.

Carver County runs the program and employs DNR-certified staff at each lake to visually inspect watercraft before they enter and when leaving the lakes to control the spread of AIS.

DISCUSSION

N/A

BUDGET

This is a budgeted expense coming from the Surface Water Management Fund. The budgeted amount was \$30,000 and the program cost is \$23,952.

RECOMMENDATION

Staff recommends the City Council adopt the resolution approving the execution of this agreement with Carver County.

ATTACHMENTS

[2026-XX AIS Watercraft Inspection Agreement with Carver County](#)
[City of Chanhassen AIS Agreement 2026](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION APPROVING AIS WATERCRAFT INSPECTION AGREEMENT WITH
CARVER COUNTY**

WHEREAS, the City desires to establish an Aquatic Invasive Species (hereinafter called “AIS”) Inspection Program to prevent introduction of new AIS into Lake Ann, Lake Susan and Lotus Lake (“Lakes”) through AIS education and inspections; and

WHEREAS, Carver County has agreed to provide AIS inspection services for the Lakes pursuant to the AIS Watercraft Inspection Agreement between the County and the City, which services shall commence upon execution of the AIS Watercraft Inspection Agreement by both parties and continue through October 31, 2026. The total amount of compensation to be paid to Carver County shall not exceed \$51,986; and

WHEREAS, the City of Chanhassen is sharing the cost of the program with the Riley Purgatory Bluff Creek Watershed District and the Lotus Lake Conservation Alliance who have agreed to pay \$19,869 and \$8,165, respectively; and

WHEREAS, the program is a budgeted expense funded by the Surface Water Management Fund. The budgeted amount was \$30,000 and the program cost to the City of Chanhassen is \$23,952; and

WHEREAS, the maximum total number of watercraft inspection hours for the days from May 18, 2026 through October 31, 2026 is two thousand three hundred and sixty three (2,363).

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby approves the AIS Watercraft Inspection Agreement with Carver County and accepts the funds approved by Riley Purgatory Bluff Creek Watershed District and the Lotus Lake Conservation Alliance in the amounts of \$19,869 and \$8,165, respectively.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

City of Chanhassen AIS Watercraft Inspection Agreement

AGREEMENT entered into as of _____, 2026 by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation (“City”), and **COUNTY OF CARVER**, a body corporate and politic under the laws of Minnesota (“County”).

NOW, THEREFORE, in consideration of their mutual covenants and obligations, the City and County agree as follows:

I. COUNTY SERVICES

The purpose of this Agreement is to partner with the City in preventing the introduction of new Aquatic Invasive Species (hereinafter called “AIS”) into Lake Ann, Lake Susan and Lotus Lake through AIS education and inspections. The primary contact for the County is Andrew Dickhart and Joe Seidl is the primary contact for the City.

II. SPECIALIZED PROFESSIONAL AGREEMENT SPECIFICATIONS

1. This Agreement shall commence upon its execution by both parties and continue through November 30, 2026. The total amount of compensation to be paid to the County shall not exceed \$51,986.

2. Inspections will be conducted at the following public access points: Lake Ann, Lake Susan and Lotus Lake in accordance with the schedule attached as Appendix A.

3. Inspections outside of the foregoing hours shall be conducted by the County only with the mutual consent and agreement of the City and the County. The maximum total number of watercraft inspection hours for these days from May 09, 2026 through October 31, 2026 is two thousand three hundred sixty three (2,363).

4. The County will provide all necessary supervision to assure that the County’s employees satisfactorily perform their duties under this Agreement.

5. The County will onboard applicants as employee inspectors, be responsible for training, scheduling, and payroll during the term of this agreement. The County will provide inspector service as long it can continue inspector staffing or to the term of this agreement, whichever comes first.

6. The City will reimburse the County for inspections at the rate of Twenty Two Dollars and 00/100 (\$22.00) per hour up to a total not to exceed \$52,000.

7. The County will provide reports showing actual time spent at each location.

8. The County will coordinate MN DNR training sessions for the inspectors to be certified as Level I or Level II inspectors.

9. The County shall act in all respects as an independent Contractor under this Agreement and will be solely responsible for performance of services required hereunder, as well as the means and manner of performance thereof. Nothing herein authorizes the County to act as an agent or representative of the City for any purpose.

10. Any amendment to this agreement must be in writing and executed by both the County and the City

III. INDEMNIFICATION

Each party shall be liable for its own acts to the extent provided by law and hereby agrees to indemnify, hold harmless and defend the other, its officers and employees against any and all liability, loss, costs, damages, expenses, claims or actions, including attorney's fees which the other, its officers and employees may hereafter sustain, incur or be required to pay, arising out of or by reason of any act or omission of the party, its agents, servants or employees, in the execution or performance or failure to adequately perform its obligations pursuant to this Agreement.

It is understood and agreed that the County's and City's liability shall be limited by the provisions of Minn.Stat.Chap.466 and/or other applicable law. To the full extent permitted by law, actions by the parties pursuant to this Agreement are intended to be and shall be construed as a "cooperative activity" and it is the intent of the parties that they shall be deemed a "single government unit" for the purposes of liability, all as set forth in Minnesota Statutes, Section 471.59, Subd. 1a(a); provided further that for purposes of that statute, each party to this Agreement expressly declines responsibility for the acts of omissions of the other party.

IV. PAYMENT FOR SERVICES

1. Payments to the County will be paid as services are performed and will be paid within thirty-five (35) days of receipt of the County's invoice, which shall be submitted after completion of program.

2. All other expenses incurred by the County in completing the work required under this Agreement will be the County's responsibility.

V. TERMINATION OF AGREEMENT

This Agreement may be terminated at any time and for any reason by the City on seven (7) days' written notice. In the event of termination by the City, the County is entitled to compensation based on the number of hours worked up to the effective date of termination.

VI. NOTICE

1. Any notice, request, demand, or other communication required or permitted under the terms of this Agreement shall be deemed to be properly given when deposited in the United States Postal Service, postage prepaid, and addressed to the agent of each party as specified herein.

2. However, when this Agreement requires immediate notice, such notice shall be accomplished by telephone to the designated agent of the parties or by facsimile to the numbers listed herein:

(a) Notices to City should be sent to:

City of Chanhassen
Attn: Joe Seidl
7700 Market Boulevard
P.O. Box 147
Chanhassen, MN 55317
Telephone: 952-227-1168
Fax: 952-227-1110

(b) Notices to the County should be sent to:

Carver County
Attn: Andrew Dickhart
600 E. 4th Street
Chaska, Minnesota
Telephone: 952-361-1871
Fax: 952-361-1828

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed intending to be bound thereby.

**CITY OF CHANHASSEN,
MINNESOTA**

BY: _____
Elise Ryan, Mayor

Date: _____, 2026

COUNTY OF CARVER

BY: _____
Dave Hemze, County Administrator

Date: _____, 2026

BY: _____
Tom Workman, Chair, Board of
Commissioners

Date: _____, 2026

2026 Program Details

Duration of Inspections:

Lake Ann and Lake Susan (5/25/26 – 9/07/26)
Lotus Lake (5/09/26 - 10/31/26)

Coverage Times:

Lake Ann & Lake Susan:

Fridays, (4 pm to 8 pm)
Saturdays, Sundays (8 am to 5 pm)
Holidays (varies)

Lotus Lake:

May 09 - September 7 (8am to 6 pm) 7 days/week
September 8- October 12 (9 am to 6 pm) 7 days/week
October 13-31 (9 am to 5 pm) 7 days/week

Total Inspection Hours:

Lake Ann	338	hours
Lake Susan	338	hours
Lotus Lake	1687	hours
	2363	hours

Combined Program Budget

Inspections	2,363 @ \$22.00/hr	\$51,986.00
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Funding Partners

Riley Purgatory Bluff Creek Watershed District: \$19,869
City of Chanhassen \$23,952
Lotus Lake Conservation Alliance/LLCA: \$8,165

Enclosures: _____

City Council Item

May 18, 2026



Item	Resolution 2026-XX: Accept 2026 Community Events Sponsorship Donations from Area Businesses	
File No.		Item No: D.16
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution accepting donations totaling \$40,815.77 from area businesses for the 2026 Community Events Sponsorship Program. Furthermore, the staff is directed to prepare correspondence thanking each business for their generous contribution."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

BACKGROUND

Each year, the City of Chanhassen presents four community events: February Festival, the Easter Egg Candy Hunt, the 4th of July Celebration, and the Halloween Party. These events have been longstanding traditions in our community. To date, \$40,815.77 has been donated to the 2026 Community Events Sponsorship Program in increments of \$500 or more as identified in the resolution. The total amount of sponsorship received in 2026, including contributions smaller than \$500, is \$42,215.77. All donations exceeding \$500 must be approved by the City Council under State Statute.

The generosity and civic pride of our business community is one of the many reasons why Chanhassen is a great place to live and raise a family. All of the community events are made possible through

generous donations from the local business community.

DISCUSSION

BUDGET

RECOMMENDATION

Staff recommends that the Chanhassen City Council adopt a resolution accepting donations totaling \$40,815.77 from area businesses for the 2026 Community Events Sponsorship Program. Furthermore, the staff is directed to prepare correspondence thanking each business for their generous contribution.

ATTACHMENTS

[Resolution](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION ACCEPTING DONATIONS FOR THE
2026 COMMUNITY EVENTS SPONSORSHIP PROGRAM**

WHEREAS, each year the city presents four community events: February Festival, Easter Egg Candy Hunt, 4th of July Celebration, and Halloween Party.

NOW, THEREFORE, BE IT RESOLVED THAT THE CHANHASSEN CITY COUNCIL hereby accepts the following donations to help offset the costs of these events:

<u>Business Name</u>	<u>Donation</u>
Nicolet National Bank	\$3,500.00
Old National Bank	\$3,000.00
The Garden By The Woods	\$3,000.00
Holiday Inn Express & Suites	\$2,500.00
Bongards Premium Cheese	\$1,500.00
Mathnasium of Chanhassen West	\$1,500.00
Ridgeview	\$1,500.00
South Lake Agency Inc	\$1,500.00
J&R Complete Auto Repair	\$1,200.00
Automotive Unlimited	\$1,079.90
Merlin's Ace Hardware	\$1,035.87
Americana Community Bank	\$1,000.00
Chanhassen American Legion Post 580	\$1,000.00
Chanhassen Dinner Theatres	\$1,000.00
Chick-fil-A Chanhassen & Eden Prairie	\$1,000.00
Christian Brothers Automotive	\$1,000.00
Eden Trace Corp.	\$1,000.00
GVT Tire & Auto	\$1,000.00
kiddywampus	\$1,000.00
Lunds & Byerlys Chanhassen	\$1,000.00

Pizzaioli	\$1,000.00
Riley Crossing Senior Living	\$1,000.00
The Mustard Seed Landscaping & Garden Center	\$1,000.00
TruStone Financial	\$1,000.00
Waytek	\$1,000.00
Wink Family Eye Care	\$1,000.00
Xcel Energy	\$1,000.00
Chanhassen Chiropractic	\$500.00
Chanhassen Dental	\$500.00
Houlihan's Restaurant & Bar	\$500.00
Med Box Grill	\$500.00
Metropolitan Supply	\$500.00
Power Systems	\$500.00
Vexilar	\$500.00
TOTAL DONATIONS	\$40,815.77

BE IT FURTHER RESOLVED that staff is directed to prepare correspondence thanking each business for their generous contributions.

Passed and adopted by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Laurie Hokkanen, City Manager

Elise Ryan, Mayor

YES

NO

ABSENT

City Council Item

May 18, 2026



Item	Resolution 2026-XX: Accept a \$15,000 Donation from Xfinity	
File No.		Item No: D.17
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Priya Wall, Recreation Manager	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council adopts a resolution accepting a \$15,000 donation from Xfinity for the 2026 4th of July Celebration Street Dance stage and fireworks sponsorship."

Motion Type	Simple Majority Vote of members present
Strategic Priority	N/A

SUMMARY

The 43rd annual 4th of July Celebration will be held July 2, 3, and 4 at City Center Park and Lake Ann Park. For the second year, Xfinity has generously donated \$15,000 as the Street Dance stage and fireworks sponsor. In addition to financial sponsorship, Xfinity will provide logistical support and in-kind donations for a July 1 Movie in the Park event.

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

"The Chanhassen City Council adopts a resolution accepting a \$15,000 donation from Xfinity."

ATTACHMENTS

[Resolution](#)

[Xfinity Sponsorship Agreement](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

A RESOLUTION ACCEPTING A DONATION FROM XFINITY

BE IT RESOLVED that the Chanhassen City Council hereby accepts the \$15,000 donation from Xfinity towards the 4th of July Celebration Street Dance stage and fireworks show in 2026.

BE IT FURTHER RESOLVED that city staff is hereby directed to prepare a letter to Xfinity thanking them for their contribution.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

SPONSORSHIP AGREEMENT

THIS SPONSORSHIP AGREEMENT (“Agreement”) entered into as of the date of the last signature below (the “Effective Date”), by and between the **CITY OF CHANHASSEN**, a Minnesota municipal corporation (“City”), and **COMCAST CABLE COMMUNICATIONS, LLC**, dba **XFINITY** (“Sponsor”).

WHEREAS, the City has adopted a sponsorship program pursuant (“Program”), which provides opportunities for residents, businesses, and nonprofits to work in partnership with the City to enhance the City’s ability to deliver parks and recreation services and programs by offsetting City costs. The Program also provides a benefit to residents, businesses, and nonprofits by creating opportunities for recognition and advertisement of their goods or services at City Recreation programs and events.

WHEREAS, the City is hosting its annual 4th of July Celebration July 2 – 4, 2026, including stage entertainment programming and a fireworks display; and

WHEREAS, the Sponsor desires to support the event through a sponsorship;

NOW, THEREFORE, IN CONSIDERATION OF THEIR MUTUAL COVENANTS THE PARTIES AGREE AS FOLLOWS:

1. **Sponsorship.** Sponsor agrees to provide the following.

- a. **Cash contribution:** \$15,000.00
- b. **In-Kind Contribution:** licensing, equipment, and some logistical support for a “Movie in the Park” event on Wednesday, July 1, 2026, and provision of movie theatre-style candy.

These contributions shall support the costs associated with the City of Chanhassen’s 4th of July Celebration, specifically the main stage and fireworks events.

2. **Sponsorship Term.** This Agreement shall commence on the Effective Date and shall continue through July 4, 2026, unless otherwise amended or terminated in accordance with this agreement.

3. **Sponsorship Benefits.** In consideration of the Sponsor’s contributions, the City agrees to provide the following recognition:

- a. Branding, in the style of the event, on the large 4th of July tent, including the Sponsor and City logo.
- b. Branding, in the style of the event, above the 4th of July tent stage, including the Sponsor and City logo.
- c. Branding, in the style of the event, at the 4th of July fireworks event.
- d. Opportunity for free promotional items (glow-sticks, popping candy, miniature bug spray, etc.), branded with Sponsor logo or unbranded, to be given away to street

dance and/or fireworks attendees, which would be purchased by and managed by the City, if desired.

- e. Opportunity for a Sponsor booth and/or Sponsor activity during the duration or a portion of each day of the 4th of July Celebration, if desired.
 - f. Inclusion of the Sponsor's name and logo on all digital promotions, including social media and City website promotions, related to stage programming, the fireworks display, and the Movie in the Park event.
 - g. Inclusion of the Sponsor's name and logo on all print promotions, including the 4th of July Celebration magazine publication and/or local magazine publications, related to stage programming, the fireworks display, and the Movie in the Park event.
4. **Delivery by Sponsor, Return of Goods or Displays.** Sponsor will deliver the goods, services, or financial contribution described in section 1 of this Sponsorship Agreement on or before July 1, 2026, at 4:30 p.m.
5. **Use of Trademarks:** Each party grants the other the limited, non-exclusive right to use its name, logo, and other trademarks solely in connection with fulfilling this Agreement. All such use shall comply with the branding guidelines provided by the respective party and subject to prior written approval.
6. **Termination.** This Agreement may be terminated:
- a. By either party upon material breach by the other, provided that the breaching party fails to cure such breach within (10) days after written notice;
 - b. By mutual written agreement of the parties.
- If terminated without cause by the Sponsor, Sponsor shall remain responsible for any cash or in-kind contributions already agree upon.
7. **Severability.** If any provision, term, or condition of this Agreement is found to be or become unenforceable or invalid, it shall not affect the remaining provisions, terms, and conditions of this Agreement, unless such invalid or unenforceable provision, term, or condition renders this Agreement impossible to perform. Such remaining terms and conditions of the Agreement shall continue in full force and effect and shall continue to operate as the parties' entire agreement.
8. **Force Majeure.** Neither Party will be liable for any failure or delay in performing an obligation under this Agreement that is due to any of the following causes, to the extent beyond its reasonable control: acts of God, accident, riots, war, terrorist act, epidemic, pandemic, quarantine, civil commotion, natural catastrophes, governmental acts or omissions, changes in laws or regulations, national strikes, fire, explosion, generalized lack of availability of raw materials or energy. For the avoidance of doubt, Force Majeure shall not include (a) financial distress nor the inability of either party to make a profit or avoid a financial loss, (b) changes in market prices or conditions, or (c) a party's financial inability to perform its obligations hereunder.

9. **Indemnification.** Sponsor will indemnify the City, its officials, employees, contractors, agents, and volunteers for, and defend them against, all actions, claims, demands, loss or expense of any kind or nature which the City, its officials, employees, contractors, agents, and volunteers may incur or sustain by reason of any claim, demand, investigation, or litigation resulting from messages displayed on sponsorship devices by or at the request of Sponsor, including but not limited to, claims, demands, or litigation alleging that the messages or activities are defamatory, constitute illegal competition or trade practice, contain infringement of trademarks or trade names, or constitute violation of rights of privacy or infringements of copyrights and proprietary rights, notwithstanding the City's prior inspection of any sponsorship material and the City's failure to object to its display. This provision will survive the termination of this Sponsorship Agreement.
10. **Relationship of the Parties.** Nothing contained in this Agreement shall be deemed or construed as creating a joint venture or partnership between the parties.
11. **No Assignment.** Sponsor is not allowed to assign or transfer this Sponsorship Agreement to any third party for any reason.
12. **Waivers.** Failure of either party to object to any default, or to any other act or omission of the other, which is in violation of the terms of this Sponsorship Agreement, will not be deemed a waiver of the right to object to any subsequent default, act or omission, whether similar or dissimilar.
13. **Governing Law and Venue.** This Sponsorship Agreement will be governed by the laws of the State of Minnesota, without reference to its conflict of laws provisions. Any legal proceeding arising from this Sponsorship Agreement will be venued in the state or federal courts with jurisdiction in Carver County, Minnesota.
14. **Data Practices.** Sponsor acknowledges that the City is subject to the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13, and its associated Rules (the "Act"), as well as other state or federal law applicable to government data. Sponsor further acknowledges and understands that this Sponsorship Agreement and the data provided by Sponsor in this Sponsorship Agreement will become subject to the Act and will be classified pursuant to the Act. The City will use any Sponsor data solely for purposes of the Program, and will not disclose Sponsor data except as may be required by the Act, other applicable law, or Order of a court of competent jurisdiction.
15. **Entire Agreement.** This Agreement represents the entire agreement of the parties and is a final, complete, and all inclusive statement of the terms thereof, and supersedes and terminates any prior agreement(s), understandings, or written or verbal representations made between the parties with respect thereto.
16. **Contact information.** For purposes of this Sponsorship Agreement, the contact information for the parties is as follows:

If to the City: Name: Priya Wall
Phone number: 952-227-1122

Email address: pwall@chanhassenmn.gov
Mailing address: 7700 Market Blvd. Chanhassen, MN 55317

If to Sponsor: Name: Aaron Wold
Phone number: 651-600-8689
Email address: Aaron.Wold@comcast.com
Mailing address: 10 River Park Plaza St. Paul, MN 55104

IN WITNESS WHEREOF, the parties hereto have entered into this Agreement as of the day
Effective Date.

CITY:
CITY OF CHANHASSEN:

By: _____
Laurie Hokkanen, City Manager

SPONSOR:
COMCAST CABLE COMMUNICATIONS,
LLC, dba Xfinity

By: _____
Its: _____

City Council Item

May 18, 2026



Item	Resolution 26-XX; DNR License for Highway 5 Watermain	
File No.	ENG 25-03	Item No: D.18
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Charlie Howley, Director of Public Works/City Engineer	
Reviewed By	Laurie Hokkanen	

SUGGESTED ACTION

"The Chanhassen City Council approves a resolution agreeing to a license for utility to cross public waters as required by the Minnesota Department of Natural Resources related to the public watermain as part of the Highway 5 Improvement Project."

Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

The MN DNR has determined that a license is needed for the watermain along Highway 5 due to its proximity to public waters.

BACKGROUND

N/A

DISCUSSION

This action is routine in nature, but the license is in essence, a contract and therefore needs City Council approval. The resolution is authorizing the City's Public Works Director to sign the license on behalf of the city.

BUDGET

N/A

RECOMMENDATION

Staff recommends approval of the license and grant of signing authority to the Public Works Director.

ATTACHMENTS

[Resolution DNR License for Hwy 5 Watermain](#)

[2026-05-08 UWAT014538 Water Crossing License](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION AUTHORIZING ENTERING INTO A LICENSE WITH THE
MINNESOTA DEPARTMENT OF NATURAL RESOURCES FOR THE CITY OF
CHANHASSEN'S PUBLIC WATERMAIN ALONG STATE HIGHWAY 5.**

WHEREAS, there is existing City of Chanhassen public watermain along the north side of State Highway 5; and

WHEREAS, the Minnesota Department of Natural Resources is requiring a license be obtained for the watermain to cross a public water; and

WHEREAS, the watermain is being worked on as part of Carver County's Highway 5 Improvement Project.

NOW, THEREFORE, BE IT RESOLVED that the Chanhassen City Council hereby authorizes entering into a license with the Minnesota Department of Natural Resources for the public watermain along State Highway 5 and further resolves to grant the City's Public Works Director the authority to sign the license on behalf of the City of Chanhassen.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

LICENSE FOR UTILITY TO CROSS PUBLIC WATERS

This license is issued by the State of Minnesota, acting by and through its commissioner of natural resources, and hereafter called the "State", under authority and subject to Minnesota Statutes, section 84.415, and Minnesota Rules Chapter 6135 and other applicable law, to the Licensee as named and for the fee and term as specified below.

Name and Address of Licensee: City of Chanhassen
7700 Mark Boulevard
Chanhassen, MN 55317

License Fee: Two thousand one hundred seventy-two and NO/100 Dollars (\$2,172.00)

Term (years): 50 Years

Effective Date: May 15, 2026

Expiration Date: May 14, 2076

Purpose of License: Construction, maintenance and operation of a liquids pipeline under water under the covenants and agreements of the Licensee to use the following described waters:

That part of the following descriptions as shown on the attached application and map, all of which are made a part hereof by reference.

Crossing 1: Lake Minnewashta in Section 8, Township 116 North, Range 23 West, in Carver County
Crossing 2: Lake Minnewashta in Section 8, Township 116 North, Range 23 West, in Carver County

This license is granted subject to the following provisions:

1. Use of premises.

- A. This license is subject to the provisions of Minnesota Statutes, section 84.415 and Minnesota Rules Chapter 6135. All standards of Chapter 6135 are incorporated as terms and conditions of this license, except such variations as are identified and approved by the State in the license applications, plans and specifications which are attached and made part of the terms and conditions of this license. The Licensee is bound by the crossing location and installation method as detailed in the application and approved by the State. The Licensee shall not deviate from the terms and conditions of this license or the application as approved by the State unless it has first obtained written permission from the State.
- B. When the installation occurs more than six months after the issuance of the license, the Licensee shall contact the State 20 days prior to installation.
- C. No merchantable timber shall be cut, used, removed or destroyed without first paying the State the timber value in the sum stated above as determined by the State. Slash material on state water crossings must be disposed of within 30 days of clearing activities.
- D. For overhead crossings of state waters, lines shall have a minimum clearance of 25 feet above the water, unless otherwise approved by the State.
- E. When directed by the State as a condition of the license, flight diverters shall be placed on overhead utility lines.
- F. Any cable or conduit located at a shoreline shall be sufficiently buried so that it does not become exposed.
- G. When directed by the State as a condition of the license, underwater crossings shall be marked by permanent signs on the banks at the points where the line enters and leaves the public waters.
- H. To protect fish spawning activities, the State may prohibit work in the public water or within a specified distance of the public water during the spawning season.

- 2. State's rights and reservations.** The use of these waters by the Licensee in constructing or maintaining the lines for which this license is granted shall be subject to the use, sale, or leasing for mineral or other legal

purposes. The Licensee will not cause any unnecessary hindrance to the activities of the State and shall allow access across the license area by the State when needed.

3. Erosion and Revegetation.

- A. Erosion control measures shall be adequately designed for site characteristics. They shall be installed prior to commencement of construction and maintained for as long as needed. All erosion control measures installed next to a water body shall run parallel to the contours.
- B. All disturbed areas shall be restored to original contours and elevations and stabilized as soon as possible following construction. Areas of subsidence and crowning shall be repaired. Topsoil shall be reserved on site and used to re-dress disturbed areas.
- C. All disturbed areas shall be revegetated using state approved seed mixes. All seed and plant materials shall be certified weed-free. Weed-free straw or hay shall be used for mulching and erosion control. Native species plants should be used, whenever possible, to revegetate disturbed areas. This revegetation should occur as early in the season as possible to permit adequate regrowth.
- D. The Licensee shall monitor revegetation at state water crossings until the site is stabilized and the vegetation is self-sustaining. Where severe or repeated damage is occurring or where measures have not been successful, preventative and corrective actions shall be taken by the Licensee, including construction of appropriate barriers, installation of warning signs, and other methods in consultation with the State.
- E. The Licensee shall routinely inspect for erosion that may develop during the term of the license. Areas of erosion shall be stabilized by the Licensee.
- F. If a disturbed area cannot be stabilized with vegetation before September 15 in the year that the utility was installed, the Licensee shall submit a written site stabilization plan to the State for approval. This plan shall describe erosion control, mulching, dormant seeding and monitoring. Seeding shall occur as soon as soil conditions are suitable.
- G. Excavated materials shall not be deposited or stored alongside public water in a manner where the materials can be redeposited into the public water by reasonably expected high water or storm run-off.

4. Herbicides and Pesticides.

- A. The Licensee must request and obtain written permission to apply herbicides or pesticides to state waters from the State prior to treatment. This request shall consist of (1) a map identifying proposed treatment areas and (2) a description of the proposed treatment plan, including target species, herbicide or pesticide name, rate of application, a description of application method, and beginning and end dates. All applications must be according to label regulations and as otherwise specified by the State. The Licensee shall not apply pesticides that are restricted for use on certified state forest land administered by the State.
- B. The Licensee must submit annual reports detailing herbicide or pesticide application on areas covered under the license. The report must include the dates, acres, location expressed as quarter-quarter section, township and range, herbicide or pesticide used, target species, and such other information as may be reasonably required by the State for the purpose of verifying herbicide or pesticide use.
- C. The Licensee shall post all places commonly used by the public for access along the utility corridors treated with herbicides or pesticides.

5. Invasive Species.

- A. The Licensee shall inspect all state water crossings for the presence of invasive species and noxious weeds prior to commencing clearing activities and take action to prevent their spread. For installation of the utility line, the State will identify on a map the known infested sites to be avoided. For maintenance and operation, the Licensee is responsible for obtaining updated information on known infested sites.
- B. If the State or the Licensee discover additional invasive species infestation areas on state water crossings during construction, the Licensee shall immediately take action to prevent spread from the newly discovered infested area and then consult with the State on a resolution.
- C. The Licensee shall prevent invasive species from entering into or spreading within state water crossing by cleaning equipment and clothing prior to arriving at the license area. The Licensee shall legally dispose of material cleaned from equipment and clothing at a location offsite and the materials must be secured prior to transport to avoid dispersal.
- D. Whenever possible, parking, staging areas and travel routes shall not be within known infested sites. Where there are multiple state water crossings and at least one contains invasive species, the Licensee shall to the extent practicable start work at the site with the fewest number of invasive plants, leaving the

- most heavily infested sites to last. The Licensee shall make every effort to schedule operations and site visits to avoid the spread of weed seed.
- E. The Licensee shall continue to control invasive species on state water crossings for the terms of the license using methods approved by the State.
6. **Crossing of State Trail.**
- A. The location of any crossing of a state trail must be approved in advance by the State. The State may provide written instructions as to specific construction standards to be followed for the crossing of the state trail.
 - B. Utility installation and maintenance activities shall be conducted in a manner so as to minimize disturbance of state trail use and to separate the public from work areas. The Licensee must provide signs to warn state trail users of construction hazards.
 - C. The Licensee is responsible for repairing any damage to the state trail in a manner satisfactory to the State.
 - D. For maintenance and operations, prior approval must be obtained from the State for the cutting or trimming of trees within the state trail right-of-way.
 - E. The Licensee may not close the state trail right-of-way without the prior written approval of the State.
7. **Maintenance, operations and repairs.**
- A. The Licensee must keep the premises in a neat and orderly condition, and shall remove all refuse and debris that may accumulate thereon.
 - B. After initial installation, no merchantable timber shall be cut, used, removed or destroyed by the Licensee without first contacting the State at least 60 days in advance to determine if a timber payment is needed. Slash material on state water crossings must be disposed of within 30 days of maintenance activities.
 - C. Emergency repairs and replacements may be made without prior notification to the State by the Licensee according to conditions and standards prescribed by Minnesota Rules, Chapter 6135 and the method of installation identified in this license. The Licensee shall notify the State of this activity as soon as practicable.
 - D. The Licensee shall employ appropriate erosion and sedimentation measures at the site during any emergency repairs. The State must approve plans for restoration of the site after the emergency repairs are conducted.
 - E. Other than the herbicide or pesticide application reporting as provided in paragraph 4, the Licensee shall notify the State of the extent and method of any routine maintenance and the proposed schedule. The notification must be in writing and must be provided either annually or at least 20 days prior to commencing any routine maintenance work on state water crossings subject to this license. The Licensee shall include a specific description of the proposed maintenance activities including location, clearing methods, erosion and sedimentation control measures, removal of merchantable timber, revegetation plans, and plans for preventing the spread of invasive species. The Licensee may commence any routine maintenance work unless notified to the contrary by the State within 20 days after the State's receipt of the maintenance plan. The State may require the Licensee to adjust its maintenance plans due to natural resource management concerns.
8. **State inspection.** The project hereunder shall at all times during and after construction be subject to inspection by the State and for that purpose the Licensee shall grant access to the premises at all reasonable times.
9. **Compliance with laws.** The Licensee shall comply with all federal, state and local laws and regulations, including municipal ordinances, affecting said lands or the area in which they are situated.
10. **Taxes and assessments.** The Licensee will pay when due all taxes and assessments levied against said waters or any improvements owned, used, or controlled by the Licensee, provided that the taxes or assessments are imposed due to this license.
11. **Enforcement.** No delay by the State in enforcing any of the conditions of this license shall operate as a waiver of any of its rights.
12. **Liability.** This license is permissive only. No liability shall be imposed upon or incurred by the State of Minnesota or any of its officers, agents, or employees, officially or personally, on account of the granting of the license or on account of any damage to any person or property resulting from any act or omission of the Licensee or any of its agents, employees, or contractors relating to any license matter. This license shall not be

construed as estopping or limiting any legal claims or right of action of any person against the Licensee, its agents, employees, or contractors for any damage or injury resulting from any such act or omission, or as estopping or limiting any legal claim or right of action of the State against the Licensee, its agents, employees, or contractors, for violation of or failure to comply with the provisions of the license or applicable provisions of law. The Licensee shall indemnify and hold harmless the State from all claims arising out of the Licensee's use of the above described lands whether such claims are asserted by civil action or otherwise.

13. Termination and cancellation.

- A. At the end of the license period and if both parties wish to renew, the renewal fee will be determined by the State.
- B. This license shall be cancelable upon reasonable notice by the State for violation of any of its terms, or if at any time its continuance will conflict with a public use of the land over or upon which it is granted, or for any other reason. Licensee shall ensure that Licensee's employees, agents and contractors have received and thoroughly understand all conditions of this license.
- C. Unless otherwise authorized by the State, upon the surrender, expiration or cancellation of this license, the Licensee shall remove from the above described lands all the utility lines and related structures owned by it. If Licensee does not remove such lines or related structures, all such lines or structures remaining shall become the property of the State, to be used or disposed of as the State elects. If the State requires the Licensee to remove utility lines and related structures and Licensee fails to do so, the Licensee agrees to pay the State for the costs of removing and disposing of such lines or structures.

14. Assignment or transfer. The Licensee shall not without the State's prior written consent: a) assign, convey or otherwise transfer this license or any interest under it; b) sublet the license corridor or any part thereof; or c) permit the use or occupancy of the license corridor or any part thereof by anyone other than the Licensee. This license shall extend to, and bind the successors, heirs, legal representatives and assigns of the Licensee, if any. The State may require a party who has requested to sublet, use or occupy the license corridor to obtain a separate license from the State prior to occupying or using the license corridor.

15. Reports. The Licensee must submit reports on herbicide and pesticide use as provided in paragraph 4 and maintenance and repair work as provided in paragraph 7.

16. Contacts. The contact for the State is the Regional Lands and Minerals Manager, who is at the time of license issuance Joe Rokala at 218-328-8923. Any questions about this license shall be directed to the Regional Lands and Minerals Manager. The Regional Lands and Minerals Manager may direct the Licensee to contact additional State staff for reviews and approvals.

17. Special provisions. This license is subject to the SPECIAL PROVISIONS.

- A. **Threatened Species.** State-listed threatened species Pugnose Shiner (*Miniellus anogenus*) has been observed or documented in the vicinity of the proposed project. Minnesota's endangered species law (Minnesota Statutes, section 84.0895) and associated rules (Minnesota Rules, part 6212.1800 to 6212.2300 and 6134) prohibit the Licensee from the taking of threatened or endangered species without a permit. Licensee shall avoid disturbance of the species.
- B. **Threatened Species.** State-listed threatened species Blanding's Turtle (*Emydoidea blandingii*) have been observed or documented in the vicinity of the proposed project. Minnesota's endangered species law (Minnesota Statutes, section 84.0895) and associated rules (Minnesota Rules, part 6212.1800 to 6212.2300 and 6134) prohibit the Licensee from the taking of threatened or endangered species without a permit. Licensee shall avoid disturbance of the species.
- C. **Special Concern Species.** State-listed special concern species Least Darter (*Etheostoma microperca*) have been found in the vicinity of the proposed project. Licensee shall avoid disturbance of the species.
- D. **Monitoring for Wildlife.** During activities at a crossing area, Licensee shall monitor daily for turtles and other wildlife. This especially includes any bore pits and immediately before any backfilling. Licensee shall ensure no turtles and other wildlife are trapped, buried, or injured. Licensee shall safely move any turtles and other wildlife to a safe location away from the active area.
- E. **Erosion Control.** The Licensee shall stabilize or have erosion control devices immediately in place at the first indication a precipitation event may occur on State land crossings with exposed soil. The Licensee must monitor the weather forecast to allow for adequate time for stabilization or placement of the erosion control devices in exposed areas. Due to entanglement issues with small animals, the Licensee's use of erosion control blanket shall be limited to 'bio-netting' or 'natural netting' types, and specifically not

products containing plastic mesh netting or other plastic components. These are Category 3N or 4N in the 2016 and 2018 MnDOT Standards Specifications for Construction. The Licensee shall immediately report to the State any damages to areas outside of the construction workspace through deposition of sediment, erosion, or other factors caused by construction activities. The Licensee shall remedy damage, in consultation with the State land administrator, within seven days of discovery or as soon as field conditions allow. The Licensee must initiate stabilization on stream banks and buffer areas next to streams listed on table 6.2-1 of the application within 24 hours after pipeline placement in the stream. The Licensee shall contact the LIEM immediately if a situation occurs during installation, or any other circumstance arise, that could delay completion of the crossing beyond the timing noted above.

- F. **Wetlands.** Licensee shall avoid or minimize rutting and/or soil compaction in wetlands by using supplemental equipment supports (for example, timber mats) and low ground pressure equipment. All wheeled or tracked construction equipment is restricted to work areas above the watercourse bank.
- G. **Silt Fencing.** Licensee shall install silt fencing around bore pits and excavation sites located adjacent to wetlands and public waters for all bore pits and excavation sites in the project area. Licensee to remove silt fencing when construction is complete.
- H. **Decommissioned Pipeline.** Crossing 2 on the application is an existing, not previously licensed pipe that will be decommissioned and remain in place at least for the remainder of the term of the License. Licensee's procedures for decommissioning the pipeline shall follow the plans submitted with the application. Licensee is responsible for any necessary or prudent maintenance of the decommissioned pipeline and is responsible for any future removal or other modifications, as directed by Licensor.

ACCEPTED AND ACKNOWLEDGED

CITY OF CHANHASSEN
Licensee

STATE OF MINNESOTA
DEPARTMENT OF NATURAL RESOURCES

By _____

By _____
Regional Manager
Lands and Minerals Division

Name _____

Date _____

Title

Date _____

Form approved: Lands and Minerals Division, DNR, March 5, 2015.

City Council Item

May 18, 2026



Item	Resolution 2026-XX: Accept a product donation of compost worth \$1,125 from Dakota Prairie Composting	
File No.		Item No: D.19
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Jamie Marsh, Environmental Resource Specialist	
Reviewed By		

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council adopts a resolution accepting a product donation of compost worth \$1,125 from Dakota Prairie Composting."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

Dakota Prairie Composting has graciously donated \$1,125 worth of garden blend compost to the City of Chanhassen Community Garden Program, and will be implemented at the Olson Community Garden and the Lyman Community Garden. The garden blend compost is an organic soil amendment that improves soil structure, increases water-holding capacity, and supplies essential nutrients to plants. In addition, compost can improve drainage in heavy soil while slowly releasing nutrients over time.

BACKGROUND

Dakota Prairie Composting offers product donations to nonprofits and has donated over \$70,000 worth of product to various non-profit organizations since their donation program began in 2014. This year, city staff requested a product donation through their online portal and the request for 25 cubic yards of

compost was approved.

DISCUSSION

BUDGET

RECOMMENDATION

"The Chanhassen City Council adopts a resolution accepting a product donation of compost worth \$1,125 from Dakota Prairie Composting."

ATTACHMENTS

[Resolution Dakota Prairie Composting Donation](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**A RESOLUTION ACCEPTING A DONATION FROM DAKOTA PRAIRIE
COMPOSTING**

BE IT RESOLVED that the Chanhassen City Council hereby accepts the compost product donation worth \$1,125 from Dakota Prairie Composting.

BE IT FURTHER RESOLVED that city staff is hereby directed to prepare a letter to Dakota Prairie Composting thanking them for their contribution to the Chanhassen Community Garden Program.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

City Council Item

May 18, 2026



Item	Ordinance XXX: Amending Chanhassen City Code, Chapter 6 Adjusting the Slow No-Wake Ordinance Elevation on Lake Minnewashta	
File No.	N/A	Item No: D.20
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Charlie Howley, Director of Public Works/City Engineer	
Reviewed By	Laurie Hokkanen	

<u>SUGGESTED ACTION</u>	
The Chanhassen City Council adopts an ordinance amending Chanhassen City Code, Chapter 6 Adjusting the Slow No-Wake Ordinance Elevation on Lake Minnewashta.	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Operational Excellence

SUMMARY

A Citizen Action Request was submitted to the City on July 14, 2025, requesting a change to the existing Slow-No Wake (SNW) elevation for Lake Minnewashta. Specifically, the request proposed raising the SNW elevation from 945.0 to the FEMA 100-year flood elevation of 945.9.

This topic was first discussed at the City Council work session on October 13, 2025. At that meeting, the Council directed staff to evaluate a more moderate increase in the SNW elevation to 945.3 and to consider reducing the waiting period for lifting the no-wake restriction from three days to one day. Staff subsequently prepared a report summarizing the request and related considerations.

The matter was discussed again at a public hearing during the City Council meeting on November 10, 2025. At that meeting, the Council approved ordinance language to raise the SNW elevation to 945.5 and to reduce the waiting period from three days to one day. The Council also directed staff to submit

an ordinance modification application to the Minnesota Department of Natural Resources (DNR).

Any change to the City Code regulating the SNW elevation requires review and approval by the DNR. Following Council direction, staff submitted the proposed changes for DNR review. On April 8, the DNR completed its review and provided comments. The DNR approved the proposed increase in the SNW elevation to 945.5 but did not approve the reduction in the three-day waiting period.

The City Council may now proceed with formally adopting the ordinance language as approved by the DNR. The approved ordinance language, DNR approval letter, original staff report, and overview map are attached to the agenda item. If adopted, the new regulation will take effect on May 18.

BACKGROUND

See Report

DISCUSSION

See Report

BUDGET

N/A

RECOMMENDATION

N/A

ATTACHMENTS

[Slow No Wake Ordinance](#)

[Slow-No-Wake Ordinance Update](#)

[Overview: Slow No Wake Minnewashta Ordinance Update](#)

[Minnewashta approval letter](#)

[Lake Minnewashta Overview Map](#)

CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA
ORDINANCE NO. XXX

THE CITY COUNCIL OF THE CITY OF CHANHASSEN, MINNESOTA, ORDAINS:

Sec 6-49 Slow-No Wake Areas

- a. No person shall operate a watercraft in any marked slow-no wake areas in excess of slow-no wake speed. Slow-no wake areas shall be marked in accordance with the applicable regulations of the state department of natural resources. The location and boundaries of each slow-no wake area established are shown on that certain map entitled Water Surface Use Zoning Map of Chanhassen, dated July 11, 1983, on file in the City Hall. The map and all notations, references and data thereon are hereby incorporated by reference into this article and shall have the same force and effect as if fully set forth and described herein.
- b. *Slow-no wake restrictions.*
 1. Notwithstanding any other provision of this section, no person shall operate a watercraft at greater than slow-no wake speed on the following lakes at any time when the water level exceeds the following elevation:

Lake	Water Level at Which Slow-No Wake Restrictions Apply
Lotus Lake (10000600)	Ordinary High Water Level of 896.3'
Lake Lucy (10000700)	FEMA 100-Yr. Flood Elevation (2018) 957.24'
Lake Minnewashta (10000900)	Level of 945.5'
Lake Susan (10001300)	Level of 882.5'

2. The slow-no wake restrictions in paragraph (b)(1) shall be put in place by the Public Works Director when the water level at which slow-no wake restrictions apply is met. Such restrictions shall be removed by the Public Works Director after the water level has remained below the water level at which slow-no wake restrictions apply for three consecutive days.

3. It shall be the responsibility of the city to provide public notification of a slow-no wake restriction per paragraph (c).
 4. Restrictions shall not apply to a seaplane during take-off or landing, or watercraft utilized for emergency response.
- c. Upon the placement of a slow-no wake restriction, notice will be given:
 1. On a sign posted at the public access.
 2. On the City of Chanhassen web page and other communication channels.
 3. In an e-mail to a representative of the applicable lake association if known.
 4. To the Carver County Sherriff's Department.
 5. By other means as may be deemed appropriate by the city.
 - d. Watercraft utilized by resource management, emergency and enforcement personnel, when acting in the performance of their assigned duties, shall be exempt from the provisions of this section.
 - e. Part (c) shall not apply to float planes during takeoff or landing but shall apply while taxiing.
 - f. *Enforcement.* The enforcement of this section shall be the primary responsibility of the Carver County Sheriff's Office. Other licensed peace officers, including conservation officers of the Minnesota Department of Natural Resources are also authorized to enforce the provisions of this section.

(Ord. No. 73, § 5.06, 7-11-83; Ord. No. 356, § 7, 12-8-03; Ord. No. 418, § 1, 5-8-06; Ord. No. 419, § 1, 5-22-06; Ord. No. 642, § 1, 6-10-19; Ord. No. 655, § 1, 5-26-20)

HISTORY

Amended by Ord. 655 on 5/26/2020

PASSED AND ADOPTED this 18th day of May 2026 by the City Council of the City of Chanhassen, Minnesota.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

(Published in the Sun Sailor on _____)

Sec 6-49 Slow-No Wake Areas

- a. No person shall operate a watercraft in any marked slow-no wake areas in excess of slow-no wake speed. Slow-no wake areas shall be marked in accordance with the applicable regulations of the state department of natural resources. The location and boundaries of each slow-no wake area established are shown on that certain map entitled Water Surface Use Zoning Map of Chanhassen, dated July 11, 1983, on file in the City Hall. The map and all notations, references and data thereon are hereby incorporated by reference into this article and shall have the same force and effect as if fully set forth and described herein.
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 3. It shall be the responsibility of the city to provide public notification of a slow-no wake restriction per paragraph (c).
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 1. On a sign posted at the public access.
 2. On the City of Chanhassen web page and other communication channels.

3. In an e-mail to a representative of the applicable lake association if known.
 4. To the Carver County Sherriff's Department.
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(Ord. No. 73, § 5.06, 7-11-83; Ord. No. 356, § 7, 12-8-03; Ord. No. 418, § 1, 5-8-06; Ord. No. 419, § 1, 5-22-06; Ord. No. 642, § 1, 6-10-19; Ord. No. 655, § 1, 5-26-20)

HISTORY

Amended by Ord. [655](#) on 5/26/2020

Slow-No-Wake Restriction on Lake Minnewashta

I. Introduction

This report reviews the history, purpose, and current conditions of Lake Minnewashta's slow-no wake (SNW) elevation and provides considerations for potential adjustments. Slow-no wake regulations temporarily restrict watercraft speeds when water levels are elevated, requiring boats to operate at the slowest speed necessary (approximately 5 MPH) to maintain steerage and minimize wake. The primary objectives are to protect public safety, reduce shoreline erosion, safeguard docks and private property, and preserve water quality.

Lake Minnewashta's SNW elevation is currently set at 945.0 feet which is 0.5 feet higher than the Ordinary High-Water Level (OHWL) of 944.5 determined by the Minnesota Department of Natural Resources (DNR). The SNW elevation was set in 2019 and is based on a 10-year water level analysis, shoreline and erosion review, and public engagement. This benchmark reflects relatively uncommon high-water marks from prolonged wet weather and/or large storm events, and provides a standard that attempts to balance recreation, property protection, and environmental stewardship.

During the past two years (2024 and 2025) rainfall events caused the SNW restriction to be placed on area lakes during the 4th of July Holiday. As a result of the untimely nature, City Council and Staf received feedback from residents concerned with the SNW ordinance and triggering elevation. A Citizen Action Request with a proposal to raise the SNW elevation on Lake Minnewashta to the FEMA 100-year Floodplain elevation of 945.9 was submitted on July 14, 2025.

II. Lake Minnewashta Overview

Lake Minnewashta spans approximately 700 acres with an average depth of 15 feet and a maximum depth near 70 feet. Its shoreline stretches roughly 8.9 miles. The lake supports aquatic plants, fish habitat, and recreational activities. Water quality is generally good, though invasive species such as Eurasian watermilfoil and zebra mussels are present. Localized shoreline erosion has been observed. Shoreline erosion and watershed nutrient loading occasionally affect water clarity. An overview map of the Lake Minnewashta area is included in the appendix for reference.

The shoreline features a mix of developed residential areas and natural sections. Lawns, docks, and riprap dominate private property, while public parkland and undeveloped areas retain native vegetation buffers.

Recreational use is diverse, centered on Lake Minnewashta Regional Park, which offers swimming, boating, fishing, trails, and seasonal activities including ice fishing and winter trail use. Boating is popular both from adjacent property owners, but also visitors using the public boat launch. Pleasure boating and other high-wake activities have increased in popularity recently, highlighting the need to balance recreational demand with environmental protection.

Lake Minnewashta tends to have longer SNW enforcement periods despite a higher elevation threshold compared to Lotus Lake, which uses the OHWL as a benchmark. This is due to the watershed characteristics. Lake Minnewashta has a larger watershed with less impervious surface and more upland storage compared to Lotus Lake which results in a slower draining system.

III. Historical Review

The first slow-no wake ordinance in Chanhassen was adopted on July 11, 1983 (Ordinance No. 73), establishing speed restrictions on marked slow-no wake areas. Subsequent amendments addressed evolving community needs, environmental concerns, and regulatory standards.

- **2003, Ordinance No. 356:** Updated provisions and state law integration.
- **2006, Ordinances No. 418 & 419:** Refinements for specific lakes including Lotus Lake and Lake Susan.
- **2019, Ordinance No. 642:** Trigger thresholds updated on Chanhassen Lakes, including Lake Minnewashta set to 945.0
- **2020, Ordinance No. 655:** Further alignment with hydrologic benchmarks and DNR approvals.

Current slow-no wake elevations for nearby lakes:

Lake	SNW Elevation
Lotus Lake	896.30'
Lake Lucy	957.24'
Lake Minnewashta	945.00'
Lake Susan	882.50'

Changes to SNW thresholds can be made anytime via a formal process, including public hearings, ordinance publishing, and a 120-day review by the Minnesota Department of Natural Resources (DNR).

IV.Slow-No Wake Elevation Determination

Slow–No Wake elevations are established to protect shorelines, property, and water quality during periods of high water by temporarily restricting boat speeds to minimize wave action. The elevation is determined through analysis of site-specific conditions for each lake or water body, including shoreline characteristics, adjacent land use, vegetation, water level history, and the relationship to nearby infrastructure. Because every lake responds differently to high-water events, SNW elevations are evaluated individually rather than using a uniform standard across all water bodies.

Public input plays a key role in this process. Before a SNW restriction can be adopted or modified, DNR rules require that a public hearing be held to gather feedback from affected property owners, recreational users, and other stakeholders. This input helps local governments and the DNR better understand community perspectives, lake use patterns, and potential impacts before finalizing an ordinance or rule change.

Typically, the established SNW elevation falls above the Ordinary High Water Level (OHWL) - the typical upper limit of natural lake levels - but below the FEMA 1% annual chance flood elevation (commonly referred to as the 100-year floodplain). Setting the restriction within this range ensures that boating limitations are triggered before flooding occurs, providing a balance between recreational access and the protection of shorelines, habitat, and adjacent properties.

The 100-year floodplain elevation is established through detailed hydrologic and hydraulic modeling using synthetic storm events based on historical precipitation data. In

Chanhassen, a 100-year storm equates to approximately 7.5 inches of rainfall within 24 hours. These events are rare and often result in emergency conditions, including property damage and street flooding. In contrast, SNW elevations are typically set closer to the OHWL - the point along a waterbody where riparian vegetation transitions from aquatic to terrestrial species. Aquatic plants near the OHWL are naturally adapted to withstand periodic submersion and wave action, helping maintain shoreline stability.

SNW elevations from nearby lakes were reviewed for comparison. Within nearby Counties, 22 lakes were identified with published SNW, OHWL, and 100-year FEMA Floodplain elevations. The vast majority of these lakes (19 out of 22) have SNW elevations set below the FEMA Floodplain elevation. Most (11 of 22) have SNW elevations established between the OHWL and the 100-year floodplain, while the remaining 8 have SNW elevations at or below the OHWL. Detailed SNW elevation data for area lakes is provided in the appendix.

The intent of a SNW restriction is not to prevent flooding, but to reduce wave-related erosion and property damage during temporary periods of elevated water levels while maintaining a fair balance between environmental protection and lake recreation.

V. Data Collection and Trends

Water levels are continuously monitored by the City and the watershed district using real-time sensors. When data suggests that SNW thresholds may be exceeded, City staff confirm the readings through manual measurements taken from established benchmarks. It is important to note that water level data carries an estimated margin of error of approximately 0.05 feet. This variation can result from instrument or GPS calibration errors, as well as physical and human factors such as wave action and measurement technique.

According to the ordinance, the SNW restriction is enacted when the water level exceeds elevation 945.0 feet. In practice, City staff must observe a level of at least 945.05 feet (rounded to 945.1) to confirm this threshold. This margin of error and the use of significant digits were considered in the water level analysis presented in this report.

Water level data and SNW restriction frequency of Lake Minnewashta was compared to Lotus Lake, which is the most similar Lake in Chanhassen with respect to recreational use. Graphical depictions of the data are included in the appendix.

Analysis of the past 10 years shows:

Lake	SNW Enforcement	Water Level Exceeded Threshold	% of Boating Season Restricted
Lake Minnewashta	2 times (since 2019)	5 times	10%
Lotus Lake	3 times (since 2019)	6 times	5%

Analysis of the past 20 years shows:

Lake	SNW Enforcement	Water Level Exceeded Threshold	% of Boating Season Restricted
Lake Minnewashta	2 times (since 2019)	11 times	12%
Lotus Lake	3 times (since 2019)	12 times	4%

An analysis of Lake Minnewashta's SNW elevations over the past 20 years was conducted to estimate how often the restriction would be triggered and what percentage of the boating season it would remain in effect. This analysis assumes that the waiting period to lift the restriction is reduced from three days to 24 hours. As shown in the table below, even small adjustments in the SNW elevation can result in substantial differences in the frequency and duration of restrictions.

Proposed SNW Elevation (ft)	Number of SNW Events	Number of SNW Days	% of Boating Season
945.0	11	322	10%
945.1	10	154	5%
945.2	5	87	3%
945.3	1	61	2%
945.9	1	5	<1%

VI. Impacts of Raising the SNW Elevation

Raising the SNW elevation could have ecological consequences. These impacts reflect what could happen under certain conditions, but a modest and well-managed rise in lake level would not automatically cause them.

1. Shoreline Erosion Risks

- Higher water levels can destabilize shorelines and riparian habitats.
- Vegetation critical for sediment stabilization may be submerged, increasing erosion and sedimentation.

2. Habitat and Water Quality Effects

- Riparian vegetation subjected to wave action may die, disrupting wildlife habitats along the lake shore.
- Loss of riparian vegetation decreases natural filtration, potentially degrading water quality.

3. Sediment and Phosphorus Loading

- Disturbance of shoreline sediments can release phosphorus, fueling algal blooms and eutrophication.
- Water clarity may decrease, and nutrient cycling may shift, affecting overall lake ecology.

Property Owner Impacts

Timely SNW enforcement protects docks, riprap, and shorelines, preventing erosion and sediment/nutrient runoff that can degrade water quality. Delayed activation or higher thresholds increase the risk of property damage and potential repairs. Conservative SNW thresholds help preserve both environmental and community assets.

While raising the SNW elevation would extend recreational opportunities, it can introduce more long-term risks to shoreline stability and aquatic ecosystem health. Alternative measures like shoreline restoration, riparian buffers, and stormwater management may mitigate impacts while maintaining recreational flexibility.

VII. Recreational Impacts

SNW restrictions affect boating activities like wakeboarding, tubing, and water skiing. Targeted restrictions preserve partial recreational use while minimizing erosion and

property damage. Adaptive management approaches—seasonal or temporary adjustments—can balance recreational access with environmental protection.

VIII. Resident Outreach

City staff conducted an outreach campaign to gather input on the existing SNW elevation for Lake Minnewashta. Engagement efforts included hosting a public open house on October 9th, 2025, to share background information and collect feedback, as well as distributing an online survey targeted to lakeshore property owners to better understand resident perspectives and experiences. To ensure broad community awareness, staff implemented a communications campaign through the City's website, social media platforms, and mailed notices to affected residents. The information collected through these efforts will help inform City Council's consideration of whether adjustments to the current SNW elevation are warranted.

Analysis of the feedback revealed differing opinions among residents. Some supported raising the triggering elevation or removing the SNW restriction entirely, while others felt the current elevation is appropriate or even too high. Of the 102 surveys and letters received, 70 respondents (69%) favored raising the SNW elevation, while 32 respondents (31%) preferred keeping it the same or lowering it. Among Lake Minnewashta lakeshore property owners specifically, 52 respondents (75%) supported raising the elevation, compared to 17 respondents (25%) who did not.

Residents who supported a higher SNW elevation expressed that the current level is too conservative and unnecessarily restricts lake use during Minnesota's short boating season. They also noted that shoreline impacts from boating activity are minimal compared to natural occurrences such as ice heaves.

Conversely, residents who favored maintaining the current elevation emphasized the importance of balancing recreation with environmental protection. Some, particularly those in low-lying areas, reported experiencing shoreline erosion and property damage from wave action during periods of high water.

Respondents from the City's survey expressed broad support for reducing the duration the lake must remain below the SNW elevation before the restriction can be lifted.

IX. Regulatory and Legal Framework

Minnesota's SNW ordinance process ensures transparency and compliance:

1. Prepare a Water Surface Use Management (WSUM) worksheet and map.
2. Draft a necessity statement explaining reasons for changes.
3. Draft ordinance language specifying boundaries, triggers, enforcement, and penalties.
4. Conduct a public hearing for community input.
5. Submit materials to the DNR for a 120-day review.

Approval from the DNR is required before formal adoption. This structured process balances local interests, statewide standards, and environmental protection.

X. Options for Council Consideration

- **Maintain current SNW elevation:** Status quo; frequency and duration of restrictions expected to remain similar to what was observed in the past
 - **Lower the elevation:** More frequent restrictions, stronger shoreline protection.
 - **Raise the elevation:** Fewer restrictions, greater recreational access, increased environmental risk.
 - **Adaptive management:**
 - Reduce the number of consecutive days a lake is lower than the threshold from 3 days to 1 day.
 - Temporary or seasonal adjustments with periodic review.
 - Targeted permanent SNW areas in critical areas
-

XI. City Council Work Session

The Chanhassen City Council discussed the SNW topic during its work session on October 13, 2025. At that meeting, staf presented information from the draft report and reviewed preliminary survey results. Following the discussion, the City Council expressed that the current SNW elevation for Lake Minnewashta may be overly restrictive and directed staf to prepare a draft ordinance amendment to raise the SNW elevation to 945.3 feet and reduce the waiting period to lift the restriction from 3-days to 24 hours.

XII. Discussion

The analysis of Lake Minnewashta demonstrates that there is a relatively narrow range of elevations at which a SNW restriction is appropriate. The current (945.0) and proposed (945.3) SNW elevations are near the lower and upper limits of this range respectively, reflecting the need to balance shoreline and property protection with recreational access. There is no exact formula for determining SNW elevations; instead, they are established through site-specific evaluation of factors and public input. Each lake responds differently to high-water events, requiring an individual assessment rather than a uniform standard.

Precision in defining the SNW elevation is critical. Establishing the restriction to the tenth (945.X) decimal place helps account for measurement error, variations in water level readings, and natural fluctuations, ensuring that the restriction is triggered appropriately without being overly conservative or lenient.

A proposed elevation of 945.3 feet would rarely be reached (only observed 1 time during the last 20 years) during the historic flooding observed in 2014, making the restriction infrequent and inconsistent with observed patterns on comparable lakes such as Lotus Lake. In contrast, maintaining the current SNW elevation of 945.0 would preserve the status quo which resulted in approximately 12 % of the boating season being restricted when analyzing the last 10 years of data. A small increase to 945.1 feet would reduce the number of restriction days by approximately half which demonstrates how minor adjustments can have a significant effect on restriction duration. Observed damage on Lake Minnewashta during periods of high water underscores the importance of maintaining SNW restrictions at an elevation that protects the shoreline without unnecessarily limiting recreational boating.

XIII. Appendices

- Historical lake level data
- Lake Minnewashta Overview Map
- Comparison of SNW thresholds on nearby lakes
- Sample ordinance language

Minnesota Department of Natural Resources
Division of Enforcement
500 Lafayette Road, Box 20
Saint Paul, MN 55155



April 8, 2026

Joe Seidl
Water Resources Engineer
City of Chanhassen
7700 Market Blvd
Chanhassen, MN 55317

Dear Mr. Seidl,

The Department of Natural Resources (DNR) has completed the review of the materials received from the City of Chanhassen requesting to amend the water surface use ordinance related to the no wake restriction on Lake Minnewashta.

The City's proposal that was considered was to increase the no wake water elevation from 945.0 to 945.5 and reduce the waiting period from three days to one day. After much consideration, the DNR approves your proposed water elevation of 945.5 but denies the waiting period to be reduced to one day. The decision to remain at a three day waiting period is based on uniformity with other high water no wake ordinances across the State as well as concerns with public notification and compliance in the event a brief rain event occurs after the lake reaches an elevation below 945.5. Attached to this letter, is your draft ordinance with the approved change. (Attachment A).

Any further changes to the proposed ordinance would have to be submitted to remain valid. Please forward a copy of the final signed ordinance for our official files to CAPT Adam Block our State Boating Law Administrator via email at adam.block@state.mn.us.

Sincerely,

Rodmen Smith
Digitally signed by Rodmen
Smith
Date: 2026.04.08 09:46:33
-05'00'

Colonel Rodmen Smith
Chief Conservation Officer/Division Director
Division of Enforcement

Attachment A

CC: CAPT Adam Block, DNR State Boating Law Administrator
CAPT Jason R. Peterson, DNR Region 3 Enforcement Manager
LT Clint Fitzgerald, DNR Region 3, District 13 Enforcement Supervisor
Dan Lais, DNR Central Region, EWR Regional Manager
Taylor Huinker, DNR Central Region, Area Hydrologist
WSUM File



City Council Item

May 18, 2026



Item	Ordinance XXX: Amending Chapter 20 to Add Brew Pubs as a Permitted Use in the IOP Zoning District	
File No.	26-07	Item No: D.21
Agenda Section	<u>CONSENT AGENDA</u>	
Prepared By	Rachel Jeske, Planner	
Reviewed By	Eric Maass	

SUGGESTED ACTION

"The Chanhassen City Council moves to adopt the ordinance amending Chapter 20 to allow brew pubs as a permitted use in the Industrial Office Park zoning district, and to approve the summary ordinance for publication."

Motion Type	4/5 Vote
Strategic Priority	Development & Redevelopment

SUMMARY

Brew pubs are currently a permitted use in the Highway Business (BH), General Business (BG), and Central Business District (CBD) zoning districts. Breweries are currently permitted uses in the Highway Business (BH), General Business (BG), Central Business District (CBD), and the Industrial Office Park (IOP) zoning districts.

The applicant is requesting that brew pubs be added as a permitted use in the IOP zoning district, in alignment with other zoning districts. The difference between a "brewery" and a "brew pub" is that brew pubs have a full liquor license and therefore can serve hard liquor in addition to beer. Staff finds this to be a reasonable request, as the uses operate in a very similar manner and the amendment creates consistency throughout the code.

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

The Chanhassen Planning Commission recommended unanimous approval (6-0) of the requested zoning ordinance amendment as written, with Chair Noyes recusing himself from the vote.

ATTACHMENTS

[Proposed Ordinance - Brew Pubs in IOP](#)

[Summary Ordinance](#)

[Development Review Application](#)

[Staff Report](#)

[April 21, 2026 Draft Planning Commission Minutes](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

ORDINANCE NO. XXX

**AN ORDINANCE AMENDING CHAPTER 20
CHANHASSEN CITY CODE**

THE CITY COUNCIL OF THE CITY OF CHANHASSEN, MINNESOTA ORDAINS:

Section 1. Section 20-812 of the City Code, City of Chanhassen, Minnesota, is hereby amended to read as follows:

Sec 20-812 Permitted Uses

The following uses are permitted in an "IOP" District:

- (a) Adult day care, subject to the requirements of section 20-966.
- (b) Antennas as regulated by article XXX of this chapter.
- (c) Automotive repair shops.
- (d) Brewery operated in conjunction with a taproom producing less than 3,500 barrels per year, subject to the requirements of section 20-969.
- (e) Brew Pubs, subject to the requirements of Section 20-968.
- (f) Cannabis Businesses: cultivator (including medical), manufacturer (including medical and lower potency Hemp edible), mezzobusiness, testing facility, and wholesaler meeting the performance standards in Chapter 20, Section 973.
- (g) Cannabis Businesses: microbusiness, medical combined transporter and delivery service, transporter and delivery service meeting the performance standards in Chapter 20, Section 973.
- (h) Conference/convention centers.
- (i) Health services.
- (j) Indoor health and recreation clubs.
- (k) Light industrial.
- (l) Lower-potency hemp edible retailer associated with a Brewery or Distillery meeting performance standards of Chapter 20, Section 973.

(m) Microdistillery operated in conjunction with a cocktail room, subject to the requirements of section 20-967.

(n) Offices.

(o) Off-premises parking lots.

(p) Print shops.

(q) Recording studios.

(r) Utility services.

(s) Vocational school.

(t) Warehouses.

Section 2. This ordinance shall be effective immediately upon its passage and publication.

PASSED AND ADOPTED this ____ day of _____, 2026, by the City Council of the City of Chanhassen, Minnesota

Jenny Potter, City Clerk

Elise Ryan, Mayor

(Published in the _____ on _____)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

SUMMARY OF ORDINANCE NO. XXX

**AN ORDINANCE AMENDING CHAPTER 20
CHANHASSEN CITY CODE REGULATING PERMITTED USES IN THE
INDUSTRIAL OFFICE PARK ZONING DISTRICT**

The purpose of this Code amendment is as follows:

Amend Section 20-812 to add brew pubs as a permitted use within the industrial office park zoning district within the City of Chanhassen.

This ordinance shall go into effect upon passage of the ordinance by City Council.

A printed copy of Ordinance No. ____ is available for inspection by any person during regular office hours at the office of the City Manager/Clerk.

PASSED, ADOPTED, AND APPROVED FOR PUBLICATION this 18th day of May, 2026, by the City Council of the City of Chanhassen.

(Published in the Sun Sailor on May XX, 2026)

26-07



CITY OF CHANHASSEN

Development Review Application

COMMUNITY DEVELOPMENT DEPARTMENT | Planning Division

7700 Market Boulevard, Chanhassen, MN 55317 (P.O. Box 147)

Phone: (952) 227-1100 / Fax: (952) 227-1110

APPLICATION FOR DEVELOPMENT REVIEW

 Submittal Date: 3-20 PC Date: 4-21 CC Date: 5-11 60-Day Review Date: 5-19

SECTION ONE: APPLICATION TYPE

Check all to apply. Refer to the appropriate Application Checklist for required submittal information that must accompany this application

Comprehensive Plan Amendment.....	\$700	Subdivision (SUB)	
Conditional Use Permit (CUP)		Plat 3 lots or less.....	\$500
Single-Family Residence.....	\$400	Plat over 3 lots.....	\$1,250
All Others.....	\$600	Metes & Bounds (2 lots).....	\$300
Interim Use Permit (IUP)		Consolidate Lots.....	\$150
In conjunction with Single-Family Residence....	\$400	Administrative Subd. (Line Adjustment)....	\$150
All Others.....	\$600	Final Plat.....	\$500
Rezoning (REZ).....	\$600	Vacation of Easements/Right-of-way (VAC)....	\$300
PUD - Major/Minor Amendment		<i>(Additional recording fees may apply)</i>	
Major Amendment to Existing PUD.....	\$750	Variance (VAR).....	\$250
Minor Amendment to Existing PUD.....	\$100	Wetland Alteration Permit (WAP)	
Site Plan Review (SPR)		Single-Family Residence	\$150
Administrative.....	\$100	All Others.....	\$275
Commercial/Industrial Districts.....	\$750	Appeal of Administrative Decision	\$250
Site Plan Agreement.....	\$500	✓ Zoning Ordinance Amendment (ZOA).....	\$500
Amendment to Site Plan Agreement.....	\$250	Development Contract.....	\$500
		Amendment to Development Contract....	\$250

Note: when multiple applications are processed concurrently, the appropriate fee shall be charged for each application.

Notification Sign (city to install and remove).....	\$200	
Escrow for Recording Documents (check all that apply).....	\$ per document	
Conditional Use Permit.....\$50	Interim Use Permit.....\$50	Site Plan Agreement.....\$85
Wetland Alteration Permit.....\$50	Easements (easements).....\$85	Vacation.....\$85
Variance.....\$50	Metes & Bounds Sub (2 deeds)....\$250	Deeds....\$100
Plats & related documents....\$450		
		TOTAL FEE:

*Additional escrow may be required for additional recording and attorney's fees.

DEVELOPMENT REVIEW APPLICATION

SECTION TWO: REQUIRED INFORMATION

Description of Proposal: Requesting that brewpubs are added as a permitted use in the IOP zoning distri

Property Address or Location: 18651 Lake Dr E

Parcel #: 1811622210005 Legal Description: Lot 1, Block 1, Southwest Tech Center

Total Acreage: 7.06 Wetlands Present? Yes No ☒

Present Land Use Designation: Office Industrial Requested Land Use Designation: N/A

Existing Use of Property: Brewery with Taproom

Check box if separate narrative is attached.

SECTION THREE: PROPERTY OWNER & APPLICANT INFORMATION

APPLICANT OTHER THAN PROPERTY OWNER: In signing this application, I, as applicant, represent to have obtained authorization from the property owner to file this application. I agree to be bound by conditions of approval, subject only to the right to object at the hearings on the application or during the appeal period. If this application has not been signed by the property owner, I have attached separate documentation of full legal capacity to file the application. This application should be processed in my name and I am the party whom the city should contact regarding any matter pertaining to this application. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: David Norris Contact: GM

Address: 13227 Maryland Ave Phone: 507-340-6868

City/State/Zip: Savage, MN 55378 Cell: 507-340-6868

Email: [REDACTED] Fax: na

>> Signature: [Signature] Date: 3/19/26

PROPERTY OWNER: In signing this application, I, as property owner, have full legal capacity to, and hereby do, authorize the filing of this application. I understand that conditions of approval are binding and agree to be bound by those conditions, subject only to the right to object at the hearings or during the appeal periods. I will keep myself informed of the deadlines for submission of material and the progress of this application. I further understand that additional fees may be charged for consulting fees, feasibility studies, etc. with an estimate prior to any authorization to proceed with the study. I certify that the information and exhibits submitted are true and correct.

Name: _____ Contact: _____

Address: _____ Phone: _____

City/State/Zip: _____ Cell: _____

Email: _____ Fax: _____

>> Signature: _____ Date: _____



DEVELOPMENT REVIEW APPLICATION

SECTION THREE: PROPERTY OWNER & APPLICANT INFORMATION (CONT.)

This application must be completed in full and be typewritten or clearly printed and must be accompanied by all information and plans required by applicable City Ordinance provisions. Before filing this application, refer to the appropriate Application Checklist and confer with the Planning Department to determine the specific ordinance and applicable procedural requirements.

A determination of completeness of the application shall be made within 15 business days of application submittal. A written notice of application deficiencies shall be mailed to the applicant within 15 business days of application.

PROJECT ENGINEER (if applicable)

Name: N/A Contact: _____
Address: _____ Phone: _____
City/State/Zip: _____ Cell: _____
Email: _____ Fax: _____

SECTION FOUR: NOTIFICATION INFORMATION

Who should receive copies of staff reports?

✓ Property Owner Email: [REDACTED]
✓ Applicant Email: [REDACTED]
Engineer Email: _____

Other (list information below)

Name: _____

Address: _____

City/State/Zip: _____

Email: _____

Complete all necessary form fields, then select **SAVE FORM** to save a copy to your device. **PRINT FORM** and deliver to city along with required documents and payment. **SUBMIT FORM** to send a digital copy to the city for processing.



CITY OF CHANHASSEN

A Community for Life

<u>Project:</u>	Zoning Ordinance Amendment (Planning Case 2026-07)
<u>Applicant:</u>	David Norris, The Savage Tap
<u>Planning Commission:</u>	April 21, 2026
<u>City Council:</u>	May 18, 2026
<u>60 Day Action Deadline:</u>	May 19, 2026
<u>Drafted By:</u>	Rachel Jeske, Planner Eric Maass, Community Development Director
<u>Staff Report Date:</u>	May 12, 2026

SUMMARY OF REQUEST

Applicant is requesting a zoning ordinance amendment to allow brew pubs as a permitted use in the Industrial Office Park Zoning District.

PROPOSED MOTION

"The Chanhassen City Council adopts the ordinance amending Chapter 20 and approves the summary ordinance for publication regulating brew pubs in the industrial office park zoning district."

LEVEL OF CITY DISCRETION IN DECISION-MAKING:

The city has full discretion in approving or denying **Zoning Ordinance Amendments**, as long as the proposal meets the intent of the zoning district and the intent of the land use in the comprehensive plan. This is a legislative decision.

Notice of this public hearing was posted in the Sun Sailor on April 9, 2026.

APPLICABLE REGULATIONS

Article II, Division 2 AMENDMENTS

Article XXII, Section 20-812 PERMITTED USES IN THE "IOP" ZONING DISTRICT

Article 20-XXIII, Division 2, Section 968 BREW PUB

ZONING OVERVIEW

City Code defines a brewery as *“a location where malt liquor is manufactured for sale.”*

Breweries are currently a permitted use in the Highway Business (BH), General Business (BG), Central Business District (CBD), and the Industrial Office Park (IOP) zoning districts.

City Code defines a brew pub as:

“a brewer who also holds one or more retail on-sale licenses and who manufactures fewer than 3,500 barrels of malt liquor in a year, at any one licensed premises, the entire production of which is solely for consumption on tap on any licensed premises owned by the brewer, or for off-sale from those licensed premises as permitted in M.S. § 340A.24, subd. 2.”

Brew pubs are currently a permitted use in the Highway Business (BH), General Business (BG), and Central Business District (CBD) zoning districts, but not the Industrial Office Park (IOP) zoning district.

All brew pubs must abide by the following performance standards listed in Section 20-986 of City Code.

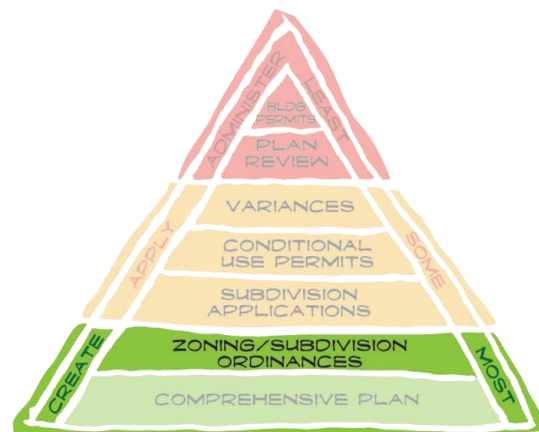
- (a) The brew pub shall not produce more than 3,500 barrels per year.
- (b) An outdoor seating area is permitted provided it has an enclosure and the enclosure is not interrupted; access to the seating area must be through the principle building; its hours of operation shall be no later than 10:00 p.m. Sunday—Thursday and 12:00 a.m. Friday - Saturday; and the outdoor seating area must be located and designed so as not to interfere with pedestrian and vehicular circulation.
- (c) Shipping and receiving areas shall be located behind the facility or otherwise screened from view.

ANALYSIS

The applicant is requesting that brew pubs are added as a permitted use in the Industrial Office Park (IOP) zoning district.

The difference between a brewery and a brew pub is that a brew pub has a full liquor license and can therefore serve hard liquor in addition to beer. Brew pubs also have additional manufacturing and off-sale restrictions.

Staff finds this to be a reasonable request, as the uses operate in a very similar manner and the amendment creates a consistency of uses between similar zoning districts.



All code amendments must align with the intent of the city code and the comprehensive plan. City Code section 20-811 states that “The intent of the ‘IOP’ District is to provide an area identified for large-scale light industrial and commercial planned development.” Staff find that the proposed amendment aligns with the 2040 Comprehensive Plan as it does not alter the intent of the zoning district and aligns with the underlying Office/Industrial land use.

The proposed ordinance amendment alters the permitted uses for all properties zoned Industrial Office Park.

PLANNING COMMISSION RECOMMENDATION

The Chanhassen Planning Commission recommended unanimous approval (6-0) of the requested zoning ordinance amendment as written with Chairman Noyes recusing himself from the vote.

**CHANHASSEN PLANNING COMMISSION
REGULAR MEETING
MINUTES
APRIL 21, 2026**

CALL TO ORDER:

Chairman Noyes called the meeting to order at 6:00 p.m.

MEMBERS PRESENT: Chair Eric Noyes, Steve Jobe, Jeremy Rosengren, Ryan Soller, Mike Olmstead, Dave Grover, and Katie Trevena.

MEMBERS ABSENT: None.

STAFF PRESENT: Rachel Arsenault, Associate Planner

PUBLIC PRESENT:

David Norris

13227 Maryland Ave, Savage

PUBLIC HEARINGS:

**1. CONSIDER PROPOSED ORDINANCE XXX: AMENDING CHAPTER 20 TO ADD
PREW PUBS AS A PERMITTED USE IN IOP ZONING DISTRICT**

Rachel Arsenault, Associate Planner, gave a summary of Planning Case #2026-07 Zoning Ordinance Amendment. She stated that after tonight's hearing, the proposal would be scheduled for final decision at the City Council on May 11, 2026. She provided an overview of the level of city discretion in approving or denying zoning ordinances. She noted the difference between a brewery and a brew pub and explained that a brew pub holds one or more retail on-sale licenses and manufactures fewer than 3,500 barrels of malt liquor in a year at any one licensed premise. She reviewed the current brew pub standards in City Code Section 20-986.

Mrs. Arsenault noted that brew pubs were permitted in the Highway Business District, Central Business District, and General Business District. She explained that breweries were permitted in the Highway Business District, Central Business District, General Business District, and Industrial Office Park District. She stated the proposal was to add industrial office parks as a permitted district for brew pubs. She presented a map of the current IOP Zoning. She commented that the staff found the request to be reasonable because breweries and brew pubs operate similarly.

Chairman Noyes commented that he would recuse himself from voting or discussing the matter because of his personal business interest.

The applicant, David Norris, introduced himself and offered to answer any questions.

Commissioner Trevena commented that she would like to support businesses and offer more options for visitors, so she was in favor of the proposed ordinance.

Commissioner Grover asked why brew pubs and breweries are treated differently.

Mrs. Arsenault responded that it was possibly added throughout the years as a permitted use in different districts, but staff did not have a specific reason.

Commissioner Olmstead commented that he was in favor of the option to provide another avenue for business owners to rent out their buildings.

Chairman Noyes opened the public hearing. There were no public comments.

Chairman Noyes closed the public hearing.

Commissioner Soller moved, Commissioner Jobe seconded that the Chanhassen Planning Commission recommends approval of the attached ordinance amending the permitted uses in the industrial office park zoning district to include brew pubs as presented. All voted in favor and the motion carried unanimously with a vote of 6 to 0. Chairman Noyes recused himself from this item.

APPROVAL OF MINUTES:

1. APPROVAL OF PLANNING COMMISSION MINUTES DATED APRIL 7, 2026

Commissioner Omstead moved, Commissioner Grover seconded to approve the Chanhassen Planning Commission summary minutes dated April 7, 2026, as presented. All voted in favor, and the motion carried unanimously with a vote of 7 to 0.

CITY COUNCIL ACTION UPDATE:

Mrs. Arsenault shared that the sign code was adopted by the City Council. The City Council decided to approve 30 percent of the window for the sign code.

She noted that the city anticipates receiving updated plans from Avienda soon. She said they had Comprehensive Plan interviews tomorrow for those who submitted a request for proposal. They would interview three applicants.

Commissioner Trevena asked about moratoriums in other cities regarding developments. She asked if Chanhassen had any similar moratoriums. Mrs. Arsenault responded that the Met Council did not allow for re-guidance of the 2040 Comprehensive Plan for a period of time, maybe a year or so, before adoption of the new Comprehensive Plan.

ADJOURNMENT:

Commissioner Trevena moved, Commissioner Jobe seconded to adjourn the meeting. All voted in favor and the motion carried unanimously with a vote of 7 to 0. The Planning Commission meeting was adjourned at 6:12 p.m.

Submitted by Eric Maass
Community Development Director

City Council Item

May 18, 2026



Item	Adopt Ordinance XXX: Amending the 2026 Fee Schedule and Approving Summary Publication of Ordinance	
File No.		Item No: G.1
Agenda Section	<u>PUBLIC HEARINGS</u>	
Prepared By	Jenny Potter, City Clerk	
Reviewed By	Laurie Hokkanen	

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council adopts the Ordinance Amending the 2026 Fee Schedule and approves the summary ordinance for publication."	
Motion Type	4/5 Vote
Strategic Priority	Operational Excellence

SUMMARY

The City of Chanhassen is adding fees for a Brew Pub Off Sale Liquor License and room rental fees for City Hall. There was a request by a business for the city to add a liquor license for Brew Pub to the City Code. That item was on the consent agenda. City Hall has several rooms that will be made available to the public for rent. These additions to the code require a public hearing for approval.

BACKGROUND

The Brew Pub Liquor License is proposed to be set at \$250.

Room Rental Rates are proposed as follows:

Senior Center Resident	Damage Deposit \$50	\$40/hour
Senior Center Non-Resident	Damage Deposit \$50	\$50/hour
Training Room Resident	Damage Deposit \$50	\$40/hour
Training Room Non-Resident	Damage Deposit \$50	\$50/hour
Additional Senior Center Room Resident	Damage Deposit \$50	\$40/hour
Additional Senior Center Room Non-Resident	Damage Deposit \$50	\$50/hour

All room rentals at City Hall will include a \$20 per hour staffing fee

DISCUSSION

BUDGET

RECOMMENDATION

Staff recommends the approval of the Fee Schedule as presented.

ATTACHMENTS

[Ordinance XXX for Fee Schedule.docx](#)

[Proposed Fee Schedule Changes](#)

[Summary Ord For Fee Schedule](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

ORDINANCE NO. XXX

AN ORDINANCE AMENDING THE CITY FEES AND CHARGES FOR 2026

THE CITY COUNCIL OF THE CITY OF CHANHASSEN, MINNESOTA ORDAINS:

Section 1.

- (A) Policy and Purpose. By the enactment of this Ordinance, the City Council intends to establish fees and charges required by the City Code for the year 2026 and to comply with Minnesota Statutes, 462.353, subd. 4.
- (B) Fees and Charges. The fees and charges for the City for the year 2026 were originally established by Ordinance No. 754 and the City desires to amend the fees listed under “Licenses” as follows:

Animal Control Fees		2026
Dog & Cat Impounding Fee		
First Offense		\$50
Second Offense		\$100
Third Offense		\$150
Fourth Offense		\$200
Fifth & Subsequent Offense (In 12-month period)		\$250
Licenses		2026
Gambling Premises Permit Approval Background Investigation Fee	Annual	\$250
Kennel (Commercial)	Annual	\$25
Liquor License - On Sale	Annual License Period is May 1-April 30	
3.2% Malt Liquor	Annual	\$410
Brewer Taproom	Annual	\$600
Brew Pub Off Sale	Annual	\$250
Cocktail Room	Annual	\$500
Community Festival	Per Event	\$50
Intoxicating Liquor License (Restaurant)	Annual	
Floor Area Under 3,000 Square Feet		\$6,115

Floor Area 3,000-6,000 Square Feet		\$9,609
Floor Area Over 6,000 Square Feet		\$13,104
Sunday Sales (Set by State Statute)		\$200
Intoxicating Liquor License (Non-Restaurant)	Annual	
Floor Area Under 3,000 Square Feet		\$7,862
Floor Area 3,000-6,000 Square Feet		\$11,356

- (C) Fees and Charges. The fees and charges for the City for the year 2026 were originally established by Ordinance No. 754 and the City desires to amend the fees listed under “Parks & Recreation Fees” as follows:

City Hall Room Rental		2026
Senior Center Resident	Damage Deposit \$50	\$40/hour
Senior Center Non- Resident	Damage Deposit \$50	\$50/hour
Training Room Resident	Damage Deposit \$50	\$40/hour
Training Room Non-Resident	Damage Deposit \$50	\$50/hour
Additional Senior Center Room Resident	Damage Deposit \$50	\$40/hour
Additional Senior Center Room Non-Resident	Damage Deposit \$50	\$50/hour
<i>All room rentals at City Hall will include a \$20 per hour staffing fee</i>		

Section 2. This ordinance shall be effective immediately upon its passage and publication.

PASSED AND ADOPTED this 18th day of May 2026, by the City Council of the City of Chanhassen, Minnesota

Jenny Potter, City Clerk

Elise Ryan, Mayor

(Summary Ordinance Published in the Sun Sailer on ____)



2026

FEE SCHEDULE

Ordinance Number: 754

Adopted December 15, 2025

TABLE OF CONTENTS

3	INTRODUCTION	15	FIRE DEPARTMENT FEES Emergency Vehicle/Equipment Fees False Alarms Fireworks Display Permit Fireworks Sales Permit
4	ADMINISTRATIVE FEES Animal Control Licenses Miscellaneous Permits		CEMETERY FEES
7	BUILDING FEES Permit & Inspection Fees Other Building Fees	16	PARKS & RECREATION FEES Adult Softball Fees Memorials Picnic Reservation Fees Rental & Reservation Fees Recreation Center Fees Personal Training Fees Recreation Programming Fees
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INTRODUCTION

On January 10, 2023, the Chanhassen City Council adopted Ordinance 683, stating that fees, charges, rates, and surcharges for various licenses, permits, utilities, administrative services, and municipal cemeteries provided under the Chanhassen City Code be established pursuant to an ordinance adopting fees.

The adopted fee schedule is updated annually by ordinance.

On December 15, 2025, the Chanhassen City Council adopted Ordinance No. 754, amending 2025 city fees and charges. It became effective on January 1, 2026.

ADMINISTRATIVE FEES

Animal Control Fees		2026
Dog & Cat Impounding Fee		
First Offense		\$50
Second Offense		\$100
Third Offense		\$150
Fourth Offense		\$200
Fifth & Subsequent Offense (In 12-month period)		\$250
Licenses		2026
Gambling Premises Permit Approval Background Investigation Fee	Annual	\$250
Kennel (Commercial)	Annual	\$25
Liquor License - On Sale	Annual License Period is May 1-April 30	
3.2% Malt Liquor	Annual	\$410
Brewer Taproom	Annual	\$600
Brew Pub Off Sale	Annual	\$250
Cocktail Room	Annual	\$500
Community Festival	Per Event	\$50
Intoxicating Liquor License (Restaurant)	Annual	
Floor Area Under 3,000 Square Feet		\$6,115
Floor Area 3,000-6,000 Square Feet		\$9,609
Floor Area Over 6,000 Square Feet		\$13,104
Sunday Sales (Set by State Statute)		\$200
Intoxicating Liquor License (Non-Restaurant)	Annual	
Floor Area Under 3,000 Square Feet		\$7,862
Floor Area 3,000-6,000 Square Feet		\$11,356

License Fees, Continued		2026
Floor Area Over 6,000 Square Feet		\$14,851
Club		\$300
Sunday Sales (<i>Set by State Statute</i>)		\$200
Temporary On-Sale Liquor License	No Fee	\$0
Wine & Beer	Annual	\$800
Liquor License - Off Sale	Annual License Period is May 1-April 30	
3.2% Malt Liquor	Annual	\$100
Intoxicating (<i>Set by State Statute</i>)	Annual	\$260
Micro Distillery	Annual	\$200
Small Brewer	Annual	\$200
Background Investigation		
New Application	Per Application	\$250
Change in Officers & Operating Managers	Per Person	\$100
Annual Renewals (<i>Operating Manager Only</i>)		\$100
Massage Therapy Business License		
Application Fee		\$50
Background Investigation New Application		\$250
Background Investigation Changes in Officers & Operating Managers		\$100
Sexually Oriented Business	Annual	\$1,300
Waste Hauler	Annual Fee Per Company	\$300

Miscellaneous		2026
Fees for Data Requests from Members of the Public		
100 or Fewer Copies Black & White Letter or Legal Single-Sided	Per Page Plus Tax	\$0.25
100 or Fewer Copies Black & White Letter or Legal Double-Sided	Per Page Plus Tax	\$0.50
More than 100 copies Photographs, Data on a CD, DVD, Flash Drive, Etc. <i>Actual cost for an employee to make and transmit paper copies or copies of electronically stored data, as well as actual cost of materials.</i>	Actual Cost Plus Tax	---
Fees for Data Requests from Data Subjects <i>Actual cost for an employee to make and transmit paper copies or copies of electronically stored data, as well as actual cost of materials.</i>	Actual Cost	---
Election Candidate Filing Fee		\$5
Notary Fee	Per Notary Signature	\$1

Miscellaneous, Continued		2026
Returned Check/ACH Fee		\$30
Assessment Search		\$20
Permits		2026
Bow & Arrow Discharge Permit	Annual	\$20
Shotgun Discharge Permit	Annual	\$20
Stable Permit	Annual	\$25

BUILDING DEPARTMENT FEES

Building permit fees are based on declared permit valuation. For declared valuations that are not representative of the work being completed, the Chanhassen valuation table may be used to determine appropriate value.

Permit & Inspection Fees		2026
Building, Fire, & Septic Permit Fees		
Valuation up to \$1,000	Base Fee	\$80
Plus Fee per \$1,000 from \$1,001-\$25,000		\$16.50
Plus Fee per \$1,000 from \$25,001-\$50,000		\$12
Plus Fee per \$1,000 from \$50,001-\$100,000		\$8.50
Plus Fee per \$1,000 from \$100,001-\$500,000		\$6.75
Plus Fee per \$1,000 from \$500,001-\$1,000,000		\$5.50
Plus Fee per \$1,000 over \$1,000,000		\$4.50
Plan Review Fee (If Valuation is More than \$3,000)	65% of Permit Fee	---
Industrial Heating Equipment Permit Fees		
Valuation up to \$50,000	Base Fee	\$80
Plus Percent of Value from \$50,000-\$250,000	Plus 0.4%	---
Plus Percent of Value from \$250,001-\$500,000	Plus 0.3%	---
Plus Percent of Value from \$500,001-\$750,000	Plus 0.2%	---
Plus Percent of Value Over \$750,000	Plus 0.1%	---
Plan Review Fee (If Valuation is More than \$3,000)	65% of Permit Fee	---
Plumbing & Mechanical Permit Fees		
Valuation up to \$1,000	Base Fee	\$80
Plus Percent of Value from \$1,001-\$10,000	Plus 2.25%	---
Plus Percent of Value from \$10,001-\$50,000	Plus 1.75%	---
Plus Percent of Value Over \$50,000	Plus 1.50%	---
Testing of Backflow Devices		\$30
Plan Review Fee (If Valuation is More than \$3,000)	65% of Permit Fee	---
Roofing, Siding, Windows, & Doors (Residential Only)		
Flat Fee	Per Permit	\$150
Max Combined Fee Valuation up to \$50,000		\$300
Solar Shingles	Charged as a Building Permit	
Escrow Fees (Refundable - Returned Upon Approved Completion of Work)		
An increased Escrow amount may be added at the discretion of the City Engineer due to unique or environmentally sensitive projects.		
Grading As-Built Survey		\$2,500
Landscaping		\$750
Erosion/Sediment Control	Per Disturbed Acre (Minimum \$500)	\$7,500

Permit & Inspection Fees		2026
Inspection Fees		
Investigation Fee	Per Hour or amount of the permit fee, whichever is less	\$100
Additional Plan Review Required by Changes, Additions, or Revisions to Plan	Per Hour	\$100
Inspections for Which No Fee is Specially Indicated	Per Hour	\$100
Reinspection Fees	Per Hour	\$100
Use of Outside Consultants for Plan Review or Inspections, or Both	Actual Cost	---
Other Building Fees		
State Surcharge <i>Fee collected on behalf of Minnesota Department of Labor and Industry</i>	.05% of Permit Value	---
Moving Building <i>(Permit fee does not include escrow)</i>	Each	\$150

Canceled permits can receive an 80% refund of the city permit fee. State Surcharge fee is non-refundable.

COMMUNITY DEVELOPMENT FEES

Development Review Fees		2026
Comprehensive Plan Land Use Amendment		\$700
Conditional Use Permit <i>(does not include site plan review)</i>		
Single-Family Residence		\$400
All Others		\$600
Development Contract		\$500
Amendment to Development Contract		\$250
Interim Use Permit <i>(Escrow and inspection fees are also required as applicable)</i>		
Single Family Residence		\$400
All Others		\$600
Planned Unit Development		
Major Amendment		\$750
Minor Amendment		\$100
Rezoning		\$600
Sign Permit		
Permanent		\$100
Temporary		\$35
Sign Rental		\$200
Site Plan Agreement		\$500
Amendment to Site Plan Agreement		\$250
Site Plan Review		
Commercial/Industrial Districts		\$750
Administrative		\$100
Subdivision		
Administrative Subdivision		\$150
Consolidate Lots		\$150
Create 3 Lots or Less		\$500
Create Over 3 Lots		\$1,250
Final Plat		\$500
Metes and Bounds Subdivision		\$300
Variance/Appeal of Administration Decision		\$250
Development Review Escrow		\$2,000
Zoning Ordinance Amendment		\$500

Private Development Fees		2026
Administration Fee <i>(In Conjunction with the Installation of all Improvements-Public & Private)</i>		
Cost of Construction Improvements		
Less than \$500,000:	3% of Construction Costs	---
From \$500,000 to \$1,000,000:		
First \$500,000	3% of Construction Costs	---
Over \$500,000	2% of Construction Costs	---
Over \$1,000,000:		
First \$1,000,000	2.5% of Construction Costs	---
Over \$1,000,000	1.5% of Construction Costs	---
Security <i>Public improvements include grading, erosion control, restoration, landscaping (2% of construction costs), and engineering/surveying (7% of construction costs)</i>	110% of Public Improvements	---
Inspection Fees		
Inspections for Which No Fee is Specially Indicated	Per Hour, Withheld from Escrow as Applicable	\$100
Reinspection Fees	Per Hour, Withheld from Escrow as Applicable	\$100
Site Inspections for Private Developments <i>(The city hires consultant inspectors at an average of 20 hours/week charged back to the applicant)</i>	Actual Cost	---
Use of outside consultants for plan review or inspections, or both	Withheld from Escrow as Applicable	---
Other Fees		
Additional Plan Review Required by Changes, Additions, or Revisions to Plans	Per Hour, Withheld from Escrow as Applicable	\$100
Public Street Lights	Per Light	\$5,740
Park Dedication Fees		2026
Single-Family	Per Dwelling	\$5,800
Duplex	Per Dwelling	\$5,000
Multi-Family/Apartment Units	Per Dwelling	\$3,800
Commercial/Industrial	Per Acre	\$12,500
Continuing Care Retirement Facility	Per Bed	\$500

Sewer & Water Development Fees		2026
<i>Fees are based per unit. If applicable, parcels previously assessed hook-up fees are exempt. Parcels within the Lake Ann Sewer District will be subject to the Lake Ann Trunk sewer fees payable in full prior to the issuance of a building permit, in addition to the trunk hook-up fees.</i>		
Residential Development & Commercial, Industrial, and Institutional Development		
Sanitary Sewer Hook-Up Charge (AKA City SAC)	Per Unit	\$2,660
Sanitary Sewer Hook-Up Charge (AKA City SAC) - Reduced Rate <i>(If 30% of the sewer hookup fee was paid at the time of final subdivision approval)</i>	Per Unit	\$1,862
Water Hook-Up Charge (AKA City WAC)	Per Unit	\$9,843
Water Hook-Up Charge (AKA City WAC) - Reduced Rate <i>(If 30% of the water hookup fee was paid at the time of final subdivision approval)</i>	Per Unit	\$6,890
MCES SAC Charge <i>(As established by the Metropolitan Council)</i>	Per Unit	\$2,485
Lake Ann Interceptor <i>Parcels located within a Sewer Service District shall be charged an additional fee in addition to the Sewer Hook-Up Charge.</i>	Per Unit	\$2,267
Lake Ann Subtrunk	Per Unit	\$2,391
Lateral Connection Charge (All Development) <i>A Lateral Connection is charged in addition to Hook-Up Charges when a property has never been assessed for public sewer or water being extended to serve the property.</i>		
Sewer	Per Unit	\$9,201
Water	Per Unit	\$12,161
Surface Water Development Fees		
<i>Surface Water Development Fees are based on the developable land. Undeveloped areas such as wetlands and buffers placed into an outlot, public parks, conservation easements, and public right-of-way are exempt from these fees.</i>		
Parks/Open Space	Per Acre	\$5,876
Single Family Residential	Per Acre	\$10,327
Medium Density Residential	Per Acre	\$12,397
Townhouse/Apartment Complex/High-Density Residential	Per Acre	\$18,564
Industrial	Per Acre	\$26,790
Commercial	Per Acre	\$39,146
Other Community Development Fees		2026
Beekeeping Permit		\$25
Chicken Permit		\$25
Code Enforcement Fees		
Contracted Service	Actual Cost	--
Administrative Fee	10%	---
Consultant Fees	Costs will be Billed to the Applicant with No Mark-Up	---

Other Community Development Fees, Continued		2026
Filing Fees/Attorney Costs for Recording Documents		
Conditional Use Permit	Per Document	\$50
Deeds	Per Document	\$100
Easements	Per Document	\$85
Interim Use Permit	Per Document	\$50
Metes & Bounds Subdivision	Per Document	\$250
Plats and Related Documents	Flat Fee	\$450
Site Plan Agreement	Per Document	\$85
Vacation	Per Document	\$85
Variance	Per Document	\$50
Wetland Alteration Permit	Per Document	\$50
Flood Zone Information		\$65
Significant Tree Replacement Fee	Per Diameter Inch	\$160
Loudspeaker Permit		\$10
Short-Term Rental License	Annual	\$200
Tax Increment Financing (TIF)		
Application Fee	Non-Refundable	\$3,000
Escrow		\$15,000
Temporary Outdoor Sales/Events		
Temporary Outdoor Event Permit		\$50
Seasonal Sales Permit		\$50
Special Event Permit		\$100
Race Addendum		\$50
Zoning Permit		\$50
Zoning Letter		\$65

ENGINEERING & PUBLIC WORKS FEES

Engineering Fees		2026
Certificate of Compliance		\$25
Drinking Water Test (Sample collected by city, tested by private lab)	Plus Lab Fees	\$50
Encroachment Agreements	Application and Recording Fee	\$300
Escrow Fees (Refundable - Returned Upon Approved Completion of Work)		
An increased Escrow amount may be added at the discretion of the City Engineer due to unique or environmentally sensitive projects.		
Grading As-Built Survey	Per Lot	\$2,500
Landscaping	Per Lot	\$750
Erosion/Sediment Control	Per Disturbed Acre (Minimum \$500)	\$7,500
Failure to Allow Access to Water Meter	Per Month	\$200
Filing Fees/Attorney Costs for Recording Documents	Per Document	\$85
GIS Fees		
Per Plat		\$105
Per Parcel		\$35
Grading Permit (Escrow & Inspection Fees are also Required)		
Under 50 Cubic Yards	Permit Not Required	N/A
50-1,000 Cubic Yards		\$250
Over 1,000 Cubic Yards	Processed As Interim Use Permit	---
Inspection Fees		
Inspections for Which No Fee is Specially Indicated	Per Hour Withheld from Escrow as Applicable	\$100
Reinspection Fees	Per Hour Withheld from Escrow as Applicable	\$100
Site Inspections for Private Developments (The city hires consultant inspectors at an average of 20 hours/week charged back to the applicant)	Actual Cost	---
Use of Outside Consultants for Plan Review or Inspections, or Both	Actual Cost Withheld from Escrow as Applicable	---
Mailbox Damage from Snowplow Reimbursement		\$65
Prohibited Discharges into Sanitary Sewer System	Per Day	\$500
Road Weight Restriction Permit		\$50
Small Wireless Facility Agreement (Per State Statute)		
Rent to Co-locate on City Structure	Annually	\$150
Maintenance Fee	Annually	\$25
Electrical Service Fee Per Radio Node, Less Than or Equal to 100 Max Watts	Monthly	\$73

Engineering Fees, Continued		2026
Electrical Service Fee Per Radio Node Over 100 Max Watts or Actual Cost of Electricity	Per Radio Node	\$182
Street Assessments <i>refer to Assessment Policy</i>	Single Family Residential Flat Rate based on project type	
Mill and Overlay	Per Unit	\$2,940
Full Depth Reclamation	Per Unit	\$5,150
Reconstruction	Per Unit	\$9,550
Temporary Lifting of No Parking Zone	Per Week	\$50
Temporary Street Closure	Application Fee	\$50
Unauthorized Water Turn On or Meter Tampering	Each Occurrence	\$500
Underground Sprinkler Right-of-Way Permit Fee <i>No Main Lines Allowed in Right-of-Way</i>		\$50
Vacation of Right-of-Way/Easements		\$300
Water Use Restriction		
First Violation	Written Warning	
Second Violation		\$100
Third Violation		\$150
Fourth+ Violation		\$250
Seasonal Water Meter Install or Removal	Must schedule with Public Works Department	\$50
Work in City Right-of-Way/Easements		
Drain Tile Connection - Soft Connect (Per City Detail Plate No. 5235)	Per Connection + Inspection	\$50
Drain Tile Connection - Hard Connect (Per City Detail Plate No. 5235)	Per Connection + Inspection	\$75
Driveway Permit	Per Property	\$50
Street or Right-of-Way	Per Hole and/or Excavation	\$55
Trenching & Boring - Per Lineal Foot		\$0.35
Trenching & Boring - Per Each Hardcover Crossing		\$55
Wetland Fees		
WCA Joint Application Permit Single-Family Residence		\$50
WCA Joint Application Permit All Other Uses		\$500
WCA Appeal of Decision		\$2,000
Wetland Alteration Permit Single-Family Residence <i>Grading Permit May Also Be Required</i>		\$150
Wetland Alteration Permit All Other Uses <i>Grading Permit May Also Be Required</i>		\$275
Wetland Buffer Strip Monumentation	Per Sign	\$20

ENVIRONMENTAL PROGRAM FEES

Environmental Program Fees		2026
Community Garden Fee Rental	Per Plot	\$30
Weed Wrench Deposit <i>Refunded When Tool Is Returned</i>		\$150
Yard Waste Drop-Off Fees		
Per Bag		\$1
Per Trailer/Truckload		\$30

FIRE DEPARTMENT FEES

Fire Department		2026
Emergency Vehicle/Equipment	Current FEMA Equipment Rates	---
False Alarms		
First False Alarm	No Charge	---
Second False Alarm	No Charge	---
Third False Alarm or More	Each Occurrence (<i>any subsequent false alarms in a calendar year will be billed at a flat rate</i>)	\$350
Fireworks Display Permit		\$200
Fireworks Sales Permit		\$100

CEMETERY FEES

Cemetery Fees		2026
Grave Fee for Resident		\$412
Grave Fee for Non-Resident		\$618
Interment Fee		\$155
Excavation Fee (Payable Directly to Excavator)	Fees are approximate and set by the excavator performing the work; winter surcharge may also apply.	
Caskets	Monday-Friday	\$575
Caskets	Saturday-Sunday	\$725
Urns & Infant Burials		\$400
Additional Urn Burial		\$100

PARKS & RECREATION FEES

Adult Softball		2026
Summer Softball League		
Resident Team	Per Team (Includes Tax)	\$925
Non-Resident Team	Per Team (Includes Tax)	\$950
Fall Softball League		
Resident Team	Per Team (Includes Tax)	\$550
Non-Resident Team	Per Team (Includes Tax)	\$575
Memorials		2026
Bench		\$1,500
Tree		\$1,000
Other	By Arrangement	---

Picnic Reservation		2026
Resident		
Groups Less Than 100	Monday-Thursday	\$125
Groups Less Than 100	Friday-Sunday	\$150
Groups of 100 or More	Monday-Thursday	\$175
Groups of 100 or More	Friday-Sunday	\$225
Non-Resident		
Groups Less Than 100	Monday-Thursday	\$225
Groups Less Than 100	Friday-Sunday	\$275
Groups of 100 or More	Monday-Thursday	\$325
Groups of 100 or More	Friday-Sunday	\$375
Other		
Non-Profit/Senior Group Discount		25%
School District 112 & 276	Monday-Thursday	\$45
School District 112 & 276	Friday-Sunday	\$50
All Other School Districts	Monday-Thursday	\$100
All Other School Districts	Friday-Sunday	\$150

Rentals & Reservations		2026
Canoe & Kayak Storage Rack		
Resident	Includes Tax	\$60
Non-Resident	Includes Tax	\$70
Watercraft Rentals		
Canoe	Per Hour (Includes Tax)	\$15
Kayak	Per Hour (Includes Tax)	\$15
Tandem Kayak	Per Hour (Includes Tax)	\$20
Paddle Boat (4 person)	Per Hour (Includes Tax)	\$15
Row Boat	Per Hour (Includes Tax)	\$15
Row Boat with Electric Motor	Per Hour (Includes Tax)	\$15
Stand-Up Paddleboard	Per Hour (Includes Tax)	\$20

City Hall Room Rental		2026
Senior Center Resident	Damage Deposit \$50	\$40/hour
Senior Center Non- Resident	Damage Deposit \$50	\$50/hour
Training Room Resident	Damage Deposit \$50	\$40/hour
Training Room Non-Resident	Damage Deposit \$50	\$50/hour
Additional Senior Center Room Resident	Damage Deposit \$50	\$40/hour
Additional Senior Center Room Non-Resident	Damage Deposit \$50	\$50/hour
<i>All room rentals at City Hall will include a \$20 per hour staffing fee</i>		

Chanhasen Recreation Center		2026
Daily Fee		
Resident	Includes Tax	\$4
Non-Resident	Includes Tax	\$4.50
Senior Resident	Includes Tax	\$3.75
Senior Non-Resident	Includes Tax	\$4.25
Punch Cards - Resident		
10 Punch	Includes Tax	\$35
20 Punch	Includes Tax	\$62
40 Punch	Includes Tax	\$114
Punch Cards - Non-Resident		
10 Punch	Includes Tax	\$40
20 Punch	Includes Tax	\$73
40 Punch	Includes Tax	\$138
Punch Cards - Senior Resident		
10 Punch	Includes Tax	\$32.50
20 Punch	Includes Tax	\$58
40 Punch	Includes Tax	\$110

Punch Cards - Senior Non-Resident		
10 Punch	Includes Tax	\$37.50
20 Punch	Includes Tax	\$71
40 Punch	Includes Tax	\$130
Facility Rental		
Gym - Resident	Per Hour (Includes Tax)	\$50
Gym - Non-Resident	Per Hour (Includes Tax)	\$60
Community Room with Kitchen - Resident	Per Hour (Includes Tax)	\$20
Community Room with Kitchen - Non-Resident	Per Hour (Includes Tax)	\$25
Community Room with Carpet - Resident	Per Hour (Includes Tax)	\$20
Community Room with Carpet - Non-Resident	Per Hour (Includes Tax)	\$25

Chanhasen Recreation Center, Continued		2026
Conference Room - Resident	Per Hour (Includes Tax)	\$15
Conference Room - Non-Resident	Per Hour (Includes Tax)	\$20
Birthday Parties - Resident	Includes Tax	\$70
Birthday Parties - Non-Resident	Includes Tax	\$85
Birthday Parties - Additional Time	Hourly Facility Fee (Includes Tax)	---

Personal Training One-on-One Packages		2026
<i>Training packages expire 6 months after purchase date (exceptions made with doctor approval).</i>		
1 Session		\$58
3 Sessions		\$150
5 Sessions		\$225
10 Sessions		\$400

Recreation Programs		2026
Youth & Recreation Center Programs		
<i>Fees are determined annually and are published in the seasonal program brochures.</i>		
Adult/Senior Programs		
<i>Fees Cover Program Supplies & Staffing Costs</i>		
Single-day Adult/Senior Programs	Non-resident Charge +\$2	\$10-\$65
Multi-day Adult/Senior Programs	Non-resident Charge +\$5	\$10-\$175
Senior Day Trips		\$65-\$110
Senior Overnight Trips	Non-resident Charge +\$25	\$250-\$600

UTILITY RATES & FEES

Delinquent Accounts		2026
Late Fees	5% of Balance	---
Certification Fee	10% of Balance on Account (Minimum of \$10) + County Fee	---

Sanitary Sewer Rates		2026
<i>Residential metered customers (single-family) shall be based upon average water used during the winter months (January, February, and March) for the year, except when water usage during April through December is less than water usage during the winter period. The rate for new residents with no meter history will be based on 5,000 gallon monthly water usage.</i>		
Residential Based on Winter Month Usage	Per 1,000 Gallons Per Month	\$8.28
Commercial Based on Actual Monthly Usage	Per 1,000 Gallons Per Month	\$8.28
Minimum Sewage Charge Per Month	Minimum Up To 2,000 Gallons per Month	\$16.56
Sewer Only (Not Connected to City Water)	Based on 5,000 Gallon Monthly Water Usage	\$41.40

Surface Water Management User Fees		2026
Single-Family, Rural Residential, Agriculture, & Undeveloped	Per Quarter Per Month	\$39.45 \$13.15
Other Property Types	Per Quarter Base Fee Per Month Base Fee	\$76.74 \$25.58
Medium Density Residential	Multiply Base Fee by Utility Factor of 2.22 Per Acre	---
High Density Residential, Industrial, Office, Institutions (Churches, Schools, Government Buildings, Hospitals)	Multiply Base Fee by Utility Factor of 3.30 Per Acre	---
Business/Commercial	Multiply Base Fee by Utility Factor of 4.23 Per Acre	---
Parks, Cemeteries, Golf Courses, Arboretum	Multiply Base Fee by Utility Factor of 0.46 Per Acre	---
Parking Lots as a Principal Use	Multiply Base Fee by Utility Factor of 6.14 Per Acre	---
Garden Centers	Multiply Base Fee by Utility Factor of 2.3 Per Acre	---

Water Rates		2026
Residential and Irrigation Water Rates		
Minimum Water Charge	Per Month	\$6.42
0-5,000 Gallons	Per 1,000 Gallons Per Month	\$2.81
5,001-10,000 Gallons	Per 1,000 Gallons Per Month	\$4.34
10,001-20,000 Gallons	Per 1,000 Gallons Per Month	\$5.16
20,001-30,000 Gallons	Per 1,000 Gallons Per Month	\$5.75
30,001+ Gallons	Per 1,000 Gallons Per Month	\$7.03

Water Rates, Continued		2026
Commercial Water Rates		
Minimum Water Charge	Per Month Plus Tax	\$6.42
0-17,000 Gallons	Per 1,000 Gallons Per Month Plus Tax	\$2.81
17,001-33,000 Gallons	Per 1,000 Gallons Per Month Plus Tax	\$4.34
33,001-50,000 Gallons	Per 1,000 Gallons Per Month Plus Tax	\$5.16
50,000+ Gallons	Per 1,000 Gallons Per Month Plus Tax	\$5.75
Multi-Family Property Water Rates		
Minimum Water Charge	Per Month	\$6.42
	Per 1,000 Gallons Per Month	\$3.62
Minnesota Department of Health Safe Drinking Water Fee	Per Month	\$1.27
Bulk Sales to Contractors, Landscapers, etc. at City Fill Stations or Other Designated Locations	Per 1,000 Gallons Plus Tax	\$9.07

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

SUMMARY OF ORDINANCE NO. XXX

AN ORDINANCE AMENDING THE CITY FEES AND CHARGES FOR 2026

The purpose of these Code Amendments are as follows:

By the enactment of this Ordinance, the City Council intends to establish fees and charges required by the City Code for the year 2026 and to comply with Minnesota Statutes, 462.353, subd. 4.

This ordinance shall go into effect upon passage of the ordinance by City Council.

A printed copy of Ordinance No. XXX is available for inspection by any person during regular office hours at the office of the City Manager/Clerk.

PASSED, ADOPTED, AND APPROVED FOR PUBLICATION this 18th day of May 2026 by the City Council of the City of Chanhassen, Minnesota.

City Council Item

May 18, 2026



Item	Resolution #2026-XX, Approve vacating a portion of Right of Way of Hancock Place	
File No.	Vacation 26-02	Item No: G.2
Agenda Section	<u>PUBLIC HEARINGS</u>	
Prepared By	Mackenze Grunig, Project Engineer	
Reviewed By	Charlie Howley	

<u>SUGGESTED ACTION</u>	
"The Chanhassen City Council approves a resolution authorizing the vacation of a portion of the public Right of Way dedicated in the Plat of Red Cedar Point Lake Minnewashta."	
Motion Type	Simple Majority Vote of members present
Strategic Priority	Asset Management

SUMMARY

Vacating a portion of the public Right of Way in order to clean up the excess Right of Way. Public notice has been completed for the Right of Way vacation consistent with Minnesota Stat. 412.851. This action also requires a Public Hearing.

BACKGROUND

N/A

DISCUSSION

At the time the Red Cedar Point Lake Minnewashta Plat was recorded, a Right of Way was dedicated that could have accommodated the future construction of a street or alley connection between Juniper

Avenue and Red Cedar Point Road. This corridor currently functions as a drainage pathway and will continue to be maintained through a drainage and utility easement.

A portion of the Right of Way was previously vacated through prior applications. The proposed action would vacate the remaining portion of the unused Right of Way, as it is no longer needed for public street purposes.

There will remain a drainage and utility easement over the entire of the vacated Right of Way.

BUDGET

N/A

RECOMMENDATION

Staff recommends that the City Council approve the vacation of partial Right of Way.

ATTACHMENTS

[Resolution Vacating Right of Way Hancock Place](#)

[Vacation of Hancock Pl Right of Way Exhibit](#)

[Notice of Public Hearing for Vacation -PAPER- Hancock Place](#)

[Notice of Public Hearing for Vacation -MAIL- Hancock Place](#)

[Red Cedar Point Lake Minnewashta Plat](#)

**CITY OF CHANHASSEN
CARVER AND HENNEPIN COUNTIES, MINNESOTA**

DATE: May 18, 2026 **RESOLUTION NO:** 2026-XX

MOTION BY: _____ **SECONDED BY:** _____

**RESOLUTION VACATING A PORTION OF HANCOCK PLACE RIGHT OF WAY AS
DEDICATED IN THE PLAT OF RED CEDAR POINT LAKE MINNEWASHTA**

WHEREAS, Scot Lacek (“Applicant”) has requested the vacation of a portion of public right of way legally described and depicted in Exhibit A attached hereto and incorporated herein (collectively referred to herein as “Right of Way”);

WHEREAS, pursuant to Minnesota Statutes § 412.851 the City Council of the City of Chanhassen has conducted a hearing preceded by the statutorily required two (2) weeks published and posted notice and mailed notice to the abutting property owners, to consider the vacation of the Right of Way.

WHEREAS, the City Council finds that the Right of Way proposed for vacation is excess right of way that serves no existing future or public purpose.

WHEREAS, the vacation is subject to and the City hereby reserves a perpetual drainage and utility easement over, under and across the entire vacated Right of Way.

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Chanhassen City Council:

1. The City Council hereby vacated the Right of Way legally described in Exhibit A.
2. The vacation shall not affect the authority of any person, corporation, or municipality owning or controlling the electric or telephone poles and lines, gas lines, sanitary and storm sewer lines, water pipes, mains, hydrants, and natural drainage areas thereon or thereunder, to continue maintain the same or to enter upon such way or portion thereof vacated to maintain, repair, replace, remove, or otherwise attend thereof; and
3. The City Clerk shall transmit a certified copy of this Resolution to the County Auditor and County Recorder.

PASSED AND ADOPTED by the Chanhassen City Council this 18th day of May, 2026.

ATTEST:

Jenny Potter, City Clerk

Elise Ryan, Mayor

YES

NO

ABSENT

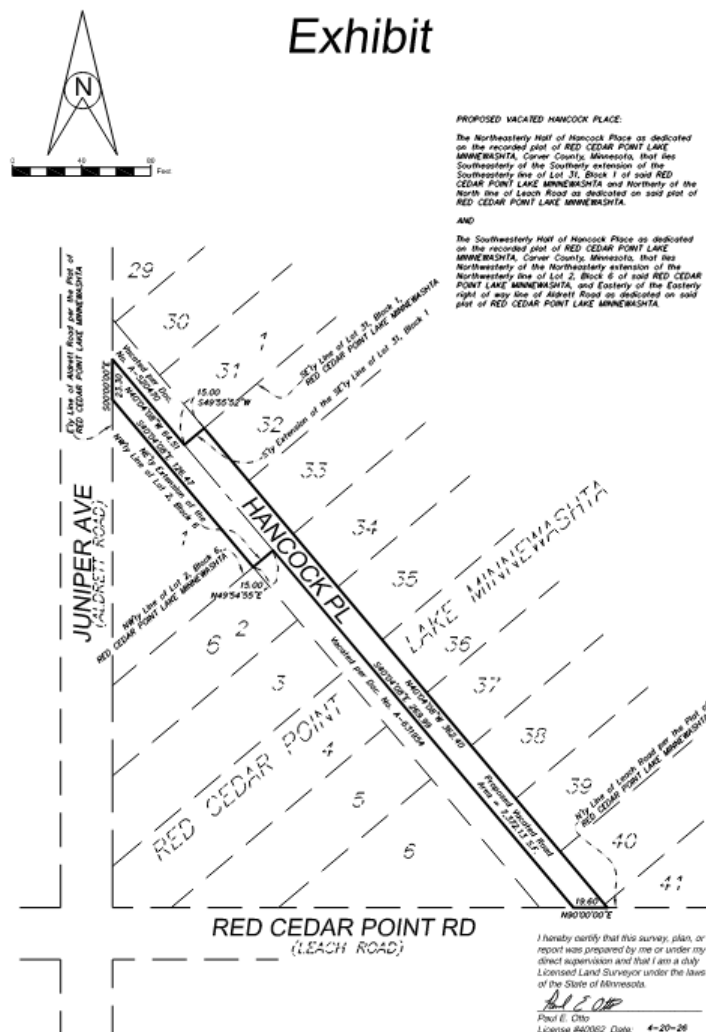
Exhibit A

PROPOSED VACATED HANCOCK PLACE:

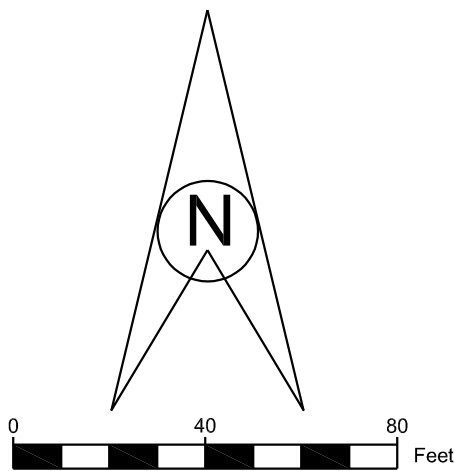
The Northeasterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Southeasterly of the Southerly extension of the Southeasterly line of Lot 31, Block 1 of said RED CEDAR POINT LAKE MINNEWASHTA and Northerly of the North line of Leach Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.

AND

The Southwesterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Northwesterly of the Northeasterly extension of the Northwesterly line of Lot 2, Block 6 of said RED CEDAR POINT LAKE MINNEWASHTA, and Easterly of the Easterly right of way line of Aldrett Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.



Exhibit

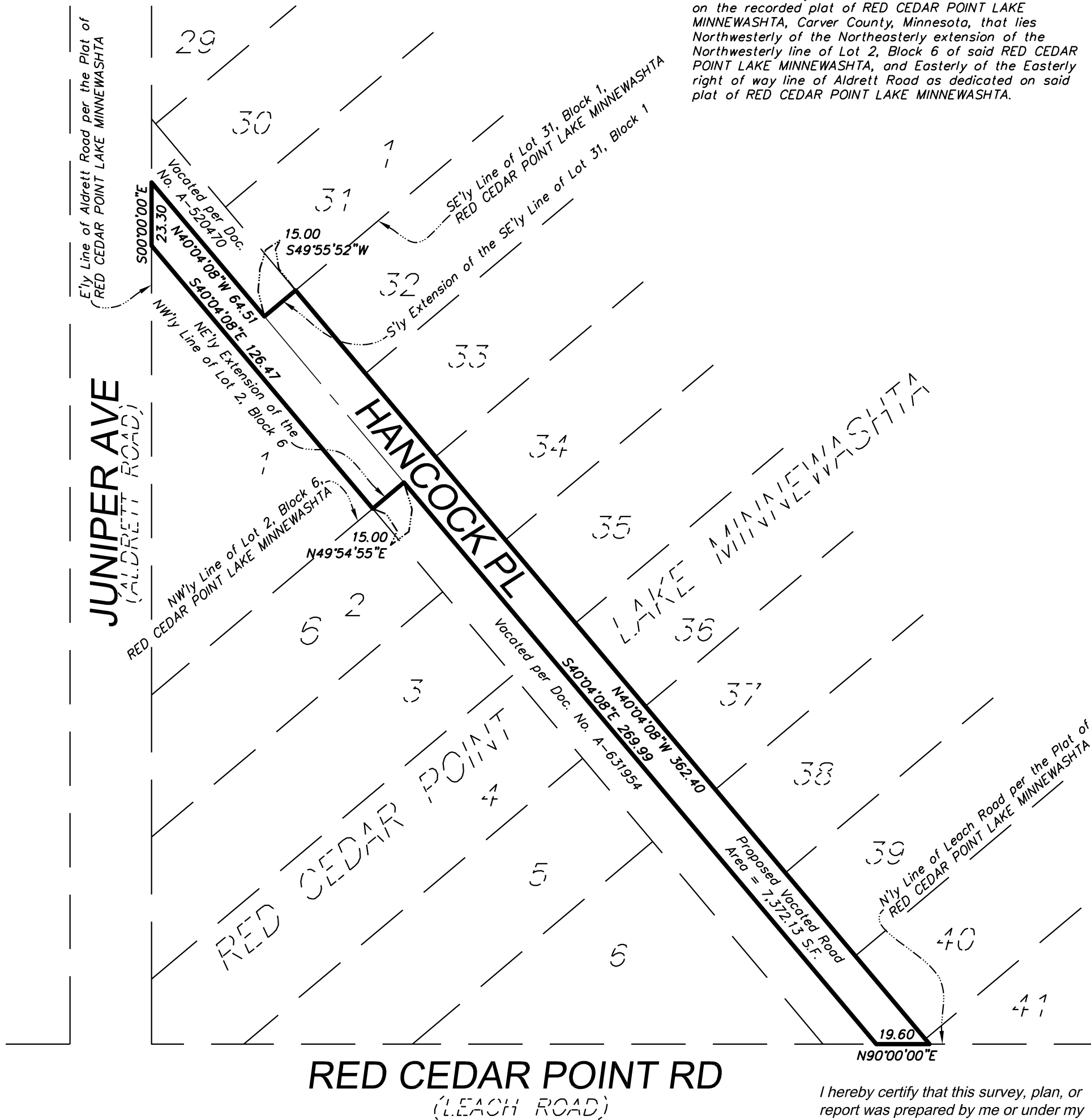


PROPOSED VACATED HANCOCK PLACE:

The Northeasterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Southeasterly of the Southerly extension of the Southeasterly line of Lot 31, Block 1 of said RED CEDAR POINT LAKE MINNEWASHTA and Northerly of the North line of Leach Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.

AND

The Southwesterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Northwesternly of the Northeasterly extension of the Northwesternly line of Lot 2, Block 6 of said RED CEDAR POINT LAKE MINNEWASHTA, and Easterly of the Easterly right of way line of Aldrett Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.



I hereby certify that this survey, plan, or report was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor under the laws of the State of Minnesota.

Paul E. Otto

Paul E. Otto
License #40062 Date: 4-20-26

- denotes iron monument found
- denotes 1/2 inch by 14 inch iron pipe set and marked by License #40062

Requested By:

City of Chanhassen

Date:

4-20-26

Drawn By:

E.M.H.

Scale:

1"=40'

Checked By:

P.E.O.



Engineers & Land Surveyors, Inc.

www.ottoassociates.com

9 West Division Street
Buffalo, MN 55313
(763)682-4727
Fax: (763)682-3522

Revised:

Project No.

26-0165 313

NOTICE OF PUBLIC HEARING

**CITY OF CHANHASSEN
COUNTY OF CARVER AND COUNTY OF HENNEPIN
STATE OF MINNESOTA**

CITY COUNCIL MEETING

May 18, 2026

7:00 p.m.

**CHANHASSEN CITY HALL
7700 Market Boulevard, Chanhassen, MN 55317**

NOTICE IS HEREBY GIVEN that the City Council for the City of Chanhassen will hold a public hearing on Monday, **May 18, 2026**, at 7:00 p.m., in the Council Chambers at Chanhassen City Hall, 7700 Market Boulevard, pursuant to Minnesota Statutes § 412.851 to consider the vacation of a portion of the right of way dedicated in the plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, and legally described as follows:

The Northeasterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Southeasterly of the Southerly extension of the Southeasterly line of Lot 31, Block 1 of said RED CEDAR POINT LAKE MINNEWASHTA and Northerly of the North line of Leach Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.

AND

The Southwesterly Half of Hancock Place as dedicated on the recorded plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, that lies Northwesterly of the Northeasterly extension of the Northwesterly line of Lot 2, Block 6 of said RED CEDAR POINT LAKE MINNEWASHTA, and Easterly of the Easterly right of way line of Aldrett Road as dedicated on said plat of RED CEDAR POINT LAKE MINNEWASHTA.

All interested parties are encouraged to attend this public hearing and express their opinions with respect to this proposal. If you have any questions, please contact:

Mackenze Grunig, Project Engineer
Phone: (952) 227-1165

(Publish in the *Sun Sailor* on May 7 & May 14, 2026)

NOTICE OF PUBLIC HEARING

CITY OF CHANHASSEN COUNTY OF CARVER AND COUNTY OF HENNEPIN STATE OF MINNESOTA

CITY COUNCIL MEETING

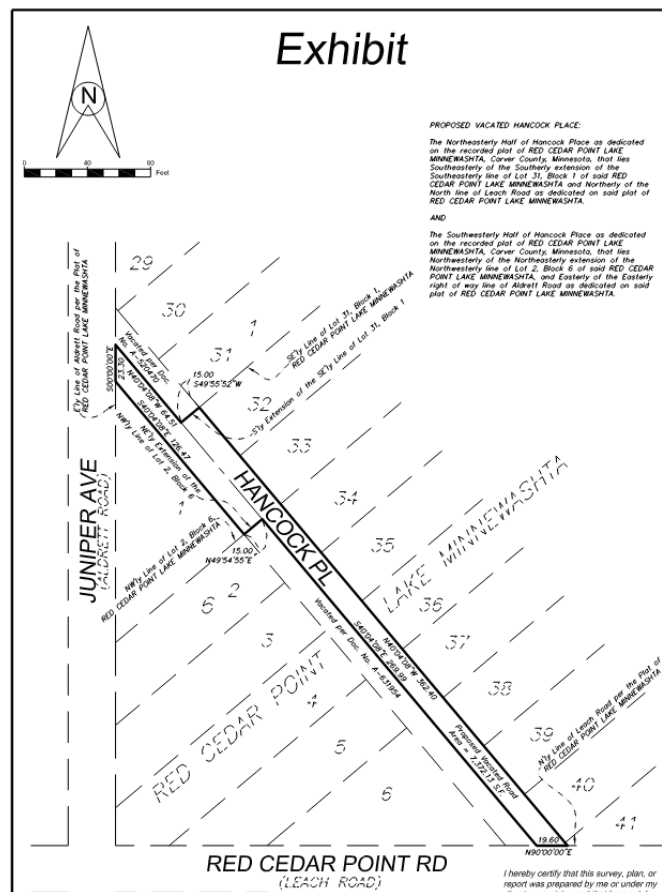
May 18, 2026

7:00 p.m.

CHANHASSEN CITY HALL

7700 Market Boulevard, Chanhassen, MN 55317

NOTICE IS HEREBY GIVEN that the City Council for the City of Chanhassen will hold a public hearing on Monday, **May 18, 2026**, at 7:00 p.m., in the Council Chambers at Chanhassen City Hall, 7700 Market Boulevard, pursuant to Minnesota Statutes § 412.851 to consider the vacation of a portion of the right of way dedicated in the plat of RED CEDAR POINT LAKE MINNEWASHTA, Carver County, Minnesota, depicted as follows:



All interested parties are encouraged to attend this public hearing and express their opinions with respect to this proposal. If you have any questions, please contact:

Mackenze Grunig, Project Engineer
Phone: (952) 227-1165

428 8

Original

PF 37

RED CEDAR POINT LAKE MINNEWASHTA CARVER COUNTY MINN.

Scale 1"=100'
Benj. A. Pratt
Surveyor.

I hereby certify that I have examined the within plat of RED CEDAR POINT LAKE MINNEWASHTA and the same meets with my approval.

J. C. Don Huvelen
County Surveyor
Carver County Minn.

Know all men by these presents, that we, Roscoe E. Carlyon, owner and proprietor and Annie Ray Wilson and W. A. Wilson, her husband and James H. Leary and Ellen E. Leary his wife and E. Joseph North and Mary Hammersley North, his wife, mortgagees of the following described property situate in the County of Carver, and State of Minnesota to wit, Government Lot two (2) section eight (8) Township one hundred sixteen (16) North, Range five and of record in the office of the Register of Deeds in and for said Carver County, Minnesota, and described on said plat as containing forty-four and three tenths acres (44.3). The purpose and intention being to convey hereby, the entire tract of land lying and projecting into Lake Minnewashta, with all shore rights and riparian rights and privileges, which tract is now lying and being East of the line bounding the said plat of the said Government survey. Also a strip of land described as follows to wit: Beginning at a point on the Easterly boundary line of the Minneapolis and Glencoe Road, which bears South forty-four (44) degrees two (2) minutes East, nine hundred and ninety-six and two tenths (996.2) feet from the corner common to sections five, six, seven and eight (5, 6, 7, 8) in Township one hundred sixteen (16) North, Range twenty three (23) West of the fifth (5th) principal meridian, thence South sixty-six (66) degrees thirty (30) minutes East, six hundred eighty-four and three tenths (684.3) feet, to the East line of Lot one (1) in section eight (8) above named Township, thence South along the boundary line of Lots one (1) and two (2), thirty-six (36) feet, thence North sixty-six (66) degrees thirty (30) minutes West, six hundred ninety-three and three tenths (693.3) feet, to the said boundary line, have caused the same to be surveyed and platted as RED CEDAR POINT LAKE MINNEWASHTA and we hereby donate and dedicate to the public use forever all the Roads, Drives and Place as hereon shown. In witness whereof we have hereunto set our hands this 27th day of August A.D. 1913.

In presence of
Charles W. Jarboe } as to Roscoe E. Carlyon
Charles W. Jarboe } as to Annie Ray Wilson and
W. A. Wilson her husband
Charles W. Jarboe } as to E. Joseph North and
Mary Hammersley North his wife

Roscoe E. Carlyon
Annie Ray Wilson
W. A. Wilson
E. Joseph North
Mary Hammersley North

State of Minnesota } ss:
County of Hennepin }
On this 27th day of August A.D. 1913 before me a notary public within and for said County and State personally appeared Annie Ray Wilson and W. A. Wilson, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their own free act and deed.

Charles W. Jarboe
Notary Public Hennepin County Minn.
My commission expires April 24, 1916

State of Minnesota } ss:
County of Hennepin }
On this 27th day of August A.D. 1913 before me, a notary public within and for said county and State, personally appeared Roscoe E. Carlyon, to me personally known to be the person described in and who executed the foregoing instrument and he acknowledged that he executed the same as his own free act and deed.

Charles W. Jarboe
Notary Public Hennepin County Minn.
My commission expires April 24, 1916

State of Minnesota } ss:
County of Hennepin }
On this 28th day of August A.D. 1913 before me, a notary public within and for said county and State personally appeared James H. Leary and Ellen E. Leary, his wife, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their own free act and deed.

Charles W. Jarboe
Notary Public Hennepin County Minn.
My commission expires April 24, 1916

State of Minnesota } ss:
County of Hennepin }
On this 28th day of August A.D. 1913 before me, a notary public within and for said county and State personally appeared E. Joseph North and Mary Hammersley North his wife, to me personally known to be the persons described in and who executed the foregoing instrument and they acknowledged that they executed the same as their own free act and deed.

Charles W. Jarboe
Notary Public Hennepin County Minn.
My commission expires April 24, 1916

State of Minnesota } ss:
County of Hennepin }
I hereby certify that I have surveyed and platted the property described on this plat as "RED CEDAR POINT, LAKE MINNEWASHTA", that this plat is a correct representation of said survey, that all distances are correctly shown on the plat in feet and decimal of a foot, that the outside boundary lines are correctly designated on the plat, that the monuments for guidance of future surveys have been correctly placed in the ground as shown on the plat, and that thereon no wet lands or public highways have been designated on said plat other than as shown thereon.

Abne certificate subscribed and sworn to before me this 28th day of August A.D. 1913

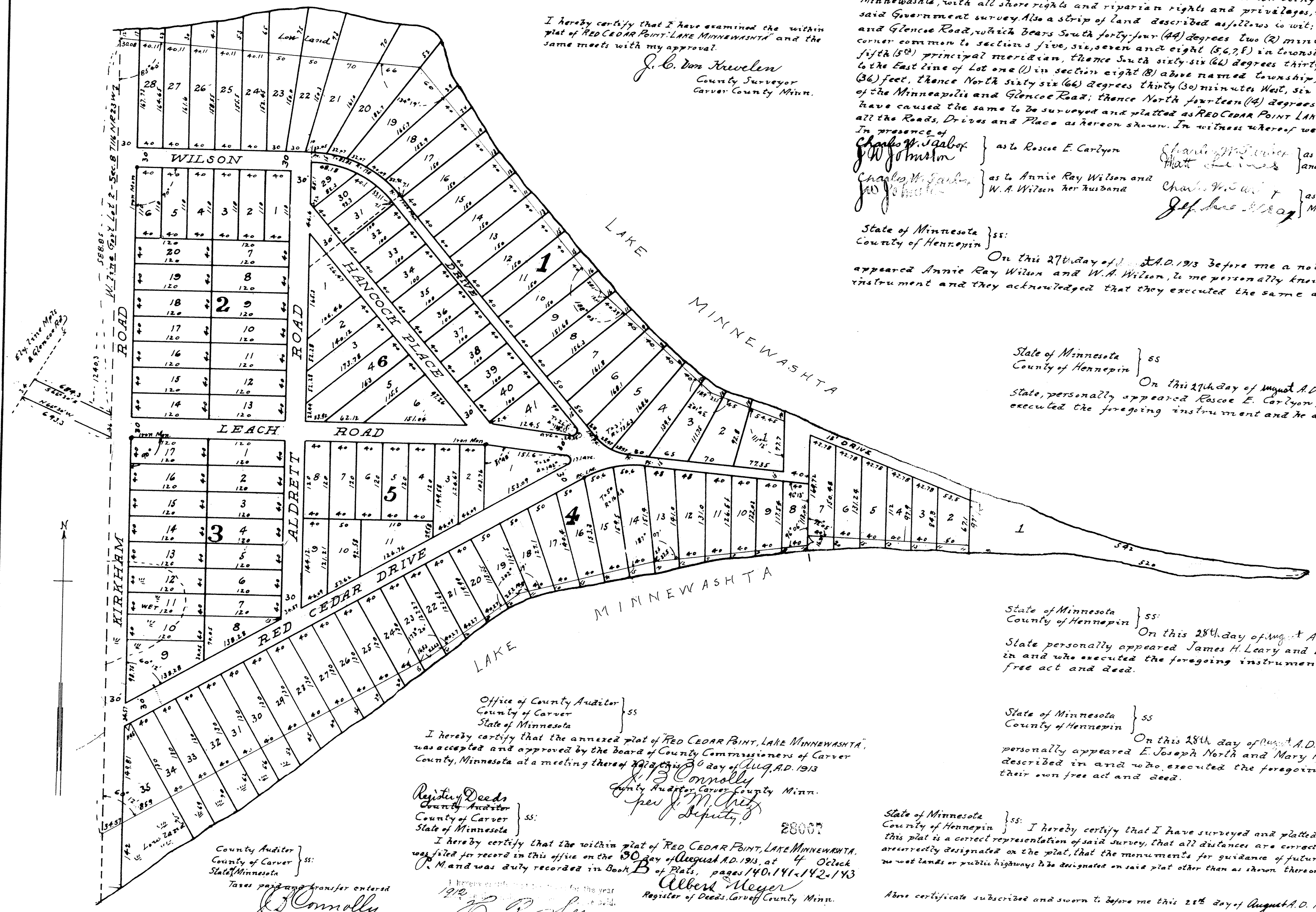
Ed M. Anderson
Notary Public Hennepin County Minnesota
My commission expires Oct. 11, 1916

Office of County Auditor } ss:
County of Carver }
State of Minnesota }
I hereby certify that the annexed plat of "RED CEDAR POINT, LAKE MINNEWASHTA", was accepted and approved by the Board of County Commissioners of Carver County, Minnesota at a meeting thereof held this 30th day of August A.D. 1913.

Register of Deeds } ss:
County of Carver }
State of Minnesota }
I hereby certify that the within plat of "RED CEDAR POINT, LAKE MINNEWASHTA", was filed for record in this office on the 30th day of August A.D. 1913, at 4 O'clock P. M. and was duly recorded in Book B of Plats, pages 140, 141, 142, 143.

County Auditor } ss:
County of Carver }
State of Minnesota }
I hereby certify that the within plat of "RED CEDAR POINT, LAKE MINNEWASHTA", was filed for record in this office on the 30th day of August A.D. 1913, at 4 O'clock P. M. and was duly recorded in Book B of Plats, pages 140, 141, 142, 143.

County Auditor } ss:
County of Carver }
State of Minnesota }
Taxes paid and transfer entered
J. Connolly
per J. M. Deputy



City Council Item

May 18, 2026



Item	Recreation Tourism Correspondence	
File No.		Item No: K.1
Agenda Section	<u>CORRESPONDENCE DISCUSSION</u>	
Prepared By	Sam DiMaggio, Economic Development Manager	
Reviewed By		

<u>SUGGESTED ACTION</u> N/A	
Motion Type	N/A
Strategic Priority	Communications

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

[Rec Tourism Correspondence](#)



CITY OF CHANHASSEN

A Community for Life

May 4, 2026

Dear Restaurant Owner or Manager,

On behalf of the City of Chanhassen, I am pleased to share some exciting news about the vibrant activity coming to our community this summer. Chanhassen is proud to host a robust calendar of youth and amateur sporting tournaments that will bring hundreds of families, athletes, and visitors directly to our city — and to your doors.

Recreation tourism is a meaningful economic driver for local businesses. Visiting families and teams need places to eat before and after games, and many will be looking for a welcoming spot to celebrate a win, refuel between rounds, or simply enjoy a meal together. Based on regional data, sports tourism participants spend an average of \$50–\$100 per person per day on dining alone — meaning a single weekend tournament can translate into thousands of dollars in restaurant revenue for our local community.

This summer, the Chanhassen Athletic Association (CAA) will be hosting multiple baseball and softball tournaments, and CC United will be bringing competitive soccer events to town. These tournaments collectively are expected to draw significant numbers of participants and spectators throughout the summer months. Key dates are listed below.

Chanhassen Athletic Association (CAA) - Baseball & Softball

Date(s)	Tournament / Event	Contact	Phone / Email	# of Attendees
June 12- June 14	CAA Baseball Tournament	Liza Hanson	caabaseballtournaments@gmail.com / (612) 325-7286	1,872
July 11 (one day)	CAA Jamboree	Liza Hanson	caabaseballtournaments@gmail.com / (612) 325-7286	TBD (40 teams last year)
July 17 – July 19	11A MBT State Championship	Liza Hanson	caabaseballtournaments@gmail.com / (612) 325-7286	TBD (32 teams last year)



CITY OF CHANHASSEN

A Community for Life

CC United — Soccer

Date(s)	Tournament / Event	Contact	Phone / Email
Sept. 19- Sept.20	CC United Soccer Tournament	Katie Clark	Katie.clark@ccunitedsoccer.com / 952-200-8485

Tonka United - Soccer

Date(s)	Tournament / Event	Contact	Phone / Email
June 12- June14	Tonka Splash Tournament	Sean Downey	sdowney@tonkaunited.org / (810) 278-4024

We encourage you to consider ways to welcome these visiting families and teams — whether through daily specials, group-friendly seating, or simply a friendly face. If you are interested in connecting directly with tournament organizers to explore promotional opportunities, their contact information is listed above.

Thank you for being part of what makes Chanhassen a great place to live, visit, and do business. We look forward to a busy and successful summer season together.

Sincerely,

Samantha DiMaggio
Economic Development Manager
sdimaggio@chanhassenmn.gov
952-227-1148

City Council Item

May 18, 2026



Item	Cryptocurrency Kiosks Correspondence	
File No.		Item No: K.2
Agenda Section	<u>CORRESPONDENCE DISCUSSION</u>	
Prepared By	Sam DiMaggio, Economic Development Manager	
Reviewed By		

<u>SUGGESTED ACTION</u> N/A	
Motion Type	N/A
Strategic Priority	Communications

SUMMARY

BACKGROUND

DISCUSSION

BUDGET

RECOMMENDATION

ATTACHMENTS

[Cryptocurrency](#)

From: [DiMaggio, Samantha](#)
To: [DiMaggio, Samantha](#)
Subject: Cryptocurrency Kiosks - Business Notice - City of Chanhassen
Date: Thursday, May 7, 2026 1:47:35 PM
Attachments: [image001.png](#)

Dear Chanhassen Business,

The City of Chanhassen is providing this notice to inform local businesses of recently enacted Minnesota legislation concerning cryptocurrency kiosks, commonly referred to as cryptocurrency ATMs or virtual currency kiosks. We are reaching out because we believe your business may currently host one of these kiosks. If this does not apply to your location, please feel free to disregard this notice.

Under the new state law signed by the Governor, the installation of any new cryptocurrency kiosks will be prohibited beginning **August 1, 2026**. In addition, all existing cryptocurrency kiosks currently operating within Minnesota must be removed from service no later than **December 31, 2026**.

If your business currently hosts a cryptocurrency kiosk, please coordinate with the kiosk operator and/or property management to ensure compliance with the state requirements by the applicable deadline. Businesses considering the installation of a new kiosk should be aware that new installations will not be permitted after August 1, 2026.

The city is distributing this information as a courtesy to assist businesses in preparing for the upcoming regulatory changes. Thank you for your attention to this matter and for your continued partnership with the City of Chanhassen.

If you need any assistance with this update or have questions on any other matter, please feel free to reach out. You're always welcome to use the "Book a Time" feature in my email signature. I'm happy to meet on-site at your business, at City Hall, or virtually — whichever works best for you.

Thank you,
Samantha



Samantha DiMaggio
Economic Dev. Manager
CITY OF CHANHASSEN
D. 952.227.1148
M. 952.807.6445
www.chanhassenmn.gov



[Book time to meet with me](#)

CONTINUA**Proposal**

Continua Interiors of Minnesota
 9800 8th Avenue North
 Plymouth, MN 55441
 763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	1 of 7

bill to: City Hall
 7700 Market Blvd
 Po Box 147
 Chanhassen, MN 55317-0000

ATTN: Laurie Hokkanen
 Phone: 952-239-3040
 Email: lhokkanen@chanhassenmn.gov

install: City of Chanhassen
 7700 Market Blvd
 Chanhassen, MN 55317

ATTN: Laurie Hokkanen
 Phone: 952-239-3040
 Email: lhokkanen@chanhassenmn.gov

group	description	qty	unit price	extended amount
Installation Services	Labor to receive deliver and install during regular business hours.	1.0	\$3,962.83	\$3,962.83

Individual Items \$27,986.40

line	description	qty	unit price	extended amount
1	Krueger International KI LLDHD.BL Transport Dolly for LimeLite High-Density Chairs Tag: CH.20 GC: LLAD1	2	\$361.20	\$722.40
2	Krueger International KI UDH.BL Universal Dolly Handle Tag: CH.20 GC: AC800	1	\$126.00	\$126.00
3	Krueger International KI LL7100--/NFR-/PBL-/SX-/GPL LimeLite High Density Armless Chair, Poly Seat/Back /NFR:Compliance to TB 117-2013 /PBL:Black /SX:Starlight Silver Metallic /GPL:Plastic glides Tag: CH.20 GC: LL71	36	\$162.00	\$5,832.00
4	VS America Inc 22126--076-030-001-250-340-002-340-002 FlipTable-TR, table with flip-up top, posts/legs with T-foot and castors which can be slid into each other, 27.6"D x 63"W x 30"H 076:76cm size blue 030:terra grey 001:chipboard décor 250:25mm 340:natural oak laminate 002:2.5mm plastic, r= 2.5mm 340:natural oak laminate 002:with export protection Tag: T.13	2	\$858.00	\$1,716.00



Proposal
Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	2 of 7

5	Hi5 Furniture Inc .GY.T2N6029RD.L3---- Gateway HPL Round Beam Nest table - 60Dx29H :Pionite Zen WW075 :Otter PVC - Matches Formica #3202-58 :Chinchilla (CA) Tag: T.16 GC: KDH	6	\$3,100.00	\$18,600.00
6	VS America Inc FREIGHT VS FREIGHT Tag: X-FREIGHT	1	\$780.00	\$780.00
7	Krueger International KI SURCHARGE KI SURCHARGE Tag: X-SURCHARGE	1	\$210.00	\$210.00
			subtotal	\$31,949.23
			total order	\$31,949.23

To pay via ACH please contact armn@continuainteriors.com or to pay by credit card please visit our client portal on our website continuainteriors.com

Your order may be subject to additional tariffs or customs fees. These charges are the responsibility of the buyer and are due upon final invoice.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
page	3 of 7

GENERAL TERMS & CONDITIONS OF SALE

The following General Terms and Conditions of Sale apply to the product and service order placed by the undersigned BUYER with Continua Interiors of Minnesota, LLC.

1. Purchase Orders

- a. If purchase orders are required, BUYER must provide copies of the purchase orders at the time of ordering product or services from CONTINUA INTERIORS OF MINNESOTA, LLC.
- b. The prices quoted by CONTINUA INTERIORS OF MINNESOTA, LLC in the Proposal are valid for 30 days from the date of the Proposal, provided that should a manufacturer or third-party service provider increase the price of a product, CONTINUA INTERIORS OF MINNESOTA, LLC may increase the price to BUYER by an amount up to such increase. These Terms and Conditions shall continue in effect until the completion of all work under the Proposal.

2. Down Payment

- a. A down payment of 50% of the order total is required for orders over \$10,000.
- b. Any down payments required by the manufacturer more than 50% shall be required of the BUYER before the order is placed.

3. Invoicing

- a. After down payment, the remaining balance will be invoiced when project installation is substantially complete, as determined by CONTINUA INTERIORS OF MINNESOTA, LLC.
- b. CONTINUA INTERIORS OF MINNESOTA, LLC reserves the right to send progress billings for installations and product orders that take more than one week. Any product being held (i) at BUYER's request or (ii) because the installation site is not yet ready for installation, will be invoiced in full upon CONTINUA INTERIORS OF MINNESOTA, LLC receipt of the same. Payments are to be made in accordance with the terms in Section 5.

4. Taxes

- a. Any manufacturer's tax, occupation tax, use tax, sales tax, excise tax, value-added tax, duty, custom, inspection, tariff or testing fee, or any other tax, fee or charge of any nature whatsoever imposed by any governmental authority, on or measured by the transaction between CONTINUA INTERIORS OF MINNESOTA, LLC and BUYER shall be paid by BUYER in addition to the prices quoted or invoiced. In the event CONTINUA INTERIORS OF MINNESOTA, LLC is required to pay any such tax, fee or charge, BUYER shall reimburse CONTINUA INTERIORS OF MINNESOTA, LLC therefore; or in lieu of such payment, BUYER shall provide CONTINUA INTERIORS OF MINNESOTA, LLC at the time the order is submitted with an exemption certificate or other document acceptable to the authority imposing the same. Should CONTINUA INTERIORS OF MINNESOTA, LLC, in its sole discretion, determine that the exemption document provided by BUYER does not clearly meet the requirements of the authority imposing a tax, BUYER hereby agrees to pay such tax in full.

5. Payment

- a. All payments for project completion or progressive invoices are due per payment terms on the invoice. BUYER may hold up to 10% retainage for uncompleted installation, or an amount equal to the selling price of any backordered or undelivered merchandise.
- b. Payment may not be withheld for any product not delivered due to (i) BUYER's request or (ii) the installation site not being ready for installation.
- c. Title to the merchandise passes to the BUYER when the full purchase price and all other charges under this agreement are paid in full.
- d. Balances past due shall bear interest payable to CONTINUA INTERIORS OF MINNESOTA, LLC at a rate of 1.5% per month of simple interest.
- e. CONTINUA INTERIORS OF MINNESOTA, LLC shall retain, and BUYER hereby grants, a security interest in the goods sold hereunder, until BUYER has completed payment of the purchase price, plus accrued interest, and fully performed all the other terms and conditions hereof. CONTINUA INTERIORS OF MINNESOTA, LLC shall be entitled, and BUYER hereby authorizes CONTINUA INTERIORS OF MINNESOTA, LLC, without further action of BUYER, to prepare and file one or more Financing Statements pursuant to the Uniform Commercial Code to evidence this lien in form satisfactory to CONTINUA INTERIORS OF MINNESOTA, LLC (and the Proposal, these Terms and Conditions and any purchase orders each may serve as a security agreement for that purpose). The goods covered hereby shall remain strictly personal property, irrespective of the mode of its attachment to realty, the consequences of its being disturbed or removed, or the use made of it. BUYER shall maintain the goods covered hereby in good condition and repair and not permit its value to be impaired. BUYER shall not sell, mortgage, pledge or otherwise deal in or encumber the goods or any part of it or permit it to be removed from the place where first installed, for so long as any amounts under these Terms and Conditions remains unpaid, without CONTINUA INTERIORS OF MINNESOTA, LLC'S prior written consent.
- f. If the BUYER defaults on payment, CONTINUA INTERIORS OF MINNESOTA, LLC after 180 days from the invoice date may repossess the merchandise.

6. Credit Cards

- a. For orders transacted via credit card, a processing fee of 3.5% of the total order amount will be applied. This fee covers the costs associated with credit card transactions. CONTINUA INTERIORS OF MINNESOTA, LLC accepts Visa, MasterCard, and American Express credit cards.

7. Changes, Cancellations, and Returns

- a. The order to which these General Terms apply may not be changed or canceled, nor products returned except in the event of non-conforming goods, in whole or in part, by the BUYER without CONTINUA INTERIORS OF MINNESOTA, LLC'S written consent.
- b. The BUYER agrees in all respects to the price and terms set forth in the order, and acknowledges that a modification may only be made by a written Change Order signed by both parties.
- c. A written Change Order may include revised product costs, restocking fees and any other associated costs.



Proposal

Continua Interiors of Minnesota
9800 8th Avenue North
Plymouth, MN 55441
763-417-3300

quote / order no.	24616
date	04/23/2026
sales representative	MN-Kimberly Kirkeide
order name	City of Chanhassen - City Hall Park Pavilion
terms	NET 15
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8. Shipments, Deliveries, Freight, and Claims

- All product shipments are made to CONTINUA INTERIORS OF MINNESOTA, LLC or shipped directly from the manufacturer to the BUYER, as determined by CONTINUA INTERIORS OF MINNESOTA, LLC. CONTINUA INTERIORS OF MINNESOTA, LLC shall not be held responsible for damages or delays due to an act or circumstance that is outside of CONTINUA INTERIORS OF MINNESOTA, LLC'S control. Partial shipments may be necessary and are at the discretion of the manufacturer. Freight charges incurred by CONTINUA INTERIORS OF MINNESOTA, LLC will be invoiced to BUYER. Claims for transportation damage will be BUYER's responsibility if BUYER receives merchandise directly from the manufacturer.
- BUYER is responsible for insurance coverage for loss of product due to damage or theft of product beginning when product is received at the job site.
- A shipping or fuel surcharge may be applied to an order to cover the market fluctuations in fuel prices.
- Shipping and freight charges are subject to change.

9. Documentation/Drawings/Field Measurements

- The contract documents may consist of this agreement, a scope of work (SOW), shop drawings, elevations, pricing, formal line drawings and other project related documentation required to complete the project.
- Field measuring may be required prior to shop drawing submission and final plan signoff. BUYER plan review and signoff is required prior to placement of any modular wall, AV, millwork, electrical/low voltage installation or custom furniture application. All field verifications will be noted on shop drawings for BUYER signoff.

10. Warehouse Receiving and Storage

- If product is shipped to CONTINUA INTERIORS OF MINNESOTA, LLC'S warehouse, CONTINUA INTERIORS OF MINNESOTA, LLC will receive, inspect, and store for up to 30 days. After 30 days, storage charges may be assessed for product held in CONTINUA INTERIORS OF MINNESOTA, LLC'S warehouse.
- Storage fees, using current market rates based on storage location, may be quoted and applied if a BUYER's job site is not ready for a scheduled delivery, or the BUYER modifies the schedule after a delivery acknowledgment does not allow CONTINUA INTERIORS OF MINNESOTA, LLC to delay product delivery. There are no storage fees for conditions or circumstances related to CONTINUA INTERIORS OF MINNESOTA, LLC performance.

11. Postponement Storage and Labor Costs

- In the event BUYER requests postponement of agreed upon delivery of goods to BUYER's site, CONTINUA INTERIORS OF MINNESOTA, LLC may at its option receive and store product at additional cost to the BUYER, or in the instance of a direct shipment to BUYER, transfer the goods to storage for the BUYER's account and at the BUYER's risk and expense. Such a transfer to storage shall be deemed delivery to the BUYER for all purposes, including invoicing and payment for product only.
- CONTINUA INTERIORS OF MINNESOTA, LLC will bill the published rates listed in this agreement or prevailing industry rates for storage.
- BUYER's insurance company will be responsible for any loss of product due to theft or damage incurred while product is stored at a BUYER's on-site or off-site facility.

12. Maintenance and Repair; Warranties

- All product is guaranteed according to manufacturers' published warranties only. BUYER acknowledges receipt of all manufacturers' warranty documentation, cleaning instructions with cleaning product recommendations, and maintenance information, for all products purchased. BUYER further acknowledges that it is responsible for all post-installation cleaning and maintenance of products, that use of unapproved cleaning products or improper cleaning or maintenance practices may void manufacturer's warranties, and that any post-installation product damage resulting from use of unapproved cleaning products, improper cleaning or maintenance practices, or any other cause is not CONTINUA INTERIORS OF MINNESOTA, LLC'S responsibility. In no event will CONTINUA INTERIORS OF MINNESOTA, LLC be responsible for any post-installation damage to products, whether resulting from BUYER's use of unapproved cleaning products, improper maintenance practices, or other cause.
- BUYER'S SOLE REMEDY FOR ANY PRODUCT DEFECT OR DAMAGE WILL BE UNDER THE MANUFACTURER'S WARRANTY, IF ANY, AND CONTINUA INTERIORS OF MINNESOTA, LLC WILL HAVE NO OBLIGATION TO ASSIST BUYER IN CONNECTION WITH ANY MANUFACTURER'S WARRANTY CLAIMS. In the event BUYER requests CONTINUA INTERIORS OF MINNESOTA, LLC to perform any repairs or maintenance not covered by warranty, CONTINUA INTERIORS OF MINNESOTA, LLC will provide those services at its current hourly rate plus applicable trip charges.
- CONTINUA INTERIORS OF MINNESOTA, LLC MAKES NO WARRANTY, EXPRESS OR IMPLIED, INCLUDING ANY WARRANTY OF MERCHANTABILITY OR THAT THE PRODUCTS OR ITS SERVICES WILL BE FIT FOR ANY PARTICULAR OR UNUSUAL USE. IN NO EVENT WILL CONTINUA INTERIORS OF MINNESOTA, LLC BE LIABLE TO THE BUYER FOR ANY INDIRECT, CONSEQUENTIAL OR PUNITIVE DAMAGES.
- CONTINUA INTERIORS OF MINNESOTA, LLC offers a 90-day workmanship warranty on all projects. Warranty does not cover environmental, BUYER network, defective products or BUYER driven changes that are considered outside of the original scope of work (SOW). Owner Furnished Equipment (OFE) warranty service is not included in this agreement.

DELIVERY AND INSTALLATION TERMS & CONDITIONS OF SALE

13. Delivery & Installation

- The BUYER agrees that the space will be complete and ready for product installation, and that CONTINUA INTERIORS OF MINNESOTA, LLC will have free and clear access to the space. The BUYER also acknowledges that they will have official occupancy of the space the product is being delivered.
- CONTINUA INTERIORS OF MINNESOTA, LLC will inform BUYER of an estimated date of delivery ("Estimated Delivery Date") when CONTINUA INTERIORS OF MINNESOTA, LLC receives an estimated shipping date from its supplier or manufacturer. The Estimated Delivery Date is not a guaranteed delivery date. BUYER recognizes and acknowledges that the Estimated Delivery Date is merely an estimate and is subject to change by CONTINUA INTERIORS OF MINNESOTA, LLC or the manufacturer without notice.
- Additional fees and/or trip charges may apply if the BUYER's site is not complete and ready for installation. CONTINUA INTERIORS OF MINNESOTA, LLC will document any additional fees in a change order.



Proposal

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order name	City of Chanhassen - City Hall Park Pavilion
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14. Normal Business Hours

- If included in the scope of services and specifically itemized in the proposal, delivery and installation work will be performed during normal business hours--7:00am-3:30pm--Monday through Friday unless other specific agreements are made in writing and included with CONTINUA INTERIORS OF MINNESOTA, LLC'S proposal.
- Installation done after normal business hours, on weekends, or on holidays will be subject to an additional overtime premium charge and subject to CONTINUA INTERIORS OF MINNESOTA, LLC'S acceptance, unless such agreement was specifically agreed to in the final proposal.
- CONTINUA INTERIORS OF MINNESOTA, LLC overtime rates are 1.5X the published hourly rates Monday-Friday and 2.0X the published hourly rate Saturday and Sunday. Any change orders or work order changes must be in writing and signed by both parties prior to performance of any modified services by CONTINUA INTERIORS OF MINNESOTA, LLC.

15. Labor

- If trade regulations enforced at the time and place of installation require the use of tradesmen at the site other than CONTINUA INTERIORS OF MINNESOTA, LLC'S own installation personnel or subcontractor, BUYER will pay any resulting additional costs.

16. Electrical/Low Voltage/Network Systems Hookup

- A licensed electrician may be required to install electrical products including outlets, tasklights and connections to base building power. If CONTINUA INTERIORS OF MINNESOTA, LLC determines that an electrician is required, BUYER will be responsible for contracting and paying all costs of the electrician and the electrical installation.
- Low voltage vendor and coordination will be managed by BUYER unless included in the CONTINUA INTERIORS OF MINNESOTA, LLC work order or scope of work.
- Access to power, lighting and low voltage will be documented and available.
- Adequate and functioning network access along with permissions will be granted to CONTINUA INTERIORS OF MINNESOTA, LLC to install and test electrical and Audio-Visual installed products.
- Software licenses provided by the BUYER, such as Microsoft Teams, Zoom, WebEx and others, which is required and called out in the scope of work (SOW) will need to be registered and ready to be activated prior to installation.
- BUYER will provide access and Vendor contacts for PBX, SIP UC and phone systems if required.
- CONTINUA INTERIORS OF MINNESOTA, LLC is not responsible for any underground trenching or installation for outside wiring.
- Any schedule change caused by BUYER's failure to complete defined IT configuration steps by the agreed date will necessitate BUYER executing a change order for payment of labor time lost or unable to be utilized before work will be rescheduled.
- Rescheduled installations due to BUYER's failure to complete IT configuration steps are subject to CONTINUA INTERIORS OF MINNESOTA, LLC'S labor availability. CONTINUA INTERIORS is not responsible for the additional costs BUYER may incur due to these delays in installation.
- CONTINUA INTERIORS OF MINNESOTA, LLC is not responsible for client network readiness. All end points are required to be patched in prior to AV installation.

17. Installation

- CONTINUA INTERIORS OF MINNESOTA, LLC'S installers will be responsible for clearing all product packing materials at the site, cleaning the product they installed, and noting any warranty work or parts needed during a final walk-through inspection with the BUYER.
- BUYER is responsible for providing access to recycling and garbage removal created by the delivery and installation of this proposal. CONTINUA INTERIORS OF MINNESOTA, LLC will work with the site contact to determine where to dispose of said garbage and recycling.
- If CONTINUA INTERIORS OF MINNESOTA, LLC is required to remove them from the site, charges may incur for disposal and labor unless noted in proposal.

18. Job Site Conditions & Services

- All quotes are based upon BUYER's job site being "Site Ready" prior to product delivery. Site Ready is defined as: clean, clear of all obstructions, and free of debris, and all painting, carpet, data cabling and ceilings are fully complete. Charges will be assessed to BUYER for excessive handling, storage and transportation incurred because of site conditions, activity of other trades, or other reasons not specifically identified in the quotation, at standard hourly rates, or at actual charges, if labor is performed by a third party.
- The BUYER will insure at its expense that the job site is ready to accept furniture and/or audio visual equipment with construction complete (ceiling grid and tile in, wall covering/paint done, carpet and baseboard finished, electrical/data work done, etc.) and the space free of trades (punch list trades only), as well as clean and free of debris.
- BUYER will furnish electrical current, heating, lighting, trash disposal containers, hoisting and/or elevator services, and suitable unobstructed dock space, moving and staging areas at the job site without charge to CONTINUA INTERIORS OF MINNESOTA, LLC. If CONTINUA INTERIORS OF MINNESOTA, LLC is required to remove or handle existing furniture or audio-visual equipment, the additional cost of moving, handling and transporting shall be billed to BUYER on an hourly basis. Once the installation has begun, BUYER agrees to assume any expense incurred by CONTINUA INTERIORS OF MINNESOTA, LLC due to such changes made at BUYER's request or for any reason beyond CONTINUA INTERIORS OF MINNESOTA, LLC'S control.

19. Loss or Damage

- After the product is delivered to the BUYER's site, any loss or damage by weather, other trades such as painting or plastering, fire or other elements, shall be the responsibility of the BUYER, and the BUYER agrees to hold CONTINUA INTERIORS OF MINNESOTA, LLC harmless from loss for such reasons.

20. Special Packaging

- If special packaging or handling is required that is not contained in the specifications, it will be subject to an additional charge that will be set out on CONTINUA INTERIORS OF MINNESOTA, LLC'S invoice to the BUYER.

21. Staging & Storage Space

- If products arrive at BUYER's site earlier than the Estimated Delivery Date, the BUYER will provide safe and adequate storage space. If the space provided is inconveniently located or on another floor, the extra cost of such moving the products will be reimbursed to CONTINUA INTERIORS OF MINNESOTA, LLC by BUYER.



Proposal

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22. Limitation of Liability

- a. With respect to breaches of this contract, CONTINUA INTERIORS OF MINNESOTA, LLC'S liability shall in no event exceed the contract price. CONTINUA INTERIORS OF MINNESOTA, LLC SHALL NOT BE SUBJECT TO AND DISCLAIMS: (1) ANY OBLIGATIONS OR LIABILITIES ARISING OUT OF BREACH OF CONTRACT OR OF WARRANTY NOT EXPRESSLY SET FORTH HEREIN, (2) ANY OBLIGATIONS WHATSOEVER ARISING FROM TORT CLAIMS (INCLUDING NEGLIGENCE AND STRICT LIABILITY) OR ARISING UNDER OTHER THEORIES OF LAW WITH RESPECT TO PRODUCTS SOLD OR SERVICES RENDERED BY CONTINUA INTERIORS OF MINNESOTA, LLC, OR ANY UNDERTAKINGS, ACTS OR OMISSIONS RELATING THERETO, AND (3) ALL CONSEQUENTIAL, INCIDENTAL, CONTINGENT AND SPECIAL DAMAGES WHATSOEVER.

23. Indemnification

- a. BUYER shall indemnify CONTINUA INTERIORS OF MINNESOTA, LLC against any and all losses, liabilities, damages and expenses (including, without limitation, attorneys fees and other costs of defending any action) which CONTINUA INTERIORS OF MINNESOTA, LLC may incur as a result of any claim by BUYER or others arising out of or in connection with the products and/or services sold hereunder and based on product or service defects not proven to have been caused solely by CONTINUA INTERIORS OF MINNESOTA, LLC'S negligence.

24. Acts beyond reasonable control

- a. CONTINUA INTERIORS OF MINNESOTA, LLC shall not be liable for any delay or failure to deliver any or all the product caused by labor disputes, strikes, act of God, or other delay beyond the reasonable control of CONTINUA INTERIORS OF MINNESOTA, LLC. In such instances, any deadlines for delivery shall be adjusted by a reasonable amount.

25. Governing Law / Attorneys fees

- a. The terms of this Agreement shall be governed by the laws of the State of Minnesota (without regard to conflict of laws provisions). The parties agree that any action or proceeding to enforce or arising out of this Agreement shall be commenced only in state or federal courts located in Minneapolis, MN. The parties consent to such jurisdiction, agree that venue will be proper in such courts and waive any objections based upon Forum Non Conveniens. BUYER shall reimburse CONTINUA INTERIORS OF MINNESOTA, LLC for all reasonable attorneys' fees and collection costs incurred by CONTINUA INTERIORS OF MINNESOTA, LLC to enforce its rights against BUYER under these Terms and Conditions.

26. Entire Agreement

- a. Unless otherwise agreed to in writing between BUYER and CONTINUA INTERIORS OF MINNESOTA, LLC, this document is intended by all parties as the final expression of their agreement and supersedes all other purchase orders or documents provided by BUYER.

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