

**CITY OF CHATFIELD COMMITTEE OF THE WHOLE**  
**AGENDA**  
**City Council Chambers - 21 SE Second Street, Chatfield, MN 55923**  
**October 27, 2025, 5:30 P.M.**

Notice is hereby given that some City Council members may be participating in the meeting by interactive technology.

- A. Minutes
  - 1. [August 25, 2025 Committee of the Whole Meeting Minutes](#)  
Review the minutes from the previous meeting.
- B. Discussion Items
  - 1. [Capital Financial Plan Annual Update](#)



**COMMITTEE OF THE WHOLE MEETING STAFF REPORT**

**Meeting Date:** October 27, 2025

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**Agenda Item:** August 25, 2025 Committee of the Whole Meeting Minutes

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:** Review the minutes from the previous meeting.

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**Community Engagement and Outreach:**

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**FISCAL IMPACT:**

**Amount:**

**Ongoing Cost :**

**One-Time Cost :**

**Included in Current Budget?:**

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**FISCAL DETAILS:**

**Fund Name(s) (Operations | Capital):**

**Account Code:**

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**Background:**

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**Attachments:**

[2025.08.25 C.O.W. Notes.pdf](#)

**Committee of the Whole Meeting Notes**

**August 25, 2025**

**Council Members Present:** Mayor John McBroom, Councilors Paul Novotny, Pam Bluhm, Josh Broadwater, and Mike Urban.

**Members Absent:** Josh Broadwater.

**Others Present:** Beth Carlson, Michele Peterson, Craig Britton, Alison Bentley, and Kay Wangen.

The Committee of the Whole met on Monday, August 25, 2025.

A. Minutes

- a. **Notes from the June 23, 2025**, Committee of the Whole were reviewed.

B. Discussion Items

- a. **2026 Utility Rates, Preliminary Budget Information, and Community Development**

**Updates:** Administrator Peterson reviewed the proposal for amending the process for calculating utility bills, as well as the proposed new rate structure. Additionally, members reviewed the current version of the preliminary budget. More information will be provided prior to adoption of the preliminary budget, so that the total impact can be evaluated. Community Development Director Alison Bentley show cased the annual Historic Preservation Commission poster, honoring the late Robert Vogel. Bentley then reviewed the Zoning permits issued for the year, and the proposed update to the Sidewalk ordinance. Finally, Bentley reviewed items from the Economic Development Authority. Council members then discussed the opportunity to grow Chatfield, noting that revitalizing current areas was a priority.

The meeting was closed at 6:16 p.m.

Next Meeting: Monday, October 27, 2025, at 5:30 p.m.



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**Agenda Item:** Capital Financial Plan Annual Update

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**Subject | Summary:**

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**Agenda Category:**

**Submitted By:** Michele Peterson

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**Recommended Motion:**

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**Community Engagement and Outreach:**

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