



CITY COUNCIL MEETING AGENDA

City of New Prague

Monday, February 03, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N

OPTIONAL ONLINE CONNECTION. MEETINGS ARE IN PERSON.

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1. CALL TO ORDER

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

3. CONSENT AGENDA

The following agenda items are considered to be non-controversial and routine in nature. They will be handled with one motion of the City Council. Council members may request that specific items be removed from the Consent Agenda and be acted upon separately.

- a. Meeting Minutes
 - i. January 21, 2025 City Council Meeting Minutes
- b. Claims for Payment: **\$693,642.12**
- c. Temporary On-Sale Liquor License - Angels Among Us at St. Wenceslaus
- d. Appointment of Madelyn Thomas for Permit Specialist

4. CITY ENGINEER PROJECTS UPDATE

- a. February 3, 2025

5. WOLD CONSTRUCTION

- a. Request going out for bid

6. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

(Speakers limited to 5 minutes)

7. PUBLIC HEARING(S) – 6:00 PM

- a. None

8. ORDINANCE(S) FOR INTRODUCTION

9. ORDINANCE(S) FOR ADOPTION

10. RESOLUTIONS

- [a. Resolution #25-02-03-01](#) - Amending 2045 Comprehensive Plan
- [b. Resolution #25-02-03-02](#) - Approving Amendment to Conditional Use Permit #C8-2024 and Variance #V1-2025 - Outdoor Patio and Pergola
- [c. Resolution #25-02-03-03](#) - Approving Interim Use Permit #I2-2025 - Dog Grooming

11. GENERAL BUSINESS

- [a. Annual Community Development Reports](#)
 - i. Vacant Lot Inventory
 - ii. Annual Business Inventory
 - iii. 2024 Growth Statistics

12. MISCELLANEOUS

- [a. Meeting Minutes](#)
 - i. December 17, 2024, Golf Board Meeting Minutes
 - ii. December 18, 2024, Planning Commission Meeting Minutes
 - iii. December 30, 2024, Utility Commission Meeting Minutes
- [b. FAC / Joint Powers - January 2025](#)
- [c. Discussion of Items not on the Agenda](#)

13. ADJOURNMENT

UPCOMING MEETINGS AND NOTICES:

February 11	6:00 p.m. Park Board
February 12	7:30 a.m. EDA Board
February 17	Holiday - City Offices Closed
February 18	6:00 p.m. City Council
February 24	3:30 p.m. Utility Commission
February 25	6:30 p.m. Golf Board
February 26	6:30 p.m. Planning Commission

CITY COUNCIL MEETING MINUTES

City of New Prague

Tuesday, January 21, 2025 at 6:00 PM

City Hall Council Chambers - 118 Central Ave N



1. CALL TO ORDER

Mayor Jirik called the meeting to order at 6:00 p.m.

PRESENT

- Mayor Duane Jirik
- Councilmember Maggie Bass
- Councilmember Rik Seiler
- Councilmember Bruce Wolf

ABSENT

Councilmember Shawn Ryan
 Staff Present: City Administrator Joshua Tetzlaff, Planning/Community Development Director Ken Ondich and Public Works Director Matt Rynda

- a. Pledge of Allegiance

2. APPROVAL OF REGULAR AGENDA

Motion to approve the regular agenda
 Motion made by Councilmember Seiler, Seconded by Councilmember Bass.
 Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (4-0)

3. CONSENT AGENDA

Motion to approve the consent agenda
 Motion made by Councilmember Bass, Seconded by Mayor Jirik.
 Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (4-0)

- a. Meeting Minutes
 - i. January 7, 2025 City Council Meeting Minutes
- b. Claims for Payment: **\$1,800,937.42**
- c. Financial Summary Report
- d. 1319 Woodfire Tavern THC License Application
- e. Purchase of Equipment for Public Works Department - Plow Truck
- f. Lease for Concessions with Orioles at Memorial Park Baseball Stadium
- g. LG220 Lawful Gambling Application for Exempt Permit - New Prague Clay Target Club
- h. LG220 Lawful Gambling Application for Exempt Permit - Ducks Unlimited New Prague Chapter 263
- i. LG220 Lawful Gambling Application for Exempt Permit - Angels Among Us
- j. Resolution #25-01-21-01 - Approving MN Lawful Gambling Premises Permit Application LG214 for New Prague Hockey Association at The Park Ballroom, 300 Lexington Avenue South
- k. Appointment of Allen Hennen for Streets Position

4. PUBLIC INVITED TO BE HEARD ON MATTERS NOT ON THE AGENDA

Speakers limited to 5 minutes
No speakers present.

5. PUBLIC HEARING(S) – 6:00 PM

a. None

6. CITY ENGINEER PROJECTS UPDATE

City Engineer Chris Knutson presented the projects update.

a. January 21, 2025

7. 2025 STREET AND UTILITY IMPROVEMENT PROJECT

City Engineer Chris Knutson presented the 2025 Street and Utility Improvement Project and answered any questions.

- a. Resolution #25-01-21-02 - Approving Plans and Specifications and Ordering Ad for Bids
 Motion to approve Resolution #25-01-21-02 Approving Plans and Specifications and Ordering Ad for Bids
 Motion made by Councilmember Bass, Seconded by Councilmember Wolf.
 Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
 Motion carried (4-0)

8. ORDINANCE(S) FOR INTRODUCTION

9. ORDINANCE(S) FOR ADOPTION

10. RESOLUTIONS

11. GENERAL BUSINESS

12. MISCELLANEOUS

- a. Meeting Minutes
 - i. November 12, 2024, Park Board Meeting Minutes
 - ii. December 11, 2024, EDA Board Meeting Minutes
 - iii. December 10, 2024, Park Board Meeting Minutes
- b. Discussion of Items not on the Agenda

13. ADJOURNMENT

Motion to adjourn the meeting at 6:17 p.m.
Motion made by Councilmember Seiler, Seconded by Councilmember Bass.
Voting Yea: Mayor Jirik, Councilmember Bass, Councilmember Seiler, Councilmember Wolf
Motion carried (4-0)

ATTEST:

Duane J. Jirik
Mayor

Joshua M. Tetzlaff
City Administrator

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 02/03/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
FUND 101 - GENERAL FUND			
<u>RURAL FIRE - TO BE REIMBURSED</u>			
ACME TOOLS	TRIPOD LIGHT REPAIR	\$24.32	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$4,684.00	
MUNICIPAL EMERGENCY SERVICE	O2 SENSOR	\$131.64	
TOTAL:			\$4,839.96
<u>OTHER - TO BE REIMBURSED</u>			
US BANK CREDIT CARD	FLOWER FUND	\$56.84	
TOTAL:			\$56.84
<u>COUNCIL</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$1,736.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$274.98	
TOTAL:			\$2,010.98
<u>ADMINISTRATION</u>			
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$3.64	
LEAGUE OF MINNESOTA CITIES	SAFETY & LOSS WORKSHOP	\$30.00	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$2,307.00	
SOS OFFICE FURNITURE	OFFICE CHAIR	\$297.00	
US BANK CREDIT CARD	LMC -MCMA WORKSHOP	\$125.00	
US BANK CREDIT CARD	SCALE	\$17.07	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$348.94	
TOTAL:			\$3,128.65
<u>TECH NETWORK</u>			
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$5,579.90	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$1,893.59	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$424.00	
TOTAL:			\$7,897.49
<u>PLANNING</u>			
LEAGUE OF MINNESOTA CITIES	SAFETY & LOSS WORKSHOP	\$20.00	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$1,948.93	
METRO SALES INC	COPIER LEASE	\$80.34	
US BANK CREDIT CARD	GOTOMYPC	\$20.60	
US BANK CREDIT CARD	UDC MEETING	\$41.70	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$27.18	
TOTAL:			\$2,138.75
<u>GOVERNMENT BUILDING</u>			
DUAL AIR INC.	FURNACE- INDUCER MOTOR	\$382.56	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$367.48	
TOTAL:			\$750.04
<u>POLICE</u>			
AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	\$20.20	
AXON ENTERPRISES INC.	OFFICER SAFETY PLAN - BWC & TASER	\$26,853.84	
COMPUTER TECHNOLOGY SOLUTIONS	SWITCHVOX	\$89.00	
DVS RENEWAL	EXPLORER TABS	\$15.25	
GIESEN, TYLER	TOBACCO COMPLIANCE	\$40.00	
GUTH LABORATORIES	MOUTH PIECES	\$91.40	
JEFF BELZER NEW PRAGUE FORD	LUBE, OIL, FILTER SERVICE	\$82.82	
LEAGUE OF MINNESOTA CITIES	SAFETY & LOSS WORKSHOP	\$60.00	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$35,976.54	
MINNESOTA MUNICIPAL UTILITIES ASSOC	PRE-EMPLOYMENT TESTING	\$41.25	
PETERSON COUNSELING AND CONSULTING	CONSULTING SERVICE/RETAINER FEE	\$315.00	
US BANK CREDIT CARD	AMMO/SUPPLIES	\$1,341.13	
US BANK CREDIT CARD	GLOVES	\$175.66	
US BANK CREDIT CARD	MCPA TRAINING	\$765.00	
US BANK CREDIT CARD	MN POLICE CHIEFS MEMBERSHIP	\$376.00	
US BANK EQUIPMENT FINANCE	COPIER LEASE	\$279.14	
TOTAL:			\$66,522.23

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 02/03/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
<u>FIRE</u>			
ACME TOOLS	TRIPOD LIGHT REPAIR	\$24.32	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$4,684.00	
MUNICIPAL EMERGENCY SERVICE	O2 SENSOR	\$131.65	
TOTAL:			\$4,839.97
<u>BUILDING INSPECTOR</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$1,718.93	
METRO SALES INC	COPIER LEASE	\$80.34	
SCOTT SASSE	RES BUILDING INSP CERTIFICATE	\$85.00	
US BANK CREDIT CARD	BRIAN - UNIFORM	\$100.00	
US BANK CREDIT CARD	ICC MEMEBERSHIP	\$4,022.00	
TOTAL:			\$6,006.27
<u>EMERGENCY MANAGEMENT</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$491.00	
TOTAL:			\$491.00
<u>PUBLIC WORKS</u>			
LEAGUE OF MINNESOTA CITIES	SAFETY & LOSS WORKSHOP	\$20.00	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$629.34	
TOTAL:			\$649.34
<u>STREET</u>			
AMAZON CAPITAL SERVICES	LANYARD	\$69.76	
AMAZON CAPITAL SERVICES	UNIFORM	\$26.20	
AMAZON CAPITAL SERVICES	USB CHARGING STATION	\$24.34	
AMAZON CAPITAL SERVICES	WORK LIGHT	\$31.99	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$13,412.16	
METRO SALES INC	COPIER LEASE	\$154.50	
MINNESOTA MUNICIPAL UTILITIES ASSOC	PRE-EMPLOYMENT TESTING	\$123.75	
RIVER COUNTRY COOP	DIESEL	\$821.45	
SCOTT COUNTY TREASURER	2ND HALF SALT 2024	\$11,200.00	
ST LOUIS MRO INC	PRE-EMPLOYMENT TESTING	\$20.00	
STAR GROUP LLC.	FITTINGS	\$1.44	
TIM'S SMALL ENGINE SERVICE	CHAINSAW REPAIR	\$119.97	
TRACKER MANAGEMENT	LIFT RENTAL	\$2,000.00	
US BANK CREDIT CARD	PRESSURE SWITCH	\$74.33	
US BANK CREDIT CARD	SNOW BLOWER	\$563.81	
WHITE CAP L.P.	ROAD SAVER MATERIAL	\$11,329.50	
TOTAL:			\$39,973.20
<u>STREET LIGHTS</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$298.00	
TOTAL:			\$298.00
<u>AQUATICS CENTER / FITNESS CENTER</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$340.00	
TOTAL:			\$340.00
<u>PARKS</u>			
AMAZON CAPITAL SERVICES	GREASE GUN	\$99.28	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$13,138.31	
MINNESOTA MUNICIPAL UTILITIES ASSOC	EMPLOYEE TESTING	\$41.25	
MTI DISTRIBUTING INC	FILTER	\$93.07	
MTI DISTRIBUTING INC	V-BELT	-\$136.65	
ST LOUIS MRO INC	PRE-EMPLOYMENT TESTING	\$20.00	
US BANK CREDIT CARD	SUPPLIES	\$451.02	
TOTAL:			\$13,706.28
<u>LIBRARY</u>			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$3,337.00	
TOTAL:			\$3,337.00

CITY OF NEW PRAGUE
 ACCOUNTS PAYABLE
 02/03/2025

Section 3, Item b.

VENDOR	DESCRIPTION	AMOUNT	TOTAL
UNALLOCATED			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$12,067.00	
TOTAL:			\$12,067.00
GENERAL FUND TOTAL:			\$169,053.00
FUND 230 - SPECIAL REVENUE - PARK EQUIPMENT			
US BANK CREDIT CARD	DISC GOLF - NUMBERING PLATE	\$48.75	
TOTAL:			\$48.75
FUND 602 - ENTERPRISE - SANITARY SEWER			
BOYER TRUCKS	F600 TRUCK - 1FDFF6LN3RDA31117	\$57,229.86	
COMPUTER TECHNOLOGY SOLUTIONS	COMPUTER SUPPORT	\$1,363.65	
COMPUTER TECHNOLOGY SOLUTIONS	OFFICE 365 / FIREWALL	\$296.07	
HAWKINS INC	AZONE	\$2,923.03	
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$56,468.75	
METRO SALES INC	COPIER LEASE	\$49.46	
MINNESOTA MUNICIPAL UTILITIES ASSOC	PRE-EMPLOYMENT TESTING	\$41.25	
MN PUBLIC FACILITIES AUTHO	BOND INTEREST PAYMENT - PFA	\$396,416.71	
MN VALLEY TESTING LABS	TESTING ANALYSIS	\$556.50	
RIVER COUNTRY COOP	DIESEL GEN #12 & #7	\$1,831.95	
RIVER COUNTRY COOP	LP GAS - FORKLIFT	\$35.75	
TEMPLE INC	MOTOR REPAIR	\$445.00	
US BANK CREDIT CARD	POWER SUPPLY	\$107.04	
TOTAL:			\$517,765.02
FUND 606 - ENTERPRISE - STORM UTILITY			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$922.84	
TOTAL:			\$922.84
FUND 651 - ENTERPRISE - AMBULANCE			
LEAGUE OF MN CITIES INSURANCE	PROPERTY & CASUALTY INSURANCE	\$2,668.00	
TOTAL:			\$2,668.00
TOTAL ACCOUNTS PAYABLE FOR COUNCIL APPROVAL:			\$690,457.61

Vendor Name	Net Invoice Amount
ACE HARDWARE & PAINT	
BATTERY , TOTE	\$43.32
FASTENERS	\$17.20
SHOUT PRETREAT, BOX OLD WORK 21CU IN	\$2.15
STORAGE TOTES	\$74.72
SUPPLIES	\$54.18
WASHER	\$1.83
CARD SERVICES/COBORNS	
FOOD	\$150.26
LATE FEE	\$12.50
SUPPLIES	\$5.32
GFSI LLC	
SPECIAL ORDER	\$78.46
HERMEL WHOLESALE	
FOOD	\$142.24
SUPPLIES	\$79.05
LANO EQUIPMENT INC	
BOBCAT TIRES, FILTERS	\$2,336.39
US BANK EQUIPMENT FINANCE	
COPIER LEASE	\$186.89
Grand Totals	<u>\$3,184.51</u>



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: JOSHUA TETZLAFF, CITY ADMINISTRATOR
SUBJECT: 1-4 DAY TEMPORARY ON-SALE LIQUOR LICENSE FOR ANGELS AMONG US
DATE: JANUARY 23, 2025

Attached is an application for a 1-4 Day Temporary On-Sale Liquor License from Angels Among Us, requesting permission to serve alcoholic beverages at a fundraiser taking place on April 12, 2025, at St. Wenceslaus, located at 215 Main Street East, New Prague.

All of the conditions of the Temporary On-Sale Liquor License application have been met by the applicant.

The Temporary On-Sale Liquor License is issued with the understanding that the Licensee is responsible to adhere to all liquor provisions found in Chapter 340A and any other statutes or rules that may apply in serving alcohol.

Recommendation

Staff recommends approval of the application and issuing a 1-4 Day Temporary On-Sale Liquor License to Angels Among Us for a fundraiser on April 12, 2025.



Minnesota Department of Public Safety
 Alcohol and Gambling Enforcement Division
 445 Minnesota Street, Suite 1600, St. Paul, MN 55101
 651-201-7507 TTY 651-282-6555

Section 3, Item c.

**APPLICATION AND PERMIT FOR A 1 DAY
 TO 4 DAY TEMPORARY ON-SALE LIQUOR LICENSE**

Name of organization	Date of organization	Tax exempt number
Angels Among Us	4-26-2012	45-5041922

Organization Address (No PO Boxes)	City	State	Zip Code
14301 Parkside Court NW	Prior Lake	Minnesota	55372

Name of person making application	Business phone	Home phone
Deneen Stutzka		612-232-0899

Date(s) of event	Type of organization	<input type="checkbox"/> Microdistillery	<input type="checkbox"/> Small Brewer
4-12-2025	<input type="checkbox"/> Club <input checked="" type="checkbox"/> Charitable	<input type="checkbox"/> Religious	<input type="checkbox"/> Other non-profit

Organization officer's name	City	State	Zip Code
Deneen Stutzka	Prior Lake	Minnesota	55372

Organization officer's name	City	State	Zip Code
		Minnesota	

Organization officer's name	City	State	Zip Code
		Minnesota	

Location where permit will be used. If an outdoor area, describe.
 Gym/PAC Center at St. Wenc Catholic Church, 215 Main Street, New Prague, MN 56071

If the applicant will contract for intoxicating liquor service give the name and address of the liquor license providing the service.
 NA

If the applicant will carry liquor liability insurance please provide the carrier's name and amount of coverage.
 Catholic Mutual Group. \$1 Million

APPROVAL

APPLICATION MUST BE APPROVED BY CITY OR COUNTY BEFORE SUBMITTING TO ALCOHOL AND GAMBLING ENFORCEMENT

City of New Prague
 City or County approving the license

_____ Date Approved

\$100
 Fee Amount

_____ Permit Date

Event in conjunction with a community festival Yes No

aschapekahn@ci.new-prague.mn.us
 City or County E-mail Address

_____ Current population of city

_____ Please Print Name of City Clerk or County Official

_____ Signature City Clerk or County Official

CLERKS NOTICE: Submit this form to Alcohol and Gambling Enforcement Division 30 days prior to event
No Temp Applications faxed or mailed. Only emailed.
ONE SUBMISSION PER EMAIL, APPLICATION ONLY.
PLEASE PROVIDE A VALID E-MAIL ADDRESS FOR THE CITY/COUNTY AS ALL TEMPORARY PERMIT APPROVALS WILL BE SENT BACK VIA EMAIL. E-MAIL THE APPLICATION SIGNED BY CITY/COUNTY TO AGE.TEMPORARYAPPLICATION@STATE.MN.US



CERTIFICATE OF LIABILITY INSURANCE

Section 3, Item c.

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 rights to the certificate holder in lieu of such endorsement(s).

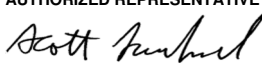
PRODUCER K&K Insurance Group, Inc. 1712 Magnavox Way Fort Wayne IN 46804	CONTACT NAME: E&A Diocese		
	PHONE (A/C, No, Ext): 1-800-553-8368	FAX (A/C, No): 1-260-459-5624	
E-MAIL ADDRESS: diocese@kandkinsurance.com			
PRODUCER CUSTOMER ID:			
INSURED 4007051 Catholic Mutual Relief Society Tenant Users & Vendors 10843 Old Mill Rd. Suite 300 Omaha, NE 68154 A Member of the Sports, Leisure & Entertainment RPG	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Markel Insurance Company		38970
	INSURER B:		
	INSURER C:		
	INSURER D:		
	INSURER E:		
INSURER F:			

COVERAGES **CERTIFICATE NUMBER:** 2000653431 **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 INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Liquor Liability \$1mil/\$1mil GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y		M1FWC0000000395100	07/01/24 12:01 AM	07/01/25 12:01 AM	EACH OCCURRENCE	\$1,000,000
							DAMAGE TO RENTED PREMISES (Ea Occurrence)	\$500,000
							MED EXP (Any one person)	\$5,000
							PERSONAL & ADV INJURY	\$1,000,000
							GENERAL AGGREGATE	\$1,000,000
							PRODUCTS - COMP/OP AGG	\$1,000,000
							LEGAL LIAB TO PARTICIPANTS	\$1,000,000
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident)	
							BODILY INJURY (Per person)	
							BODILY INJURY (Per accident)	
							PROPERTY DAMAGE (Per accident)	
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION						EACH OCCURRENCE	
							AGGREGATE	
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY <input type="checkbox"/> ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) Y / N <input type="checkbox"/> If yes, describe under DESCRIPTION OF OPERATIONS below	N/A					<input type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER	
							E.L. EACH ACCIDENT	
							E.L. DISEASE - EA EMPLOYEE	
							E.L. DISEASE - POLICY LIMIT	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Event: Bean Bag Fundraiser Event Date: 4/12/25 Event Location: St Wenceslaus
The certificate holder is added as additional insured but only with respects liability caused in part or in whole by the acts or omissions of the named insured

CERTIFICATE HOLDER City of New Prague 118 Central Ave N New Prague, MN 56071	CANCELLATION 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 

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118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: APPOINTMENT OF MADELYN THOMAS FOR THE PERMIT SPECIALIST POSITION
DATE: JANUARY 23, 2025

Between January 7th and January 21st, interviews were held with 5 candidates for the Permit Specialist position (which is becoming available due to the retirement of Deb Wegner at the end of February). After the interview process, staff recommends hiring Madelyn Thomas for the Permit Specialist position.

Madelyn obtained an associate’s degree from Rasmussen University in accounting and has experience in the construction industry having worked for Amcon Outland Inc. since 2021.

Along with Madelyn’s education, her experience with construction industry customer service and accounting will make her a great addition to the Community Development office and the Permit Specialist role.

I recommend Madelyn Thomas be appointed to the Permit Specialist position with an anticipated start date of February 5th, 2025. Starting salary Step 1 of the structured pay scale on Grade 9 at \$28.33 per hour (\$58,926.40 annually).

Recommendation
Appoint Madelyn Thomas as the Permit Specialist.



Building a Better World
for All of Us®

MEMORANDUM

TO: Mayor and City Council
Joshua Tetzlaff, City Administrator

FROM: Chris Knutson, PE (Lic. MN)

DATE: January 30, 2025

RE: Project Updates

See below for updates on current SEH Projects for the City of New Prague.

2023 STREET AND UTILITY IMPROVEMENTS PROJECT

The contractor has been gathering close out documents with final payment expected soon. Some warranty items, including trail patching, are expected in 2025.

2024 STREET AND UTILITY IMPROVEMENTS PROJECT

The contractor is complete with work for the year. Conversations with the contractor, including those pertaining to project closeout and liquidated damages are ongoing and expected to resume this month.

2025 STREET AND UTILITY IMPROVEMENTS PROJECT

Plans are currently being advertised with an anticipated bid opening date of February 21st.

CITY CENTER GRADING PLAN – PHASE 1

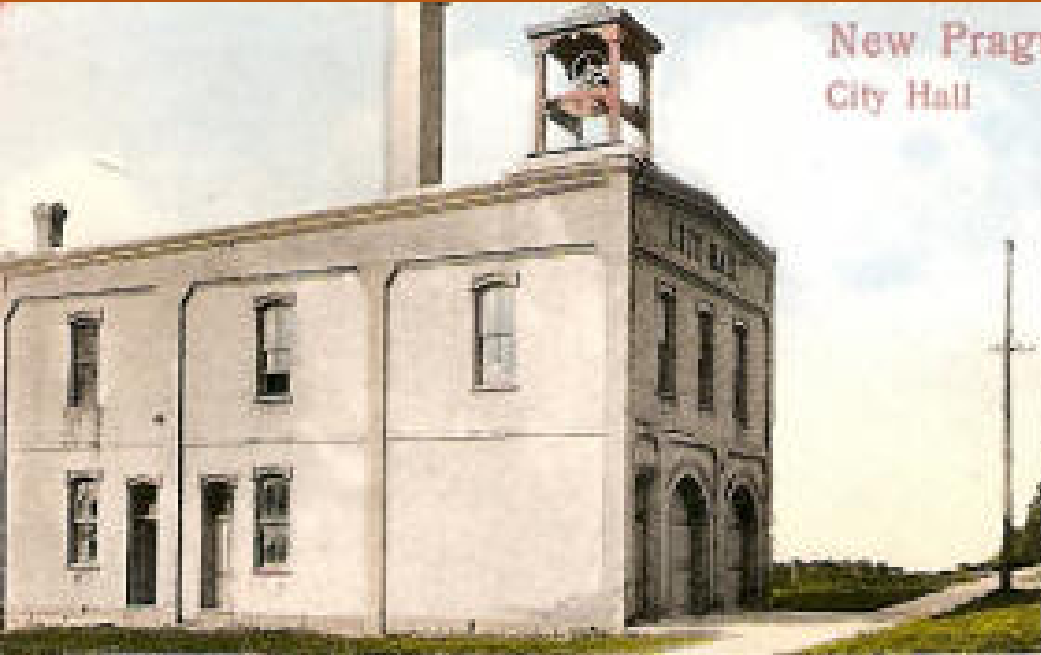
The grading plan has been provided to the building architect and engineer.

cdk

x:\ko\newpr\common\council meetings\012125 cc project updates.docx

New Prague

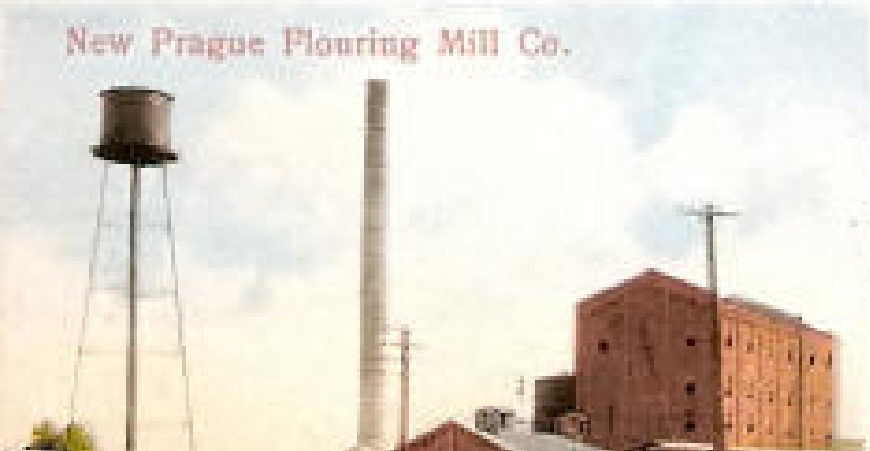
MINNESOTA



New Prague, Minn.
City Hall



Z. C. B. J. Opera House



New Prague Flouring Mill Co.



Main Street looking East

POLICE FACILITY SCHEMATIC DESIGN
Council Construction Documents Update
February 3, 2025



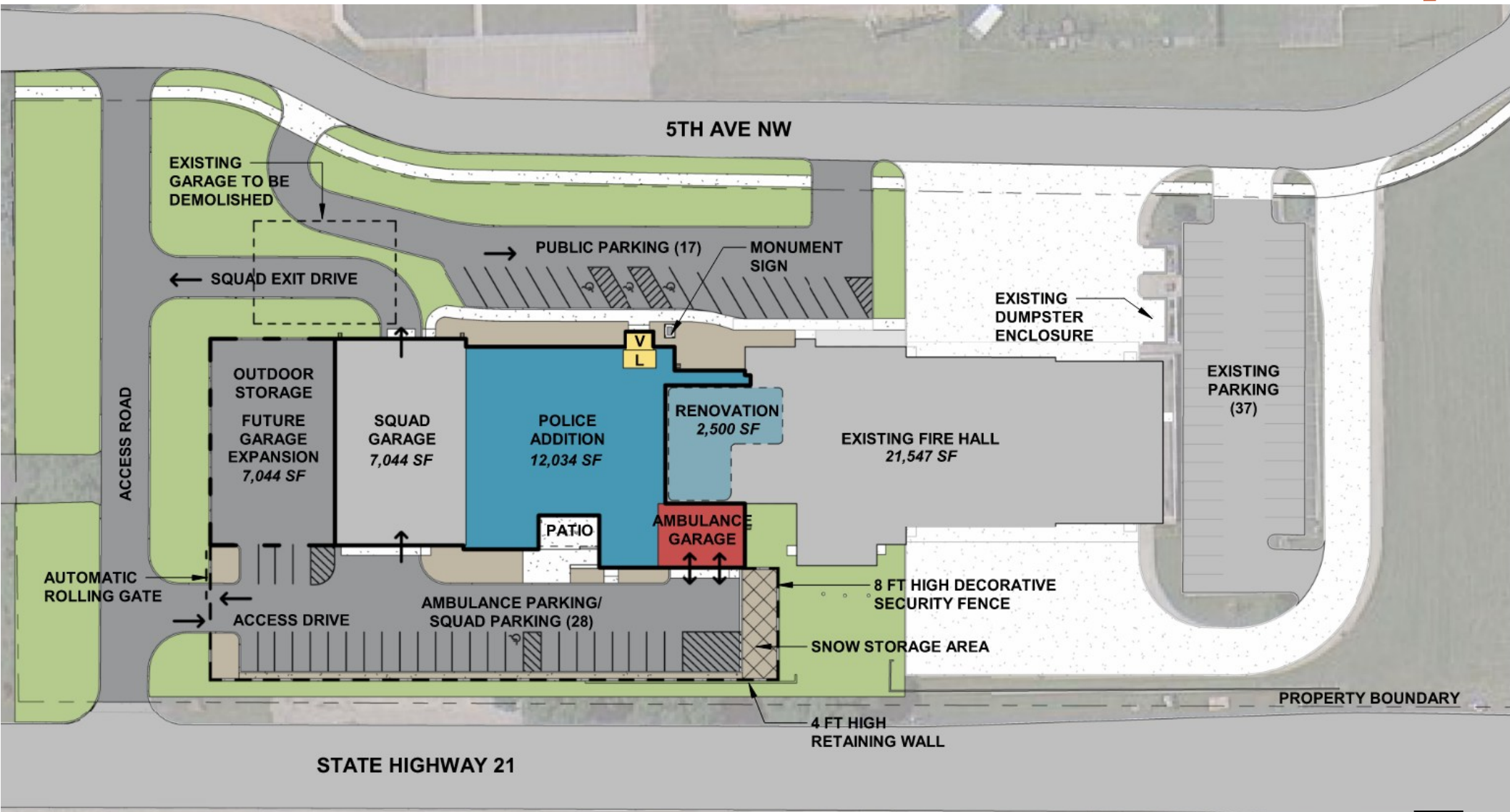
Architectural/Engineering Design:

- Schematic Design
- Design Development
- **Construction Documents**
 - Finalization of building plan, structure, and code plan.
 - Preliminary site plan review with MnDOT and local agency
 - Finalization of mechanical, electrical, and plumbing systems
 - Development of project specifications
 - Development of project specific details
- Bidding
- Construction (Contract) Administration
- Furniture Design
- Equipment Design



CITY OF NEW PRAGUE POLICE FACILITY SCHEMATIC DESIGN

Public Safety Facility Site Plan





CITY OF NEW PRAGUE POLICE FACILITY SCHEMATIC DESIGN

Public Safety Facility Addition to Fire Station



DEPARTMENT LEGEND

- PUBLIC SHARED SPACES
- EVIDENCE
- CIRCULATION
- ADMINISTRATION/RECORDS
- STAFF SUPPORT
- VEHICLE STORAGE/BUILDING SUPPORT
- PATROL/INVESTIGATIONS
- AMBULANCE



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Concept Sketch (View from 5th Ave 18 W)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Concept Sketch (View from 4th Ave. NW/ HW 19 1)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Concept Sketch (View from 5th Ave 20 W)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Concept Sketch (View from squad parking looking toward ambulance garage)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Interior Rendering (Public Lobby and Transaction Window)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Interior Rendering (Open Office Patrol Workstations)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Interior Rendering (New Hallway connection to existing Fire Drill Hall)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Concept Renderings



Interior Rendering (Kitchen/Breakroom looking toward open office)



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Budget

PROJECT BUDGET

CONSTRUCTION

Police Addition and Renovation

- General Conditions, Permits, Fees, Escalation, Etc.
- Civil
- Architectural/Structural
- Mechanical
- Electrical

SUBTOTAL CONSTRUCTION COSTS

FEES, TESTING, MISC. PROJECT COSTS

- Architectural Fees
- Reimbursable Expenses
- Site Surveys
- Geotechnical
- Plan Review/Inspection Fee
- Special Structural Inspections
- Commissioning
- Project Contingency

SUBTOTAL FEES AND TESTING

FURNITURE & EQUIPMENT / TECHNOLOGY COSTS

- Furniture Allowance
- Low Voltage Allowance
- Tech Allowance
- FFE Contingency

SUBTOTAL FURNITURE & EQUIPMENT

TOTAL PROJECT COST

	ORIGINAL BUDGET (11/06/2023)	SD BUDGET (08/06/2024)	DD BUDGET (10/21/2024)	CD BUDGET (02/03/2025)
Incl.		\$ 2,000,000	\$ 1,350,000	\$ 1,300,000
Incl.		\$ 1,160,000	\$ 990,000	\$ 1,200,000
Incl.		\$ 4,355,000	\$ 4,975,000	\$ 5,200,000
Incl.		\$ 1,585,000	\$ 1,570,000	\$ 1,570,000
Incl.		\$ 900,000	\$ 515,000	\$ 530,000
SUBTOTAL CONSTRUCTION COSTS	\$ 9,400,000	\$ 10,000,000	\$ 9,400,000	\$ 9,800,000
\$ 658,000	\$ 658,000	\$ 658,000	\$ 658,000	
\$ 24,000	\$ 24,000	\$ 24,000	\$ 24,000	
\$ 6,000	\$ 6,424	\$ 6,850	\$ 6,850	
\$ 12,000	\$ 12,000	\$ 16,100	\$ 16,100	
\$ 50,000	\$ 60,000	\$ 60,000	\$ 60,000	
\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000	
\$ 40,000	\$ 40,000	\$ 40,000	\$ 40,000	
\$ 940,000	\$ 499,576	\$ 725,050	\$ 525,050	
SUBTOTAL FEES AND TESTING	\$ 1,755,000	\$ 1,325,000	\$ 1,555,000	\$ 1,355,000
\$ 600,000	\$ 600,000	\$ 600,000	\$ 600,000	
\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000	
\$ 200,000	\$ 200,000	\$ 200,000	\$ 200,000	
\$ 95,000	\$ 95,000	\$ 95,000	\$ 95,000	
SUBTOTAL FURNITURE & EQUIPMENT	\$ 1,045,000	\$ 1,045,000	\$ 1,045,000	\$ 1,045,000
TOTAL PROJECT COST	\$ 12,200,000	\$ 12,370,000	\$ 12,000,000	\$ 12,200,000



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Schedule

- ~~Department Meetings: Dec 2023-Jan 2024~~
- ~~Core Group Meetings: Dec 2023-Feb 2024 (as needed)~~
- ~~Estimate: February – March 2024~~
- ~~Council Approval: March 2024~~
- ~~Design Development: April – June 2024~~
- ~~Construction Documents: November 2024 – January 2025~~

- Bidding: February 2025
- Construction: March 2025 – November 2026

Pending Approval of Council



CITY OF NEW PRAGUE
POLICE FACILITY SCHEMATIC DESIGN

Question?

QUESTIONS?



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KEN ONDICH, PLANNING DIRECTOR
SUBJECT: APPROVAL OF NEW 2045 COMPREHENSIVE PLAN AMENDMENT
DATE: JANUARY 23, 2025

On October 21st, 2024 the City Council adopted the 2045 Comprehensive Plan. At the time of the adoption, it was noted that staff would bring back an amendment to the plan to add the New Prague Utility Commissions new Water System Model and Study as an appendix to the plan.

A public hearing was held for the amendment at the January 22nd, 2025 Planning Commission meeting. Bruce Reimers, Utilities General Manager, provided an overview of the water system model and study as completed by Bolton & Menk. The public hearing heard no public comments and the Planning Commission made a motion (3-0) to forward a recommendation for approval to the City Council.

Attached is study along with a summary as information.

As a reminder, in order to approve the plan, adoption of the attached resolution requires 4 of the 5 City Council members to vote in the affirmative (MN Statute 462.355, Subd. 3).

Staff Recommendation

I recommend that the City Council approve the attached resolution adopting the 2045 Comprehensive Plan amendment.

**CITY OF NEW PRAGUE
RESOLUTION #25-02-03-01**

NEW PRAGUE 2045 COMPREHENSIVE PLAN AMENDMENT

WHEREAS, the City of New Prague recognized the need to adopt a comprehensive plan to guide development and growth over the next 20 years; and

WHEREAS, the comprehensive plan has been developed with extensive public input, including community meetings, surveys, and stakeholder meetings; and

WHEREAS, the comprehensive plan outlines the vision, goals, and strategies for land use, housing, transportation, economic development, parks and recreation, and other key areas; and

WHEREAS, the comprehensive plan is intended to serve as a policy guide for decision-making by the City Council, Planning Commission, and other city departments and agencies; and

WHEREAS, the New Prague Utilities Commission recently approved a Water System Model and Study and which the City believes would be a valuable appendix to the 2045 Comprehensive Plan to help facilitate growth and development of the City; and,

WHEREAS, the Planning Commission conducted a public hearing at its regular meeting on January 22nd, 2025 to review the New Prague 2045 Comprehensive Plan Amendment by adding the Water System Model and Study as an appendix; and

WHEREAS, the City Council does find the New Prague 2045 Comprehensive Plan to sufficiently guide New Prague’s growth and development over the next 20 years.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW PRAGUE, MINNESOTA that the New Prague 2045 Comprehensive Plan amendment is hereby adopted. This resolution shall take effect immediately upon its passage.

The motion for the adoption of the foregoing resolution was duly made by Council member _____, and duly seconded by Council member _____ and upon roll call the following vote was recorded:

	<u>AYES</u>	<u>NAYES</u>
Jirik	—	—
Ryan	—	—
Wolf	—	—
Bass	—	—
Seiler	—	—

Passed this 3rd day of February, 2025.

Duane J. Jirik, Mayor

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

THIS INSTRUMENT DRAFTED BY:
Kenneth D. Ondich
City of New Prague
118 Central Ave. N.
New Prague, MN 56071
(952) 758-4401

Real People. Real Solutions.

MEMORANDUM

Date: October 22, 2024

To: Bruce Reimers – New Prague Municipal Utilities

From: Mitchell Swanson, P.E.

Subject: Water System Modeling and Study - Summary
 New Prague Municipal Utilities – New Prague, Minnesota
 Project No.: 0M1.133584

The purpose of this memo is to summarize key points of the Water System Model and Study report which provides New Prague Municipal Utilities with relevant information regarding its water distribution system and recommendations for future improvements associated with the growing community. The report examined the existing 2024 water distribution system and the future 2044 water distribution system. Planned growth areas are based on the city’s Comprehensive Plan. Population projections resulted in the following water demand projections.

Table 2.1 – Water Demands			
Year	Population Projection	Projected Average Daily Demand (MGD)	Projected Maximum Daily Demand (MGD)
2024	8,768	0.833 (579 gpm)	1.749 (1,215 gpm)
2044	14,125	1.342 (932 gpm)	2.818 (1,957 gpm)

I. Design Criteria

Design requirements include the water supply wells’ firm pumping capacity being equal to the maximum daily demand of the city. Firm pumping capacity is the total pumping capacity with the largest well out of service. Storage capacity requirements involve equalization storage for average daily demand and additional storage for fire protection. Pressure throughout the distribution system should stay above 35 psi during average daily demands and above 20 psi during maximum daily demands. Fire flow capacities should be 1,000 gpm for residential areas and 3,500 gpm is considered adequate for commercial and industrial areas; however, the fire marshal and ISO should be consulted to verify required capacities for insurance purposes. A water model of the existing and future system was developed to evaluate pressure and fire flow throughout the system.

II. Existing System Evaluation

The Public Utility operates the supply wells seen below in Table 3.1. The firm capacity of the wells is 2,410 gpm or 3.47 MGD. The existing distribution system’s storage capacity was reviewed and determined to be deficient by 0.25 MG. Model results of the existing system show that pressures are within the recommended range and fire flows were above 1,000 gpm, except for the southwest pressure zone. Recommendations for the existing system are to add additional storage for fire flow capacity and improve fire flows to the southwest zone with larger pumps, a fire pump, or looping the southwest and southeast zones together. Looping is not anticipated to occur until the city has growth on the south side.

Table 3.1 – Supply Well Summary				
Well No.	Feeds	Aquifer	Year Constructed	Capacity (gpm)
1	WTP No. 1	Tunnel City	1925	510
2	WTP No. 1	Tunnel City	1938	400
3	WTP No. 1	Tunnel City	1948	500
4	WTP No. 2	Mt. Simon	1988	500
5	WTP No. 3	Tunnel City	2002	500
6	WTP No. 3	Mt. Simon	2007	1,000
Total Capacity:				3,410 gpm (4.91 MGD)
Firm Capacity:				2,410 gpm (3.47 MGD)

III. Future System Evaluation

The future system assumes that Water Treatment Plant No. 2 is decommissioned. Well No. 4 is a Mt. Simon well, in 2021, the DNR limited the construction of new Mt. Simon wells; therefore it is recommended this well be maintained. It was not, however, used in the following evaluation. Topographic maps were used to delineate pressure zone boundaries.

Evaluating the storage capacity showed that the future system requires 1.0 MG of additional storage capacity. Based on the maximum daily demands shown above, the recommended firm pumping capacity is 1,957 gpm.

Treatment Plants No. 1 and No. 3 meet the capacity of future maximum daily demand; however, if the largest well is out of service, the capacity of Treatment Plant No. 3 drops to 500 gpm. This results in the treatment plants pumping 1,500 gpm, which is less than the maximum daily demand. It is therefore recommended that an additional well be installed near Water Treatment Plant No. 3 with a minimum capacity of at least 500 gpm.

While Water Treatment Plant No. 1 may be maintained, it is prudent to keep land north of Water Treatment Plant No. 3 for expansion purposes when Treatment Plant No. 1 is eventually decommissioned. When Treatment Plant No. 1 is decommissioned, additional wells need to be added to Treatment Plant No. 3 with a minimum combined capacity of 1,500 gpm to meet future maximum daily demands and replace the wells supplying Treatment Plant No. 1. The capacity of Treatment Plant No. 3 would also need to be expanded by an additional 1,000 gpm for a total capacity of 2,000 gpm.

The model of the future system showed pressures were in the desired range and all fire flow capacities were above 1,000 gpm.

IV. Opinion of Probable Cost

The cost estimates provided in this section are preliminary cost estimates using 2024 costs. Water supply, storage, and treatment improvement costs should be evaluated during the preliminary engineering of each item.

Table 5.1 shows probable costs for water supply and storage improvements. While maintaining Treatment Plant No. 1 would save capital costs compared to expanding Treatment Plant No. 3, there is additional risk when using a facility that is over 84 years old and supply wells that are over 76 to 99 years old. As improvements are made, the condition and capacity of Treatment Plant No. 1 and the associated wells should be evaluated to determine the long-term viability of the supply and treatment. The land north of Water Treatment Plant No. 3 should be kept for expansion purposes when Treatment Plant No. 1 is eventually decommissioned.

While constructing a ground storage tank in the form of a clearwell would save capital costs, there are additional operation and maintenance costs associated with pumps required to pump the water into the distribution system and associated power consumption. The clearwell could be the site of the future Treatment Plant No. 3 expansion when Treatment Plant No. 1 is decommissioned. The storage tank costs utilized for this report should be re-evaluated at the time of design to ensure it is sized correctly and that the proper reservoir is constructed.

Table 5.1 – Opinion of Probable Cost – Water Supply and Storage		
Item	Cost Estimate – Clearwell	Cost Estimate – Water Tower
Construct 1,000 gpm Well	\$1,200,000	\$1,200,000
0.5 MG Tower – South Zone	\$3,750,000	\$3,750,000
Alternative: 0.5 MG Clearwell ⁽¹⁾ – Water Treatment Plant No. 3	\$2,000,000	-
Alternative: 0.5 MG Tower – Water Treatment Plant No. 3	-	\$4,250,000
Subtotal	\$6,950,000	\$9,200,000
25% Contingency	\$1,750,000	\$2,300,000
20% Admin/Engineering/Legal	\$1,750,000	\$2,300,000
TOTAL	\$9.5M – \$11.5M	\$12.5M – \$15M
⁽¹⁾ Ground storage tanks and clearwells have additional O&M costs associated with pump maintenance and power consumption compared to elevated storage tanks.		

Table 5.2 provides probable cost opinions to install the future watermains and includes mobilization, street restoration, and other associated costs; however, they do not account for smaller diameter lateral watermains and service lines to homes and businesses associated with future developments.

Table 5.2 – Opinion of Probable Cost - Watermain		
Watermain Size	Linear Feet	Cost Estimate
6-inch	1,480	\$140,000
8-inch	309,220	\$29,380,000
10-inch	116,660	\$11,670,000
12-inch	23,720	\$2,500,000
16-inch	160	\$30,000
Subtotal		\$43,720,000
25% Contingency		\$10,000,000
20% Admin/Engineering/Legal		\$10,000,000
TOTAL		\$60M – \$65M

Table 5.3 provides cost opinions for the expansion of the 10th Ave. booster station improvements and additional PRV stations. The 10th Ave. booster station improvements involve replacing the existing pumps with slightly larger pumps, removing the pressure tank, adding fire pumps, replacing pipe and valves, and electrical improvements. The PRV station costs include the structure, pressure reducing valve, piping, and isolation valves.

Table 5.3 – Opinion of Probable Cost –Booster Station, and PRV	
Item	Cost Estimate
10 th Ave. Booster Station Improvements	\$500,000
PRV Structure and Valve (approx. \$60,000 each)	\$250,000
Subtotal	\$750,000
25% Contingency	\$200,000
20% Admin/Engineering/Legal	\$200,000
TOTAL	\$1M – \$1.5M

If Water Treatment Plant No. 1 is decommissioned, then Treatment Plant No. 3 should be expanded to increase its capacity by 1,000 gpm. Table 5.4 provides cost opinions for the expansion of Water Treatment Plant No. 3. This includes additional building space, filter equipment, and electrical equipment.

Table 5.4 – Opinion of Probable Cost – Water Treatment Expansion	
Item	Cost Estimate
Water Treatment Plant No. 3 Expansion	\$10,000,000
Subtotal	\$10,000,000
25% Contingency	\$2,500,000
20% Admin/Engineering/Legal	\$2,500,000
TOTAL	\$13.5M – \$16.5M

V. Phase Implementation

Planning for significant infrastructure requires a robust capital improvements plan (CIP) to couple proper timing of new and replacement system components with the ability to absorb associated costs. A three-phase approach is recommended to balance financial preparedness with the needs described in this report. Note an updated rate study is often necessary to align income with proposed system improvement expenditures.

Phase I includes the construction of a supply well and clearwell at Water Treatment Plant No. 3 and the expansion of the water distribution system in the immediate five-year horizon. In the following 10 years, the city should plan to address Phase II, which includes additional storage needs and further expansion of the distribution system. This sequencing allows the funding source time to build adequate funds. Phase III includes any improvements to the distribution system that remain after 15 years. This phasing assumes Treatment Plant No. 1 is maintained and an expansion of Treatment Plant No. 3 is not required until after this phasing sequence.

Note that increasing pipe size in the network is a substantial part of the future need. It is typically most efficiently accomplished by incorporating it into future street reconstruction projects to the extent possible. Pipe sizing in growth areas can simply incorporate recommended diameters as part of the initial street and municipal infrastructure construction. Storage and pressure boost components may need to be accelerated to permit growth in certain areas.

Table 6.1 – Recommended Phasing of Water System Improvements	
Phase I - Supply Well, Clearwell, and Water Distribution Expansion	\$25M
Phase II - Additional Tower and Further Distribution Expansion	\$25M
Phase III - Remaining Improvements to Distribution System	\$25M
Total Anticipated Probable Costs Over Next 20+/- Years	\$75M

Water System Modeling and Study

New Prague Municipal Utilities | New Prague, Minnesota

OM1.133584
October 22, 2024



Real People. Real Solutions.

Submitted by:

Bolton & Menk, Inc.
1960 Premier Drive
Mankato, MN 56001
P: 507-625-4171
F: 507-625-4177

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Certification

Water System Modeling and Study

For

New Prague Municipal Utilities
New Prague, Minnesota
0M1.133584

October 2024

PROFESSIONAL ENGINEER

I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.

Signature: *Mitchell Swanson*

Typed or Printed Name: Mitchell Swanson

Date: 10/22/2024 License Number: 57833

Reviewed by:

Signature: *D. Joseph Duncan*

Typed or Printed Name: D. Joseph Duncan, P.E.

Date: 10/22/2024 License Number: 26100

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I. INTRODUCTION

A. PURPOSE

The purpose of this report is to provide New Prague Municipal Utilities with relevant information regarding their water distribution system and recommendations for future improvements associated with the growing community. Recommendations are based on input from utility staff and an evaluation of water system requirements in accordance with the current recommended design practices. New Prague Municipal Utilities may utilize the information gathered in this report to establish priorities, plan, fund, and implement future water system improvements.

This study evaluates the following:

- The existing distribution system and recommended improvements
- A future system for planned growth areas and needed improvements

B. REPORT ORGANIZATION

This report is structured in six sections to adequately address New Prague Municipal Utilities' existing water system and future needs. Section I is the introduction; Section II describes the design criteria used to evaluate the system; Section III outlines the existing water system and the ability of the current water system to meet existing water demands and performance requirements; Section IV presents an evaluation of the proposed future water system and the ability of the proposed water system to meet future water demands and performance requirements; Section V presents 2024 cost estimates for the proposed improvements; and Section VI outlines a schedule for the phasing of the proposed improvements.

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II. WATER SYSTEM DESIGN CRITERIA

A. GENERAL

This section develops the performance criteria under which the water system will be evaluated and designed. This involves an evaluation of historical water use, water supply, and storage requirements, required fire flows, and distribution system pressure requirements. This section will form the design basis of the Water System Study. A water model of the New Prague Public Utilities water distribution system was developed to simulate the performance of the water distribution system. The water model will be instrumental in identifying issues with the existing distribution system and expanding the system for future developments in the city.

B. DESIGN PERIOD

Typically, water systems and the infrastructure are designed for a 20-year design period, as there are significant capital improvements required to improve hydraulic capacity, efficiency, or replace process components. Therefore, the design period for this study will go through 2044.

This plan should be revisited and updated as necessary to ensure that the system implementation is keeping pace with development, forecasted populations, and water demands. Generally, every 10 years the recommendations and capital improvements should be refined based on new data and population projections.

Another tool that is useful for water use planning purposes is the Minnesota Department of Natural Resources (DNR) Water Supply Plan (WSP). The WSP is required every 10 years by each community serving more than 1,000 people. The WSP must be approved by the DNR, and the Metropolitan Council as required by law. Since the WSP is also required every 10 years, it is recommended the utility review this study and its proposed improvements when preparing the WSP. New Prague’s last WSP was done in 2019, so the next one will be due in 2029.

C. PLANNING AREA

The utility provided planned growth areas as shown in the city’s Comprehensive Plan and a future land use map to define the planned growth areas.

D. POPULATION AND WATER DEMAND

Historical water demand was provided by the utility and reviewed in the 2019 Water Supply Plan. The WSP shows an average per capita demand of 95 gallons per capita per day to account for all residential, commercial, and industrial flows. This per capita demand is used with the population projections to project future average daily demands. The WSP shows an average peaking factor of 2.1 for the last five years of data, this is used to predict maximum daily demands from average daily demand projections. The 2019 WSP also showed that demand is typically 65% for residential and 35% for commercial and industrial use.

Future projections for water usage are based on New Prague’s 2019 Water Supply Plan’s growth rate for future projections of approximately 2.4% annually. The latest population estimate from the Minnesota State Demographics Center’s population estimates for the City of New Prague was used as a starting population for the projections. The latest population estimate was for 2022, as seen in the projection table below. These projections are used to

determine future water use and go through 2044 for the 20-year design period. The current 2024 average daily demands are estimated at 0.833 MGD with maximum daily demands of 1.749 MGD. Future 2044 average daily demand is estimated at 1.342 MGD with a maximum daily demand of 2.818 MGD. Population projections and the associated water demands are summarized in Table 2.1.

Table 2.1 – Water Demands			
Year	Population Projection	Projected Average Daily Demand (MGD)	Projected Maximum Daily Demand (MGD)
2022	8,340	0.792	1.664
2023	8,552	0.812	1.706
2024	8,768	0.833 (579 gpm)	1.749 (1,215 gpm)
2025	8,990	0.854	1.793
2026	9,216	0.876	1.839
2027	9,447	0.897	1.885
2028	9,683	0.920	1.932
2029	9,924	0.943	1.980
2030	10,170	0.966	2.029
2035	11,473	1.090	2.289
2040	12,898	1.225	2.573
2044	14,125	1.342 (932 gpm)	2.818 (1,957 gpm)

It is important to consider changing trends in the amount of growth expected in the industrial and commercial sectors. The 95 gallons per capita per day includes commercial and industrial flows based on when the City of New Prague maintains the current distribution of 65% residential use and 35% commercial use; however, if the ratio changes, then demand projections will need to be updated.

E. WATER SYSTEM REQUIREMENTS

1. Water Supply Requirements

A general engineering practice to determine the required water supply capacity is to ensure that the firm pumping capacity of the wells is sufficient to meet the maximum daily demand. Firm capacity is defined as the sum capacity of all wells, with the largest well out of service.

2. Storage Requirements

The principal purpose of storage is to provide the ability to equalize pumping rates during periods of variable rate demand and to provide water for emergency fire service. Adequate storage allows a reduction in the size of the pumps required to supply a community because peak demands are diminished by the reserve provided in storage. Storage is typically provided in elevated tanks for communities the size of New Prague, to provide storage and a pressure source while the wells are not pumping. A good rule of thumb is to have sufficient storage so that average daily demand turns over the water within a couple of days to prevent freezing during the winter season.

The primary reasons for providing water storage are as follows:

- To equalize pressure in the distribution system.
- Provide water for fire protection.
- Other emergency reserve requirements (pump failure, power failure, etc.)

The typical design approach is to consider the recommended minimum storage volume for each storage component of equalization, fire demand, and emergency reserve, then sum the equalization volume and the larger volume of fire protection or emergency volume, as it is unlikely that water would be required for multiple emergencies at any given time. Storage for equalization is recommended to equal average daily demand. Storage for fire protection depends on zoning with a standard for residential areas being 3,500 gpm for 3 hours based on the International Organization for Standardization (ISO) Public Protection Classification grading for insurance purposes. Storage for emergency use is recommended to be equal to 60 percent of the average daily demand; however, emergency storage recommendations may be mitigated with backup generators.

3. Watermain Sizing Requirements

Ten States Standards recommends a minimum watermain size of 6 inches for providing fire protection and serving fire hydrants, with larger mains required, if necessary. In addition, velocities in long watermain segments should be between 2 and 10 feet per second (fps) with average flows less than 5 fps, with 10 fps being acceptable during emergency withdrawals for short durations.

4. Pressure Requirements

Water pressures are subject to individual preference. What some may view as adequate pressure may be viewed as too much or too little pressure. Municipalities are challenged with balancing pressure with demand and capacity of the system along with the conservation of water. Typically, higher pressures equate to higher flow rates but increase the volume of water lost through cracked and broken pipes.

Ten States Standards recommends the minimum working pressure in the distribution system to be 35 psi with normal working pressures ranging from 60 to 80 psi. The Minnesota Department of Health (MDH), along with Ten States Standards, requires the system to maintain a minimum pressure of at least 20 psi at ground level at all points in the distribution system under all flow conditions. This ensures there is adequate water pressure in the event of a long-term power failure or during an emergency.

5. Fire Flow Recommendations

Recommended available fire flow is determined by the International Organization for Standardization (ISO) and varies based on building size and occupancy. The minimum recommended fire flow for residential areas is 1,000 gpm; however, dead-end watermains and small-diameter watermains may not be able to achieve these flow rates. Generally, a fire flow of 3,500 gpm is considered adequate for commercial and industrial areas; however, the fire marshal and ISO should be consulted to verify the actual required fire flow for insurance purposes.

F. WATER DISTRIBUTION MODEL

A water model for the New Prague Public Utility’s water distribution system was developed using Innowyze’s InfoWater Pro 2024 water modeling program. The model is used to identify problem areas in the existing system and to show the impacts of future improvements to the system. Possible issues with the existing system include areas with pressures above or below the recommended pressure levels, pipes with high velocities or headloss, and inadequate fire flow protection. The existing system’s performance is discussed in Section III and the proposed future system’s performance is discussed in Section IV. The models are used to create distribution system maps, pressure maps of average daily demands and maximum daily demands, and maximum daily demand’s fire flow maps as provided in Section III and Section IV. The water model may be used as a tool to evaluate whether additional infrastructure is required in the distribution system.

III. EXISTING WATER SYSTEM

A. GENERAL

The New Prague water system consists of six (6) active wells, three (3) water treatment plants, two (2) elevated storage tanks, two (2) booster stations, one (1) pressure reducing valve (PRV), and a system of trunk and lateral watermains varying in sizes from 6 inches to 16 inches. There is also one (1) ground storage tank that is not utilized. The New Prague water system consists of three (3) pressure zones - there are two small pressure zones located on separate hills, and both are fed through booster stations from the main pressure zone. The pressure zones are separated by the booster stations, closed valves, and the PRV. The existing watermain distribution system and major water system infrastructure are presented in Figure 3.1.

B. WATER SUPPLY

The Public Utility supplies drinking water from six groundwater wells. Wells 1, 2, 3, and 5 draw water from the Tunnel City (previously called the Franconia Ironton Galesville FIG) Aquifer. Wells 4 and 6 draw water from the Mt. Simon Aquifer. Wells 1, 2, and 3 send water to Water Treatment Plant No. 1. Well No. 4 sends water to Water Treatment Plant No. 2. Wells 5 and 6 send water to Water Treatment Plant No. 3. Table 3.1 summarizes the wells and their capacity. The typical life span for a municipal well is approximately 40 to 60 years without significant rehabilitation. Wells 1, 2, and 3 have exceeded the typical life span and Well No. 4 is approaching the lower end of a typical life span.

Table 3.1 – Supply Well Summary				
Well No.	Feeds	Aquifer	Year Constructed	Capacity (gpm)
1	WTP No. 1	Tunnel City	1925	510
2	WTP No. 1	Tunnel City	1938	400
3	WTP No. 1	Tunnel City	1948	500
4	WTP No. 2	Mt. Simon	1988	500
5	WTP No. 3	Tunnel City	2002	500
6	WTP No. 3	Mt. Simon	2007	1,000
Total Capacity:				3,410 gpm (4.91 MGD)
Firm Capacity:				2,410 gpm (3.47 MGD)

Firm well capacity is defined as the total pumping capacity of the wells with the largest well out of service. New Prague’s firm well capacity is 2,310 gpm or 3.33 MGD, which exceeds the city’s existing maximum daily demand of 1.749 MGD. Therefore, New Prague’s Municipal Utilities has sufficient supply well capacity and no additional supply wells are needed for the existing system.

C. WATER STORAGE FACILITIES

The Public Utility has two active storage tanks, both are 0.5 MG each for a total of 1.0 MG. There is also a 0.5 MG ground storage tank that is not currently in use.

Water storage requirements for the Public Utility using the approach described in Section II are summarized in Table 3.2. This analysis shows New Prague’s existing system is deficient by 0.25 MG.

Table 3.2 – Existing System Storage Evaluation		
		Current System
Fire Demand (gpm)		3,500
Maximum Daily Demand (gpm)	+	1,215
Total Coincident Demand (gpm)	=	4,715
Firm Supply (gpm) ⁽¹⁾	-	2,410
Withdrawal from Storage (gpm)	=	2,305
Fire Flow Duration (minutes)	x	180
Firefighting Storage (MG)	=	0.41
Equalizing Storage (average daily demand)	+	0.83
Total Storage Required (MG)	=	1.25
Available Storage (MG)	-	1.00
Storage Deficit (MG)	=	0.25
⁽¹⁾ Assumes existing firm capacity with all existing wells included, excluding the highest capacity well.		

D. WATER TREATMENT FACILITIES

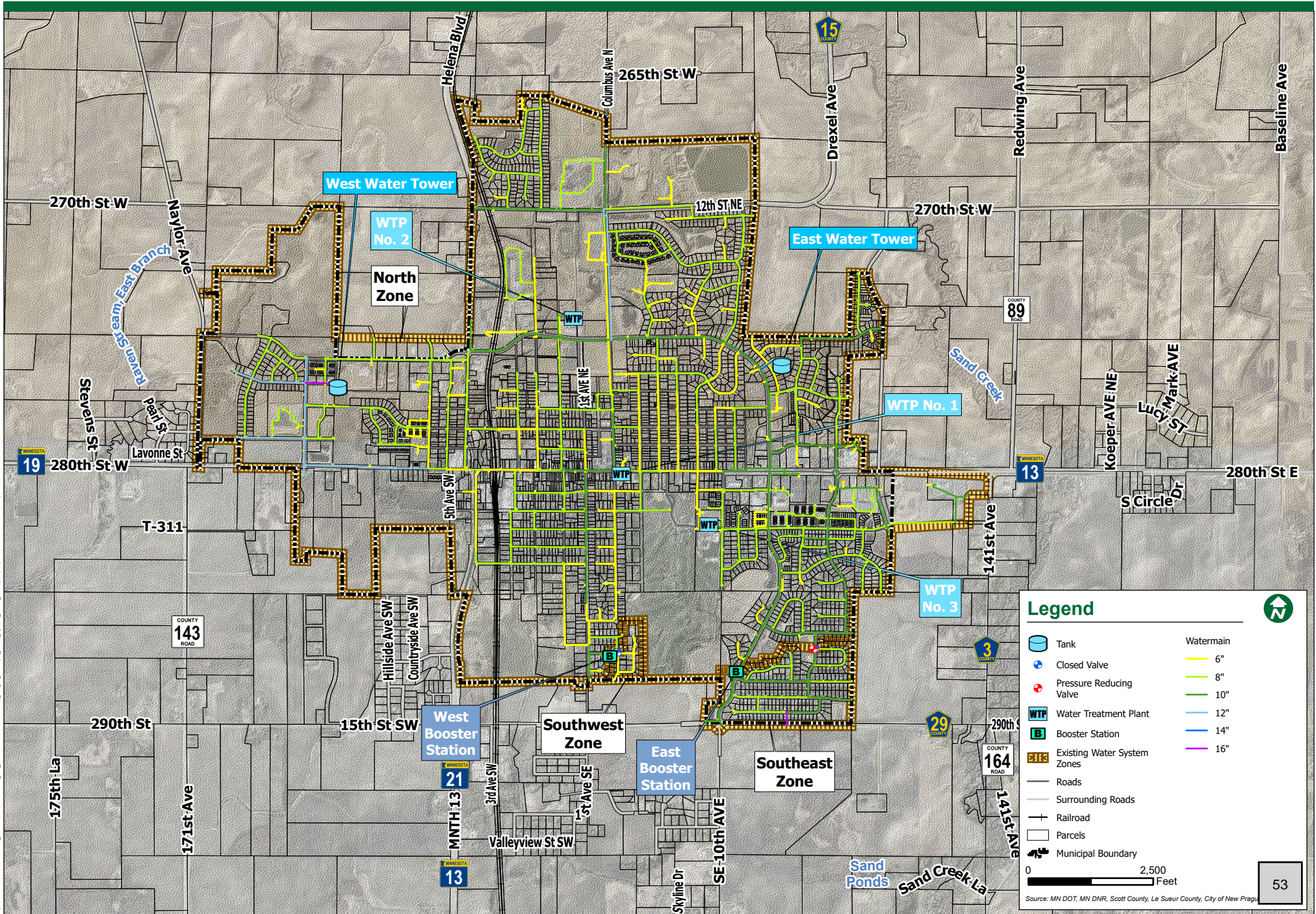
The Public Utility treats raw water at three (3) water treatment plants. Water Treatment Plant No. 1, the Main Street plant, is a pressure filter system with a capacity of 1,000 gpm that treats water from Wells 1, 2, and 3. Water Treatment Plant No. 2, the north plant, is a gravity filter system with a capacity of 500 gpm that treats water from Well No. 4. Water Treatment Plant No. 3, the south plant, is a gravity filter system with a capacity of 1,000 gpm that treats water from Wells 5 and 6. The water treatment plants have a combined total capacity of 2,500 gpm. Assuming the largest well is out of service, Water Treatment Plant No. 3 has a firm capacity of 500 gpm, making the firm capacity of all treatment plants 2,000 gpm. This shows that the treatment capacity of the facilities exceeds the current maximum daily demand.

Water Treatment Plant No. 1 was built in 1940, Plant No. 2 was built in 1988, and Plant No. 3 was built in 2002. Treatment facilities generally require improvement projects every 20 years to replace equipment and major improvements every 40 years to rehabilitate or improve structures. Treatment Plant No. 1 is over 80 years old, Treatment Plant No. 2 is nearing 40 years, and Plant No. 3 just passed 20 years of age. Water Treatment Plant No. 1 had an improvements project in the last 10-years. Treatment Plant No. 2 is in line with needing major improvements and Treatment Plant No. 3 with an improvement project to replace aging equipment.

E. WATER DISTRIBUTION SYSTEM

The existing distribution system consists of watermains varying from 6 to 16 inches in diameter. The existing system is split into three pressure zones. The static high-water level is 1,159.5 feet above mean sea level for the main north pressure zone. The other two zones are small zones fed by booster stations from the north zone and contain pressure tanks to maintain the desired pressures for those zones. The southeast pressure zone has a pressure reducing valve (PRV) that allows water to flow back into the main pressure zone should pressure in the main zone drop below the pressure setting of the PRV.

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F. EXISTING SYSTEM WATER MODEL

The existing system water model was developed to simulate the existing average daily demands and maximum daily demands. Figure 3.1 shows a map of the existing system’s watermain sizes and major water system infrastructure.

1. Model Development

Watermain and water infrastructure were imported or otherwise added to the model. The distribution system network was reviewed for proper connections between the watermain, and the Public Utility was contacted to verify questionable intersections where the watermain may cross over instead of connecting. Tank water levels and pump settings were entered into the model elements.

Water demand was entered by providing specific demand to top users throughout the distribution system. The remaining demand was distributed between residential users and commercial/industrial users based on the land use map.

The model was then calibrated in comparison to hydrant tests that were conducted on June 25, 2024. Calibration results show that the model is a good approximation of the Public Utility’s water distribution system. Once the model was calibrated, the existing system was analyzed for pressure, fire flow, pipe headloss, and flow velocities.

2. Model Results

The model shows pressures within the desired pressure range throughout the system for both average daily demand and maximum daily demand. Pressure results are summarized in Table 3.3. Figures 3.2 and 3.3 show the average daily demand pressure and maximum daily demand pressure for the existing system, respectively.

Table 3.3 – Existing System – Pressure Results		
Pressure Zone	Pressures (psi)	
	Average Daily Demand	Maximum Daily Demand
North (Main) Zone	49 - 89, Avg. 70 ±7	43 - 83, Avg. 63 ±7
Southwest Zone	52 - 63, Avg. 56 ±3	47 - 58, Avg. 51 ±3
Southeast Zone	61 - 82, Avg. 71 ±5	57 - 77, Avg. 67 ±5

Available fire flow in the main north zone and southeast are over 1,000 gpm for all hydrants. The southwest zone consists of only six hydrants, four of which are below 1,000 gpm. Available fire flow results are summarized in Table 3.4. Figure 3.4 displays the maximum daily demand fire flow of the existing system.

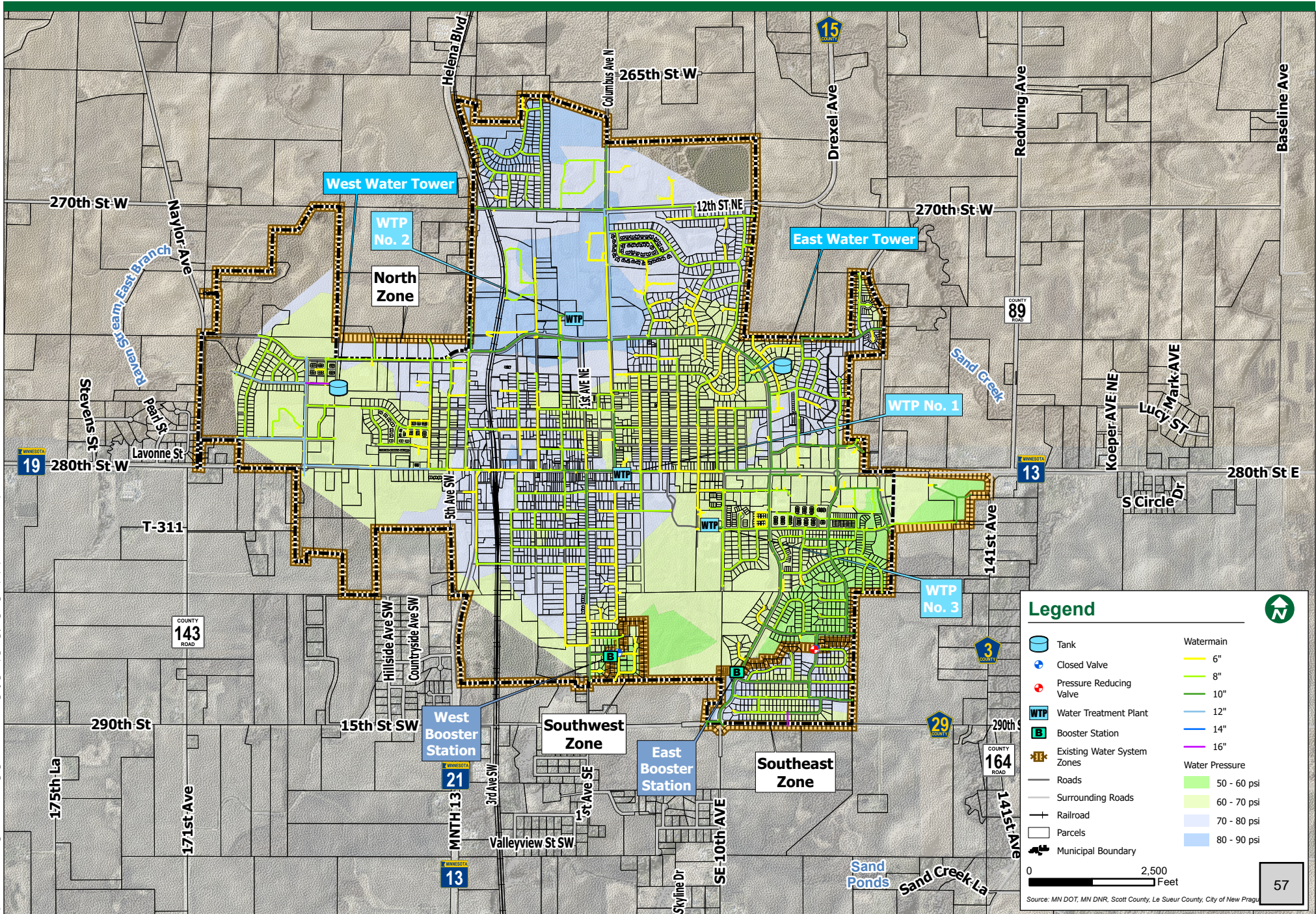
Table 3.4 – Existing System – Fire Flow Results	
Pressure Zone	Fire Flow
	Maximum Daily Demand
North (Main) Zone	1,000 - 5,000+, Avg. 3,400 ±1,100
Southwest Zone	700 - 1,700, Avg. 1,000 ±300
Southeast Zone	1,300 - 4,900, Avg. 2,400 ±700

Flow velocities are within acceptable ranges during maximum daily demands. There is elevated head loss, greater than 10-ft/1,000-ft headloss, along the discharge line of Water Treatment Plant No. 3 during maximum daily demands with all three pumps running. However, this is not the typical operation of the system, and elevated headloss for short periods of time is acceptable.

3. RECOMMENDED SYSTEM IMPROVEMENTS

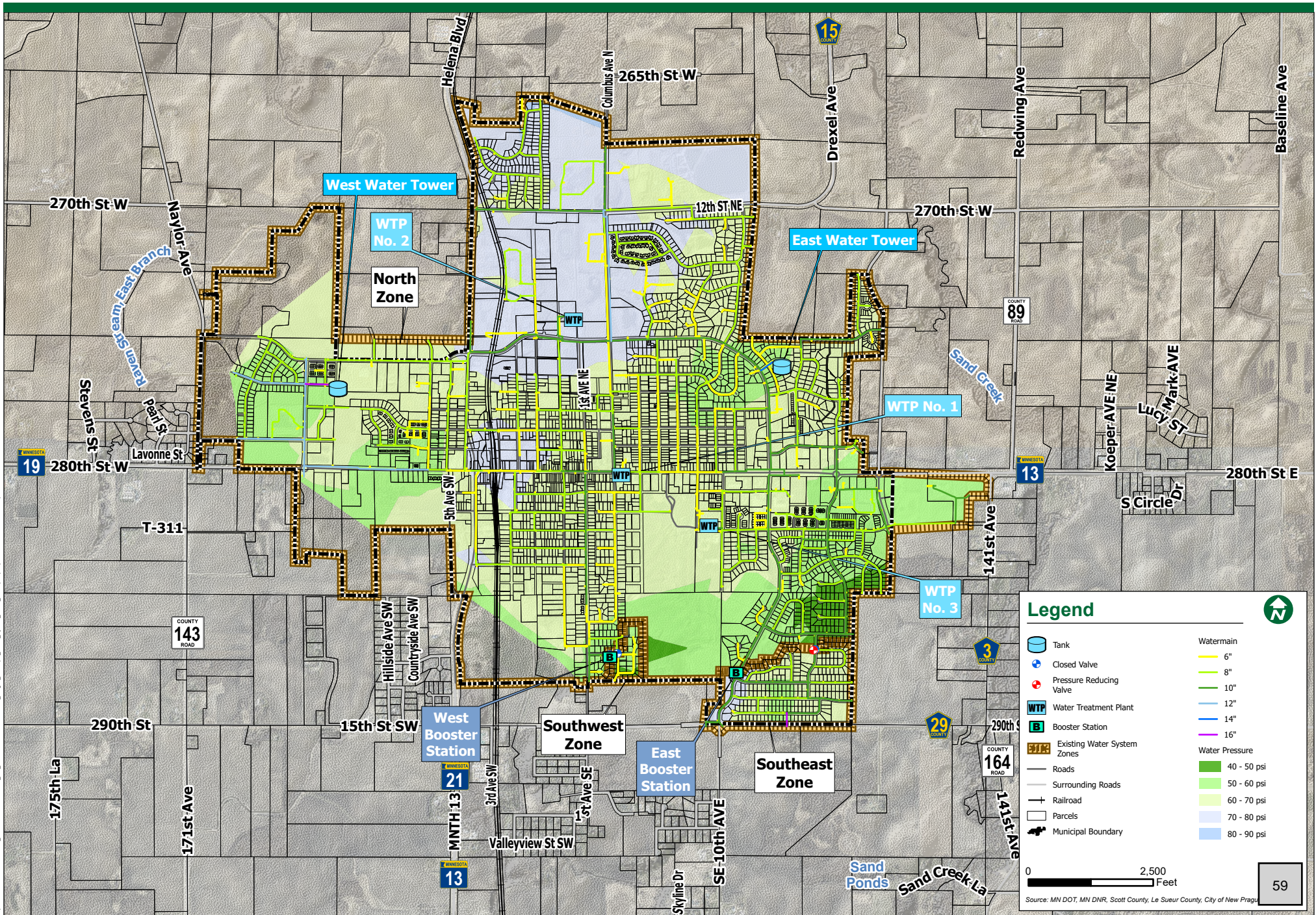
The model shows pressures throughout the distribution system are within acceptable ranges. Fire flow results show a few hydrants with fire flows below 1,000 gpm, all of which are in the southwest zone. Fire flows in the southwest zone could be improved by larger booster station pumps, the addition of a fire pump, or the consolidation of the southwest and southeast pressure zones into a combined southern pressure zone.

The storage analysis shows that the Public Utility is deficient by 0.25 MG in order to provide sufficient water for average daily demands and have additional storage for fire protection or other emergencies.



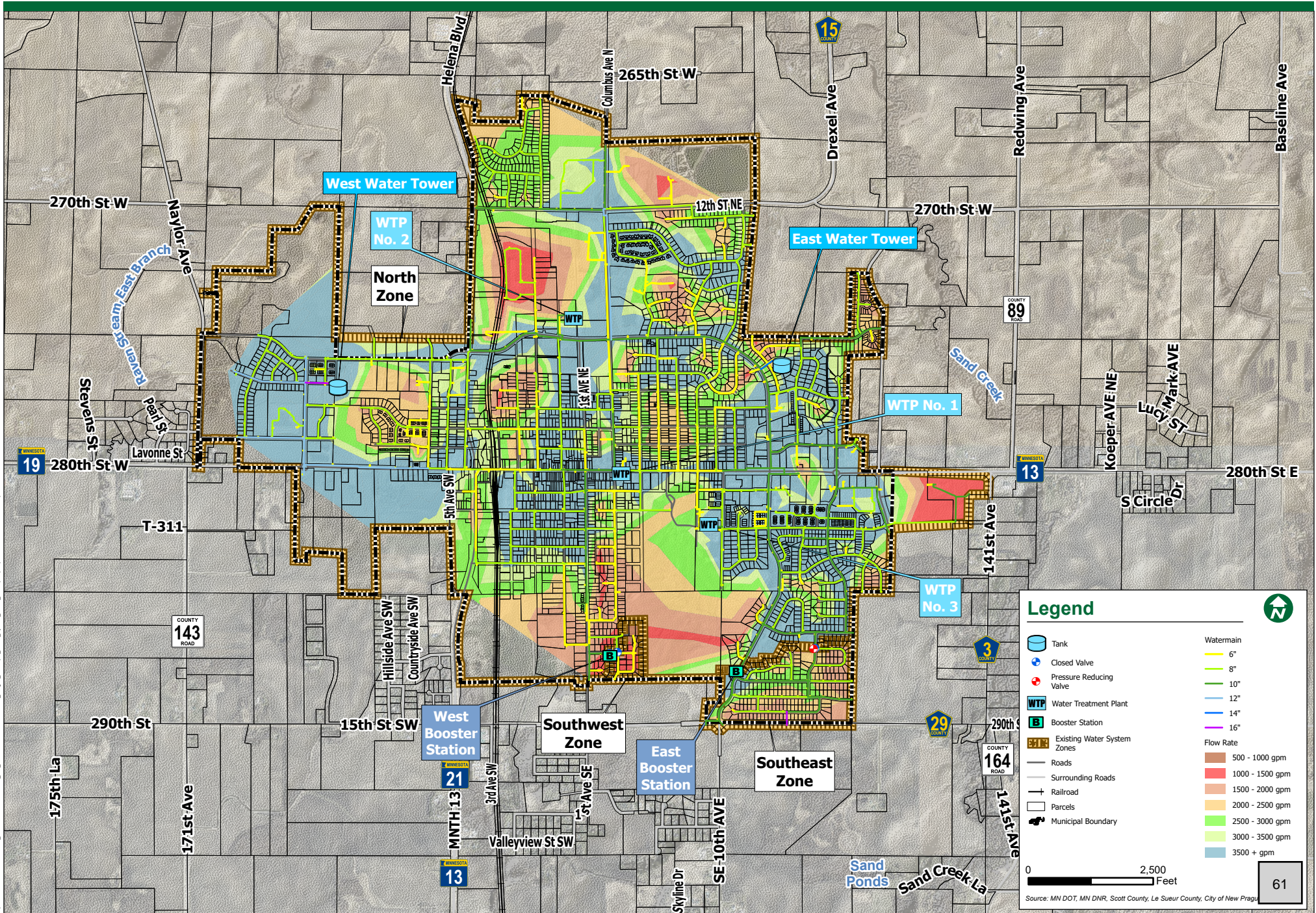
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IV. FUTURE WATER SYSTEM

A. GENERAL

This section details the proposed future water system for New Prague’s planned growth areas and the infrastructure required to serve the proposed demand. The proposed improvements are based on the projected water demands and design criteria discussed in Section II.

The future water model assumes that Water Treatment Plant No. 2 is decommissioned due to the age of the facility. The wells associated with this treatment plant may have a raw watermain installed to route the raw water to Water Treatment Plant No. 1 or No. 3, or the well may be sealed and abandoned. This report assumes that Well No. 4 and the ground storage tank near Water Treatment Plant No. 2 are not used. Well No. 4 is a Mt. Simon well, in 2021 the DNR limited the construction of new Mt. Simon wells; therefore, it is recommended this well be maintained.

By evaluating topographic maps and the proposed growth areas, it was determined that the two small pressure zones may be joined, along with the southern growth area, to make a two-pressure zone system. Therefore, the future system consists of the main north pressure zone and a south pressure zone. A topographic map showing the proposed break-line between the pressure zones is provided in Figure 4.1.

B. WATER SUPPLY

Recall that it is desirable to maintain a firm well capacity (capacity with the largest well out of service) greater than the projected maximum daily demand. The utility’s recommended firm capacity for the future system is 2.818 MGD or approximately 1,957 gpm.

As stated above, the status of well no. 4 needs further consideration. Since the city has multiple wells and multiple treatment plants it is important to look at the capacities of each treatment plant along with the capacity of the associated wells. Water Treatment Plant No. 1 has a capacity of 1,000 gpm, the associated wells have a total capacity of 1,410 gpm and a firm capacity of 900 gpm. Water Treatment Plant No. 3 has a capacity of 1,000 gpm, the associated wells have a total capacity of 1,500 gpm and a firm capacity of 500 gpm. The capacity of the treatment plants combined exceeds the future maximum daily demand. However, if the largest well is out of service the capacity of Treatment Plant No. 3 drops to 500 gpm. This results in the treatment plants having a firm pumping capacity of 1,500 gpm, which is less than the maximum daily demand. Therefore, it is recommended that an additional well be installed near Water Treatment Plant No. 3 with a minimum capacity of 500 gpm.

Alternatively, Treatment Plant No. 1 and No. 2 may be decommissioned and Treatment Plant No. 3 expanded to meet future maximum daily demands. In this case, Wells No. 1, No. 2, and No. 3 are decommissioned and the status of Well No. 4 needs further consideration. Wells No. 5 and No. 6 have a firm capacity of 500 gpm, therefore, additional supply wells with a combined capacity of 1,500 gpm are recommended to be added to the future system. This would give the future system a firm capacity of 2,000 gpm and a total capacity of 3,000 gpm at Treatment Plant No. 3.

While Water Treatment Plant No. 1 may be maintained, it is prudent to keep land north of Water Treatment Plant No. 3 for expansion purposes when Treatment Plant No. 1 is eventually decommissioned.

C. WATER STORAGE FACILITIES

Water storage requirements for the proposed future system using the approach described in Section II are summarized in Table 4.1. This analysis shows that New Prague’s proposed future system requires an additional 1.0 MG to be distributed between both pressure zones. Factors to consider when identifying locations for a water tower are higher elevation points, nearby large-diameter watermain, and city-owned land.

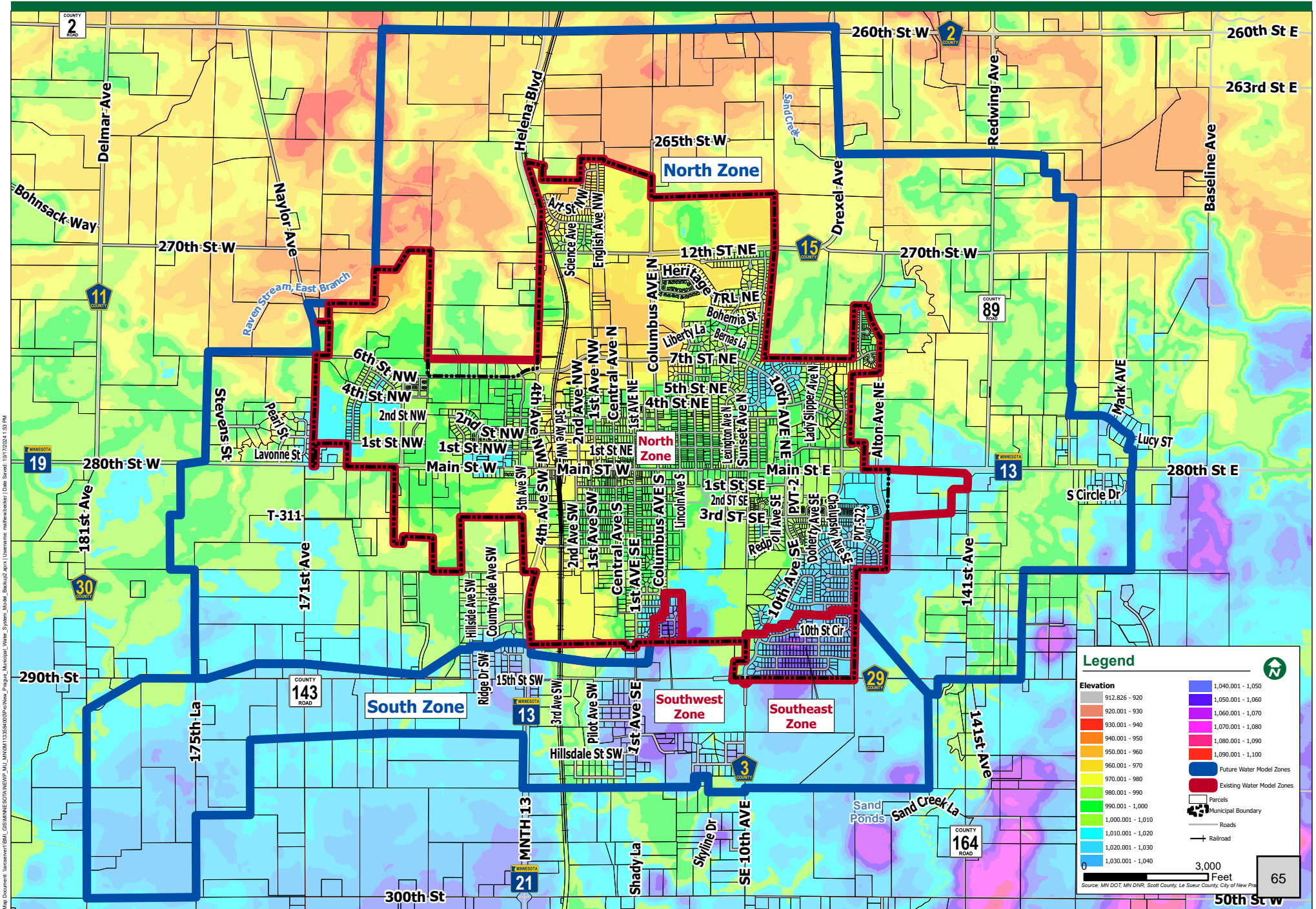
Table 4.1 – Current System Storage Evaluation		
		Current System
Fire Demand (gpm)		3,500
Maximum Daily Demand (gpm)	+	1,957
Total Coincident Demand (gpm)	=	5,457
Firm Supply (gpm) ⁽¹⁾	-	2,000
Withdrawal from Storage (gpm)	=	3,457
Fire Flow Duration (minutes)	x	180
Firefighting Storage (MG)	=	0.62
Equalizing Storage (average daily demand)	+	1.34
Total Storage Required (MG)	=	1.96
Available Storage (MG)	-	1.00
Storage Deficit (MG)	=	0.96
⁽¹⁾ Assumes a future firm capacity of 2,000 gpm with new wells and excludes the highest capacity well.		

D. WATER TREATMENT FACILITIES

The future system assumes that Water Treatment Plant No. 2 is decommissioned. As stated above in Section IV. B. Water Treatment Plant No. 3 needs an additional supply well in order to meet firm pumping capacity recommendations while maintaining Treatment Plant No. 1. However, if Treatment Plant No. 1 is decommissioned Treatment Plant No. 3 not only needs additional wells, but an expansion to increase the capacity of the treatment plant itself. The capacity should be increased by an additional 1,000 gpm, to a total of 2,000 gpm, to meet future maximum daily demands if Treatment Plant No. 1 is decommissioned.

E. WATER DISTRIBUTION SYSTEM

The future distribution system consists of watermains varying from 6 to 16 inches in diameter. The system is split into two pressure zones. The static high-water level is 1,159.5 feet above mean sea level for the main north pressure zone, and 1,180.0 feet above mean sea level for the south pressure zone. The south zone is fed by the southwest 10th Ave. booster station. The pressure tank in the booster station is assumed to be removed since the south zone will have an elevated storage tank. Each pressure zone has at least one water tower. Multiple pressure reducing valves (PRV) allow water to flow back into the north pressure zone should pressure in the main zone drop below the pressure setting of the PRVs.



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F. FUTURE SYSTEM WATER MODEL

The future system water model was developed to simulate the anticipated average daily demands and maximum daily demands. Figure 4.2 shows a map of the future system’s watermain sizes and major water system infrastructure.

1. Model Development

Future growth areas were added to the existing system. Infrastructure improvements were incorporated into the future system. The future system assumes a water tower to be installed near Water Treatment Plant No. 3 and a tower in the south pressure zone. Table 4.2 shows the anticipated demands of the north and south pressure zones. Based on the demand of the south zone, it is recommended that the tower for this zone be 0.50 MG to provide for average daily demands and some fire protection.

Table 4.2 – Future System Demand		
	Average Daily Demand (MGD)	Maximum Daily Demand (MGD)
Future North Zone	1.131	2.376
Future South Zone	0.211	0.442
TOTAL	1.342	2.818

The future system assumes the expansion of the southeast 10th Ave. booster station to manage future flows. Figure 4.2 shows an optional secondary booster location as a redundant supply source to the south pressure zone.

Watermain routes were added based on sanitary sewer routes shown in the 2024 Sanitary Sewer System Feasibility Study and parcel data. All small-diameter watermains of 4 inches and less were upsized to a minimum of 6 inches, and a new watermain was added at a minimum of 8 inches. The watermain near Water Treatment Plant No. 3 was increased to 16 inches to manage the flow for the entire system at peak flows and help provide fire flows to the north and south pressure zones. The 16-inch watermain was then extended until it tees with 12-inch trunk watermains along 3rd St SE, a 16-inch also branches off to the proposed water tower near Treatment Plant No. 3. A network of 12-inch trunk watermains extend to the existing water towers and 10th Ave. booster station. Several 10-inch watermains loop throughout the system.

2. Model Results

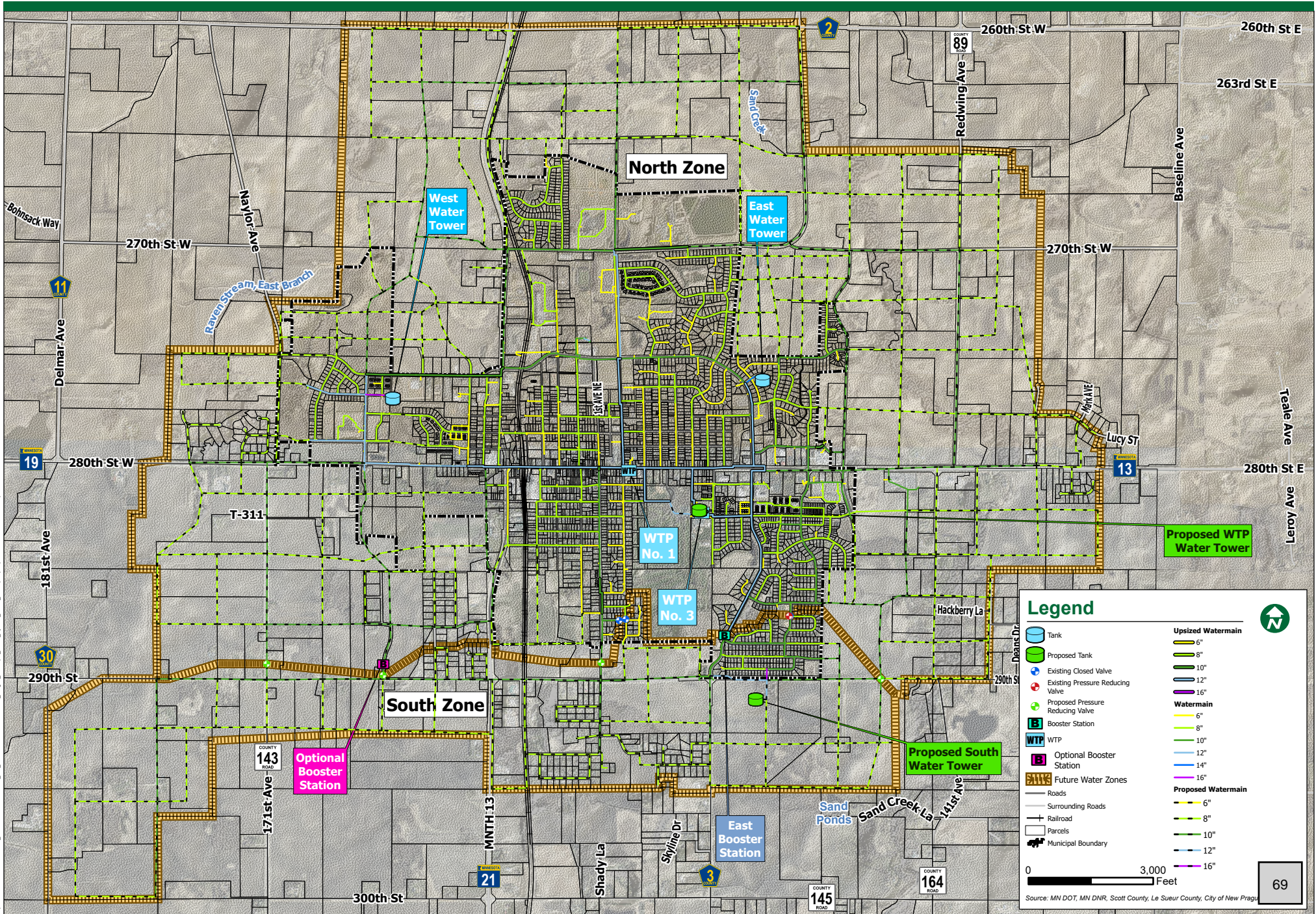
The model shows pressures within the desired pressure range throughout the system for both average daily demand and maximum daily demand. Pressure results are summarized in Table 4.3. Figures 4.3 and 4.4 show the average daily demand pressure and maximum daily demand pressures for the future system, respectively.

Table 4.3 – Future System – Pressure Results		
Pressure Zone	Pressures (psi)	
	Average Daily Demand	Maximum Daily Demand
North (Main) Zone	49 - 94, Avg. 70 ±7	42 - 86, Avg. 63 ±7
South Zone	51 - 80, Avg. 62 ±6	45 - 73, Avg. 55 ±6

Available fire flow in the main north zone is over 1,000 gpm for all hydrants, since small diameter watermains are increased. Fire flows in the south zone are also above 1,000 gpm with the addition of an elevated storage tank. The results for the north zone had the booster station off, as it was noted that fire flows upstream of the booster station, on the hydrants along Fairway Drive Southeast, were reduced with the booster station active. It is unlikely to have multiple fires simultaneously, so the available fire flow for the north zone is better represented with the booster station's fire pump off. Available fire flow results are summarized in Table 4.4. Figure 4.5 displays the maximum daily demand fire flow of the future system.

Table 4.4 – Future System – Fire Flow Results	
Pressure Zone	Fire Flow
	Maximum Daily Demand
North (Main) Zone	1,100 - 5,000+, Avg. 4,200 ±1,000
South Zone	1,000 - 5,000+, Avg. 3,800 ±1,300

Flow velocities are within acceptable ranges during maximum daily demands. Again, there is elevated head loss, above 10-ft/1,000-ft headloss, at the discharge line of Water Treatment Plant No. 3 during maximum daily demands with the pumps running. However, this is not the typical operation of the system and elevated headloss for short periods of time is not a concern.



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Legend

- Tank
- Proposed Tank
- Existing Closed Valve
- Existing Pressure Reducing Valve
- Proposed Pressure Reducing Valve
- Booster Station
- WTP
- Optional Booster Station
- Future Water Zones
- Roads
- Surrounding Roads
- Railroad
- Parcels
- Municipal Boundary

Upsized Watermain
6"
8"
10"
12"
16"

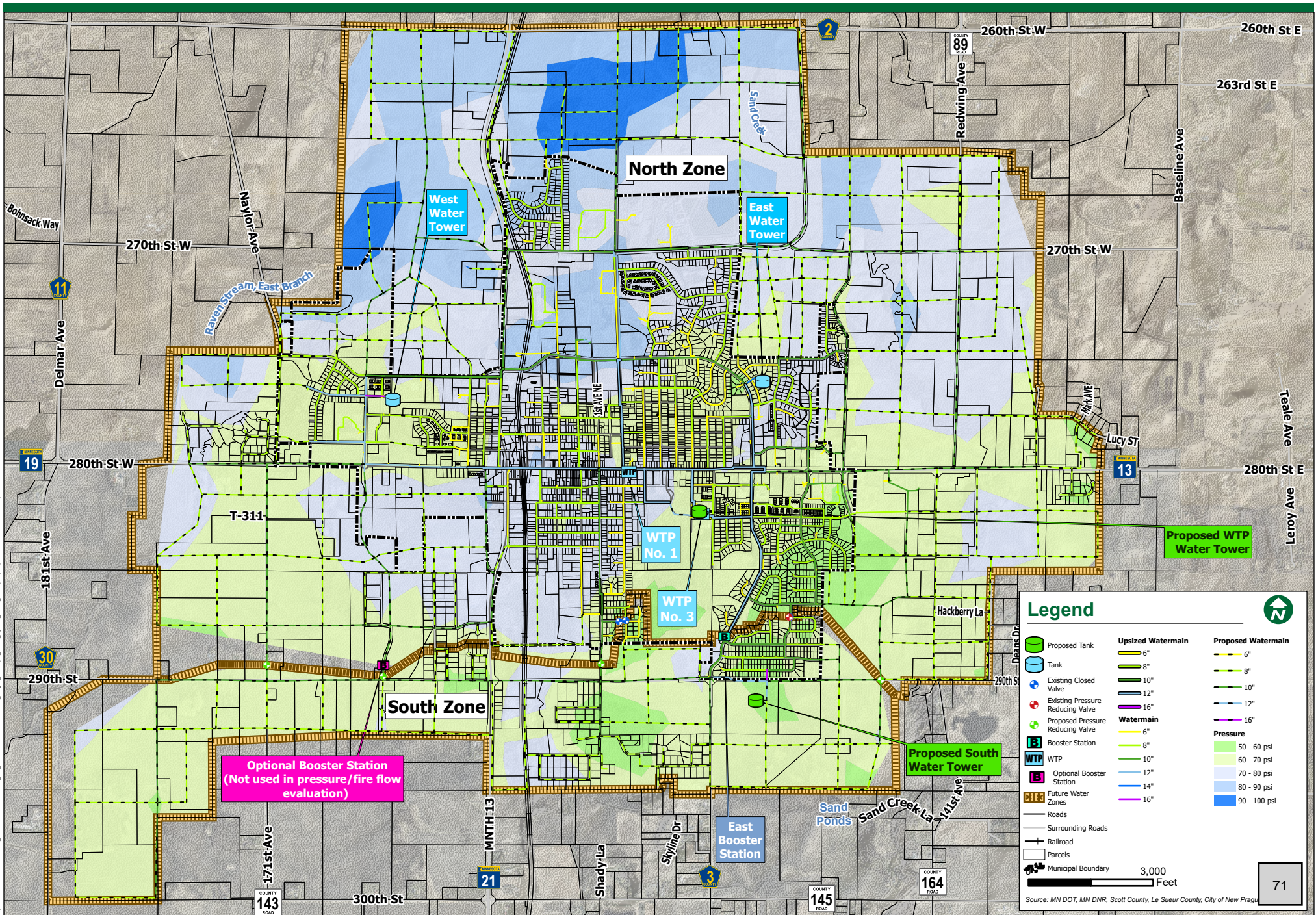
Watermain
6"
8"
10"
12"
14"
16"

Proposed Watermain
6"
8"
10"
12"
16"

0 3,000 Feet

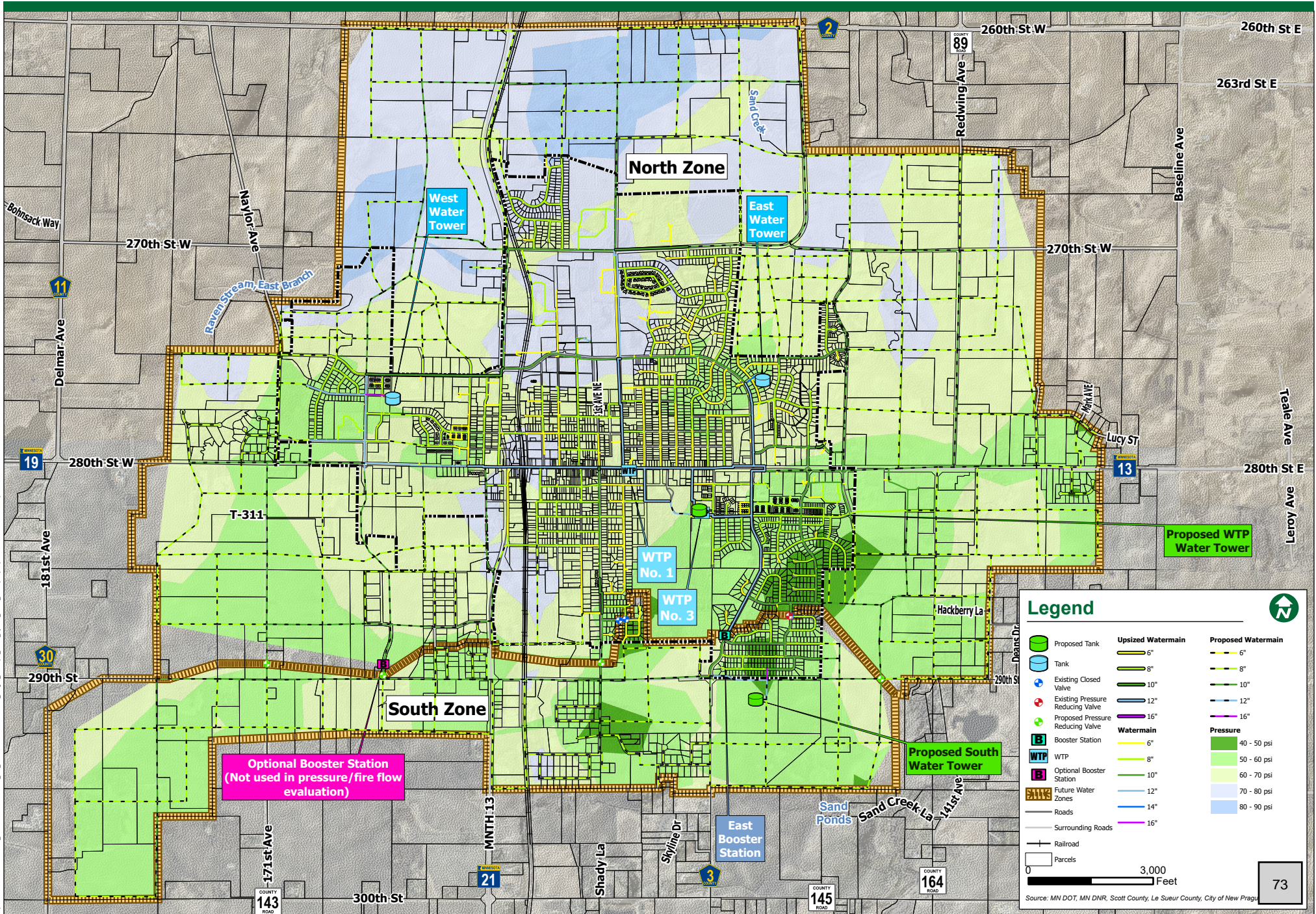
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Optional Booster Station
(Not used in pressure/fire flow evaluation)

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Optional Booster Station
(Not used in pressure/fire flow evaluation)

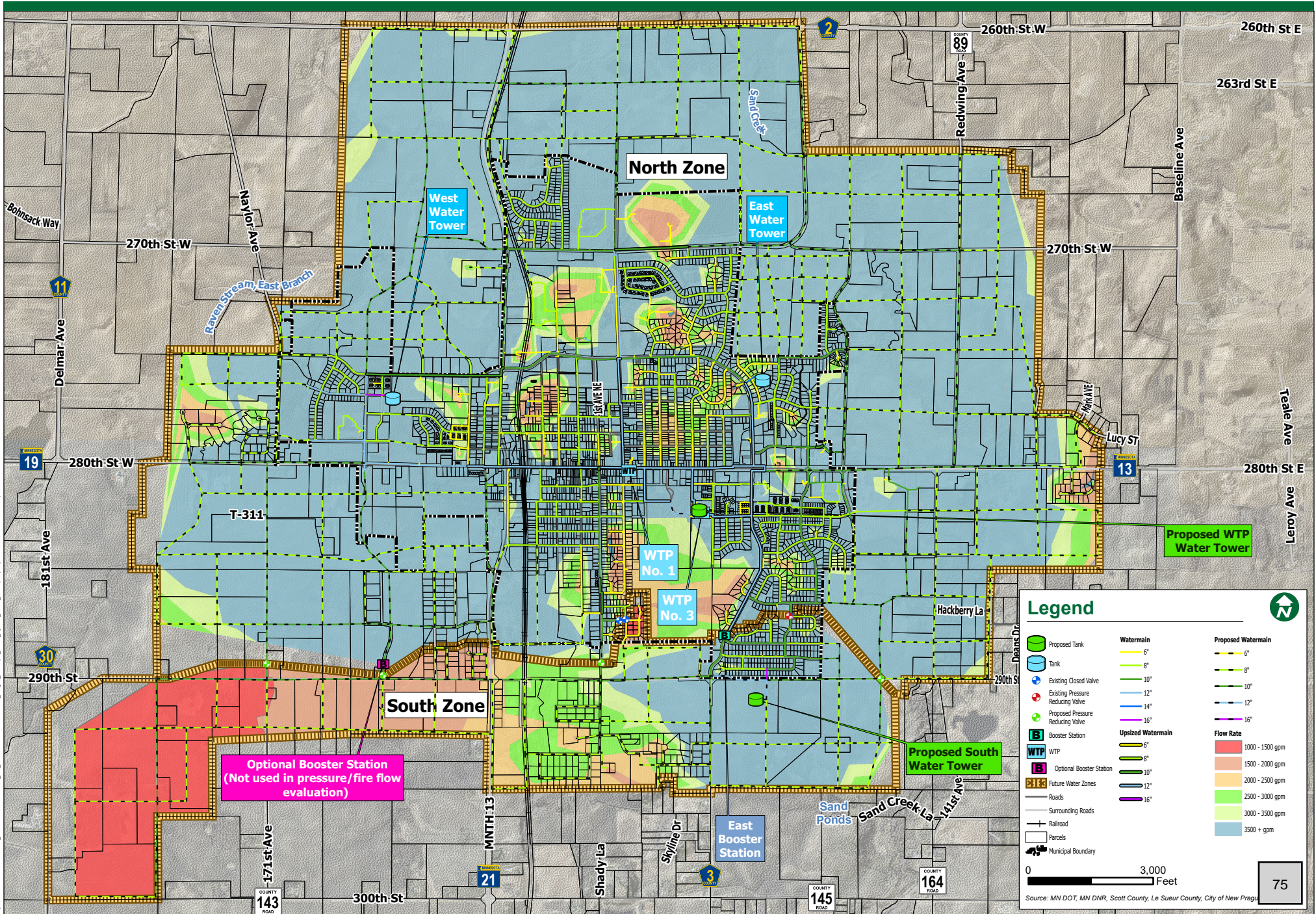
Legend

	Upsized Watermain	Proposed Watermain
	6"	6"
	8"	8"
	10"	10"
	12"	12"
	16"	16"
	Watermain	Pressure
	6"	40 - 50 psi
	8"	50 - 60 psi
	10"	60 - 70 psi
	12"	70 - 80 psi
	14"	80 - 90 psi
	16"	

0 3,000 Feet

Source: MN DOT, MN DNR, Scott County, Le Sueur County, City of New Prague

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V. OPINION OF PROBABLE COST

A. GENERAL

This section presents the general cost estimates for the water system improvements. The cost estimates provided in this section are preliminary cost estimates using 2024 costs. Water supply, storage, and treatment improvement costs should be evaluated during the preliminary engineering of each item.

B. COST ESTIMATES

Below are the opinions of probable construction costs based on estimated construction costs for 2024. Table 5.1 provides probable cost opinions for water supply and water storage recommendations.

While maintaining Treatment Plant No. 1 would save capital costs overall, there is additional risk the utility would be taking when using a facility that is over 84 years old and supply wells that are over 76 to 99 years old. As improvements are made, the condition and capacity of Treatment Plant No. 1 and the associated wells should be evaluated to determine long term viability of the supply and treatment. The land north of Water Treatment Plant No. 3 should be kept for expansion purposes when Treatment Plant No. 1 is eventually decommissioned.

While constructing a ground storage tank in the form of a clearwell would save capital costs, there is additional operation and maintenance costs associated with pumps required to pump the water into the distribution system and associated power consumption. Additional pumps would be necessary to transfer the water from the clearwell to the distribution system. The clearwell could be the site of the future Treatment Plant No. 3 expansion for when Treatment Plant No. 1 is decommissioned. The storage tank costs utilized for this report should be re-evaluated at the time of design to ensure it is sized correctly and that the proper reservoir is constructed.

In the event Treatment Plant No. 1 is decommissioned, the cost to route the wells to Treatment Plant No. 3 is approximately \$300,000 for 3,100 feet of 8-inch watermain for each well, rerouting the wells would have additional electrical costs for remote panels. The estimated cost to seal and abandon Well No. 1, No. 2, and No. 3 is \$250,000 total. Based on rough cost estimates and the age of the wells, it is deemed more cost-effective to seal and abandon these wells and construct new wells.

The cost to install raw watermain from Well No. 4 near Water Treatment Plant No. 2 to Treatment Plant No. 3 is approximately \$720,000 for 7,500 feet of 8-inch watermain. The cost to install raw watermain from Well No. 4 to Water Treatment Plant No. 1 is approximately \$450,000 for 4,700 feet of 8-inch watermain

Table 5.1 – Opinion of Probable Cost – Water Supply and Storage		
Item	Cost Estimate – Clearwell	Cost Estimate – Water Tower
Construct 1,000 gpm Well	\$1,200,000	\$1,200,000
0.5 MG Tower – South Zone	\$3,750,000	\$3,750,000
Alternative: 0.5 MG Clearwell ⁽¹⁾ – Water Treatment Plant No. 3	\$2,000,000	-
Alternative: 0.5 MG Tower – Water Treatment Plant No. 3	-	\$4,250,000
Subtotal	\$6,950,000	\$9,200,000
25% Contingency	\$1,750,000	\$2,300,000
20% Admin/Engineering/Legal	\$1,750,000	\$2,300,000
TOTAL	\$9.5M – \$11.5M	\$12.5M – \$15M
⁽¹⁾ Ground storage tanks and clearwells have additional O&M costs associated with pump maintenance and power consumption compared to elevated storage tanks.		

Table 5.2 provides probable cost opinions to install the future watermain as seen in Figure 4.2 - Future Water System Map. These cost opinions include mobilization, street restoration, and other associated costs for installing the watermain; however, they do not account for smaller diameter lateral watermain and service lines to homes and businesses associated with future developments.

Table 5.2 – Opinion of Probable Cost - Watermain		
Watermain Size	Linear Feet	Cost Estimate
6-inch	1,480	\$140,000
8-inch	309,220	\$29,380,000
10-inch	116,660	\$11,670,000
12-inch	23,720	\$2,500,000
16-inch	160	\$30,000
Subtotal		\$43,720,000
25% Contingency		\$10,000,000
20% Admin/Engineering/Legal		\$10,000,000
TOTAL		\$60M – \$65M

Table 5.3 provides cost opinions for the 10th Ave. booster station improvements and additional PRV stations. The 10th Ave. booster station improvements involve replacing the existing pumps with slightly larger pumps, removing the pressure tank, adding fire pumps, replacing pipe and valves, and electrical improvements. The PRV station costs include the structure, pressure reducing valve, piping, and isolation valves.

Table 5.3 – Opinion of Probable Cost – Booster Station, and PRV	
Item	Cost Estimate
10 th Ave. Booster Station Improvements	\$500,000
PRV Structure and Valve (approx. \$60,000 each)	\$250,000
Subtotal	\$750,000
25% Contingency	\$200,000
20% Admin/Engineering/Legal	\$200,000
TOTAL	\$1M – \$1.5M

If Water Treatment Plant No. 1 is decommissioned, then Treatment Plant No. 3 should be expanded to increase its capacity by 1,000 gpm. Table 5.4 provides cost opinions for the expansion of Water Treatment Plant No. 3. This includes additional building space, filter equipment, and electrical equipment.

Table 5.4 – Opinion of Probable Cost – Water Treatment Expansion	
Item	Cost Estimate
Water Treatment Plant No. 3 Expansion	\$10,000,000
Subtotal	\$10,000,000
25% Contingency	\$2,500,000
20% Admin/Engineering/Legal	\$2,500,000
TOTAL	\$13.5M – \$16.5M

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VI. IMPLEMENTATION

A. GENERAL

Planning for significant infrastructure requires a robust capital improvements plan (CIP) to couple proper timing of new and replacement system components with the ability to absorb associated costs. A three-phase approach is recommended to balance financial preparedness with the needs described in this report. Note an updated rate study is often necessary to align income with proposed system improvement expenditures.

B. PHASING OF IMPROVEMENTS

Phase I includes the construction of a supply well and clearwell at Water Treatment Plant No. 3 and the expansion of the water distribution system in the immediate five-year horizon. In the following ten years, the city should plan to address Phase II, which includes additional storage needs and further expansion of the distribution system. This sequencing allows the funding source time to build adequate funds. Phase III includes any improvements to the distribution system that remain after fifteen years. This phasing assumes Treatment Plant No. 1 is maintained and an expansion of Treatment Plant No. 3 is not required until after this phasing sequence.

Note that increasing pipe size in the network is a substantial part of the future need and is typically most efficiently accomplished by incorporating it into future street reconstruction projects to the extent possible. Pipe sizing in growth areas can simply incorporate recommended diameters as part of the initial street and municipal infrastructure construction. Storage and pressure boost components may need to be accelerated to permit growth in certain areas.

Table 6.1 – Recommended Phasing of Water System Improvements	
Phase I - Supply Well, Clearwell, and Water Distribution Expansion	\$25M
Phase II - Additional Tower and Further Distribution Expansion	\$25M
Phase III - Remaining Improvements to Distribution System	\$25M
Total Anticipated Probable Costs Over Next 20+/- Years	\$75M

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118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KYRA CHAPMAN – PLANNER
SUBJECT: REQUEST FOR AN AMENDMENT TO CONDITIONAL USE PERMIT #C8-2004 TO ALLOW ADDITIONAL OUTDOOR SEATING FOR FOOD AND DRINKING SERVICES AND VARIANCE #V1-2025 TO REQUEST A PERGOLA IN THE FRONT YARD OF 825 1ST ST SE, AS PROPOSED BY JPV PROPERTIES LLC.
DATE: JANUARY 27, 2025

Planning Commission Summary

JPV Properties LLC recently purchased the property at 825 1st St SE, which was previously where Smoke & Fire operated. Current owner and applicant, JPV Properties LLC, is requesting an amendment to #C8-2004 to allow an outdoor patio north of the existing building for drinking and dining purposes. The outdoor patio would be fenced-in, amassing approximately 811.67 sq ft (20’ x 40’ 7”) and consist of a firepit, two garage doors into the building, and a 12’ x 40’ 7” pergola. They are also requesting variance V1-2025 to allow the pergola to be located in the front yard of their property.

At the Planning Commission meeting on January 22, 2025, the request for the Amendment to the Conditional Use Permit #C8-2004 and Variance #V1-2025 at 825 1st St SE in the B2 – Community Commercial Zoning District, was recommended for approval by a vote of (3-0).

At the public hearing, JPV Properties, LLC stated that they would add a door as well as two garage doors to the north of their building so customers could access the fenced-in patio. They hope to have their business open sometime in March. They currently have a business in Delano, which is called Brickside Grille & Tap. In New Prague the restaurant will be called Brickside 19 and they intend to have similar food such as pizza and burgers.

The Planning Commission’s recommendation for approval is contained in the drafted resolution for the Council’s consideration.

Recommendation

The Planning Commission recommends approval of the attached resolution “...Approving the Amendment to Conditional Use Permit #C8-2024 and Variance V1-2025...”.

RESOLUTION #25-02-03-02

**RESOLUTION OF THE NEW PRAGUE CITY COUNCIL
APPROVING THE AMENDMENT TO CONDITIONAL USE PERMIT #C8-2004 AND
VARIANCE #V1-2025 TO ALLOW ADDITIONAL OUTDOOR SEATING FOR FOOD
AND DRINKING SERVICES AND A PERGOLA TO BE LOCATED IN THE FRONT
YARD OF 825 1ST ST SE IN THE B2 – COMMUNITY COMMERCIAL DISTRICT, AS
PROPOSED BY JPV PROPERTIES LLC**

WHEREAS, JPV Properties LLC, applicant and owner of the following real estate in the County of Le Sueur to wit:

Lot 2, Block 1, East Town Plaza, LeSueur County, Minnesota

are requesting an amendment to their conditional use permit to allow additional outdoor seating for food and drinking services and a variance to allow a pergola in the front yard, located at 825 1st St SE in the B2 – Community Commercial Zoning District, which is located on the above real estate; and,

WHEREAS, the New Prague Planning Commission has completed a review of the application and made a report pertaining to said request Amending #C8-2004 and #V1-2025, a copy of said report has been presented to the City Council; and,

WHEREAS, the New Prague Planning Commission on the 22nd day of January, 2025, following proper notice held a public hearing regarding the request, and following due consideration of presented testimony and information, voted unanimously (3-0) to forward the matter to the City Council with a recommendation for approval subject to the findings and conditions contained in staff report Amending #C8-2004 and #V1-2025; and,

WHEREAS, the New Prague City Council finds related to the conditional use permit:

- A. The proposed addition for outdoor seating for eating and drinking services will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area, as the additional areas will accommodate more areas for outdoor seating.
- B. The restaurant is adjacent to business uses on its south and east sides, which are zoned in the same B2 Community Commercial Zoning District. The proposed patio will not cause concern to existing residential properties to the south, west, and north as they are separated by roads. Therefore, the patios will blend with the current structure and will be sufficiently compatible with

residential homes in the area.

- C. The proposed building addition and site will have a similar appearance and will blend with existing restaurants, buildings, and sites, the appearance of which have not had an adverse impact on adjacent residential property in the past.
- D. The restaurant use has already been established on the site for over 20 years and no new uses, as defined by the zoning ordinance, will be established as a result of the new outdoor patio for outdoor seating with eating and drinking services.
- E. The use is consistent with the zoning ordinance because restaurants are specifically listed as a permitted use within the B2 Community Commercial Zoning District, and the proposed new patio for eating and drinking is a conditional use and conforms to Outdoor Seating Performance Standards identified in the Outdoor Seating for Food Service Businesses and Drinking Establishments set forth in the zoning ordinance.
- F. The use is not in conflict with the comprehensive plan because restaurants are specifically listed as permitted use within the B2 district while patios for eating and drinking are a conditional use, as well as the land use which the property is guided to in the Comprehensive Plan. The proposed building addition will provide 30 additional seats in the outdoor dining area but under Outdoor Seating Performance Standards it states that no additional parking is required for thirty (30) outdoor seats or less. Any additional seating over thirty (30) seats shall provide required parking based on one (1) space per three (3) seats. In this case, no unreasonable traffic hazards or congestion will be created due to the additional seating.
- G. Adequate utilities, access roads, drainage and necessary facilities have been provided.

WHEREAS, the New Prague City Council finds related to the variance to allow a pergola in the front yard of the property:

- A. The requested variance is in harmony with the general purposes and intent of this Ordinance because accessory structures is a permitted accessory use in the B-2 Community Commercial Zoning District.
- B. The requested variance is consistent with the comprehensive plan because a pergola is a permitted accessory use in the B-2 Community Commercial Zoning District.
- C. The applicant will continue to use the property in a reasonable manner in that the variance is needed to allow the accessory structure to be in the front yard of the property, of which the property has two front yards.
- D. Unique circumstances apply to this property over which the applicant had no control and which do not generally apply to other properties in the same zoning district because the property has two front and two side yards while some other properties in the B-2 District have rear yards.
- E. The variance does not alter the essential character of the neighborhood because surrounding land in the B-1 and B-2 District allow outdoor dining and the outward appearance of the site will not look drastically different from other businesses that have outdoor dining spaces
- F. The variance requested is the minimum variance which would alleviate the practical difficulties because it would allow the pergola to be located in the front yard of 825 1st St SE, which does not have any rear yards as opposed to other properties that are not abutting two frontages.

WHEREAS, the New Prague City Council approves the request with the following conditions:

1. All original conditions of the Conditional Use Permit C8-2004 from 2004, 2006, and 2008 will remain.
2. Approval is subject to the site plan dated 1/3/2025 on file with the New Prague Planning Department which complies with the requirements of Section 733 of the Zoning Ordinance.

State of Minnesota)

)ss.

(CORPORATE ACKNOWLEDGMENT)

County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Kyra J. Chapman
City of New Prague
118 Central Ave. N.
New Prague, MN 56071
(952) 758-4401



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: PLANNING COMMISSION
FROM: KYRA CHAPMAN - PLANNER
SUBJECT: REQUEST FOR AN AMENDMENT TO CONDITIONAL USE PERMIT #C8-2004 TO ALLOW ADDITIONAL OUTDOOR SEATING FOR FOOD AND DRINKING SERVICES AND A VARIANCE #V1-2025 TO REQUEST A PERGOLA IN THE FRONT YARD OF 825 1ST ST SE, AS PROPOSED BY JPV PROPERTIES LLC.
DATE: JANUARY 7, 2025

Background

In December 2024, JPV Properties LLC purchased the property at 825 1st St SE, which was most recently where Smoke & Fire operated. The property owner intends to run a Class III restaurant at the location with a new outdoor patio on the north side of the existing building. To accommodate the new patio, JPV Properties LLC is requesting an amendment to conditional use permit C8-2004 for the 20’ x 40’ 7” patio, which would consist of a 12’ x 40’ 7” pergola, firepit, and two garage doors. The applicant is also requesting a variance to allow the pergola to be located in the front of their building. All the new amenities would help attract customers to the business.

The property has received conditional use permits in the past. In 2004, Extreme Investors of New Prague and Marv and Kim Deutch applied for a conditional use permit to construct a multi-tenant commercial facility (strip mall) and a restaurant on Lots 1 and 2 of East Town Plaza. In 2006, C8-2004 was reopened to request a southern building addition to provide more space at the restaurant for the bar area, freezer, pool tables/darts as well as enclosure the garbage/recycling area. The conditional use permit was reopened again in 2008 to include a screened porch on the east side of the property and to allow eating and drinking at their existing outdoor patios (south and east of the property). The applicant does not intend to utilize the existing south and east patio areas. The east patio is too narrow for customers or employees to easily pass tables, and the south patio has an undesirable view of the parking lot and refuse enclosure.

Legal Description

Lot 2, Block 1, East Town Plaza, LeSueur County, Minnesota

Street Location

JPV Properties LLC – Request to re-open CUP # C8-2004 - Additional outdoor seating for food and drinking services
1/22/25 Planning Commission meeting
Page 1 of 18

The street location of this property is 825 1st St SE New Prague, MN 56071.

Lot Size

The property, owned by JPV Properties LLC of New Prague, is on a parcel of land that consists of 1.5 Acres.

Zoning

Property 825 1st St SE is zoned B-2 Community Commercial District and within that district Restaurants Class I, II, and III (Fast Food, Sit Down Without Liquor/Entertainment, and Sit Down With Liquor/Entertainment) are a permitted use. Outdoor seating for food service business and drinking establishments are listed as a conditional use and must follow section 733 of the Zoning Ordinance. Any additional changes made to the existing conditional use permit requires an amendment.

Pergolas are considered accessory buildings and structures and thus must follow section 711 of the Zoning Ordinance. The Zoning Ordinance states that accessory structures cannot exceed the height of the principal building and that they must be placed to the rear of the principal building subject to building and fire zone regulations. The property does not have a rear yard. Instead, the property has two front yards (north and south) and two side yards (east and west). The applicant is requesting a variance to allow a 12' x 40' 7" pergola to be located 10' away from the north property line. In the site plan, the pergola appears to be slightly outside the fenced in area on three sides. The pergola may encroach into the 10' drainage and utility easement as long as the footings are outside the easement. Eaves are permitted encroachments.

In Business Districts, accessory structures (pergolas) must be a minimum of 6' away from the principal building, otherwise it is considered an integral part of the structure, and therefore, would have to meet district setbacks. The proposed pergola will be approximately 6' away from the principal building.

The gas-powered fire pit will be located in the middle of the outdoor patio area. Gas-powered fire pits do not have setback requirements.

The existing monument sign along Main St E/TH19 will be removed to make room for the patio area. If the property owner ever intends to construct a new monument sign, they will need to follow Zoning Ordinance 718 (3)(C).

Although the fenced-in patio is 10' away from the north property line, the patio is very far away from the street of TH19. There is a huge right-of-way between the actual highway to the fenced-in patio, lessening the visual impact. The fenced-in patio would be about 19' from the sidewalk in the MnDOT TH19 right-of-way or approximately 48' from the actual street. It's not like typical residential properties that are usually 12' away from the property line to the actual road.

Outdoor Seating Performance Standards

Restaurants and drinking establishments that provide outdoor seating must follow the performance standards found in section 733 of the Zoning Ordinance, which is as follows:

733 Outdoor Seating for Restaurants and Drinking Establishments

1. Restaurants, drinking establishments, and restaurants, may provide outdoor seating for their patrons with an approved Conditional Use Permit provided that the following requirements are met:
2. For all establishments:
 - A. The seating shall be located on private property and outside of any recorded easement areas and demonstrated on a site plan.
 - B. The seating shall consist of good quality patio or café type furniture that enhances the appearance of the business.
 - C. No beverages or food shall be served to persons outside of the designated outdoor seating area.
 - D. The seating area, if not slab on grade, shall be subject to applicable setback requirements.
 - E. The seating area shall have a permanent surface of concrete, asphalt, wood or other fabricated construction material.
 - F. The seating shall be located so as not to compromise safety. Seating shall not obstruct the entrance or any required exits or be located on landscaping or parking areas. If located on private sidewalks or walkways, it shall be located so as to leave a minimum of a four foot (4') wide passageway for pedestrians. Applicable building and fire codes for ingress and egress shall be met.
 - G. No additional parking is required for 30 outdoor seats or less. Any additional seating over 30 seats shall provide required parking based on one space per three seats.
 - H. The outdoor seating area shall be subordinate to the principal use and shall not exceed 40 percent of the square footage of the principal use building space.
 - I. Noises on the outdoor seating area shall be subject to City Code Section 92.18(S).
 - J. Lighting shall be permitted to the extent that it only illuminates the designed area. Lighting must otherwise meet the standards listed in Section 704 of this Ordinance for Glare.
 - K. The business owner or designated person shall inspect the premises on a daily basis including all adjacent streets, sidewalks, alleys, parking areas and sidewalks within 100 feet and remove all litter. Appropriate receptacles for rubbish, garbage, cigarette paraphernalia, etc. must be provided in close proximity to the outdoor seating area.
 - L. Additional conditions may be imposed by the City and listed on the approved conditional use permit including but not limited to hours of outdoor seating area use and additional screening or buffering to residential zoned or used areas.
 - M. No external music, live or recorded, shall be allowed after 10:00PM. It also shall not be audible from a distance of more than 50' from the edge of the defined patio area at any time.
3. For establishments with liquor licenses the following regulations apply in addition to those listed above:
 - A. The seating shall be located in a compact and contiguous location to the principal structure. No alcoholic beverages shall be served or consumed in an outdoor seating area unless the liquor license approved by the City specifies the compact and contiguous location.
 - B. The outdoor seating area shall be defined with the use of landscaping and permanent attractive fencing which is a minimum of four feet in height with at least 50 percent

opacity that contains the tables and chairs for the use as demonstrated on a site plan. It shall also prohibit the free passage of any person or substance from the area.

- C. No alcoholic beverages shall be served to persons outside of the designated outdoor seating area or those not seated at tables. Signage shall be posted that restricts consumption of alcohol outside of the designated outdoor seating area as approved by the Conditional Use Permit.
- D. Bars are prohibited in outdoor seating areas (with the exception of a service bar for the exclusive use of the establishment’s employees).
- E. Patrons shall only access the outdoor seating area through the interior of the main building and seated by wait staff if at full service restaurants. No other ingress or egress shall be allowed other than required emergency exits.

The Zoning Ordinance requires that the outdoor patio space must be outside the drainage and utility easements. There is a 10’ easement to the north and approximately 93’ 6” easement to the east. The footings of the pergola and the outdoor patio area must be located outside all drainage and utility easements; however, eaves of the pergola are a permitted encroachment.

The fence that will surround the patio area must be a minimum of 4’ tall that has an opacity of at least 50%.

Plans show that patrons will be able to enter the fenced in patio by first going through the restaurants. Customers will be able to access the patio by going through the restaurant and utilizing the northern doors or the two garage doors. There is an emergency exit on the east side of the fence, leading to the existing sidewalk. Customers may not enter from the emergency exit.

Parking

According to section 733 (2) (G) of the Zoning Ordinance, no additional parking will be required for 30 outdoor seats or less. Any additional seating above 30 will require one parking stall per three seats. The diagram they provided on 1/3/25 shows a total of 30 outdoor seats, therefore, no additional parking is needed.

Neighborhood Conditions

North – Greenway Park, RL90- Single Family Residential District, B2-Community Commercial District

South – B2-Community Commercial District, RM-Medium Density Residential District (PUD)

East – B2-Community Commercial District, RH-High Density Residential District

West – RL90- Single Family Residential District, RM-Medium Density Residential District (PUD), RH-High Density Residential District

There are a few businesses in the B-1 and B-2 Zoning District that have outdoor patio areas approved through a conditional use permit. For instance, there is 1319 Woodfire Tavern at 125 E Main St, Local 105 at 105 Main St E, Outlaw Saloon at 103 Main St W, Sugar Rose Bakeshop at 120 Main St W, and Giesenbrau Bier Co. at 1306 1st St NE.

Relatively close to the subject property, Giesenbrau Bier Co. was approved through conditional use permit #C3-2016 (as amended), allowing outdoor seating for dining and drinking. Their outdoor patio is located in the front yard along Main St E/TH 19. A variance was not needed because no accessory structure was being proposed. Giesenbrau Bier Co. has sunshade sails attached to their building and fence, providing shade for their customers, serving a similar purpose as a pergola. In other words, the proposed pergola at 825 1st St SE will not drastically change the look of the neighborhood.



Giesenbrau Bier Co. Patio - Looking North from TH19/Main St – Google Street View

Staff Comments

Utilities General Manager Bruce Reimers, Public Works Director Matt Rynda, Police Chief Tim Applen were solicited for comment, but none were received at the time of this report.

City Engineer Chris Knutson stated on 1/3/25 that there are no stormwater concerns since it’s a fairly small area and right next to the pond. He’d like to see how the applicant intends to address grading in the area. There is a steep sidewalk (probably non-compliant) on the east side and the FFE of the building will likely be quite a bit higher than existing ground. As a suggestion, he recommended that the applicant consider connecting the two patio areas with a new walk and constructing new steps leading down to the sidewalk along Main Street. Alternatively, he recommends removing it and connecting it to the existing sidewalk along the parking lot. He is not sure they can get that walk complaint otherwise.

Building Official Comments

Building Official Scott Sasse provided the following email message on 12/13/2024:

In reviewing the proposed outdoor patio at 825 1st SE , I have found that a few things will need to be looked in to. First we will require a report from a current MN licensed structural engineer detailing the addition of the overhead door openings in the northwest corner exterior wall of the building. An HVAC engineering report will be required to confirm if any adjustments will be needed in the HVAC system due to the 2- new large openings in the wall and how that could affect the existing ventilation parameters. The overhead doors will have to adhere to the U-factor/fenestration ratings of the current MN Energy code. Emergency exit out of patio area shall be labeled with “Emergency Exit Only” signage as well as out swinging gate with panic hardware installed according to MSBC 1010.1.10.1. An adjusted seating chart of the existing space maybe required to find an exact occupant load of the

building after the proposed changes. We'll need to confirm if the existing plumbing system is sufficient for the new occupant load.

MnDOT Comments

On 1/3/2025, Angela Piltaver from MnDOT stated that it appears that the plans are outside the MnDOT right-of-way. She is waiting for confirmation from their functional group lead since some sidewalks are located at the back of the MnDOT right-of-way. If it is not in the MnDOT right-of-way, there wouldn't be any comments on the minor encroachment of eaves into that space. Piltaver inquired about the drainage on the site. She wanted to know where it drains...Is there enough runoff storage for the stormwater pond?... Is there sufficient capacity for the increased runoff?

Variance Criteria

(To allow the pergola in the front yard.)

The Zoning Ordinance defines a variance as follows: A modification or variation of the provisions of this Ordinance where it is determined that by reason of unique circumstances relating to a specific lot, that strict application of the Ordinance would cause practical difficulties. Practical difficulties is a legal standard set forth in law that cities must apply when considering applications for variances. To constitute practical difficulties, all three factors of the test must be satisfied, which are reasonableness, uniqueness and essential character. The Zoning Ordinance's criteria addresses these standards.

- A. The variance is in harmony with the general purposes and intent of this Ordinance. (The requested variance is in harmony with the general purposes and intent of this Ordinance because accessory structures is a permitted accessory use in the B-2 Community Commercial Zoning District.)
- B. The variance is consistent with the comprehensive plan. (The requested variance is consistent with the comprehensive plan because a pergola is a permitted accessory use in the B-2 Community Commercial Zoning District.)
- C. The applicant proposes to use the property in a reasonable manner not permitted by this Ordinance, the City Code or the City Subdivision Ordinance. (The applicant will continue to use the property in a reasonable manner in that the variance is needed to allow the accessory structure to be in the front yard of the property, of which the property has two front yards.)
- D. Unique circumstances apply to the property which do not apply generally to other properties in the same zone or vicinity and result from lot size or shape, topography or other circumstances over which the owner of the property since enactment of this Ordinance has had no control. The unique circumstances do not result from the actions of the applicant. (Unique circumstances apply to this property over which the applicant had no control and which do not generally apply to other properties in the same zoning district because the property has two front and two side yards while some other properties in the B-2 District have rear yards.)

- E. The variance does not alter the essential character of the neighborhood. (The variance does not alter the essential character of the neighborhood because surrounding land in the B-1 and B-2 District allow outdoor dining and the outward appearance of the site will not look drastically different from other businesses that have outdoor dining spaces.)

- F. That the variance requested is the minimum variance which would alleviate the practical difficulties. Economic conditions alone do not constitute practical difficulties. (The variance requested is the minimum variance which would alleviate the practical difficulties because it would allow the pergola to be located in the front yard of 825 1st St SE, which does not have any rear yards as opposed to other properties that are not abutting two frontages.)

- G. The Board of Adjustment may impose such conditions upon the premises benefited by a variance as may be necessary to comply with the standards established by this Ordinance, or to reduce or minimize the effect of such variance upon other properties in the neighborhood, and to better carry out the intent of the variance. The condition must be directly related to and must bear a rough proportionality to the impact created by the variance. No variance shall permit a lower degree of flood protection than the Regulatory Flood Protection Elevation for the particular area or permit standards lower than those required by federal, state or local law. (N/A – will be addressed as part of the conditional use permit review.)

Conditional Use Permit Findings

Section 505 of the Zoning Ordinance states that when granting a conditional use permit the City Council shall make the following findings:

- A. The use will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area. (The proposed addition for outdoor seating for eating and drinking services will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area, as the additional areas will accommodate more areas for outdoor seating.)

- B. The use will be sufficiently compatible or separated by distance or screened from adjacent residentially zoned or used land so that existing homes will not be depreciated in value and there will be no deterrence to development of vacant land. (The restaurant is adjacent to business uses on its south and east sides, which are zoned in the same B2 Community Commercial Zoning District. The proposed patio will not cause concern to existing residential properties to the south, west, and north as they are separated by roads. Therefore, the patios will blend with the current structure and will be sufficiently compatible with residential homes in the area)

- C. The structure and site shall have an appearance that will not have an adverse effect upon adjacent residential properties. (The proposed building addition and site will have a similar appearance and will blend with existing restaurants, buildings, and sites, the appearance of which have not had an adverse impact on adjacent residential property in the past.)

- D. The use, in the opinion of the City Council, is reasonably related to the overall needs of the City and to the existing land use. (The restaurant use has already been established on the site for over 20 years and no new uses, as defined by the zoning ordinance, will be established as a result of the new outdoor patio for outdoor seating with eating and drinking services.)
- E. The use is consistent with the purposes of the Zoning Ordinance and the purposes of the zoning district in which the applicant intends to locate the proposed use. (The use is consistent with the zoning ordinance because restaurants are specifically listed as a permitted use within the B2 Community Commercial Zoning District, and the proposed patio for eating and drinking is a conditional use and conforms to Outdoor Seating Performance Standards identified in the Outdoor Seating for Food Service Businesses and Drinking Establishments set forth in the zoning ordinance.)
- F. The use is not in conflict with the Comprehensive Plan of the City. (The use is not in conflict with the comprehensive plan because restaurants are specifically listed as permitted use within the B2 district while patios for eating and drinking are a conditional use, as well as the land use which the property is guided to in the Comprehensive Plan.)
- G. The use will not cause traffic hazard or congestion. (The proposed building addition will provide 30 additional seats in the outdoor dining area but under Outdoor Seating Performance Standards it states that no additional parking is required for thirty (30) outdoor seats or less. Any additional seating over thirty (30) seats shall provide required parking based on one (1) space per three (3) seats. In this case, no unreasonable traffic hazards or congestion will be created due to the additional seating.)
- H. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. (Adequate utilities, access roads, drainage and necessary facilities have been provided.)

Staff Recommendation

Staff recommends approval of Variance #V1-2025 to allow the pergola to be in the front yard of the property and Amendment to Conditional Use Permit C8-2004 to allow an outdoor patio area for drinking/dining services in the B-2 Community Commercial District, located at 825 1st St SE, as proposed by JPV Properties, LLC, with the following findings for the Variance:

- A. The requested variance is in harmony with the general purposes and intent of this Ordinance because accessory structures is a permitted accessory use in the B-2 Community Commercial Zoning District.
- B. The requested variance is consistent with the comprehensive plan because a pergola is a permitted accessory use in the B-2 Community Commercial Zoning District.

- C. The applicant will continue to use the property in a reasonable manner in that the variance is needed to allow the accessory structure to be in the front yard of the property, of which the property has two front yards.
- D. Unique circumstances apply to this property over which the applicant had no control and which do not generally apply to other properties in the same zoning district because the property has two front and two side yards while some other properties in the B-2 District have rear yards.
- E. The variance does not alter the essential character of the neighborhood because surrounding land in the B-1 and B-2 District allow outdoor dining and the outward appearance of the site will not look drastically different from other businesses that have outdoor dining spaces.
- F. The variance requested is the minimum variance which would alleviate the practical difficulties because it would allow the pergola to be located in the front yard of 825 1st St SE, which does not have any rear yards as opposed to other properties that are not abutting two frontages.

And making the following findings to approve the Conditional Use permit:

- A. The proposed addition for outdoor seating for eating and drinking services will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area, as the additional areas will accommodate more areas for outdoor seating.
- B. The restaurant is adjacent to business uses on its south and east sides, which are zoned in the same B2 Community Commercial Zoning District. The proposed patio will not cause concern to existing residential properties to the south, west, and north as they are separated by roads. Therefore, the patios will blend with the current structure and will be sufficiently compatible with residential homes in the area.
- C. The proposed building addition and site will have a similar appearance and will blend with existing restaurants, buildings, and sites, the appearance of which have not had an adverse impact on adjacent residential property in the past.
- D. The restaurant use has already been established on the site for over 20 years and no new uses, as defined by the zoning ordinance, will be established as a result of the new outdoor patio for outdoor seating with eating and drinking services.
- E. The use is consistent with the zoning ordinance because restaurants are specifically listed as a permitted use within the B2 Community Commercial Zoning District, and the proposed new patio for eating and drinking is a conditional use and conforms to Outdoor Seating Performance Standards identified in the Outdoor Seating for Food Service Businesses and Drinking Establishments set forth in the zoning ordinance.

F. The use is not in conflict with the comprehensive plan because restaurants are specifically listed as permitted use within the B2 district while patios for eating and drinking are a conditional use, as well as the land use which the property is guided to in the Comprehensive Plan.

The proposed building addition will provide 30 additional seats in the outdoor dining area but under Outdoor Seating Performance Standards it states that no additional parking is required for thirty (30) outdoor seats or less. Any additional seating over thirty (30) seats shall provide required parking based on one (1) space per three (3) seats. In this case, no unreasonable traffic hazards or congestion will be created due to the additional seating.

G. Adequate utilities, access roads, drainage and necessary facilities have been provided.

And with the following conditions:

1. All original conditions of the Conditional Use Permit C8-2004 from 2004, 2006, and 2008 will remain.
2. Approval is subject to the site plan dated 1/3/2025 on file with the New Prague Planning Department which complies with the requirements of Section 733 of the Zoning Ordinance.
3. Before the Liquor License can be expanded to the proposed patio area, the following shall be completed:
 - a) All of the requirements and improvements associated with #C8-2004/V1-2025 must be completed and approved by City Staff.
 - b) The City Council must approve the expanded patio area as part of the applicant’s liquor license.
4. The fencing around the outdoor patio must be a minimum of 4’ tall and have an opacity of at least 50%.
5. Requirements listed by the Building Official must be met as well as any other applicable Building Codes.
6. A grading plan around the proposed new outdoor patio must be reviewed and approved by the City Engineer.
7. The south and east patios may not be utilized for eating/drinking purposes.
8. All recommendations of the New Prague Public Works Department, Utilities Department and MnDOT must be complied with prior to construction and occupation of the patio area.
9. The applicant shall reimburse the city for all fees and costs it incurs for processing, reviewing, and acting on the application approved herein, including but necessarily limited to any fees charged by the city’s professional consultants in accordance with established rates.
10. The property shall be subject to all requirements of the New Prague City Code and shall otherwise comply with all other applicable federal, state, and local laws, rules, and regulations.

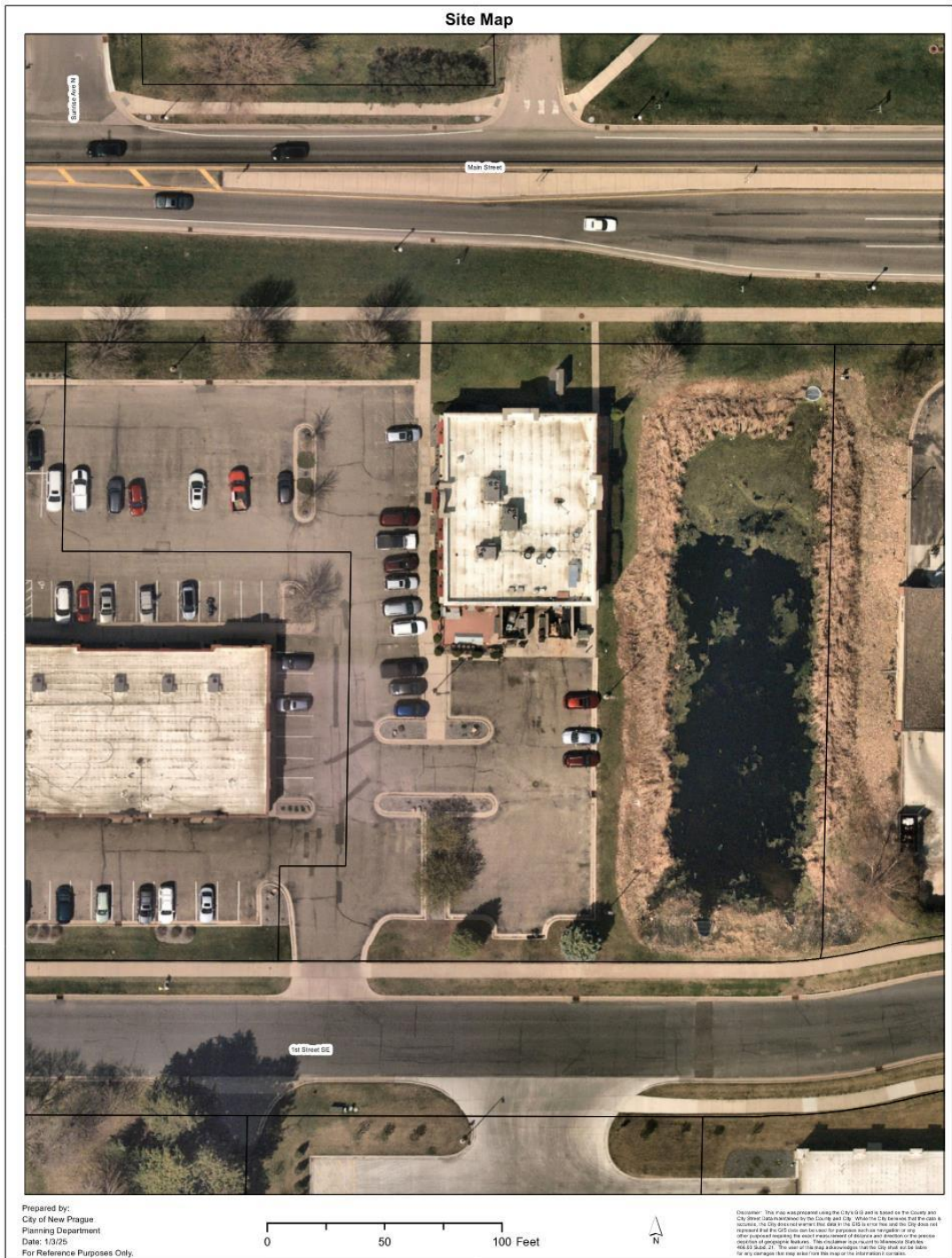
Attachments

1. Aerial View of Subject Site – Dated 1/3/25
2. Zoomed-In View of Subject Site – Dated 1/3/25
3. Zoning District Map – Dated 1/3/25

4. Proposed Site Plan – Dated 1/3/25
5. Detailed View of Site Plan – Dated 1/7/25
6. Pictures – Dated 1/7/25

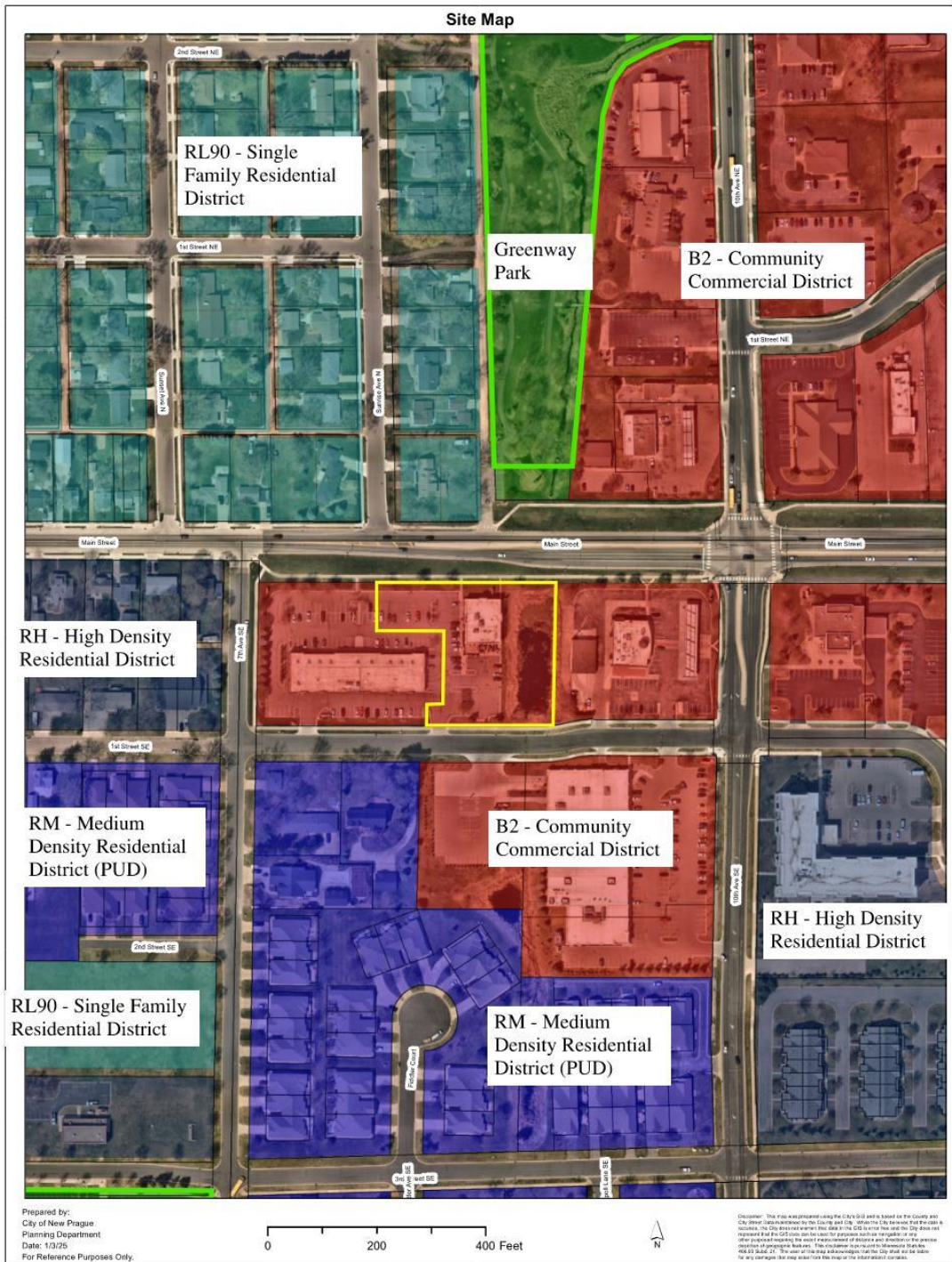


Aerial View of Subject Site

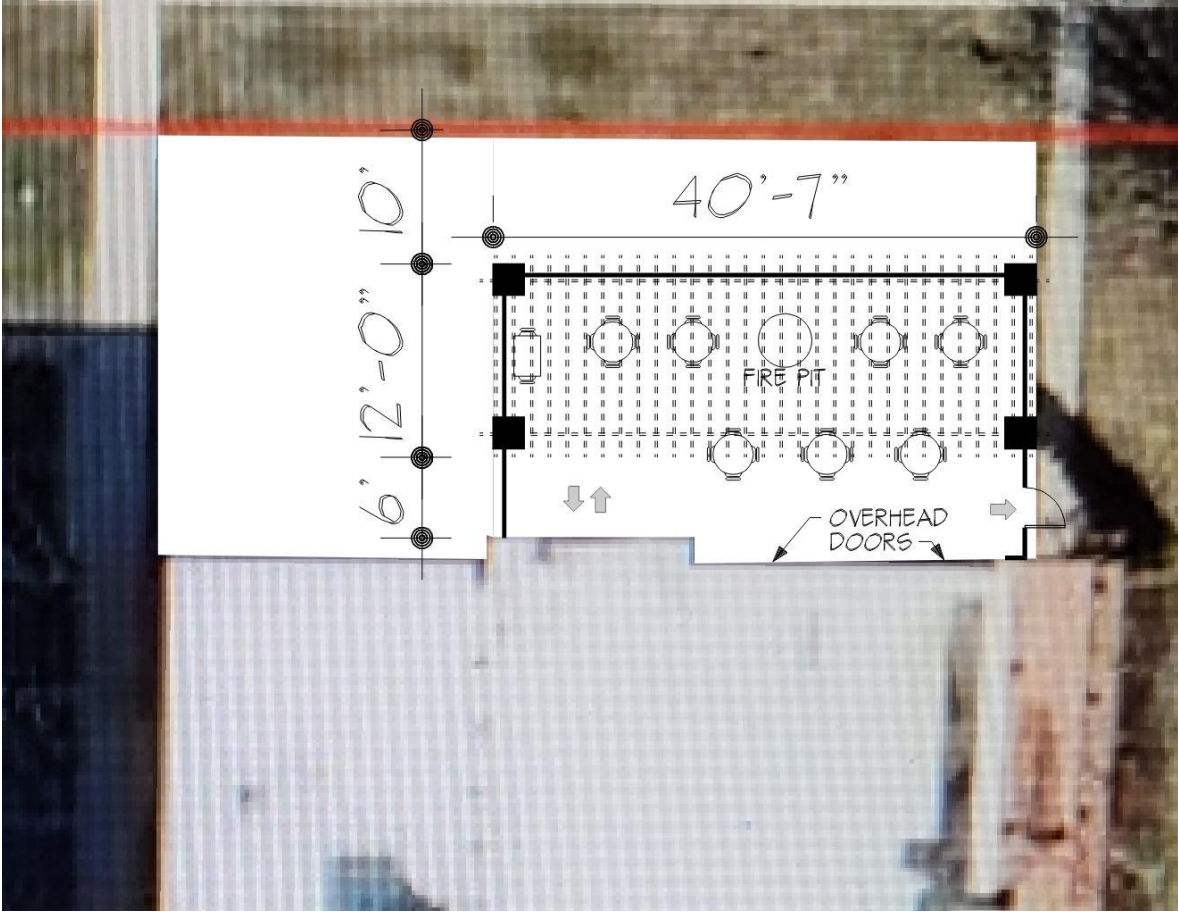


Zoomed-In Aerial View of the Subject Site

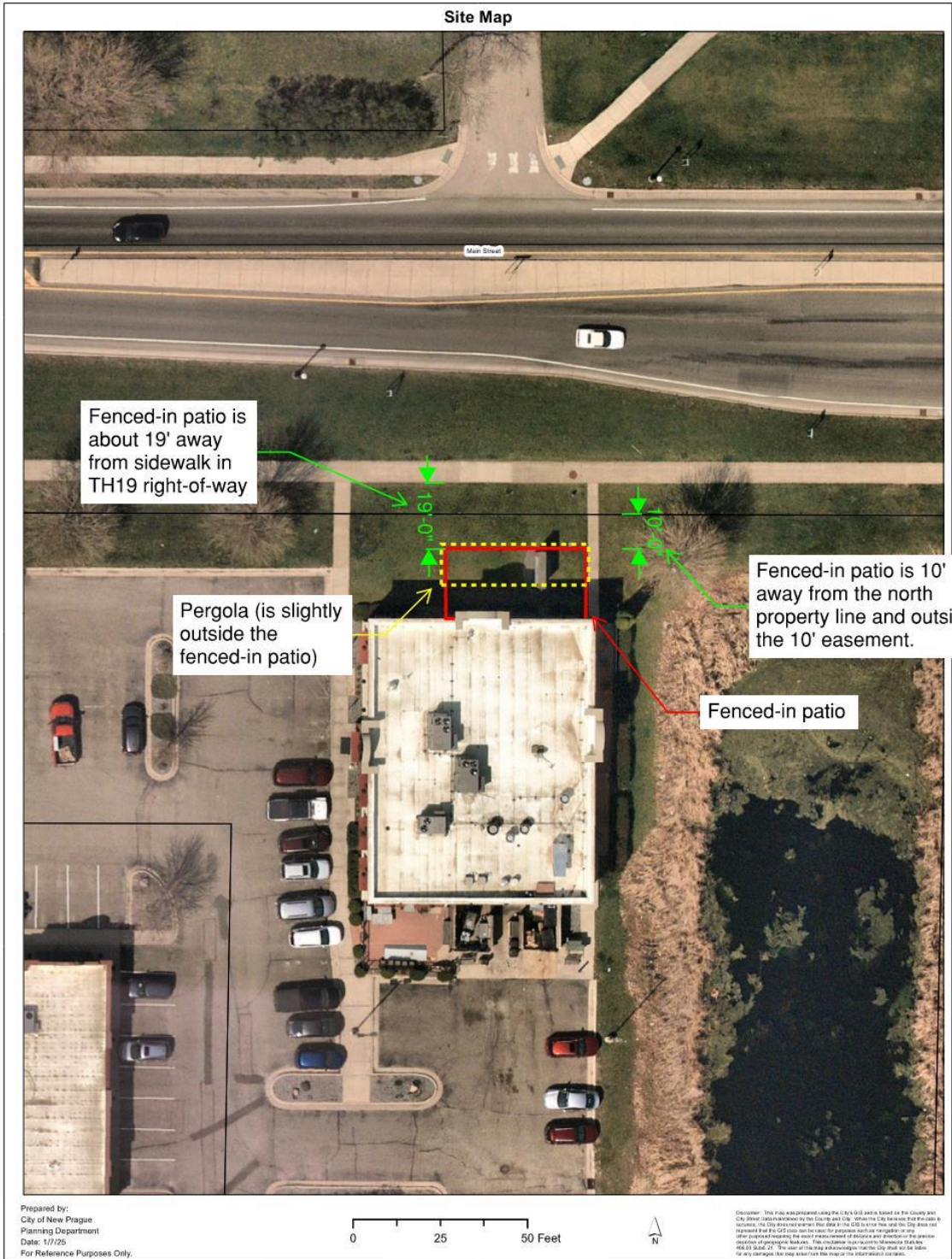
JPV Properties LLC – Request to re-open CUP # C8-2004 - Additional outdoor seating for food and drinking services
1/22/25 Planning Commission meeting
Page 13 of 18



Zoning Districts Surrounding the Subject Site



Proposed Site Plan – Looking North



Detailed View of the Site Plan



Looking South from TH19/Main St E



Looking Southwest from TH19/Main St E



Looking West from the Sidewalk on TH19/Main St E



Looking East from the Strip Mall Parking Lot



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: JOSHUA M. TETZLAFF, CITY ADMINISTRATOR
FROM: KYRA CHAPMAN – PLANNER
SUBJECT: REQUEST FOR INTERIM USE PERMIT #I1-2025 TO ALLOW A DOG GROOMING BUSINESS IN THE I-1 LIGHT INDUSTRIAL DISTRICT AT 100 2ND AVE SW, AS PROPOSED BY FNACY BONES PET SALON & BOUTIQUE LLC.
DATE: JANUARY 28, 2025

Planning Commission Summary

At the Planning Commission meeting on January 22nd, 2025, the request for Interim Use permit #I1-2025 to allow a dog grooming business in the I-1 Light Industrial District, located at 100 2nd Ave SW was recommended for approval by a unanimous vote of (3-0).

At the public hearing, no public comment was given.

As a reminder, the property, while currently zoned I-1 Light Industrial, is guided as “Downtown Flex” which would allow a variety of uses similar to what exists in the current downtown district, but the final categories will be established as part of the zoning ordinance re-write which should be completed by the end of 2025. The interim use permit allows uses found to be generally compatible with the area such as this dog grooming business.

The Planning Commission’s recommendation for approval is contained in the drafted resolution for the Council’s consideration.

Recommendation

The Planning Commission recommends approval of the attached resolution “...Approving the Interim Use Permit #I1-2025 ...”.

RESOLUTION #25-02-03-03

**RESOLUTION OF THE NEW PRAGUE CITY COUNCIL
APPROVING INTERIM USE PERMIT #I1-2025 TO ALLOW A DOG GROOMING
BUSINESS IN THE I-1 LIGHT INDUSTRIAL ZONING DISTRICT AT 100 2ND AVE
SW, AS PROPOSED BY FANCY BONES PET SALON & BOUTIQUE LLC**

WHEREAS, Fancy Bones Pet Salon & Boutique LLC, applicant, and New Prague Mill, LLC, owner, of the following real estate in the County of Le Sueur to wit:

Parcel 1:

Lots 1, 2, 3, and 4 in Block No. 4, in the Village (now City) of New Prague, Le Sueur County, Minnesota.

Parcel 2:

Lot 4, Block 26, Syndicate Addition to New Prague, Le Sueur County, Minnesota, together with that part of the North half of the Vacated alley lying West of the Southerly extension of the East line of said Lot 4.

Parcel 3:

Block 22 of “Beans Re-Arrangement of Block 22 and 23 Syndicate Addition to New Prague”.

Parcel 4: Block 23 of “Beans Re-Arrangement of Blocks 22 and 23 Syndicate Addition to New Prague”, together with the vacated alley and the North half of vacated “L” street as shown on said Plat.

Parcel 5:

Lots 1 and 2, Block 23-1/2, of “Beans Re-Arrangement of Blocks 22 and 23 Syndicate Addition to New Prague”, together with the South half of vacated “L” Street as shown on said Plat.

Parcel 6:

Commencing with the intersection of the County Road with the line of the right way of the M. & St. L. Ry. Co., on the East side of their track, thence running East 70 feet, thence South 356 feet to a point 75 feet East of the said right of way line, thence west 75 feet to said right of way, thence

running North 356 feet to the point of beginning, being in the NW1/4 of NW1/4 of Sec. 3-112-23, Le Sueur County, Minnesota.

Parcel 7:

The tract of land lying and being in the County of Le Sueur and State of Minnesota, described as follows, to wit: Beginning at a point on the North line of Section Three (3), Township One Hundred Twelve (112) North, Range Twenty-three (23) West, said point being distant East, One Hundred Fifty (150) feet, measured along said section line from the original centerline of the Railways main track; thence Southwardly Four Hundred Nine and Five-Tenths (409.5) feet, to a point distant Easterly Sixty-Seven and Ninety-seven Hundredths (67.97) feet, measured at right angles thereto, from said centerline of main track, thence Northwardly, parallel with said centerline of main track, Three Hundred Seven and One-Tenth, (307.1) feet; thence eastwardly at right angles, Three and Six Tenths (3.6) feet; thence Northwardly about One Hundred (100) feet to a point on said Section line distant West Sixty-Nine and Seventy-Three Hundredths (69.73) feet from the point of beginning; thence East, upon and along said Section line Sixty-Nine and Seventy-three Hundredths (69.73) feet to the point of beginning.

Parcel 8:

That part of the NW1/4 NW1/4 of Section 3, Township 112 North, Range 23 West, City of New Prague, Le Sueur County, Minnesota, described as follows: Commencing at the intersection of the centerline of main track of the Union Pacific Railroad Company and the North line of Section 3; thence N. 90 degrees 00 minutes 00 seconds E. (assumed bearing) along the North line of Section 3, a distance of 150.00 feet; thence S. 07 degrees 06 minutes 51 seconds W., 409.64 feet to a point distant 67.97 feet Easterly of and measured at right angles from the centerline of said main track; thence N. 04 degrees 22 minutes 30 seconds W., parallel with the centerline of said main track, 307.10 feet; thence N. 85 degrees 37 minutes 30 seconds E., 3.60 feet; thence N. 00 degrees 28 minutes 52 seconds E., 67.01 feet to the Southerly right of way line of State Highway No. 19 (Main Street); thence N. 90 degrees 00 minutes 00 seconds W., along said right of way line, a distance of 27.32 feet to a point distant 50.00 feet Easterly of and measured at right angles to the centerline of said main track; thence S. 04 degrees 22 minutes 30 seconds E., parallel with the centerline of said main track, 464.37 feet; thence N. 07 degrees 06 minutes 51 seconds E., 90.22 feet to the point of beginning.

are requesting an interim use permit to allow a dog grooming business in the I-1 Light Industrial Zoning District at 100 2nd Ave. SW, which is located on the above real estate; and,

WHEREAS, the New Prague Planning Commission has completed a review of the application and made a report pertaining to said request #I1-2025, a copy of said report has been presented to the City Council; and,

WHEREAS, the New Prague Planning Commission on the 22nd day of January, 2025, following proper notice held a public hearing regarding the request, and following due consideration of presented testimony and information, voted unanimously (3-0) to forward the matter to the City Council with a recommendation for approval subject to the findings and conditions contained in staff report #I1-2025 and as amended at the Planning Commission Meeting; and,

WHEREAS, the New Prague City Council finds:

- A. The proposed interim use for a dog grooming business will utilize property in a reasonable manner not currently allowed by its existing zoning within the I-1 Light Industrial Zoning District, but which is guided as “downtown flex” in the 2024 Comprehensive Plan Update and of which exact requirements have not yet been determined.
- B. The proposed dog grooming business is acceptable since it will likely be rezoned to “downtown flex” within the next couple of years which may include retail and service establishments as either permitted or conditional, therefore, it would no longer need the “interim” label.
- C. The proposed dog grooming business will not hinder permanent development of the site as it is utilizing and repurposing the space within the existing building and identified to become “downtown flex” in the 2024 Comprehensive Plan after the Unified Development Code is adopted.
- D. The proposed dog grooming will not adversely impact implementation of the Comprehensive Plan because it identifies the property as “downtown flex” in the 2024 Comprehensive Plan.
- E. The proposed dog grooming business will not be injurious to the surrounding neighborhoods or otherwise harm the public health, safety and welfare as it is utilizing existing space in the building and will have adequate off-street parking.
- F. The proposed dog grooming business will not create an excessive burden on existing parks, schools, streets and other public facilities as it is utilizing space in an existing building.
- G. Adequate utilities, access roads, drainage and necessary facilities exist for the proposed dog grooming business.
- H. The proposed dog grooming business shall cease to operate at the site on 1/1/2027 if it is not rezoned to a “downtown flex” or similar zoning district where service businesses, including dog groomers, are either a permitted or conditional use in said zoning district.
- I. The proposed dog grooming business will not impose additional costs on the public if it is necessary for the public to take the property in the future.

WHEREAS, the New Prague City Council approves the request with the following conditions:

- 1. The proposed dog grooming business shall cease to operate at the site on 1/1/2027 if it is not rezoned to a “downtown flex” or similar zoning district where service businesses, including dog groomers, are either a permitted or conditional use in said zoning district.
- 2. Except as otherwise authorized by the Zoning Ordinance, this interim use shall conform to this Ordinance as if it were established as a conditional use.
- 3. In the event of a public taking of property after the interim use is established, the property owner shall not be entitled to compensation for any increase in value attributable to the interim use.
- 4. Approval is in general accordance with the area indicated on the floor plan included in the staff report (undated) on file with the Planning Department.
- 5. At least 2 off-street parking spaces, including required accessible space(s), must be available for the proposed use.
- 6. All building and site signs must conform to Section 718 of the Zoning Ordinance which requires a permit under a separate permit process.
- 7. All lighting must conform to Section 704 of the Zoning Ordinance.
- 8. All dumpsters, garbage containers or refuse bins provided on the site outside of a building shall be screened from view in accordance with Section 703 of the Zoning Ordinance.

- 9. The applicant shall reimburse the city for all fees and costs it incurs for processing, reviewing, and acting on the application approved herein, including but necessarily limited to any fees charged by the city’s professional consultants in accordance with established rates.
- 10. The property shall be subject to all requirements of the New Prague City Code and shall otherwise comply with all other applicable federal, state, and local laws, rules, and regulations.

NOW, THEREFORE BE IT RESOLVED, by the City Council of New Prague, MN, that Interim Use Permit #I1-2025, to allow a dog grooming business in the I-1 Light Industrial Zoning District at 100 2nd Ave. SW, is hereby **approved**.

This Interim Use Permit is approved effective immediately upon its passage and without publication.

Passed this 3rd day of February, 2025.

Duane J. Jirik, Mayor

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public

ATTEST: _____
Joshua M. Tetzlaff, City Administrator

State of Minnesota)
)ss. (CORPORATE ACKNOWLEDGMENT)
County of Scott & Le Sueur)

Subscribed and sworn before me, a Notary Public this _____ day of _____, 2025.

Notary Public

THIS INSTRUMENT DRAFTED BY:

Kyra J. Chapman
City of New Prague
118 Central Ave. N.
New Prague, MN 56071
(952) 758-4401



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: PLANNING COMMISSION
FROM: KYRA CHAPMAN – PLANNER
SUBJECT: REQUEST FOR INTERIM USE PERMIT #I1-2025 TO ALLOW A DOG GROOMING BUSINESS IN THE I-1 LIGHT INDUSTRIAL ZONING DISTRICT AT 100 2ND AVE SW, AS PROPOSED BY FANCY BONES PET SALON & BOUTIQUE LLC.
DATE: JANUARY 15, 2025

Background

The New Prague Flouring Mill was first established in 1896 and was the main economic driver in the City, making New Prague a large manufacturer of flour for several years. However, in 2019 Miller Milling closed their business, later selling the property to current owners, New Prague Mill, LLC, who intend to repurpose the property for multiple tenant uses. The building is partially occupied by Faith, Recovery & Music, and 2 If By Sea Tactical Firing Range. It is also being used for warehousing purposes by MVE Biological Solutions, CVF Racing, Prime Look Home Remodeling, etc. In 2024 alone, four planning permits were approved: I1-2024 to allow a religious institution, I2-2024/C3-2024 for exterior storage of vehicles and recreational equipment, V6-2024 for driveway access on 2nd St SW, and V9-2024 for a 180 sq ft sign.

The applicant, Fancy Bones Pet Salon & Boutique LLC, is requesting an interim use permit to allow their dog grooming business to occur within the old mill. They would occupy 638.43 sq ft of a former locker room area for the mill staff. The tenant space would be west of where Faith, Recovery & Music inhabits. Fancy Bones Pet Salon & Boutique would like to have two grooming tables for their two groomers. There will also be one grooming tub based on plumbing currently provided in the space. They do not anticipate hiring additional groomers because they would like to keep their business small and personable. However, there is a possibility that a receptionist could be hired if needed.

Legal Description

Parcel 1:

Lots 1, 2, 3, and 4 in Block No. 4, in the Village (now City) of New Prague, Le Sueur County, Minnesota.

Parcel 2:

Lot 4, Block 26, Syndicate Addition to New Prague, Le Sueur County, Minnesota, together with that part of the North half of the Vacated alley lying West of the Southerly extension of the East line of said Lot 4.

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Neighborhood Conditions

North – Central Business District / Main Street

South – I-1 Light Industrial Zoned properties and to the southeast are some residential dwellings separated by public roads from the subject site.

East – Mach Lumber which is zoned I-1 Light Industrial and single-family homes further east

West – Union Pacific Railroad and beyond that is the B-3 Highway Commercial Zoning District and TH13/21.

Overall, the former mill property is very unique in that it is surrounded by many different zoning districts. It is also unique in that it is an industrial property located essentially in the downtown area which is evidenced by the many nearby bars/restaurants and other similar uses.

Applicant’s Statement

The applicant, MacKenzie Vlasak, provided the following statement on 1/9/2025:

*“Fancy Bones Pet Salon & Boutique was founded by Katelyn Brokl and MacKenzie Vlasak, established dog groomers with a clientele largely based in New Prague and the surrounding areas, making this location ideal for both accessibility and convenience. The space we’ve chosen is not only easy to find but also housed in a historic building integral to New Prague's charm. By bringing clients to this space, we’ll contribute to preserving and showcasing a piece of the town’s history that they might not have experienced otherwise. Other potential locations failed to meet essential requirements such as adequate space, electrical and plumbing infrastructure, as well as a suitable layout. This building, however, checked every box and the owners and staff have all been extremely helpful and easy to work with further solidifying our confidence in this choice. Additionally, its central location, familiarity within the community, and ample safe parking for our clients and their pets make it the ideal choice. We knew immediately when touring this space that it was the perfect fit for *Fancy Bones* and we believe it will not only allow us to thrive but also enhance the community experience.”*

Lot Size

The New Prague Mill property is approximately 253,955 sq ft (5.83 acres) in total. Fancy Bones Pet Salon & Boutique LLC is proposing to utilize only 638.43 sq. ft. of the former mill office area, which has been vacant for many years.

Zoning

This property is currently zoned I-1 Light Industrial District. However, in the Future Land Use Map of the Comprehensive Plan, the property is guided as “Downtown Flex”. Although the exact requirements for the downtown flex district have not been determined yet, dog grooming (retail/service establishments) will likely be included. As of recent, the City is working with consultant, Bolton & Menk, to develop a Unified Development Code (UDC), which would update the Zoning Ordinance and the Subdivision Ordinance. For the time being, staff recommend allowing the Interim Use Permit (IUP) request for the dog grooming business to occur until the UDC is complete and adopted. It’s anticipated that the UDC will be complete by the end of 2025 or the beginning of 2026.

Interim Uses are listed under the I-1 Light Industrial Zoning District as: “Other temporary uses subject to Section 506 of the Zoning Ordinance determined by the City Council to be of the same general character as the permitted uses and conditional uses above and found not to be detrimental to existing uses and the general public health, safety and welfare.”

Section 302 of the Zoning Ordinance defines Interim Uses as follows:

A temporary use of property until a particular date, until the occurrence of a particular event, or until zoning regulations no longer permit it.

Parking

For retail stores and service establishments, they require 1 parking stall for every 300 square feet of floor space and outdoor sales space. The applicant will inhabit 638.43 sq ft.

638.43 sq ft / 300 sq ft = 2.13 parking stalls

A minimum of 2 parking spaces are needed.

The past interim use permit I1-2024 for Faith, Recovery, & Music required a minimum number of 10 parking stalls. C5-2023 and V4-2023 for 2 If By Sea Tactical’s firing range required a minimum of 24 parking stalls.

The previously reviewed and approved plan of 52 striped parking stalls for the existing paved parking area was part of the approval of Conditional Use Permit #C5-2023 for the indoor firing range in another portion of the building. It was noted, however, that two additional parking spaces (above the 52 on the drawing) were provided in front of the indoor firing range area and Faith, Recovery, & Music and that the previously approved use only required 24 and 10 parking spaces, leaving 18 of the spaces available for other uses. **Based on this, the proposed use would only utilize 2 of the 18 available spaces not dedicated to any other use, meaning there is ample parking available. Staff does note that the paved parking plan must follow the conditions of C5-2023.**

The proposed parking lot must follow Section 717 of the Zoning Ordinance, detailing the standards to parking stall dimensions, setbacks, and minimum stall requirement. The parking lot must be striped in white or yellow paint no less than 4’ wide. For a 90-degree angled parking lot, the parking stalls must be 9’ wide, 20’ deep, and a minimum lot drive aisle width of 24’ (for two-way traffic).

Public Works /Utilities / Police / Engineering Comments

Public Works, Utilities, Police, and Engineering were not solicited for new comments regarding this interim use permit application review.

Building Official Comments

Building Official Scott Sasse stated that an HVAC engineer will need to provide plans on how ventilation will address code minimums to ventilate for dog grooming. There is a small amount of plumbing to be done.

WAC/SAC Fees

2011

In 2011, Conagra Mills, the property owner at the time was doing an industrial/office alteration for a portion of their building. The space that Fancy Bones Pet Salon & Boutique would be inhabiting was originally a men’s locker room and parts room. The men’s locker room had 41 lockers and the REU credits was calculated by 1 credit per 14 lockers.

41 lockers / 14 lockers per REU = 2.93 credits

2025

The City uses the Metropolitan Council 2025 SAC manual for determining credits and charges when uses change in buildings.

Animal Grooming for 4 grooming stations is 1 WAC/SAC unit. There are 2 proposed grooming stations, therefore, 2 / 4 stations = 0.5 credits

Animal washing for 1 tub is 1 WAC/SAC unit. 1 proposed tub / 1 tub = 1 credit

This means that it is 1.5 units for the total.

The locker rooms were originally 2.93 units. **Difference:** 2.93 units -1.5 units = **1.43 units**

No units are owed for this proposed project. 1.43 units can be used towards future tenant spaces.

Interim Use Permit Criteria

The City Council may consider an interim use permit for a use which is not specifically listed in this Ordinance as an interim use within the affected district and may grant a permit provided such interim use, after review by the Planning Commission and the City Council, is found to otherwise meet the criteria for granting an interim use permit within the affected district. The City Council shall make the following findings in order to approve an interim use:

- A. The proposed interim use will utilize property where it is not reasonable to utilize it in a manner provided for the City’s Comprehensive Plan and Zoning Ordinance. (The proposed interim use for a dog grooming business will utilize property in a reasonable manner not currently allowed by its existing zoning within the I-1 Light Industrial Zoning District, but which is guided as “downtown flex” in the 2024 Comprehensive Plan Update and of which exact requirements have not yet been determined.)
- B. The proposed interim use is presently acceptable but, given anticipated development, will not be acceptable in the future. (The proposed dog grooming business is acceptable since it will likely be rezoned to “downtown flex” within the next couple of years which may include retail and service establishments as either permitted or conditional, therefore, it would no longer need the “interim” label.)
- C. The proposed use will not hinder permanent development of the site. (The proposed dog grooming business will not hinder permanent development of the site as it is utilizing and

repurposing the space within the existing building and identified to become “downtown flex” in the 2024 Comprehensive Plan after the Unified Development Code is adopted.)

- D. The proposed use will not adversely impact implementation of the Comprehensive Plan for the area. (The proposed dog grooming will not adversely impact implementation of the Comprehensive Plan because it identifies the property as “downtown flex” in the 2024 Comprehensive Plan.)
- E. The proposed use will not be injurious to the surrounding neighborhoods or otherwise harm the public health, safety and welfare. (The proposed dog grooming business will not be injurious to the surrounding neighborhoods or otherwise harm the public health, safety and welfare as it is utilizing existing space in the building and will have adequate off-street parking.)
- F. The use will not create an excessive burden on existing parks, schools, streets and other public facilities which serve or are proposed to serve the area. (The proposed dog grooming business will not create an excessive burden on existing parks, schools, street and other public facilities as it is utilizing space in an existing building.)
- G. Adequate utilities, access roads, drainage and necessary facilities have been or will be provided. (Adequate utilities, access roads, drainage and necessary facilities exist for the proposed dog grooming business.)
- H. The date or event that will terminate the use has been identified with certainty. (The proposed dog grooming business shall cease to operate at the site on 1/1/2027 if it is not rezoned to a “downtown flex” or similar zoning district where service businesses, including dog groomers, are either a permitted or conditional use in said zoning district.)
- I. Permission of the use will not impose additional costs on the public if it is necessary for the public to take the property in the future. (The proposed dog grooming business will not impose additional costs on the public if it is necessary for the public to take the property in the future.)

In permitting a new interim use, the City Council may impose, in addition to the standards and requirements expressly specified by this Ordinance, additional conditions which the City Council considers necessary to protect the best interest of the surrounding area or the community as a whole. Any City Council approval of an interim use shall be subject to the following conditions:

- A. Except as otherwise authorized by this section, an interim use shall conform to this Ordinance as if it were established as a conditional use.
- B. The date or event that will terminate the interim use shall be identified with certainty. The City Council may require the applicant to deposit a cash amount with the City, or provide some other form of security, to ensure compliance.

- C. In the event of a public taking of property after the interim use is established, the property owner shall not be entitled to compensation for any increase in value attributable to the interim use.
- D. Other conditions as the City Council deems reasonable and necessary to protect the public interest and to ensure compliance with the standards of this Ordinance and policies of the Comprehensive Land Use Plan.

Staff Recommendation

Staff recommends approval of Interim Use Permit #I1-2025 to allow a dog grooming business in the I-1 Light Industrial District, located at 100 2nd Ave SW, as proposed by Fancy Bones Pet Salon & Boutique LLC, with the following findings:

- A. The proposed interim use for a dog grooming business will utilize property in a reasonable manner not currently allowed by its existing zoning within the I-1 Light Industrial Zoning District, but which is guided as “downtown flex” in the 2024 Comprehensive Plan Update and of which exact requirements have not yet been determined.
- B. The proposed dog grooming business is acceptable since it will likely be rezoned to “downtown flex” within the next couple of years which may include retail and service establishments as either permitted or conditional, therefore, it would no longer need the “interim” label.
- C. The proposed dog grooming business will not hinder permanent development of the site as it is utilizing and repurposing the space within the existing building and identified to become “downtown flex” in the 2024 Comprehensive Plan after the Unified Development Code is adopted.
- D. The proposed dog grooming will not adversely impact implementation of the Comprehensive Plan because it identifies the property as “downtown flex” in the 2024 Comprehensive Plan.
- E. The proposed dog grooming business will not be injurious to the surrounding neighborhoods or otherwise harm the public health, safety and welfare as it is utilizing existing space in the building and will have adequate off-street parking.
- F. The proposed dog grooming business will not create an excessive burden on existing parks, schools, street and other public facilities as it is utilizing space in an existing building.
- G. Adequate utilities, access roads, drainage and necessary facilities exist for the proposed dog grooming business.

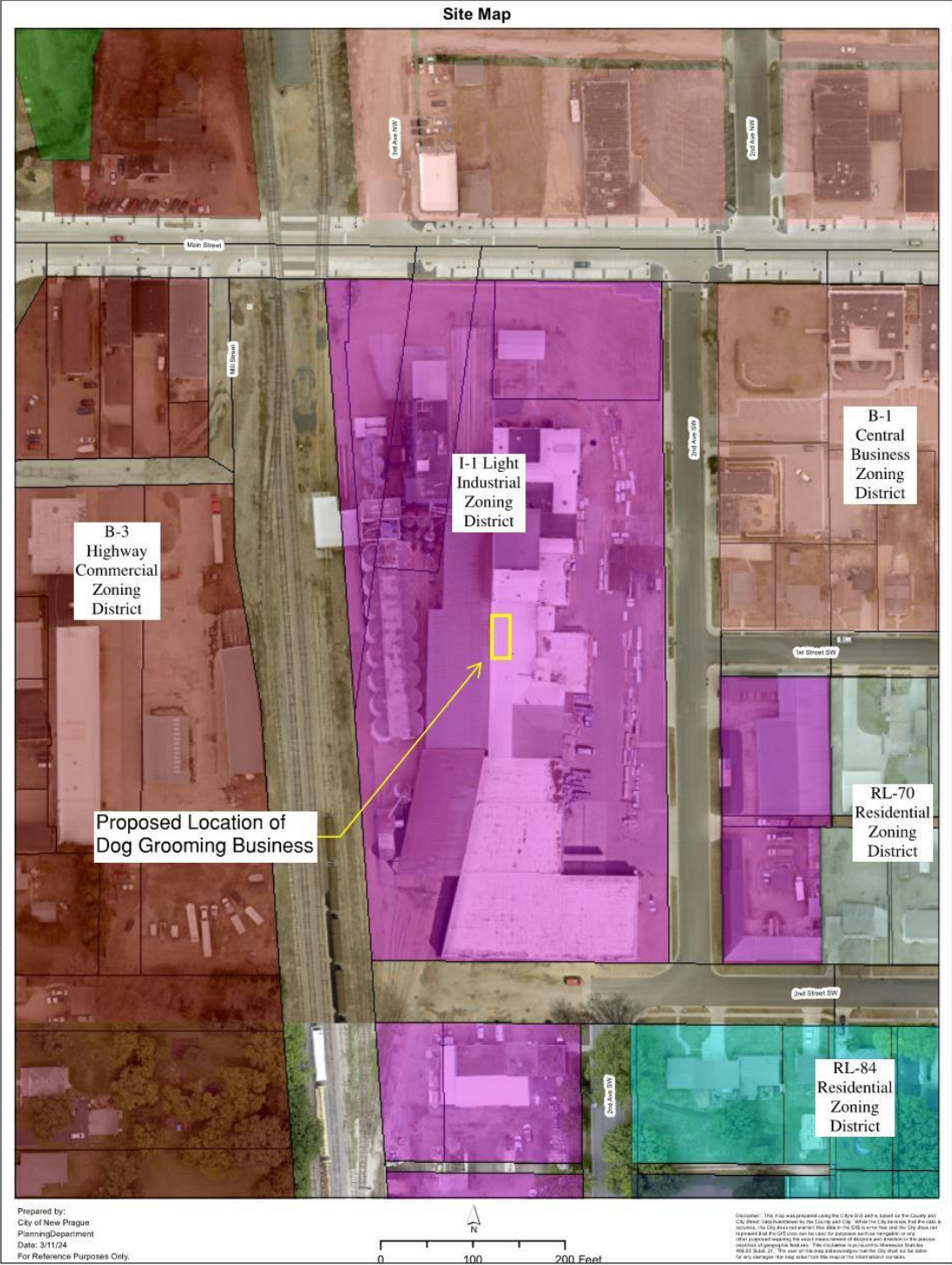
- H. The proposed dog grooming business shall cease to operate at the site on 1/1/2027 if it is not rezoned to a “downtown flex” or similar zoning district where service businesses, including dog groomers, are either a permitted or conditional use in said zoning district.
- I. The proposed dog grooming business will not impose additional costs on the public if it is necessary for the public to take the property in the future.

And with the following conditions:

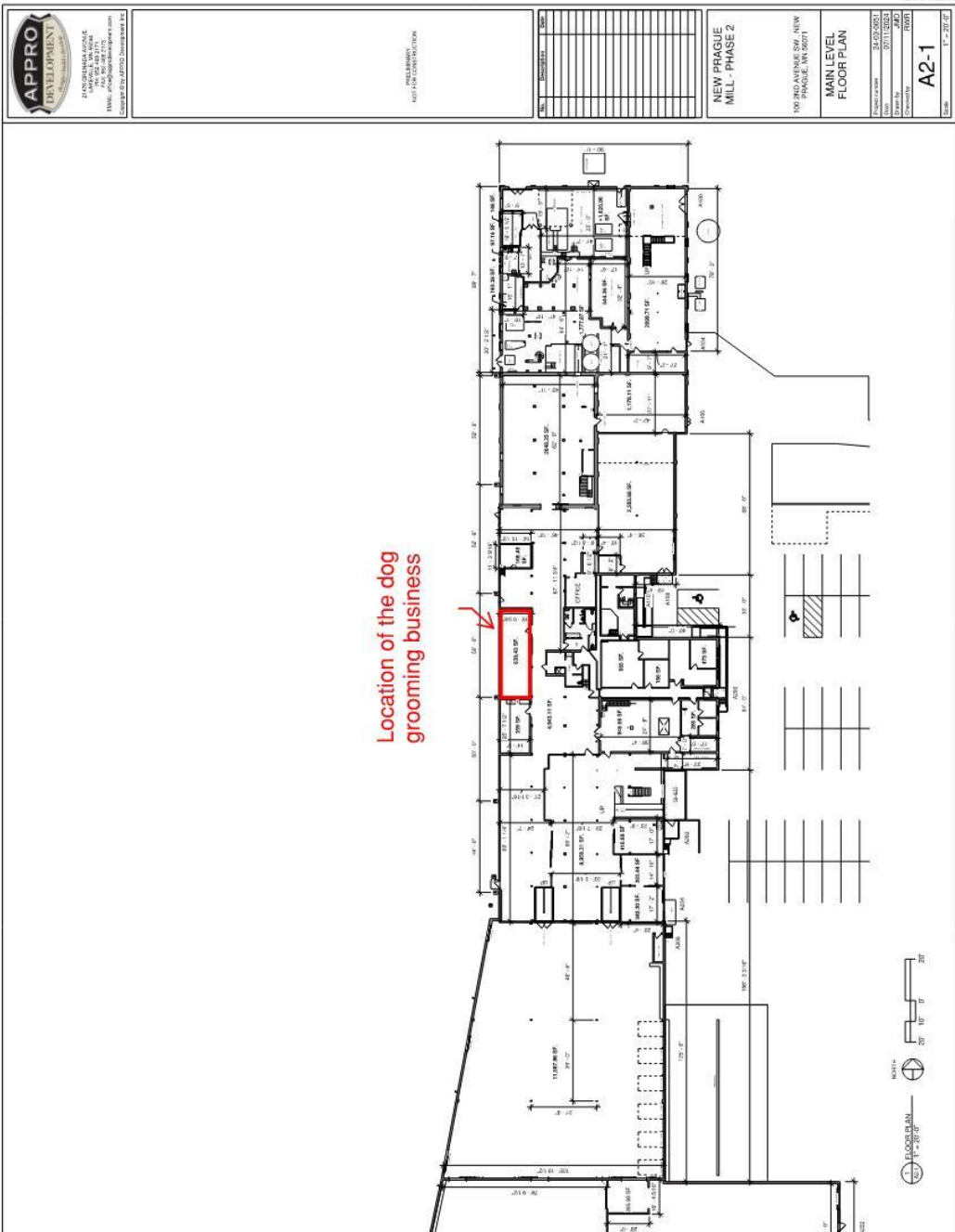
1. The proposed dog grooming business shall cease to operate at the site on 1/1/2027 if it is not rezoned to a “downtown flex” or similar zoning district where service businesses, including dog groomers, are either a permitted or conditional use in said zoning district.
2. Except as otherwise authorized by the Zoning Ordinance, this interim use shall conform to this Ordinance as if it were established as a conditional use.
3. In the event of a public taking of property after the interim use is established, the property owner shall not be entitled to compensation for any increase in value attributable to the interim use.
4. Approval is in general accordance with the area indicated on the floor plan included in the staff report (undated) on file with the Planning Department.
5. At least 2 off-street parking spaces, including required accessible space(s), must be available for the proposed use.
6. All building and site signs must conform to Section 718 of the Zoning Ordinance which require a permit under a separate permit process.
7. All lighting must conform to Section 704 of the Zoning Ordinance.
8. All dumpsters, garbage containers or refuse bins provided on the site outside of a building shall be screened from view in accordance with Section 703 of the Zoning Ordinance.
9. The applicant shall reimburse the city for all fees and costs it incurs for processing, reviewing, and acting on the application approved herein, including but necessarily limited to any fees charged by the city’s professional consultants in accordance with established rates.
10. The property shall be subject to all requirements of the New Prague City Code and shall otherwise comply with all other applicable federal, state, and local laws, rules, and regulations.

Attachments

1. Zoning – Undated
2. Tenant Space in the Mill – Undated
3. Detailed View of the Tenant Space – Undated
4. Previously Approved Parking Lot Diagram – Dated 3/9/23
5. Google Street View – Dated August 2023
6. Exterior Building Pictures – Dated 1/9/2025
7. Existing Tenant Space Pictures – Dated 1/9/2025

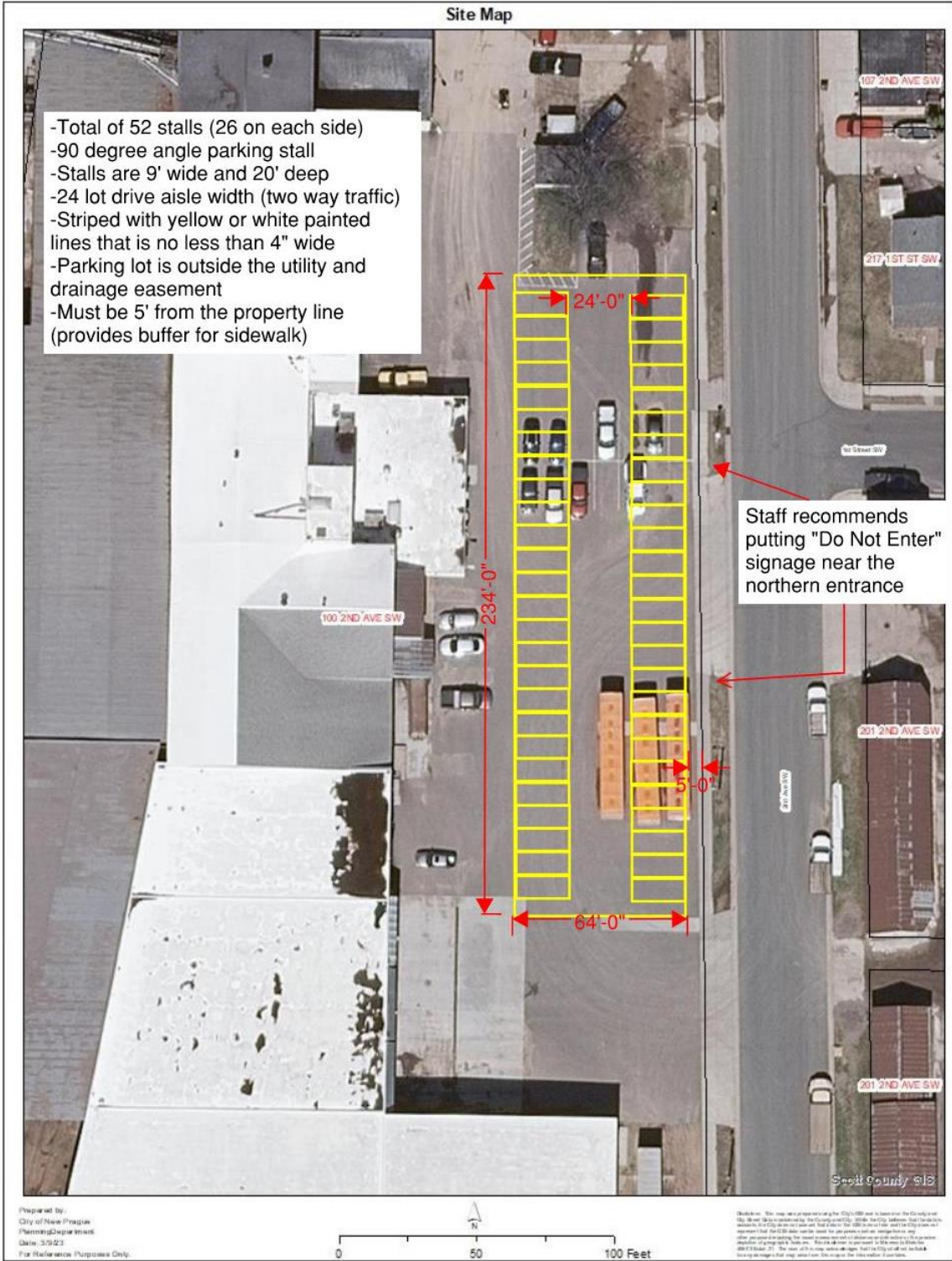


Zoning Districts of Subject and Neighboring Properties



Location of the dog grooming business

Location of the Proposed Tenant Space in the Mill (Looking North)



Previously Approved Parking Lot Layout Per CUP #C5-2023 – (24 stalls for the firing range, 10 spaces for religious insitution) – Parking stalls are planned to be striped in an alterante fashion



Google Street View from August 2023 Looking at Office Entrance



Looking Southwest Towards the Office Entrance and Accessible Ramp



Looking West Towards the Office Entrance



Looking North Along 2nd Ave SW



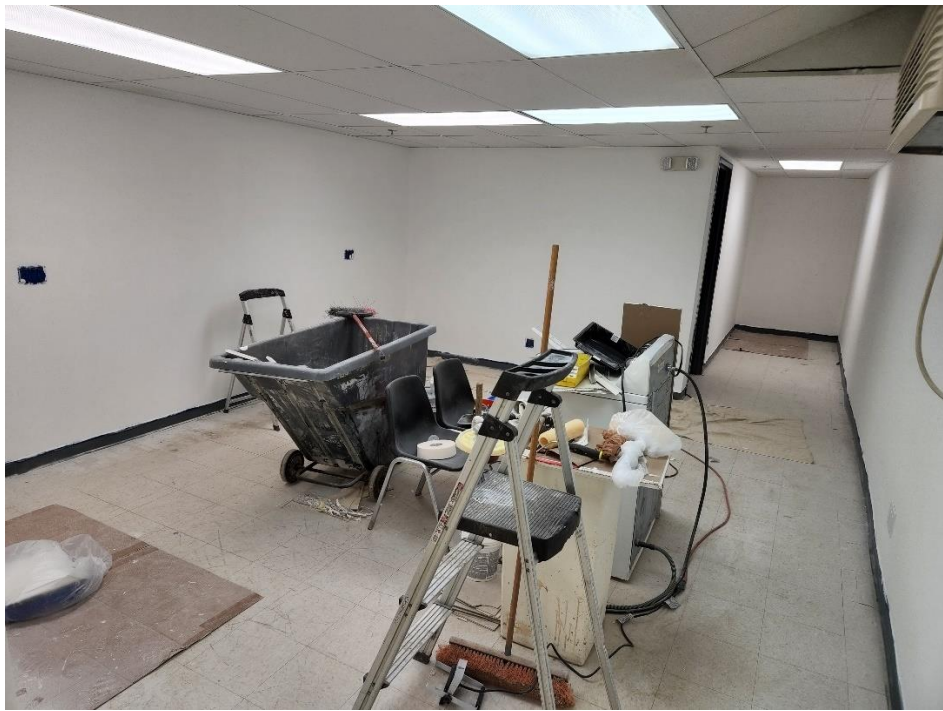
Looking South Towards 2 If By Sea Tactical Indoor Shooting Range



Pictures of Existing Tenant Space for the Proposed Dog Grooming Business – Bath Area



Pictures of Existing Tenant Space for the Proposed Dog Grooming Business – Reception/Grooming Area



Pictures of Existing Tenant Space for the Proposed Dog Grooming Business – Reception/Grooming Area



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: EDA & PLANNING COMMISSION
FROM: KYRA CHAPMAN, PLANNER
SUBJECT: 2025 LOT INVENTORY: COMMERCIAL, INDUSTRIAL, RESIDENTIAL
DATE: JANUARY 10, 2025

Planning staff recently updated the inventory of all vacant lots within the city limits and identified only those lots that have municipal utilities available to them and are ready to build on. Attached to this memo are maps of the three categories of lots.

Residential Lots: Currently, there are 24 vacant residential lots available as opposed to 37 lots last year. 14 of the lots are located in Scott County, however, 3 of the lots are vacant multi-unit townhome lots meant to house 6-to-8-unit buildings. In Le Sueur County there are 10 vacant lots. Even though the vacant lots are indicated on the map, this does not signify that all the lots are for sale.

Commercial Lots: There are a total of 8 vacant commercial lots available within the city compared to 8 vacant lots last year. The total acreage of the commercial lots amasses to 18.19 acres. In 2023, Scooters Coffee completed a minor subdivision, splitting the parcel into two. Scooters has since built and occupies the northern parcel but the southern parcel was sold and lies vacant.

Industrial Lots: Of the City’s shovel-ready sites, only 3 lots are vacant. Besides the shovel ready parcels, there are two other available vacant industrial lots. The first available vacant lot is located north of the fire station, and is owned by Randy Kubes and amasses to 0.96 acres. The second lot located north of the industrial park (totaling 76 acres) could be annexed and developed.

Staff Recommendation:

Staff recommends that the City Council, EDA and Planning Commission review the reports as information.



City of New Prague
Vacant Lot Inventory

Commercial, Industrial & Residential Properties

January 2025



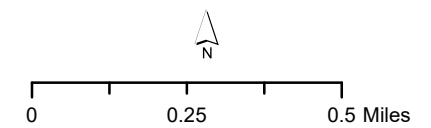
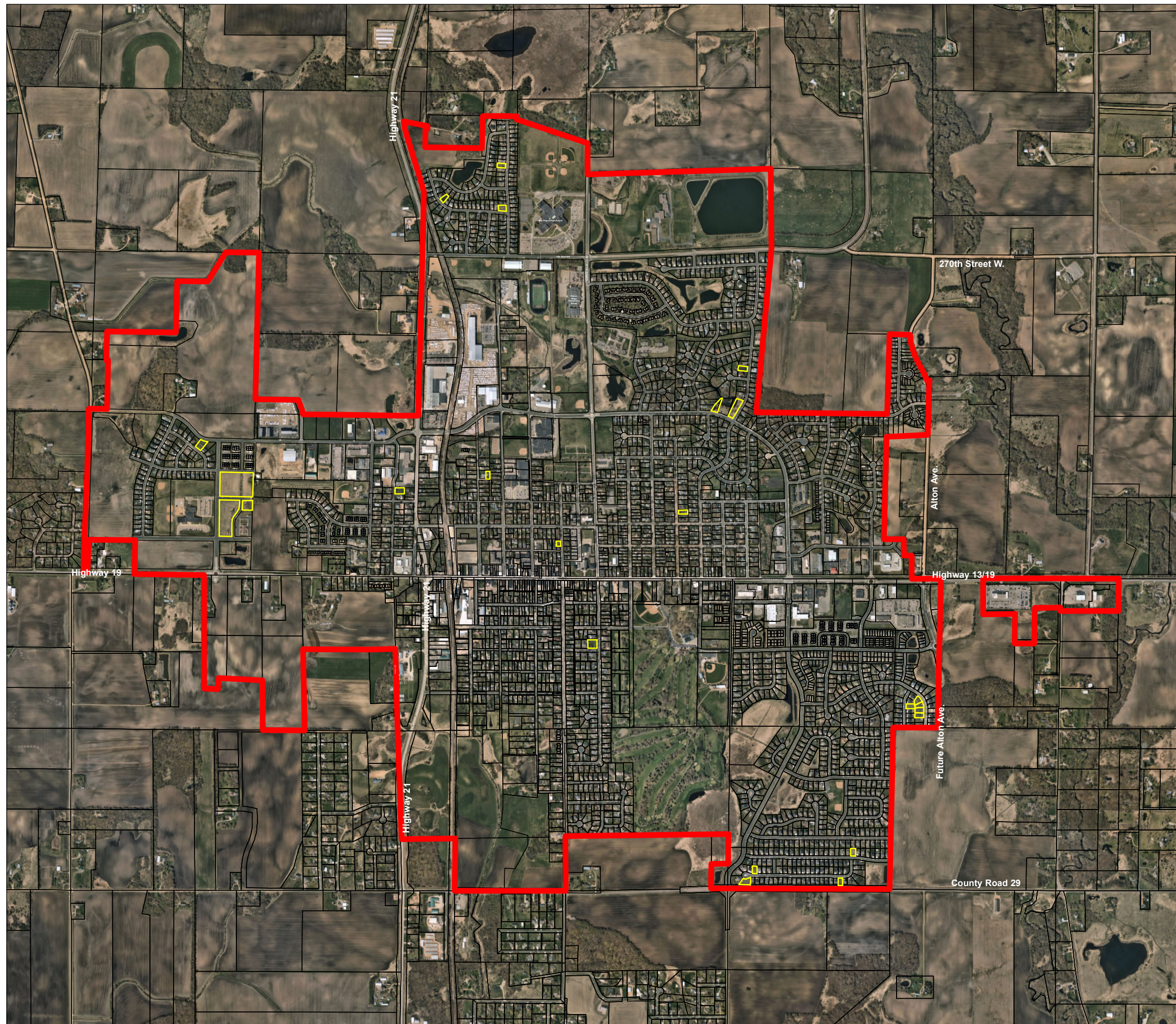
Residential Lots Available for Development With Municipal Utilities January 10, 2025

Notes:

Scott County Lots: 14*
(*3 of these lots are zoned RM
for up to 105 units).

LeSueur County Lots: 10*

Total Lots: 24



**Contacts for Vacant Residential Land
Updated: 1/10/25**

Randy Kubes
612-599-7440
<http://www.kubesrealty.com/>
Owner/Developer of Various Lots in:
Tikalsky Acres
Homefield Addition 1 & 2
Raven Stream Village

K.A. Witt Construction
952-758-2108
<http://www.kawitt.com/>
Owner/Developer of Various Lots in:
Heritage Estates #11
Eastland

For 5 Acre Parcel in Raven Stream Village for Multifamily Housing:
Duane Geiger
612-290-4566

For Tikalsky Estates Property:
Pete Dwyer
petejdwyer@gmail.com
651-343-9269
&
Gene Dwyer
eugene1799@gmail.com
651-592-2008

For Pond 3rd Addition Properties

Mike Weinandt
mikeweinandt@yahoo.com
612-282-3790

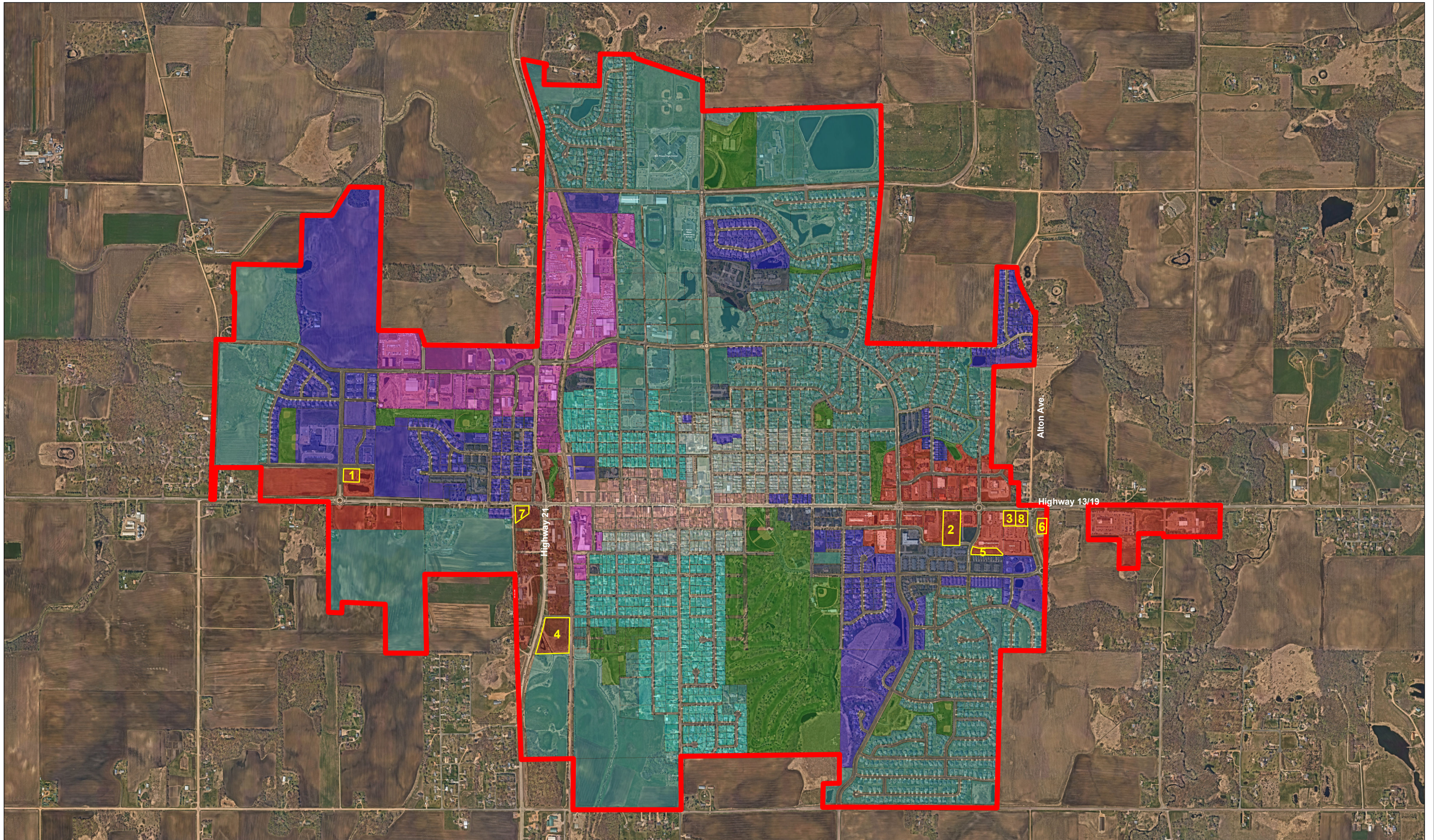
Many local realtors are also able to help in your search as well as found in this link from the New Prague Chamber of Commerce:

<http://www.newprague.com/>

Or on the City's website:

www.ci.new-prague.mn.us then go to Departments – EDA – New Resident Guide

New Prague Vacant Commercial Sites Available for Development
With Municipal Utilities - January 2025



Contacts for Vacant Commercial Land Updated: 1/10/25

1. Pat Sullivan
952-457-0479
1.33 acres

2. Roger and Barb Beckius
952-758-4976
4.4 acres

3. New Prague Commons, LLC (Urban Associates)
Bill Abel
612-597-5570
williamabel.mn@gmail.com
0.97 acres

4. Palmer Welcome
952-758-3509
6.55 acres

5. New Prague Commons, LLC (Urban Associates)
Bill Abel
612-597-5570
williamabel.mn@gmail.com
1.4 acres

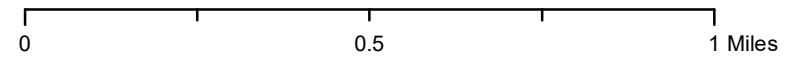
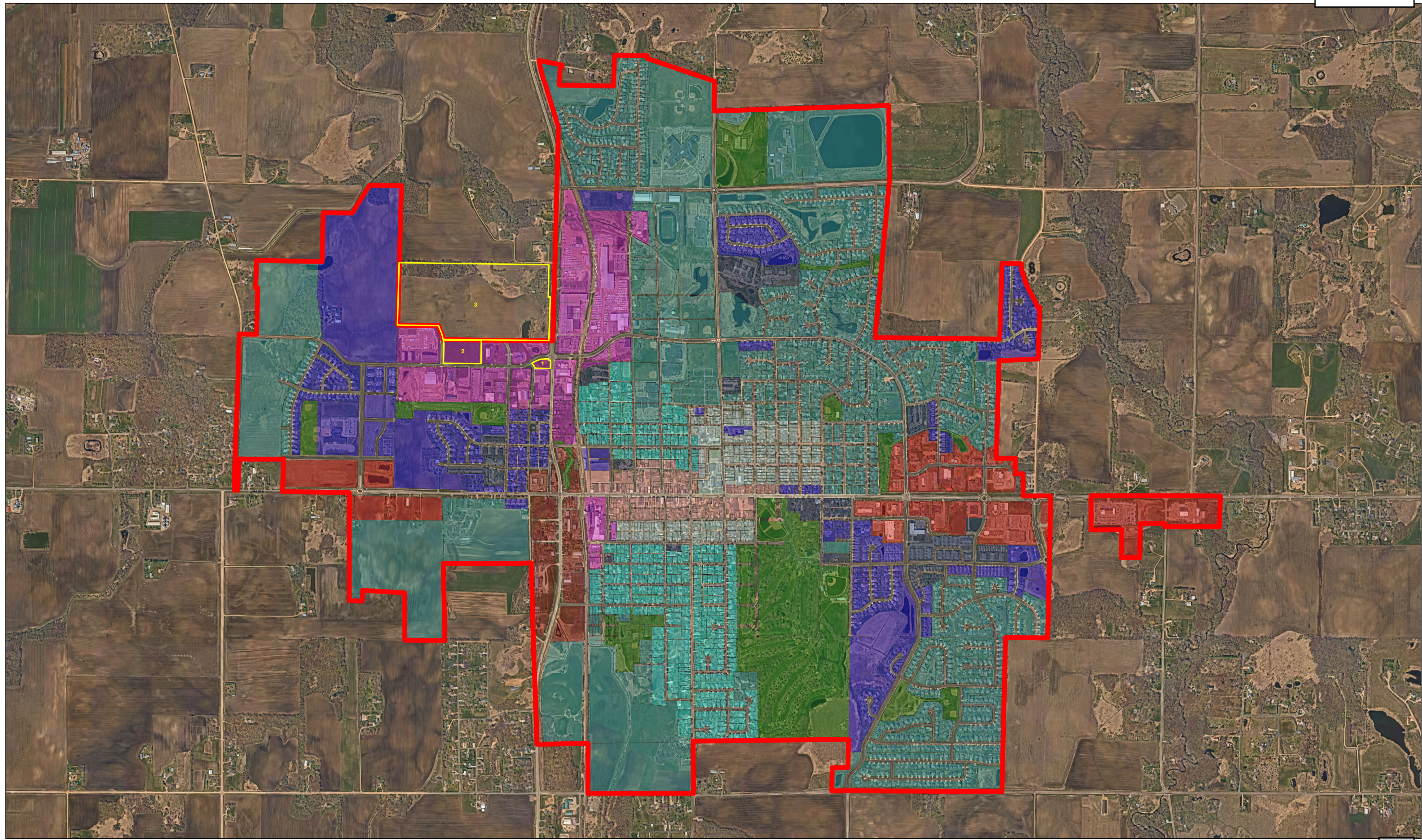
6. SouthPoint Financial Credit Union
877-794-6712
0.98 acres

7. Kubes Realty – Randy Kubes
952-445-9110
1.38 acres

8. Heartland Credit Union
5500 South Robert TRL, Inver Grove Heights, MN 55077
1.18 acres

***Note: 18.19 acres total**

New Prague Vacant Industrial Sites Available for Development
With Municipal Utilities - January 2025



**Contacts for Vacant Industrial Land
Updated: 1/10/25**

1. Randy Kubes
612-599-7440
0.96 acres

2. City of New Prague
Joshua M. Tetzlaff – City Administrator
Ken Ondich – Planning / Community Development Director
14.35 Acres for sale
“Shovel Ready” Industrial Lots Ranging in Size from 1.97 to 2.49 Acres in size
952-758-4401

3. Bejan Darbandi
410-303-4832
76 acres (future annexation to City)



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: EDA & PLANNING COMMISSION
FROM: KEN ONDICH – PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
KYRA CHAPMAN - PLANNER
SUBJECT: ANNUAL COMMERCIAL BUILDING AUDIT 2025
DATE: 1/27/25

On January 24th, 2025, staff completed a review of commercial and industrial properties in New Prague and some properties adjoining the City and also conferred with Chamber Director Brooke Sticha on the findings of the review. A listing of occupancy and changes dating back to 2021 is attached to this memo. This cover memo makes a few observations and summarizes the changes that have occurred in the last year.

In summary, there have been 11 new business openings in New Prague and the immediate area (as opposed to 11 last year), by either new business start-ups or businesses moving into New Prague; there have been 26 business closings/changes as compared to 23 last year. Closings means actual business closings or moving out of New Prague and Changes means changes in ownership, name changes, change in business location within the city, changes in services, or expansions. There are 31 vacancies of various commercial spaces/lots (compared to 26 vacancies last year).

Some of the new businesses include:

- Scooter’s Coffee opened.
- Style Revival opened.
- The Rusty Spoke opened.
- Honey Lou Boutique opened.
- Berg Primary Care opened.
- Scott Equipment’s new office building opened.
- Bishop Investments opened in a new building.
- Faith, Recovery, Music opened in a new location.
- Ebert Construction started work on a 54 unit apartment building.

Some notable changes include:

- Bargain Lodge opened in a new location downtown.
- Corner Bar closed.
- Pizza Ranch closed.
- Smoke & Fire closed.
- Cedar & Sage closed.
- Marquardt Jewelers has new ownership.
- CVF Racing expanded internally.
- Holy Trinity completed internal remodeling.
- Work is progressing on 2 If By Sea's new indoor firing range.
- Mayo is completing an addition for Oncology & Infusion services.
- Outlaw Saloon completed a new outdoor patio.
- The EDA sold one lot to Bevcomm in the industrial park.
- Starlight Productions temporarily moved due to a fire downtown.

**New Prague Business Inventory
2025**

Section 11, Item a.

Address	Occpant Status 1/13/21	Occpant Status 1/6/22	Occupant Status 1/2/2023	Occupant Status 1/9/2024	Occupant Status 1/24/2025
411 4th Av. SW	Knights of Columbus	Knights of Columbus	Knights of Columbus	Knights of Columbus	Knights of Columbus
409 4th Av. SW	Dairy Queen	Dairy Queen	Dairy Queen	Dairy Queen	Dairy Queen
407 4th Av. SW	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc. (Plat and building permit applied for new warehousing building)	ASI Car Wash Business/Reclaim Equipment Inc
401 4th Av. SW	XpresSystems Inc.	XpresSystems Inc.	XpresSystems Inc.	XpresSystems Inc. (Plat and building permit applied for new warehousing building)	XpresSystems Inc.
307 4th Av. SW	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc.	ASI Car Wash Business/Reclaim Equipment Inc. (Plat and building permit applied for new warehousing building)	ASI Car Wash Business/Reclaim Equipment Inc. (Received a temporary certificate of occupancy for new building)
205 1/2 4th Ave SW	Lasting Impressions Salon	Lasting Impressions Salon	Lasting Impression Salon	Lasting Impressions Salon	Lasting Impressions Salon
205 4th Av. SW	New Prague Auto	New Prague Auto	New Prague Auto (New Owners)	New Prague Auto	New Prague Auto
201 4th Av. SW	EP Electric Pump - G&K Rental	EP Electric Pump - G&K Rental	EP Electric Pump - G&K Rental & Appointments USA	EP Electric Pump - G&K Rental & Appointments USA	EP Electric Pump - G&K Rental & Appointments USA
408 Main St. W. Suite 100	The Depot	The Depot	The Depot	The Depot	The Depot (New Ownership)
410 Main St W	Vacant Space - Apartments in the Rear on 2nd Level and One on Main Level with additional vacant commercial spaces in the rear	Vacant Space - Apartments in the Rear on 2nd Level and One on Main Level with additional vacant commercial spaces in the rear	2 If By Sea Tactical, Apartments in the Rear on 2nd Level and One on Main Level	2 If By Sea Tactical, Apartments in the Rear on 2nd Level and One on Main Level	2 If By Sea Tactical, Apartments in the Rear on 2nd Level and One on Main Level
404 Main St. W.	West End Liquors	West End Liquors	West End Liquors	West End Liquors	West End Liquors
400 Main St W	Skluzacek Quality Meats	Skluzacek Quality Meats	Skluzacek's Quality Meats	Skluzacek's Quality Meats	Skluzacek's Quality Meats
100 2nd Ave. SW	Vacant (New Owner)	Mach Lumber Storage, The Urban Flea Market, Vacant Warehouse	Mach Lumber Storage, The Urban Flea Market, MVE and ASI Storage, vacant Mill	CUP approved for 2 If By Sea Indoor Firing Range, Mach Lumber Storage, MVE and ASI Storage, vacant mill	2 If By Sea Tactical Indoor Firing Range, MVE Biological Solutions, Faith, Recovery, & Music, Prime Look Home Remodeling (Approved I1-2024, I2-2024/C3-2024, V6-2024, V9-2024)
212 Main St. W.	Weddings at the Broz	Weddings at the Broz	Weddings at the Broz	Weddings at the Broz (The Broz, LLC new owners)	Weddings at the Broz (building permit issued for an ADA lift)
210 Main St. W.	Weddings at the Broz	Weddings at the Broz	Weddings at the Broz	Weddings at the Broz (The Broz, LLC new owners)	Weddings at the Broz (building permit issued for an ADA lift)

**New Prague Business Inventory
2025**

Section 11, Item a.

Address	Occpant Status 1/13/21	Occpant Status 1/6/22	Occupant Status 1/2/2023	Occupant Status 1/9/2024	Occupant Status 1/24/2025
201 2nd Av. SW	Mach Lumber (new shed)	Mach Lumber	Mach Lumber	Mach Lumber	Mach Lumber
302 2nd Av. SW	Connelly Plumbing and Heating - Steve Rynda Construction and Landscaping	Connelly Plumbing and Heating - Steve Rynda Construction and Landscaping	Connelly Plumbing and Heating - Steve Rynda Construction and Landscaping	Connelly Plumbing and Heating - Steve Rynda Construction and Landscaping	Connelly Plumbing and Heating - Steve Rynda Construction and Landscaping
306 2nd Av. SW	Emma Krumbees Pie & Bread Co.	Emma Krumbees Pie & Bread Co.	Emma Krumbee's Pie & Bread Co.	Emma Krumbee's Pie & Bread Co.	Emma Krumbee's Pie & Bread Co.
138 Main St. W.	Vacant	North American Title	Doma	Near North Title Group (name change)	Near North Title Group
136 Main St. W.	Dr. Dvorak Dental Office	Dr. Dvorak Dental Office	Dental On First	Dental On First	Dental On First
130 Main St. W.	Endeavor Trikes - Snap Fitness - To the Pointe Dance Academy	Endeavor Trikes - Snap Fitness - To the Pointe Dance Academy	Endeavor Trikes - Snap Fitness - To the Pointe Dance Academy	Endeavor Trikes - Snap Fitness - To the Pointe Dance Academy	Vacant - Snap Fitness - To the Pointe Dance Academy
126 & 128 Main St. W.	Salon de Beaute - Boutique and Vacant	Salon de Beaute - Boutique and Vacant	Salon de Beaute - Boutique and Agricultral Relations Council Foundation	Salon de Beaute - Boutique and Agricultral Relations Council Foundation	Salon de Beaute - Boutique and Agricultral Relations Council Foundation
122 Main St. W.	Edward Jones (exterior renovations)	Edward Jones	Edward Jones	Edward Jones	Edward Jones
120 Main St. W.	Farmhouse Market	Farmhouse Market	Praha Inn (Upstairs,), Vacant Main Floor	Sugar Rose Bakeshop, Praha Inn	Sugar Rose Bakeshop, The Poppy Seed Inn (Approved outdoor patio via C4-2024)
114 Main St. W.	Lucid Tattoo Coffee Bar & Oddities / Sterling Contracting, LLC (in Back)	Vacant / Sterling Contracting, LLC (in Back)	Chalk It Up (Under Construction)	(in progress of Bargain Lodge moving in)	Bargain Lodge
112 Main St. W.	New Prague Floral & Such	New Prague Floral & Such	New Prague Floral & Such	New Prague Floral & Such	New Prague Floral & Such
110 Main St. W.	Radio Shack (The Electronic Connection)	Radio Shack (The Electronic Connection)	Radio Shack (The Electronic Connection)	Radio Shack (The Electronic Connection)	Radio Shack (The Electronic Connection)
106 Main St. W.	China Royal	China Royal	China Royal	China Royal	China Royal
102 Main St. W.	To The Pointe Dance Academy	To The Pointe Dance Academy	To The Pointe Dance Academny	To The Pointe Dance Academny	To The Pointe Dance Academny
100 Main St. W.	Corner Bar	Corner Bar	Corner Bar	Corner Bar	Vacant (repairs underway)
102 Main St. E.	The Consignment Lodge(Reduced Hours)(Main Floor) - Upstairs Vacant	Vacant(Main Floor) - Upstairs Vacant (Structural Repairs Occurred)	The Bargain Lodge - Upstairs Vacant, Duck Cup Memorial (rear)	The Bargain Lodge (in process of moving out) - Upstairs Vacant, Duck Cup Memorial (rear, but will be taking this entire space soon)	Duck Cup Memorial
104 Main St. E.	Downtown Sound - Troy Flemming Guitar Studio	Downtown Sound - Music Lessons Studios	Downtown Sound - Music Store	Downtown Sound - Music Store	Downtown Sound - Music Store
106 Main St. E.	Dominos Pizza - Apartments Upstairs	Dominos Pizza - Apartments Upstairs	Dominos Pizza - Apartments Upstairs	Dominos Pizza - Apartments Upstairs	Dominos Pizza - Apartments Upstairs
108 Main St. E.	Patty's Place	Patty's Place	Cedar Press Coffee LLC (under construction)	Cedar Press Coffee LLC	Cedar Press Coffee LLC

**New Prague Business Inventory
2025**

Section 11, Item a.

Address	Occpant Status 1/13/21	Occpant Status 1/6/22	Occupant Status 1/2/2023	Occupant Status 1/9/2024	Occupant Status 1/24/2025
110 Main St. E.	Daleko Arts	Daleko Arts	Daleko Arts	Starlight Productions	Vacant (Building Permit for Interior Alterations due to fire)
112 Main St. E.	Sue's Quilt Shop	Sue's Quilt Shop	Sue's Quilt Shop	Sue's Quilt Shop	Sue's Quilt Shop
116 Main St. E.	NP Nutrition & Supplements	NP Nutrition & Supplements	NP Nutrition & Supplements	Vacant	Starlight Productions
118 Main St. E. Suite 1	Vacant	Deputy Registrar Office	Deputy Registrar Office	Deputy Registrar Office	Deputy Registrar Office
118 Main St E. Suite 2	Electric Beach Tanning Salon	Electric Beach Tanning Salon	Electric Beach Tanning Salon	Electric Beach Tanning Salon	Electric Beach Tanning Salon
120 Main St. E.	Tikalsky Laser	Tikalsky Laser	Tikalsky Laser	Tikalsky Laser	Tikalsky Laser
122 Main St. E.	New Prague Tobacco - Downtown	New Prague Tobacco - Downtown	New Prague Tobacco Vape & CBD Downtown	New Prague Tobacco Vape & CBD Downtown	New Prague Tobacco Vape & CBD Downtown
124 Main St. E.	New Prague Post Office	New Prague Post Office	New Prague Post Office	New Prague Post Office	New Prague Post Office
126 Main St. E.	Crawfords Standard Service	Crawfords Standard Service	Vacant	Vacant	Vacant
200 Main St. E.	Suel Printing	Suel Printing	Suel Printing	Suel Printing	Suel Printing
204 Main St. E.	Scott Law Firm - Bruce Scott Realty - Scott Insurance Services	Scott Law Firm - Bruce Scott Realty - Scott Insurance Services	Bruce Scott Law Firm PA & Beacon Real Estate Group	Bruce Scott Law Firm PA & Beacon Real Estate Group	Bruce Scott Law Firm PA & Beacon Real Estate Group
208 Main St. E.	Kitty's Hair Fashions	Kitty's Hair Fashions	Kitty's Hair Fashions	Kitty's Hair Fashions	Kitty's Hair Fashions
210 Main St. E.	Salon Paws	Salon Paws	Salon Paws	Salon Paws	Salon Paws
222 Main St. E.	Traxler Wealth Management - Vacant	Traxler Wealth Management - Vacant	Traxler Wealth Management - Vacant	Traxler Wealth Management - Vacant	Traxler Wealth Management - Vacant
226 Main St. E.	Truelife Real Estate Solutions / Brad Carlson Agency	Truelife Real Estate Solutions / Brad Carlson Agency	Truelife Real Estate Solutions / Brad Carlson Agency / Vacation Rental Added on 2nd Floor	Truelife Real Estate Solutions / Brad Carlson Agency / Vacation rental on 2nd Floor	Truelife Real Estate Solutions / Brad Carlson Agency / Vacation rental on 2nd Floor
232 Main St. E.	South Metro Homes / Global Real Estate Solutions - Cultivated Ink Tattoo Studio - Massage or Knot - CSS Office	South Metro Homes / Global Real Estate Solutions - Cultivated Ink Tattoo Studio - Massage or Knot - CSS Office	South Metro Homes / Global Real Estate Solutions - Cultivated Ink Tattoo Studio - Massage or Knot - CSS Office	South Metro Homes / Global Real Estate Solutions - Cultivated Ink Tattoo Studio - Massage or Knot - CSS Office	South Metro Homes / Global Real Estate Solutions - Cultivated Ink Tattoo Studio - Massage or Knot - CSS Office
104 Columbus Ave. S.	Daniel Hedin Leasing the Space	Daniel Hedin Leasing the Space	Daniel Hedin Leasing the Space	Daniel Hedin Leasing the Space	Daniel Hedin Leasing the Space
300 Main St. E.	New Prague Public Utilities	New Prague Public Utilities	New Prague Public Utilities	New Prague Public Utilities	New Prague Public Utilities
308 Main St. E.	Hartmann Well Co. - Apartments Upstairs	Hartmann Well Co. - Apartments Upstairs	Hartmann Well Co. - Apartments Upstairs	Hartmann Well Co. - Apartments Upstairs	Hartmann Well Co. - Apartments Upstairs
314 Main St. E.	Soak Laundromat - - New Prague Family & Sports Chiropractic - Erickson Family Chiropractic - Vacant - Vacant	Soak Laundromat - - New Prague Family & Sports Chiropractic - Superior Remodeling - The Well Youth Center	Soak Laundromat-Superior Remodeling-The Well Youth Center-Health Source Chiropractic, New Prague Counseling	Soak Laundromat-Superior Remodeling-The Well Youth Center-Health Source Chiropractic, New Prague Counseling	Berg Direct Primary Care Clinic, Soak Laundromat-Superior Remodeling, New Prague Counseling, Health Source Chiropractic
400 Main St. E.	Library	Library	Library	Library	Library

**New Prague Business Inventory
2025**

Section 11, Item a.

Address	Occpant Status 1/13/21	Occpant Status 1/6/22	Occupant Status 1/2/2023	Occupant Status 1/9/2024	Occupant Status 1/24/2025
400 Lexington Ave. S.	New Prague Golf Club - Kitchen Alteration	New Prague Golf Club	New Prague Golf Course	New Prague Golf Course	New Prague Golf Course
300 Lexington Ave. S.	Park Ballroom	Park Ballroom	Park Ballroom	Park Ballroom	Park Ballroom
205 Lexington Ave. S.	CSSW Ltd. - Tech Support of Minnesota	CSSW Ltd. - Tech Support of Minnesota	CSSW Ltd. -Tech Support of Minnesota	CSSW Ltd. -Minnesota Nonpublic School Accrediting Association	CSSW Ltd. -Minnesota Nonpublic School Accrediting Association
101 Lexington Ave. S.	New Prague Dental	New Prague Dental	New Prague Dental	New Prague Dental	New Prague Dental
610 Main St. E.	Bruzek Funeral Home - Alterations	Bruzek Funeral Home	Bruzek Funeral Home	Bruzek Funeral Home	Bruzek Funeral Home
825 1st. St. SE	Carbone's	Carbone's	Carbone's	Smoke & Fire	Vacant - Property purchased by JPV Properties LLC (Application for C8-2004/V1-2025)
100 10th Av. SE	Hy-Vee Fast & Fresh Express - McDonalds	Hy-Vee Fast & Fresh Express - McDonalds	Hy-Vee Fast & Fresh Express - Vacant	Hy-Vee Fast & Fresh Express - Vacant	Hy-Vee Fast & Fresh Express - Vacant
200 10th Ave. SE	Hy-Vee (Under Construction)	Hy-Vee	Hy-Vee	Hy-Vee	Hy-Vee
202 10th Ave. SE	Hy-Vee (Under Construction)	Hy-Vee	Hy-Vee	Hy-Vee	Hy-Vee
801 1st St. SE	Sugar Rose Bakeshop	Sugar Rose Bakeshop	Sugar Rose Bakeshop	T-Mobile	T-Mobile
803 1st St. SE	Mainstream Boutique	Mainstream Boutique	Mainstream Boutique	Mainstream Boutique	Mainstream Boutique (new ownership)
805 1st St. SE	Great Clips	Great Clips	Great Clips	Great Clips	Great Clips (New sign permit)
807 1st St. SE	New Prague ATA Family Martial Arts	New Prague ATA Family Martial Arts	New Prague ATA Family Martial Arts	New Prague ATA Family Martial Arts	New Prague ATA Family Martial Arts
809 1st St. SE	El Tequila	El Tequila	El Tequila	El Tequila	El Tequila
815 1st St. SE	Geisen Family Chiropractic	Geisen Family Chiropractic	Geisen Family Chiropractic	Geisen Family Chiropractic	Geisen Family Chiropractic
817 1st St. SE	ID Threadz	ID Threadz	ID Threadz	ID Threadz	ID Threadz
819 1st St. SE	Star Nails	Star Nails	Star Nails	Star Nails	Star Nails
821 1st St. SE	Massage 4 U	Massage 4 U	Massage 4 U	Massage 4 U	Massage 4 U
823 1st St. SE	Uncle Earl's Pet Center	Uncle Earl's Pet Center	Uncle Earl's Pet Center	Uncle Earl's Pet Center	Uncle Earl's Pet Center
1101 1st St. SE	First Bank and Trust	First Bank and Trust	First Bank and Trust	First Bank and Trust	First Bank and Trust
1100 1st St. SE	Praha Village	Praha Village	Praha Village	Praha Village	Praha Village
1701 1st St. SE				Scooters Coffee (applied for a buidling permit and minor subdivision).	Scooters Coffee (Received Final Certificate of Occupancy)
1703 1st Street SE					Vacant Lot

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1300 Main St. E.	Holy Trinity Lutheran Church (Expansion)	Holy Trinity Lutheran Church	Holy Trinity Lutheran Church	Holy Trinity Lutheran Church	Holy Trinity Lutheran Church (Internal remodeling permit issued)
100 Chalupsky Ave SE	Walgreens	Walgreens	Walgreens	Walgreens	Walgreens
102 Chalupsky Ave. SE	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot	Ebert Apartment (construction for the 54-unit apartment building)
201 Chalupky Ave. SE		Vacant (New Construction)	Vacant	Tobacco E-Cig's Center	Tobacco E-Cig's Center
203 Chalupsky Ave. SE		Vacant (New Construction)	Vacant	Tobacco E-Cig's Center	Tobacco E-Cig's Center
205 Chalupsky Ave. SE		Vacant (New Construction)	Vacant	Vacant	Vacant
207 Chalupsky Ave. SE		Vacant (New Construction)	Edward Jones	Edward Jones	Edward Jones
209 Chalupsky Ave SE	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare
211 Chalupsky Ave SE	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare	Southwest Eyecare
213 Chalupsky Ave SE	Verizon Wireless Store	Verizon Wireless Store	Verizon Authorized Retailer - Victra	Verizon Authorized Retailer - Victra	Verizon Authorized Retailer - Victra
215 Chalupsky Ave SE	New Prague Vape & Tobacco	New Prague Vape & Tobacco	New Prague Vape & Tobacco	Vacant	Style Revival
217 Chalupsky Ave SE	Papa Murphy's	Papa Murphy's	Papa Murphy's	Papa Murphy's	Papa Murphy's
219 Chalupsky Ave SE	Hairchitects	Hairchitects	Hairchitects	Hairchitects	Hairchitects
221 Chalupsky Ave SE	Anytime Fitness	Anytime Fitness - interior alterations	Anytime Fitness	Anytime Fitness	Anytime Fitness
225 Chalupsky Ave SE	Heartland Credit Union	Heartland Credit Union	Heartland Credit Union	Heartland Credit Union	Heartland Credit Union
200 Alton Ave SE	Coborns - Caribou Coffee	Coborns - Caribou Coffee	Coborns - Caribou Coffee	Coborns - Caribou Coffee	Coborns - Caribou Coffee
103 Chalupsky Ave. SE	O'Reilly Auto Parts	O'Reilly Auto Parts	O'Reilly Auto Parts	O'Reilly Auto Parts	O'Reilly Auto Parts
101 Chalupsky Ave. SE	Vacant Lot	Permit Applied for New McDonalds	McDonalds	McDonalds	McDonalds
100 Alton Ave SE			Vacant Lot (purchased by Heartland Credit Union)	Vacant Lot	Vacant Lot
102 Alton Ave SE			Vacant Lot	Vacant Lot	Vacant Lot
1185 280th St.	Jeff Belzers Ford, Chrysler, Jeep, Dodge, Ram	Jeff Belzers Ford, Chrysler, Jeep, Dodge, Ram	Jeff Belzers Ford, Chrysler, Jeep, Dodge, Ram	Jeff Belzers Ford, Chrysler, Jeep, Dodge, Ram	Jeff Belzers Ford, Chrysler, Jeep, Dodge, Ram
939 280th St. W.	Jeff Belzers New Prague Chevrolet	Jeff Belzers New Prague Chevrolet	Jeff Belzers New Prague Chevrolet	Jeff Belzers New Prague Chevrolet	Jeff Belzers New Prague Chevrolet
169 280th St. W.	Tri County Auto Body	Tri County Auto Body	Tri County Auto Body	Tri County Auto Body	Tri County Auto Body
3105 LeRoy Av.	Deutsch Construction	Deutsch Construction	Deutsch Construction	Deutsch Construction	Deutsch Construction

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200 E. 280th St.	HillSpring Church	HillSpring Church	HillSpring Church	HillSpring Church	HillSpring Church
27980 Koeper Ave	Hands of Friendship	Hands of Friendship	Hands of Friendship	Hands of Friendship	Hands of Friendship
27851 Koeper Ave	McGuire Landscaping	McGuire Landscaping	McGuire Landscaping	McGuire Landscaping	McGuire Landscaping
530 280th St. W.	Spirit of Life Church	Spirit of Life Church	Spirit of Life Church	Spirit of Life Church	Spirit of Life Church
27934 Koeper Ave.	Praha Distributing	Praha Distributing	Praha Distributing	Praha Distributing	Praha Distributing
27920 Koeper Ave.	Vacant	Vacant	Vacant	Vacant	Vacant
27800 Koeper Ave.	Advanced Seeding and Erosion Control	Advanced Seeding and Erosion Control	Advanced Seeding and Erosion Control	Advanced Seeding and Erosion Control	Advanced Seeding and Erosion Control
1530 280th St. W.	KA Witt - Pinpoint Realty	KA Witt - Pinpoint Realty	KA Witt - Pinpoint Realty	KA Witt - Pinpoint Realty	KA Witt - Pinpoint Realty
1409 Main St. E.	Gerold Bros. Construction / The Well	Gerold Bros. Construction / Vacant	Vacant / Prodena Auction Services	Hertaus Flooring (submitted a building permit)/ Prodena Auction Services	Vacant (Hertaus Flooring owns the buidling)
1401 Main St. E.	NAPA Auto Parts - MN Auto Depot	NAPA Auto Parts - MN Auto Depot	NAPA Auto Parts - MN Auto Depot	NAPA Auto Parts - MN Auto Depot	NAPA Auto Parts - MN Auto Depot
1501 1st St. NE	Memories & Milestones Academy (Expansion Underway)	Memories & Milestones Academy (Expansion Completed)	Memories & Milestones Academy (New Ownership)	Early Childhood Academy (new name)	Early Childhood Academy
101 Chalupsky Ave. NE	Kwik Trip	Kwik Trip	Kwik Trip	Kwik Trip	Kwik Trip
1305 1st Street NE				Bishop Investments (office under construction)	Bishop Investments (Temp Certificate of Occupancy provided)
1400 1st. St. NE	Parkview Medical Clinic- Optimal Sports Physical Therapy	Parkview Medical Clinic- Optimal Sports Physical Therapy	Parkview Medical Clinic - Optimal Sports Physical Therapy	Parkview Medical Clinic - Optimal Sports Physical Therapy	Parkview Medical Clinic - Optimal Sports Physical Therapy
1403 1st St NE			Lonsdale Construction	Lonsdale Construction	Lonsdale Construction
1407 1st St. NE	Lonsdale Construction Company / MN Grain & Feed Association - 3 Apartments Upstairs	Lonsdale Construction Company / MN Grain & Feed Association - 3 Apartments Upstairs	MN Grain & Feed Association - 3 Apartments Upstairs	Tech Support Minnesota, Apartments Upstairs	Tech Support Minnesota, Apartments Upstairs
1200 1st St. NE	Quality Inn & Suites	Quality Inn & Suites	Quality Inn & Suites	Quality Inn & Suites	Quality Inn & Suites
1306 1st St. NE	Giesenbrau Bier Co.	Giesenbrau Bier Co. (outdoor patio expansion)	Giesenbrau Bier Co.	Giesenbrau Bier Co.	Giesenbrau Bier Co.
1300 1st St. NE	ACE Hardware	ACE Hardware	ACE Hardware	ACE Hardware	ACE Hardware
1201 1st St. NE	New Day Church	New Day Church	New Day Church	New Day Church	New Day Church
1301 1st St. NE	Re/Max Advantage Plus - American Family Kreuser Office - Distinctive Mortgages - No. American Title - Trademark Title	Re/Max Advantage Plus - American Family Kreuser Office - Distinctive Mortgages - Trademark Title	Re/Max Advantage Plus - American Family Kreuser Office - Distinctive Mortgages - Trademark Title	Re/Max Advantage Plus - American Family Kreuser Office - Distinctive Mortgages - Trademark Title	Re/Max Advantage Plus - American Family Kreuser Office - Distinctive Mortgages - Trademark Title
1102 1st St. NE	Pizza Ranch	Pizza Ranch	Pizza Ranch	Pizza Ranch (temporarily closed)	Vacant
1100 1st St. NE	Roundbank	MinnWest Bank	MinnWest Bank	MinnWest Bank	MinnWest Bank

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1101 1st St. NE	Goldsmith Eye Care	Goldsmith Eye Care	Goldsmith Eye Care	Goldsmith Eye Care	Goldsmith Eye Care
203 10th Ave NE			Valley Accounting & Tax - Keepsake Insurance Agency, LLC	Valley Accounting & Tax - Keepsake Insurance Agency, LLC	Valley Accounting & Tax - Keepsake Insurance Agency, LLC
205 10th Ave. NE	New Prague Ceska Louisville Insurance - Valley Accounting & Tax Keller Property Management - Keepsake Insurance	New Prague Ceska Louisville Insurance - Valley Accounting & Tax Keller Property Management - Keepsake Insurance	New Prague Ceska Louisville Insurance	New Prague Ceska Louisville Insurance	New Prague Ceska Louisville Insurance
211 10th Ave. NE	Main Street Dental	Main Street Dental	Main Street Dental	Main Street Dental	Main Street Dental
212 Ladyslipper Av.	Midwest Assistance / Ameriprise	Midwest Assistance / Ameriprise	Midwest Assistance / Ameriprise	Midwest Assistance / Ameriprise	Midwest Assistance / Ameriprise, New Prague Garage Door Repair
212 10th Ave. NE	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague
200 10th Ave. NE	Fishtale Grill	Fishtale Grill	Fishtale Grill	Fishtale Grill	Fishtale Grill
104 10th Ave. NE	Subway - The Yoga Tree	Subway - The Yoga Tree	Subway - The Yoga Tree	Subway - The Yoga Tree	Subway - The Yoga Tree
102 10th Ave. NE	Holiday	Holiday	Holiday	Holiday	Circle K (Rebranded from Holiday Station)
1003 Main St. E.	NP Vet Clinic	NP Vet Clinic	NP Vet Clinic	NP Vet Clinic	NP Vet Clinic
411 Main St. E.	Adelphia Metals	Adelphia Metals	Adelphia Metals	Adelphia Metals	Adelphia Metals
301 Main St. E.	H&R Block - Secure Base Counseling Center	H&R Block - Secure Base Counseling Center	H&R Block - Seure Base Counseling Center	H&R Block - Seure Base Counseling Center	H&R Block - Seure Base Counseling Center
115 1st Ave. SE	Kubes Realty - South Suburban Oral Surgeons - Restoration Fitness & Wellcare - Brusseau Diversified Wealth Management - South Metro Couesling - Scott Equipment - Shimota Project Management	Kubes Realty - South Suburban Oral Surgeons - Restoration Fitness & Wellcare - Brusseau Diversified Wealth Management - South Metro Couesling - Scott Equipment - Shimota Project Management	Kubes Realty-South Suburban Oral Surgeons-Brusseau Diversified Wealth Management-South Metro Counseling-Scott Equipment-Shimota Project Management-Amy Wold Licensed Psychologist	Kubes Realty - South Suburban Oral Surgeons - Brusseau Diversifed Weakth Management - South Metro Counseling - Scott Equipment - Shimota Project Management - Amy Wold Licensed Psychologist	Kubes Realty - South Suburban Oral Surgeons - Brusseau Diversified Weakth Management - South Metro Counseling - Vacant - Shimota Project Management - Amy Wold Licensed Psychologist
227 Main St. E.	St. Wenceslaus Church & School	St. Wenceslaus Church & School	St. Wenceslaus Church & School	St. Wenceslaus Church & School	St. Wenceslaus Church & School
201 Main St. E.	Back & Neck Clinic - Alteration	Back & Neck Clinic	Back & Neck Clinic	Back & Neck Clinic	Back & Neck Clinic
129 Main St. E.	Vacant - Apartment Upstairs	Vacant - Apartment Upstairs	Innovative Waste Recyrcing - Apartment Upstairs	Innovative Waste Recyrcing - Apartment Upstairs	Innovative Waste Recyrcing - Apartment Upstairs
127 Main St E	Vacant	1319 Woodfire Tavern	1319 Woodfire Tavern	1319 Woodfire Tavern	1319 Woodfire Tavern
125 Main St. E.	Czech'ers Sports Bar	1319 Woodfire Tavern	1319 Woodfire Tavern	1319 Woodfire Tavern	1319 Woodfire Tavern

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123 Main St. E.	Cedar and Sage	Cedar and Sage	Cedar and Sage	Cedar and Sage	Honey Lou Boutique
123A Main St. E.	Velvet Touch Catering	Velvet Touch Catering	Velvet Touch Catering	Velvet Touch Catering	Velvet Touch Catering
121 Main St. E.	Hertaus Floors	Hertaus Floors	Hertaus Floors	Hertaus Floors	Hertaus Floors
121 Main St. E. Suite A	Hertaus Floors	Hertaus Floors	Hertaus Floors	Hertaus Floors	Hertaus Floors
119 Main St. E.	Wornson Goggins	Wornson Goggins	Wornson Goggins	Wornson Goggins	Wornson Goggins - Close At Title
111 Main St. E.	Tupy Insurance	Tupy Insurance	Tupy Insurance	Tupy Insurance	Tupy Insurance
107 E. Main Street	Vacant	The Local 105	The Local 105	The Local 105	The Local 105
105 Main St. E.	Vacant	The Local 105	The Local 105	The Local 105	The Local 105
103 Main St. E.	Scott County Abstract & Title - Murray & Associates LLC	Scott County Abstract & Title - Murray & Associates LLC	Scott County Abstract & Title - Murray & Associates LLC	Scott County Abstract & Title - Murray & Associates LLC	Scott County Abstract & Title - Murray & Associates LLC
101 Central Av. N.	Dr. Doug Vayda	Dr. Doug Vayda	Dr. Doug Vayda	Dr. Doug Vayda	Dr. Doug Vayda
101 Main St. E.	New Prague Chamber of Commerce	New Prague Chamber of Commerce	New Prague Chamber of Commerce	New Prague Chamber of Commerce	New Prague Chamber of Commerce
107 Central Av. N.	Vacant - Keller Williams Realty - Vacant - Vacant	Vacant - Keller Williams Realty - Vacant - Vacant	Carol Lambrecht - Keller Williams Preferred Realty - Vacant - Vacant	Carol Lambrecht - Keller Williams Preferred Realty - Vacant - Vacant	Carol Lambrecht - Keller Williams Preferred Realty - Vacant - Vacant
111 Central Av. N.	US Bank - Alterations	US Bank	US Bank	US Bank	US Bank
201 Central Av. N.	Faithpoint Lutheran Church (For Sale)	House of Grace Church	House of Grace Church	House of Grace Church	House of Grace Church
118 Central Av. N.	City of New Prague	City of New Prague	City of New Prague	City of New Prague	City of New Prague
101 Main St. W.	City Purchased - "Central Plaza" Plans Underway	Central Plaza (pending construction)	Central Plaza	Central Plaza	Central Plaza
103 Main St. W.	Pioneer Bar	Pioneer Bar	Pioneer Bar	Outlaw Saloon	Outlaw Saloon (C2-2024 was approved - outdoor patio for eating and drinking)
105 Main St. W.	Schoenecker Agency Farmers Insurance - Small Town Girl	Schoenecker Agency Farmers Insurance - Small Town Girl	Schoenecker Agency Farmers Insurance - Small Town Girl	Schoenecker Agency Farmers Insurance - Small Town Girl	Schoenecker Agency Farmers Insurance - Small Town Girl

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111 Main St. W.	O'Neill Brothers - Hear Hear - Ultimate Hearing - Vacant - Insurarates Insurance Agency Jamie Prip	O'Neill Brothers - Hear Hear - Ultimate Hearing - Sandra Fleming Piano Studio - Insurarates Insurance Agency Jamie Prip - The Thoughtful Realtor	O'Neil Brothers-Hear Here Hearing Center-Sandra Fleming Piano Studio- Insurarates Insurance Agency Jaime Prip - The Thoughtful Realtor (Natalie Watson)-Assured Polygraph	O'Neil Brothers-Hear Here Hearing Center-Vacant-Insurarates Insurance Agency Jaime Prip - The Thoughtful Realtor (Natalie Watson)-Assured Polygraph	O'Neil Brothers-Hear Here Hearing Center-Vacant- Insurarates Insurance Agency Jaime Prip - Main Stream Boutique Studio Space -Assured Polygraph
115 Main St. W.	Bevcomm - Internal Alterations	Bevcomm	Bevcomm	Bevcomm	Bevcomm
119 Main St. W. Suite B	Marquardt Jewelers	Marquardt Jewelers (new upper level apartments)	Marquardt Jewelers	Marquardt Jewelers	Marquardt Jewelers (New ownership)
119 Main St. W. Suite B	Barr Taxidermy	Barr Taxidermy	Barr Taxidermy	Barr Taxidermy	Barr Taxidermy
119 Main St W Suite C			Driftwood Builders	Close At Title	Vacant
119 Main St. W. Suite D	350Five	K-Bid	Mikhail Bondarenko handyman service	Arty's Auto	Arty's Auto
121 Main St. W.	Lau's Bakery	Lau's Bakery	Lau's Bakery	Lau's Bakery	Lau's Bakery
123 Main St. W.	Main Street Massage	Main Street Massage	Main Street Massage	Main Street Massage	Main Street Massage
125 Main St. W.	International Quality Home Care/Omega Medical Supply, LLC	International Quality Home Care/Omega Medical Supply, LLC	Vacant	Minnesota Grain and Feed Association	Minnesota Grain and Feed Association
133 Main St. W.	Kubes Furniture & Flooring - ReSee	Kubes Furniture & Flooring - ReSee	Kubes Furniture & Flooring - Resee	Kubes Furniture & Flooring - Resee	Kubes Furniture & Flooring - Resee (approved V4-2024 for exterior alterations)
131 Main Street W.	Kubes Furniture & Flooring - Apartments Upstairs	Kubes Furniture & Flooring - Apartments Upstairs	Kubes Furniture & Flooring - Apartments Upstairs	Kubes Furniture & Flooring - Apartments Upstairs	Kubes Furniture & Flooring - Apartments Upstairs
201 Main St. W.	State Farm Insurance (McGillen) - NP Music Institute	State Farm Insurance (McGillen) - NP Music Institute	State Farm Insurance (McGillen) - NP Music Institute	State Farm Insurance (McGillen) - NP Music Institute	State Farm Insurance (McGillen) - NP Music Institute
203/205 Main St. W.	Dorzinski Barber - Vacant - Advanced Concepts Skincare - Gliszinski Law Office	Dorzinski Barber - Vacant - Advanced Concepts Skincare - Gliszinski Law Office	Vacant - Vacant - Advanced Concepts Skincare - Gliszinski Law Office	Hair Force Barbershop- Calvary Church - Advanced Concepts Skincare - Gliszinski Law Office	Hair Force Barbershop- Calvary Church - Advanced Concepts Skincare - Gliszinski Law Office
207 Main St. W.	City Club Bar - Apartments upstairs	City Club Bar - Apartments upstairs	City Club Bar - Apartments upstairs	City Club Bar - Apartments upstairs	City Club Bar - Apartments upstairs
215 1/2 Main St. W.	Humble Pie / Storage Area	Humble Pie / Storage Area	Lark Studio Arts (under construction) / Storage Area	Lark Studio Arts / Storage Area	Lark Studio Arts / Storage Area
217 Main St. W.	Wells Fargo	Wells Fargo	Wells Fargo	Wells Fargo	Wells Fargo
309 Main St. W.	Strike Force Bowl	Strike Force Bowl	Strike Force Bowl	Strike Force Bowl	Strike Force Bowl
325 Main St. W.	Joe's Shoe Repair	Joe's Shoe Repair	Joe's Shoe Repair	Joe's Shoe Repair	Joe's Shoe Repair

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329 Man St. W.	Flipside	The Rusty Spoke (remodeling underway)	The Rusty Spoke (remodeling underway)	The Rusty Spoke (remodeling underway)	Rusty Spoke (opened officially on 8/1/24)
401 Main St. W.	The Car Lot New Prague	The Car Lot New Prague	The Car Lot New Prague	The Car Lot New Prague	The Car Lot New Prague
201 4th Av. NW	Caseys	Caseys	Casey's	Casey's	Casey's
201 4th Av. NW	New Prague Touchless Car Wash	New Prague Touchless Car Wash	New Prague Touchless Car Wash	New Prague Touchless Car Wash	New Prague Touchless Car Wash
27252 Helena Blvd	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary
409 2nd St. NW	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary	Lakers Sanitary
415 4th Ave NW	New Prague Animal Care	New Prague Animal Care	New Prague Animal Care	New Prague Animal Care	New Prague Animal Care
413 4th Av. NW	Central Fire Protection - Vacant - Property Expressions Too	Central Fire Protection - Vacant - Property Expressions Too	Central Fire Protection - Vacant - Property Expressions Too	Central Fire Protection - Vacant - Property Expressions Too	Central Fire Protection - Vacant - Property Expressions Too
417 4th Ave. NW	Vacant	Vacant	Vacant	Vacant	Vacant
509 4th Ave NW	Al's Car Wash	Al's Car Wash	Al's Car Wash	Al's Car Wash	Al's Car Wash
605 4th Av. NW	Scott Equipment	Scott Equipment	Scott Equipment	Scott Equipment	Scott Equipment
407 7th St. NW	Chart	Chart (Hydrogen Test Site Added)	Chart	Chart	Chart
201 7th Street NW	MVE Biological Solutions	MVE Biological Solutions (interior remodel)	MVE Biological Solutions (expansion underway)	MVE Biological Solutions (expansion underway)	MVE Biological Solutions
435 Main St. W.	Speedway	Speedway	Speedway	Speedway	Speedway
104 4th Av. NW	Kwik Trip	Kwik Trip	Kwik Trip	Kwik Trip	Kwik Trip
609 Main St. W.	Wencel Kubes Custom Cabinets	Wencel Kubes Custom Cabinets	Wencel Kubes Custom Cabinets	Wencel Kubes Custom Cabinets	Wencel Kubes Custom Cabinets
(West of Town)	Used mostly for personal storage by Palmer Welcome	Used mostly for personal storage by Palmer Welcome	Used mostly for personal storage by Palmer Welcome	Used mostly for personal storage by Palmer Welcome	Used mostly for personal storage by Palmer Welcome
442 Main St. W.	New Prague Park and Sell (For Sale)	New Prague Park and Sell (For Sale)	New Prague Park and Sell (For Sale)	New Prague Park and Sell (For Sale)	New Prague Park and Sell (For Sale)
438 Main St. W.	Hanzel Refinishing & Upholstering	Hanzel Refinishing & Upholstering	Hanzel Refinishing & Upholstering	Vacant	Vacant
436 Main Street W	Vacant	Vacant	Vacant	Vacant	Vacant
208 4th Av. SW	Ettlins Café	Ettlins Café	Ettlins Café	Ettlins Café	Ettlins Café
400 4th Av. SW	Nick Slavik Painting and Restoration	Nick Slavik Painting and Restoration (interior alterations)	Nick Slavik Painting and Restoration	Nick Slavik Painting and Restoration	Nick Slavik Painting and Restoration (new sign permit)

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470 5th Ave. SW	Four Seasons Tires, LLC	Four Seasons Tires, LLC	Four Seasons Tires, LLC	Four Seasons Tires, LLC	Four Seasons Tires, LLC
500 4th Av. SW	Tracker Management - D&K Auto Repair	Tracker Management - D&K Auto Repair	Tracker Management - DNK Auto Repair	Tracker Management - U-Haul Neighnorhood Dealer	Tracker Management - U-Haul Neighborhood Dealer (Plat for Tracker Addition so they can do a new building addition)
603 4th Av. SW	Palmer Welcome Auto	Palmer Welcome Auto	Palmer Welcome Auto	Palmer Welcome Auto	Palmer Welcome Auto
830 4th Ave. SW.	Calvary Church (Temporary Location)	Word of Life Church	Word of Life Church	Word of Life Church	Word of Life Church
2191 4th Ave. SW	Nieman Roofing	Nieman Roofing	Nieman Roofing	Nieman Roofing	Nieman Roofing
698 15th St. SW	A&W Automotive	A&W Automotive	A & W Automotive	A & W Automotive	A & W Automotive
1574 3rd Av. SW Suite 1	Cities Edge Collision and Glass	Cities Edge Collision and Glass	Cities Edge Collision and Glass	Cities Edge Collision and Glass	Cities Edge Collision and Glass
1574 3rd Av. SW Suite 2	Vacant	Vacant	Vacant	Vacant	Vacant
1658 3rd Av. SW	Pete's Repair	Pete's Repair	Legacy Autoworx (formerly Pete's Repair), Euroworx	Legacy Autoworx , Euroworx	Legacy Autoworx , Euroworx
1776 3rd Ave SW	New Prague Mini Storage	New Prague Mini Storage	New Prague Mini Storage	New Prague Mini Storage	New Prague Mini Storage
294 15th Street SW	Otero Trucking	Otero Trucking	Vacant	Vacant	Vacant
1111 4th Av. NW	Radon (For Sale)	Radon, Ivy Brook Parking (exterior storage)	Radon, Ivy Brook Parking (new electronic variable message sign)	Radon, Ivy Brook Parking	Radon, Ivy Brook Parking
100 12th St. NW	New Prague Area Community Center	New Prague Area Community Center	New Prague Community Center (rennovations)	New Prague Community Center	New Prague Community Center
4975 Le Sueur Av.	KA Witt Facility	KA Witt Facility	KA Witt Facility	KA Witt Facility	KA Witt Facility
27252 Helena Blvd.	Laker's New Prague Sanitary	Laker's New Prague Sanitary	Laker's New Prague Sanitary	Laker's New Prague Sanitary	Laker's New Prague Sanitary
200 12th St. NE	New Prague Gymnastics Club	New Prague Gymnastics Club	New Prague Gymnastics Club	New Prague Gymnastics Club	New Prague Gymnastics Club
510 6th St. NW	Neil Dornbush & Assoc. - Dornbusch Asset Management	Neil Dornbush & Assoc. - Dornbusch Asset Management	Anderson Process	Anderson Process	Anderson Process
520 6th St. NW	D&D Mechanical	D&D Mechanical	D & D Mechanical	D & D Mechanical	D & D Mechanical
600 6th St. NW	Busch Brothers - Midwest Food Processing - Lutgen Technologies - Filetech - Central McGowan, Inc.	Busch Brothers - Midwest Food Processing - Lutgen Technologies - Filetech - Central McGowan, Inc.	Busch Brothers (Orion Machining) - Midwest Food Processing -Lutgen Technologies	Busch Brothers (Orion Machining) - Midwest Food Processing -Lutgen Technologies	Busch Brothers (Orion Machining) - Midwest Food Processing -Lutgen Technologies

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624, 626, 628 6th Street NW	BevComm (Storage) - CVF Racing (Expanded)	BevComm (Storage) - CVF Racing (Expanded)	Bevcomm (Storage) - CVF Racing	Bevcomm (Storage) - CVF Racing	CVF Racing (expansion)
700 6th St. NW	I.P.S. Industrial Pneumatic Systems	I.P.S. Industrial Pneumatic Systems	I.P.S. Industrial Pneumatic Systems	I.P.S. Industrial Pneumatic Systems	I.P.S. Industrial Pneumatic Systems
800 6th St. NW	Quality Flow - Quality Control & Integration - Sprint Cell Tower	Quality Flow - Quality Control & Integration - Sprint Cell Tower	Quality Flow - Quality Control & Integration -Sprint Cell Tower	Quality Flow - Quality Control & Integration -Sprint Cell Tower (new storage building under construction)	Quality Flow - Quality Control & Integration -Sprint Cell Tower
906 6th St NW	Great River Energy	Great River Energy	Great River Energy	Great River Energy	Great River Energy
504 6th Av. NW Suite 1	Mayo Clinic Rehabilitation Services	Mayo Clinic Rehabilitation Services	Mayo Clinic Rehabilitation Services	Mayo Clinic Rehabilitation Services	Mayo Clinic Rehabilitation Services
502 6th Ave. NW	Electromed	Electromed	Electromed	Electromed	Electromed
505 6th Av. NW	Vacant	Vacant	Vacant	Vacant	Vacant
503 6th Av. NW	Picha Electric	Picha Electric	Picha Electric	Picha Electric	Picha Electric
412 5th Av. NW	Steele 7 Associates LLC (Technipac)	Steele 7 Associates LLC (Technipac)	Vacant (for sale)	City of New Prague Park Maintenance Building	City of New Prague Park Maintenance Building
411 5th Ave. NW	Semi Truck Storage	Semi Truck Storage	Semi Truck Storage	Semi Truck Storage	Semi Truck Storage
505 5th Ave. NW	New Prague Fire & Ambulance Facility	New Prague Fire & Ambulance Facility	New Prague Fire & Ambulance Facility	New Prague Fire & Ambulance Facility	New Prague Fire & Ambulance Facility
1001 Columbus Av. N.	Mala Strana Nursing Home	Mala Strana Nursing Home	Mala Strana Nursing Home	Mala Strana Nursing Home	Mala Strana Nursing Home
201 2nd St. NE	Mayo Clinic Health Systems New Prague (2020 Alterations)	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague	Mayo Clinic Health Systems New Prague (Expansion underway for Oncology and Infusion Services)
311 Columbus Av. N.	Queens Court (senior housing 1st floor - hospital offices 2nd floor)	Queens Court (senior housing 1st floor - hospital offices 2nd floor)	Queens Court (senior housing 1st floor - hospital offices 2nd floor)	Queens Court (senior housing 1st floor - hospital offices 2nd floor)	Queens Court (senior housing 1st floor - hospital offices 2nd floor)
313 Columbus Ave. N.	Peace Center	Peace Center	Peace Center	Peace Center	Peace Center
1101 1st Ave. NW	Chart Inc. Large Tank Facility (exterior storage expansion)	Chart Inc. Large Tank Facility	Chart Inc. Large Tank Facility	Chart Inc. Large Tank Facility	Chart Inc. Large Tank Facility
206 3rd Ave. NW	Storage - Superior Remodeling - Storage - Storage	Storage - Storage - Storage - Storage	Storage - Storage - Storage - Storage	Storage - Storage - Storage - Storage	Storage - Storage - Storage - Storage
507 1st Street SW	Terra Somniorum Publishing - 2nd Level Apartment	Terra Somniorum Publishing - 2nd Level Apartment	Terra Somniorum Publishing - 2nd Level Apartment	Terra Somniorum Publishing - 2nd Level Apartment	Terra Somniorum Publishing - 2nd Level Apartment
1826 Rolling Meadows Ct	Seurer Custom Welding and Prop Repair	Seurer Custom Welding and Prop Repair	Seurer Custom Welding and Prop Repair	Seurer Custom Welding and Prop Repair	Seurer Custom Welding and Prop Repair
501 6th Street NW	Braith Auto	Braith Auto	Braith Auto (expansion)	Braith Auto	Braith Auto
601 6th Street NW	Vacant Lot	Vacant Lot	Vacant Lot	Scott Equipment (submitted a building permit for new office building)	Scott Equipment

**New Prague Business Inventory
2025**

Section 11, Item a.

Address	Occpant Status 1/13/21	Occpant Status 1/6/22	Occupant Status 1/2/2023	Occupant Status 1/9/2024	Occupant Status 1/24/2025
603 6th Street NW	Paul Hanzel Homes / Dynamic Woodworks	Paul Hanzel Homes / Dynamic Woodworks	Paul Hanzel Homes/Dynamic Woodworks	Paul Hanzel Homes/Dynamic Woodworks	Paul Hanzel Homes/Dynamic Woodworks
605 6th Street NW	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot (purchased by Bevcomm)
701 6th Street NW	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot
703 6th Street NW	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot	Vacant Lot (sale pending by Qfive Properties)
801 6th Street NW	Vacant Lot	Vacant Lot	Vacant Lot	Brick's Boatworks	Brick's Boatworks (Issued a permit for adding a paint booth to their Main shop)



118 Central Avenue North, New Prague, MN 56071
phone: 952-758-4401 fax: 952-758-1149

MEMORANDUM

TO: HONORABLE MAYOR AND CITY COUNCIL
CC: EDA & PLANNING COMMISSION
FROM: KEN ONDICH, PLANNING / COMMUNITY DEVELOPMENT DIRECTOR
SUBJECT: SUMMARY OF 2024 GROWTH STATISTICS
DATE: JANUARY 28, 2025

Attached to this memo is the “Summary of 2023 Growth Statistics” report as compiled by the Community Development Department. This report is provided as information to the Council, Planning Commission and EDA on an annual basis.

A few key points to note are the following:

- Number of new single-family construction permits decreased from 11 in 2023 to 10 in 2024.
- Value of the constructed new single-family home permits only increased by approximately \$686,731 from 2023 to 2024.
- Average new construction single family home values increased from \$203,113 in 2023 to \$292,098 in 2024.
- There were 0 multifamily units constructed in 2024.
- The number of commercial/industrial permits increased from 42 in 2023 to 56 in 2024.
- Value of commercial/industrial permits increased from \$6,155,308 in 2023 to \$9,137,548 in 2024. Some commercial/industrial projects completed in 2024 include Scooters Coffee, Scott Equipment Office Building, Bishop Investments, and new warehouse buildings at ASI and Quality flow just to name a few. The number of commercial/industrial permits issued was a 15 year high.
- The number of public permits increased from 13 in 2023 to 20 in 2024.
- The value of public permits increased from \$659,367 in 2023 to \$2,297,674 in 2024. Some of the public permits included interior alterations at Holy Trinity Lutheran Church, interior renovations at Mayo Clinic Hospital (multiple), reroofing of various city buildings, alterations at Falcon Ridge Elementary. The number of public permits issued was a 15 year high.

2024 remained a very busy year for construction activity particularly in the public and commercial/industrial projects, but it is noted that reroofing and residing are permits finally back down to typical levels.

Staff Recommendation:

No action is needed. This memo was provided for informational purposes only.

City of New Prague

Summary of 2024 Growth Statistics



NEW PRAGUE

A Tradition of Progress

Published by the New Prague Community Development Department
January 24, 2025

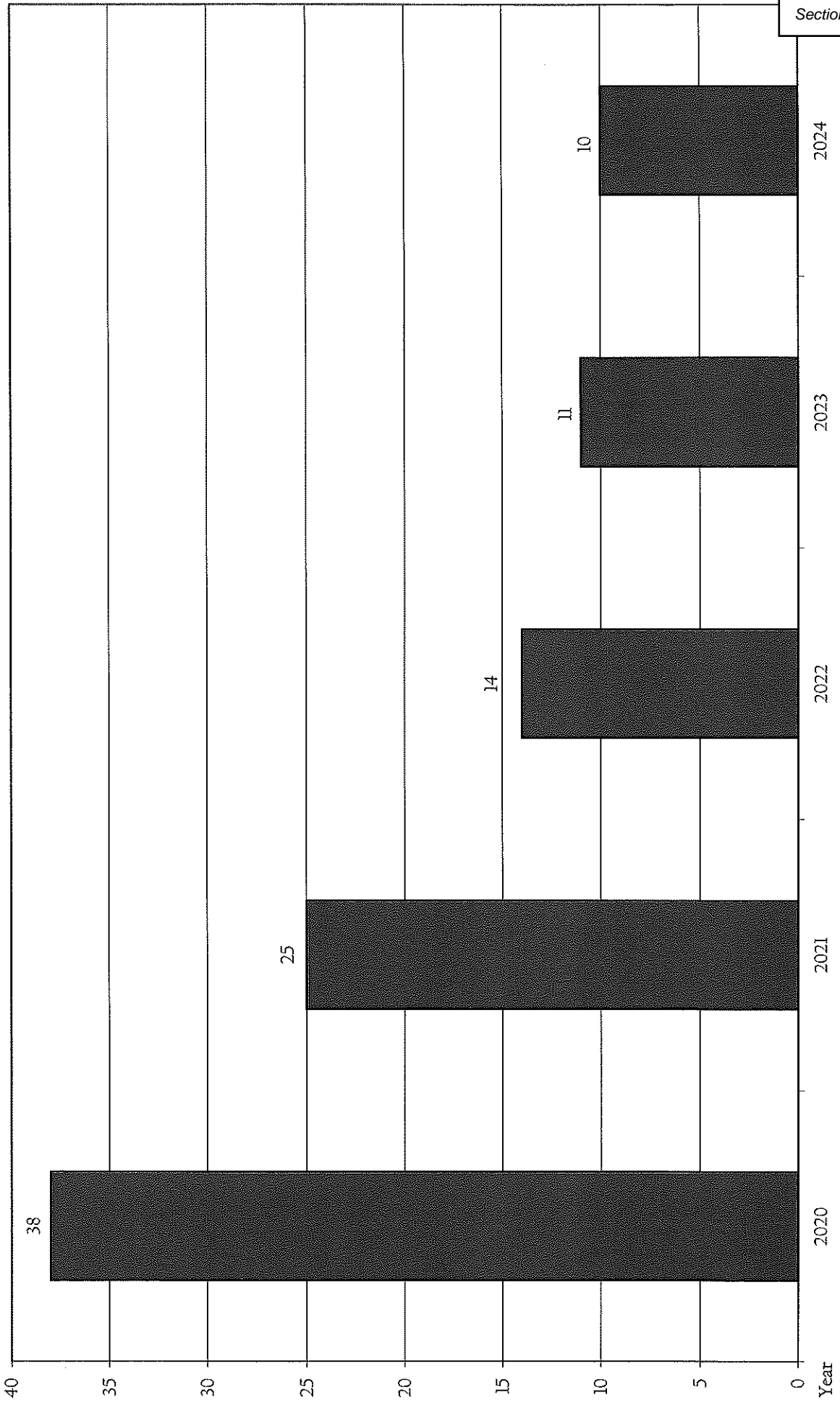
**2024 PERMIT SUMMARY
January - December**

	Le Sueur County		Scott County		Totals	
	Number	Value	Number	Value	Number	Value
Single Family Homes	6	\$1,664,896.00	4	\$1,256,087.00	10	\$2,920,983.00
Townhomes (owner occupied)	0	\$0.00	0	\$0.00	0	\$0.00
Multi - Family (renter occupied)	0	\$0.00	0	\$0.00	0	\$0.00
*Misc.	103	\$1,409,653.83	101	\$1,620,151.10	204	\$3,029,804.93
Commercial/Industrial	29	\$4,577,237.20	27	\$4,560,311.17	56	\$9,137,548.37
Public - Schools, Churches, City, Hos	7	\$1,394,704.00	13	\$902,970.00	20	\$2,297,674.00
	145	\$9,046,491.03	145	\$8,339,519.27	290	\$17,386,010.30

***Includes permits for:** Addition, Alteration Bathrooms, Deck, Redecking, Door, Foundation Only, Above Ground Pools, In Ground Pool, Lower Level Finish/Basement Finish, Misc Bathroom, New House, Porch, Repair Walls/drain tile/Sump Pump, Repair Garage, Reside, Reroof, Steps, Solar, Windows, Fill & grading residential lot

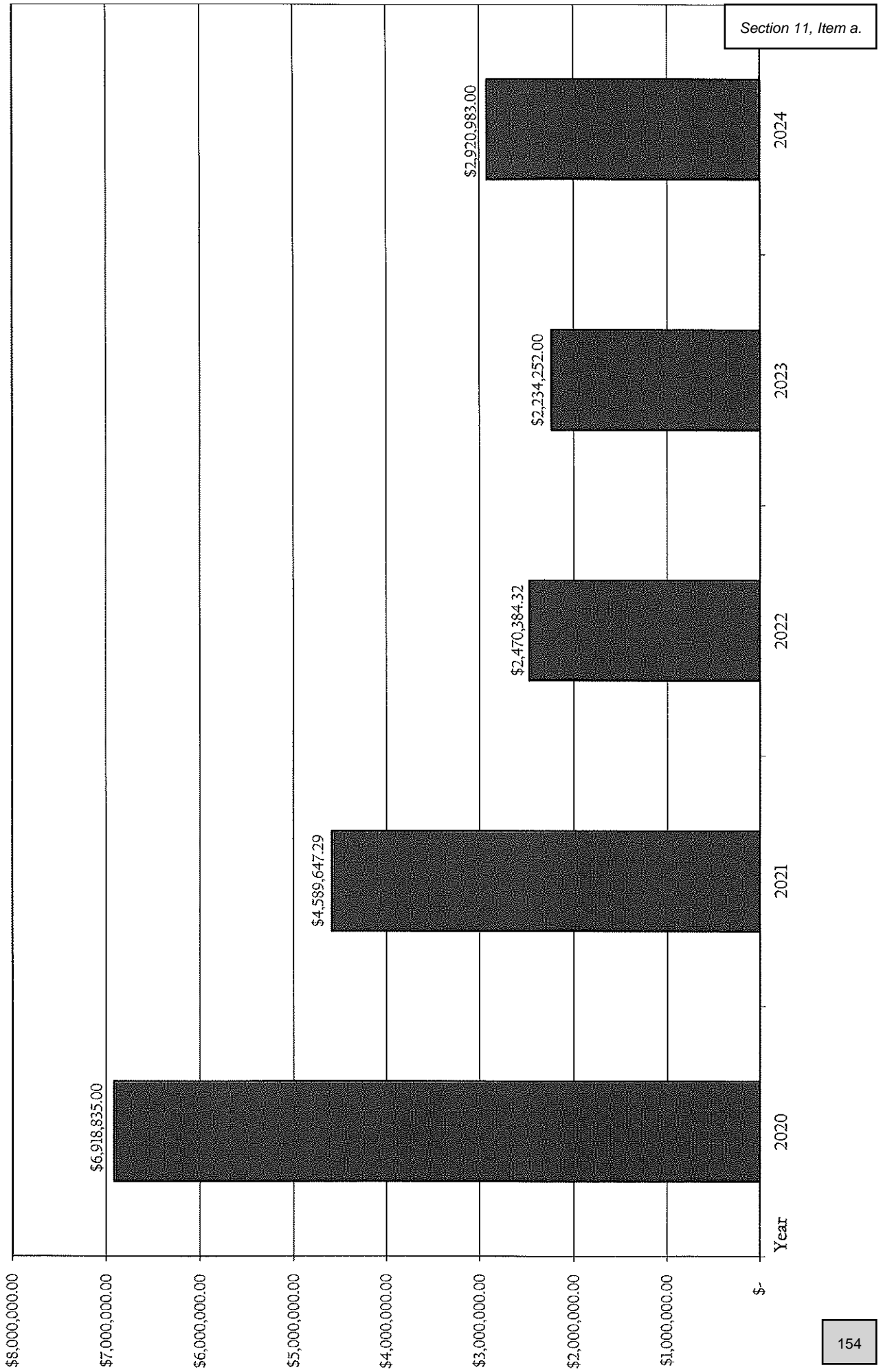
Large Commercial/Industrial/Public projects include: Orion Properties - Cold Storage; Great River - Fire Alarm; Parkview - Reroof; Rusty Spoke - Fire Alarm; NP Mill - Alteration Demising Wall; True Life Real Estate - Window; Dan Bishop New Building; Bragin Lodge Alteration; ASI New Building B Dohm; MCHS Relocate Sprinklers, Rusty Spoke - Fire Suppression; Scott Equipment - New Building; NP Gymnastics - Reroof; Bishop Financial - Fire Sprinkler; New Prague Milling - Demo; Brick's Boatworks - Paint Booth; J Lonneman - Wall Repair Upstairs; Paul Hanzel - Reroof; Chart - Overhead Door & Opening; Knights Bldg. - Reroof; NP Community Center - Reroof; Hertaus - Reroof; Outlaw - Front Door; EP Holdings - Reroof; Kubes - Alteration; NP Station - Alteration to Space; Miller Milling - Foundation Only; Mayo - Fire Suppression, Alteration Radiology & Fluoroscopy; Kubes - Fire Suppression; Giesenbrau - Reroof; NP Mill - Fire Alarm; Scooter's - New Building; Broz - ADA Lift, Fire Suppression; MVE Bio - Reroof; St Wenc - Replacing stone steps on South side, Reroof City buildings, sheds, shelters, Outlaw Saloon - Door; EP Holdings - reside; Holy Trinity - Alteration kitchen, sanctuary etc., Treasured Spaces - Reroof, NPAS Falcon Ridge - Alteration Casework w/State Plumbing; Strike Force - Reroof; Downtown Sound - Reroof; Q Five Properties - Alteration Antennas; Scott Equipment - Fire Suppression New; Tony Kubes Building - Door, Window; Ebert Foundation Only Multi Family Apt Complex; Randy Kubes Building Door/Windows; Holy Trinity Church - Fire Alarm; CVF Industrial Properties - Misc. Crane Engineering, Life Safety

Single Family Home Permits 5 Year (2020 - 2024)



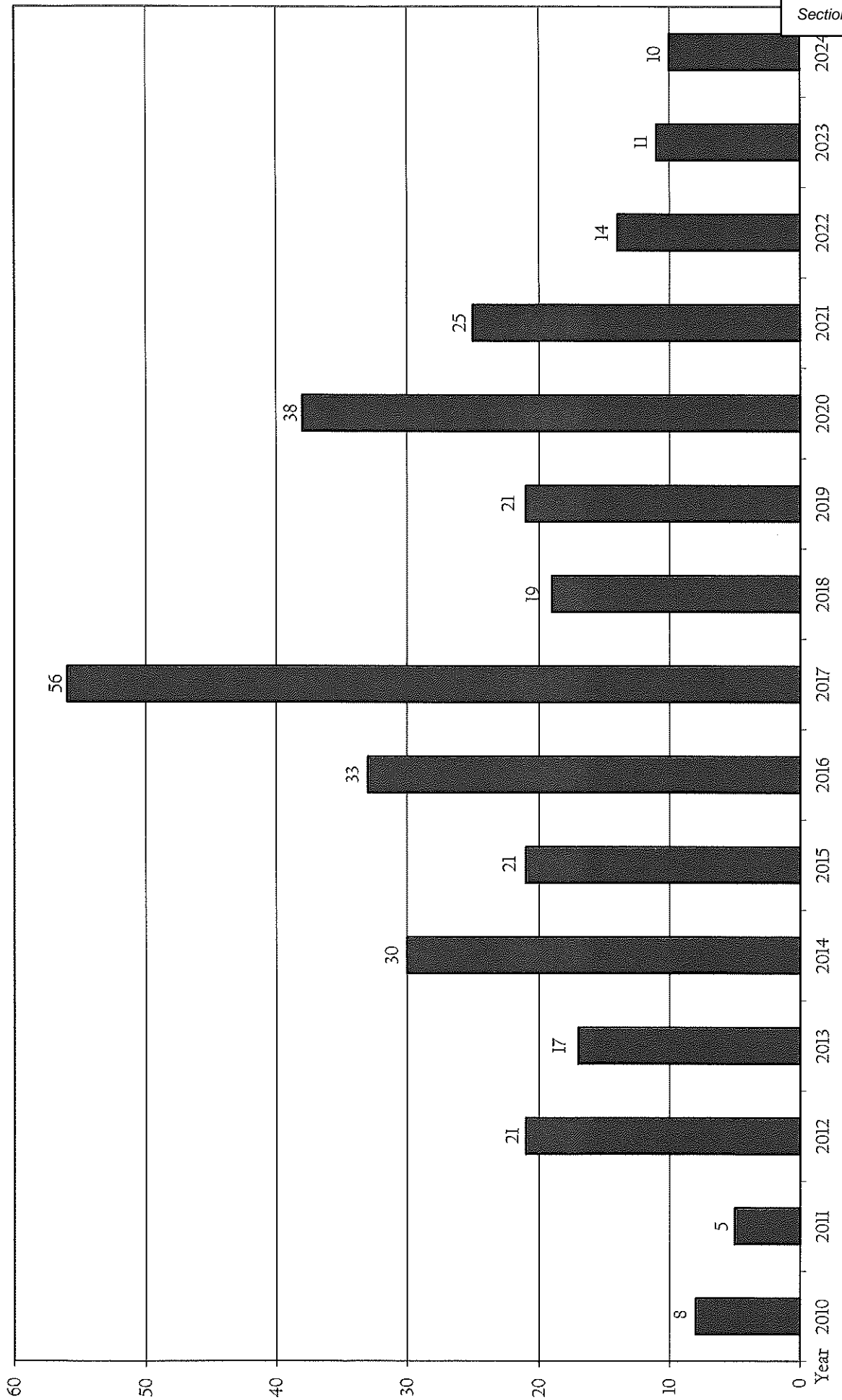
Section 11, Item a.

Values of Single Family Homes 5 Year (2020 - 2024)



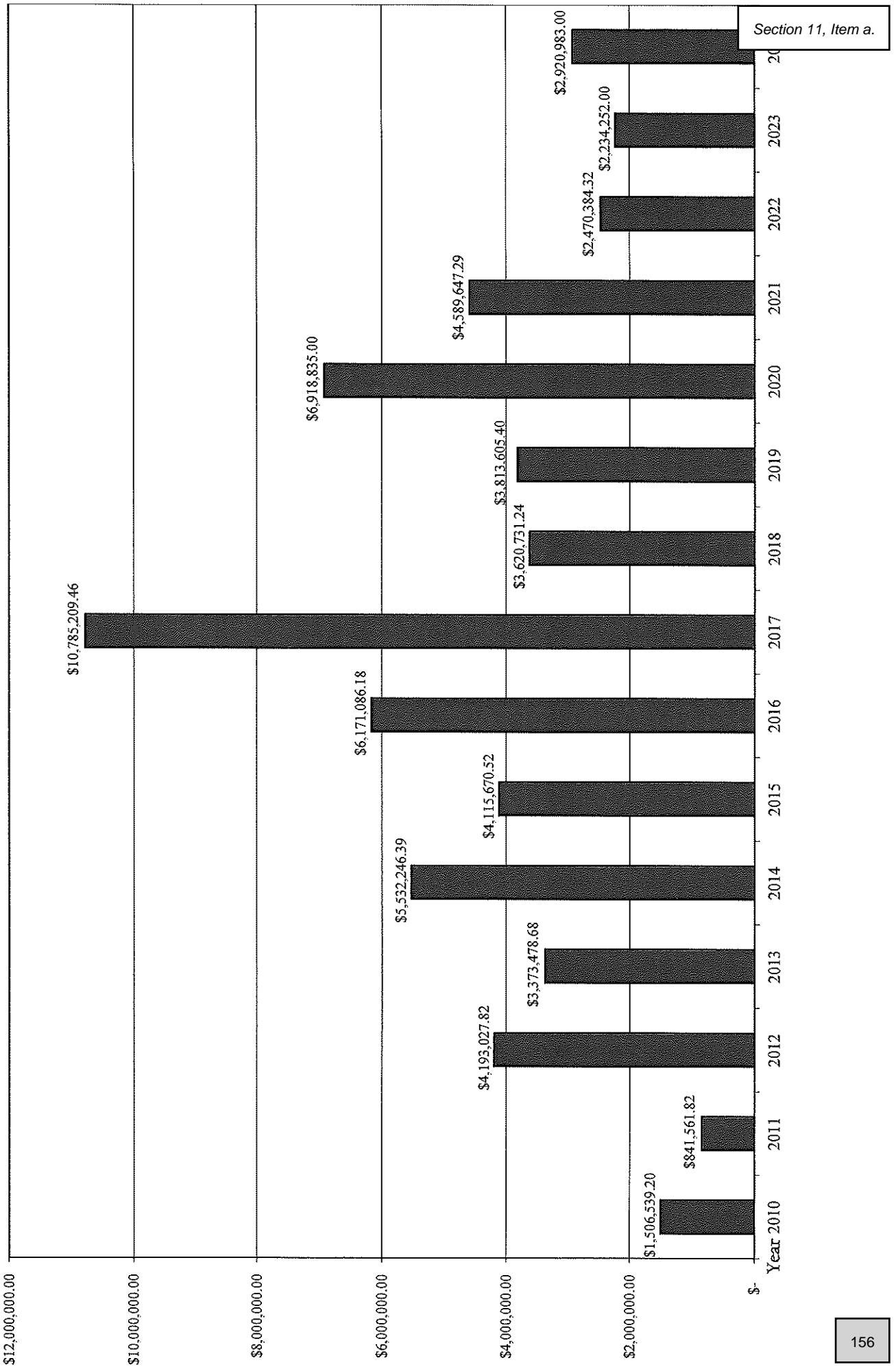
Section 11, Item a.

Single Family Home Permits 15 Year (2010 - 2024)



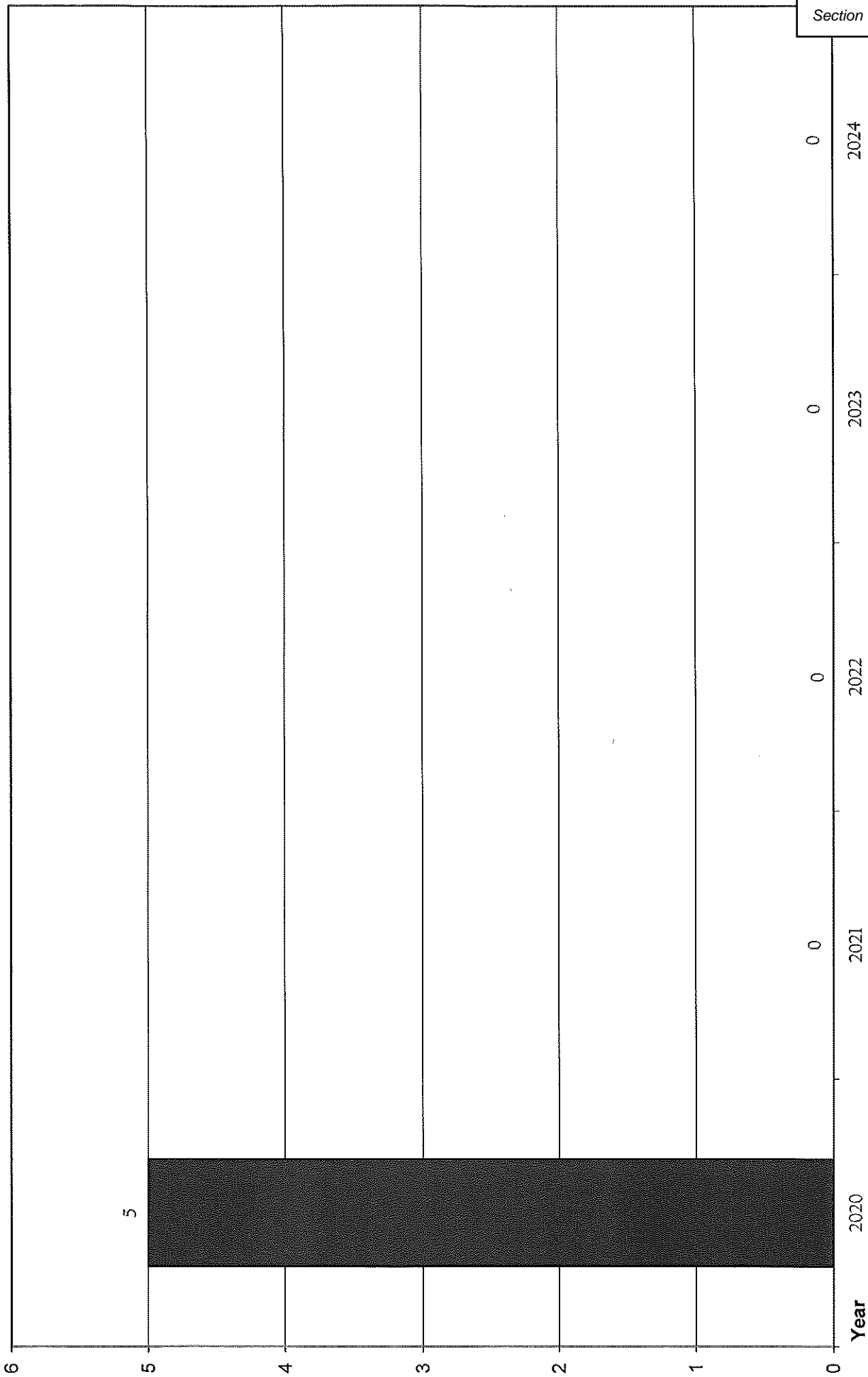
Section 11, Item a.

Values of Single Family Homes 15 Year (2010 - 2024)



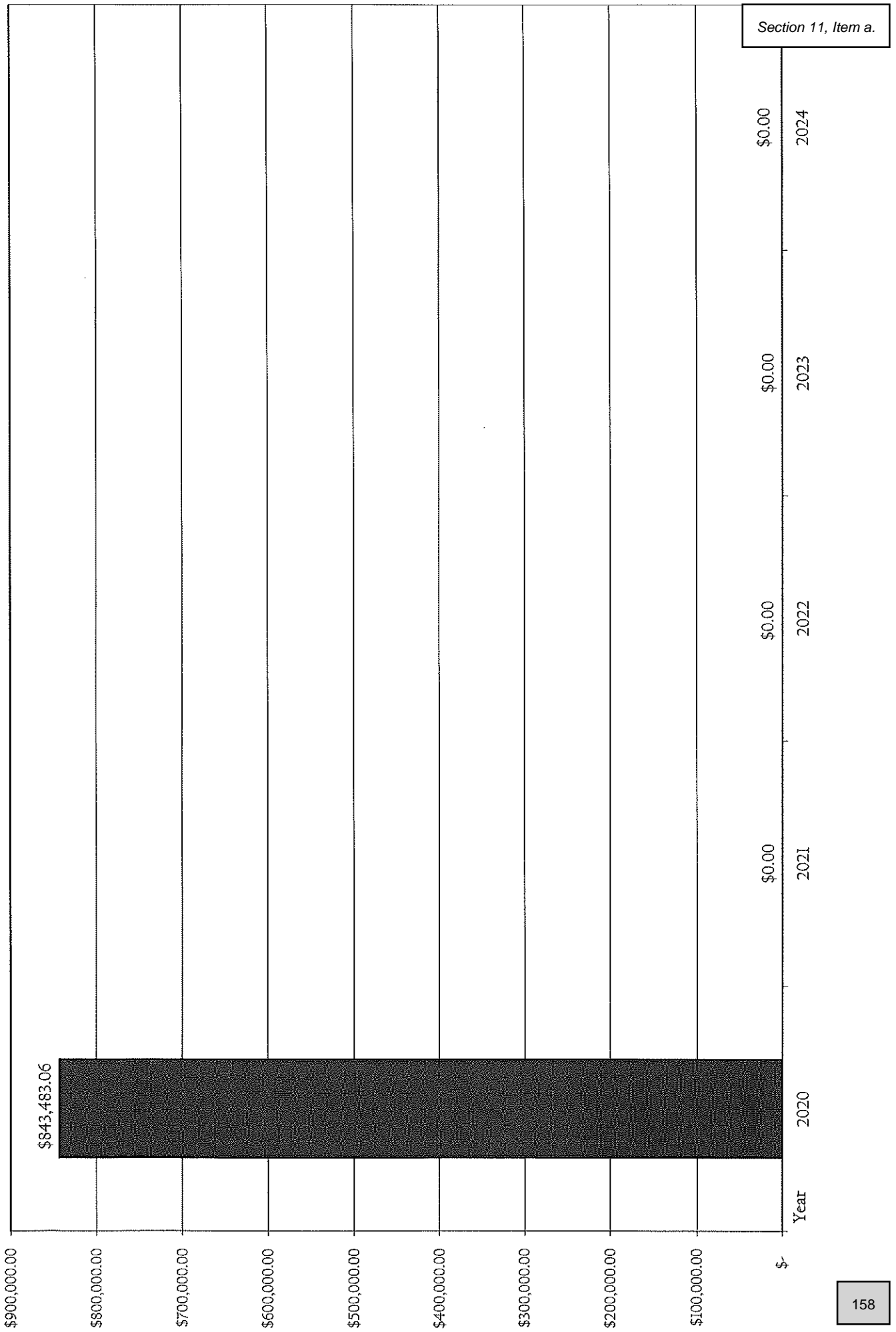
Section 11, Item a.

Townhouse Permits 5 Year (2020 - 2024)

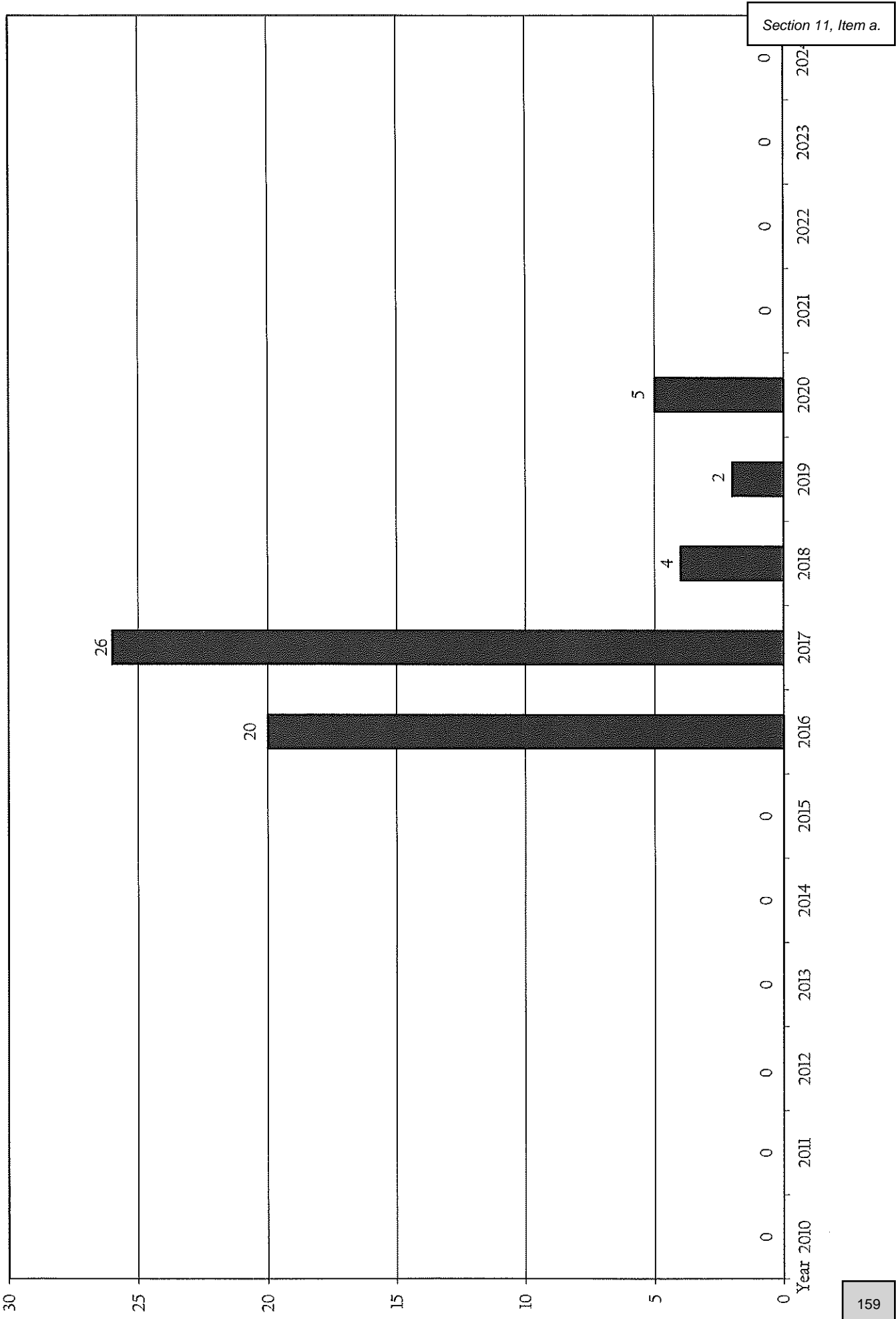


Section 11, Item a.

Values of Townhouses 5 Year (2020 - 2024)

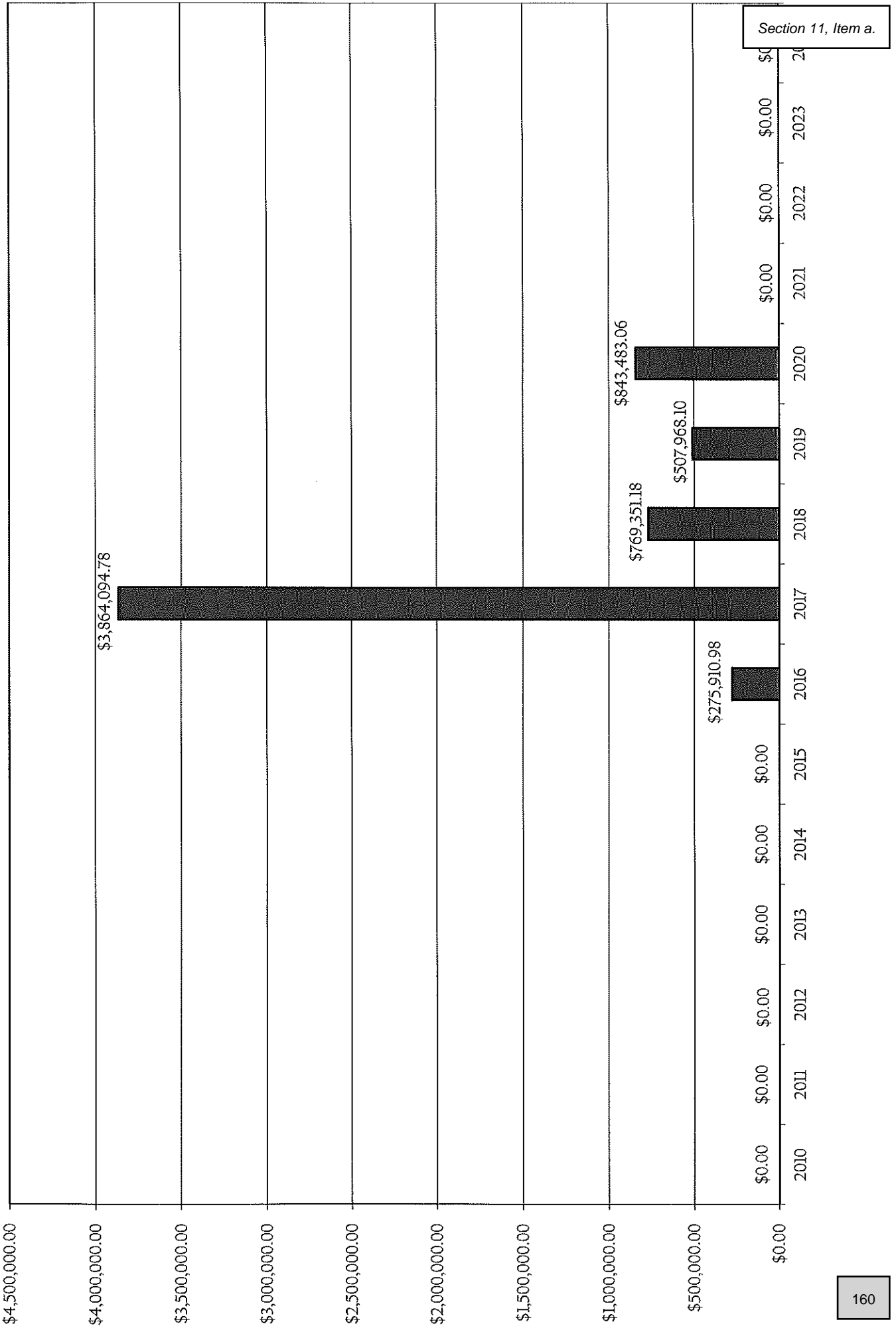


Townhouse Permits 15 Year (2010 - 2024)



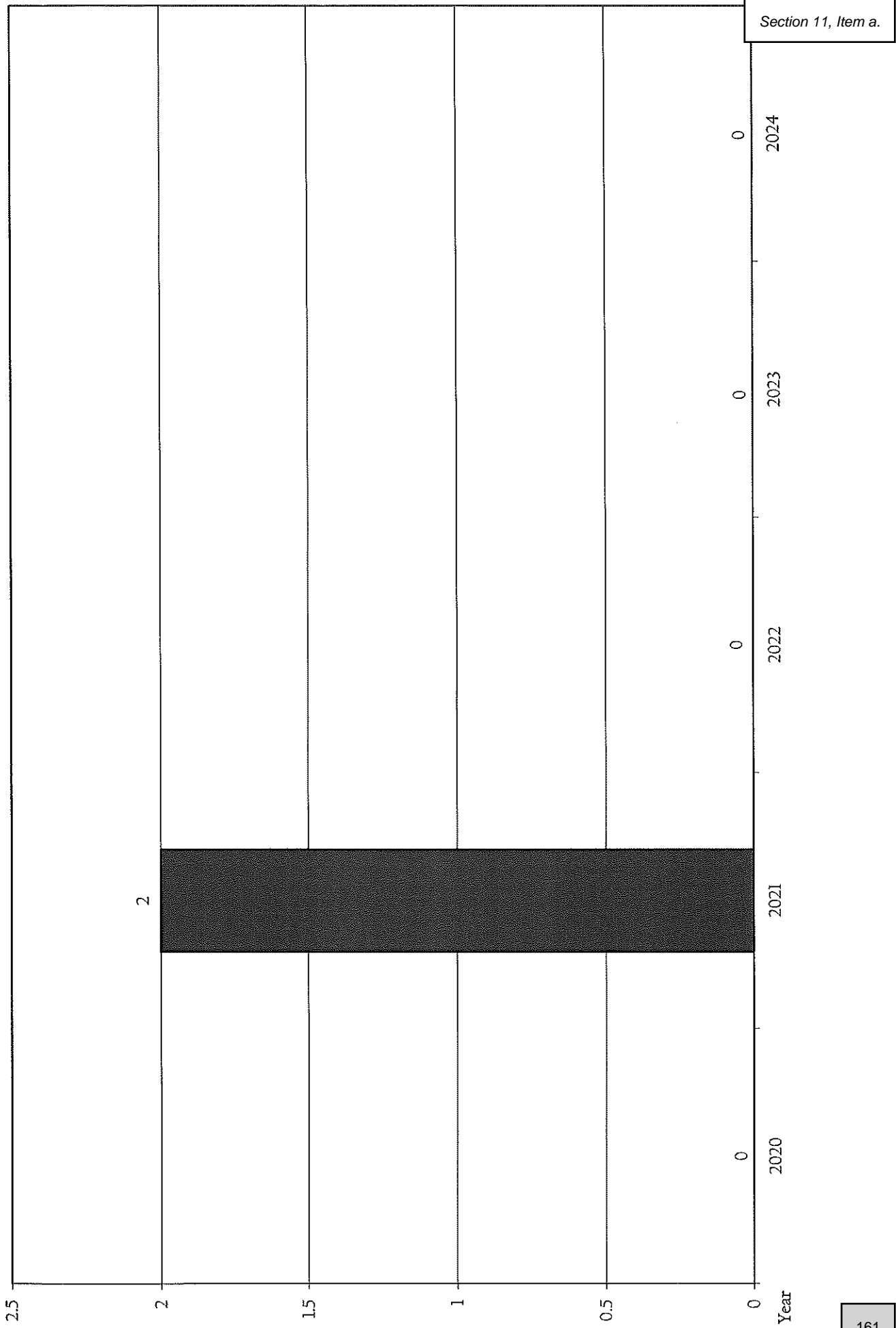
Section 11, Item a.

Values of Townhouses 15 Year (2010 - 2024)



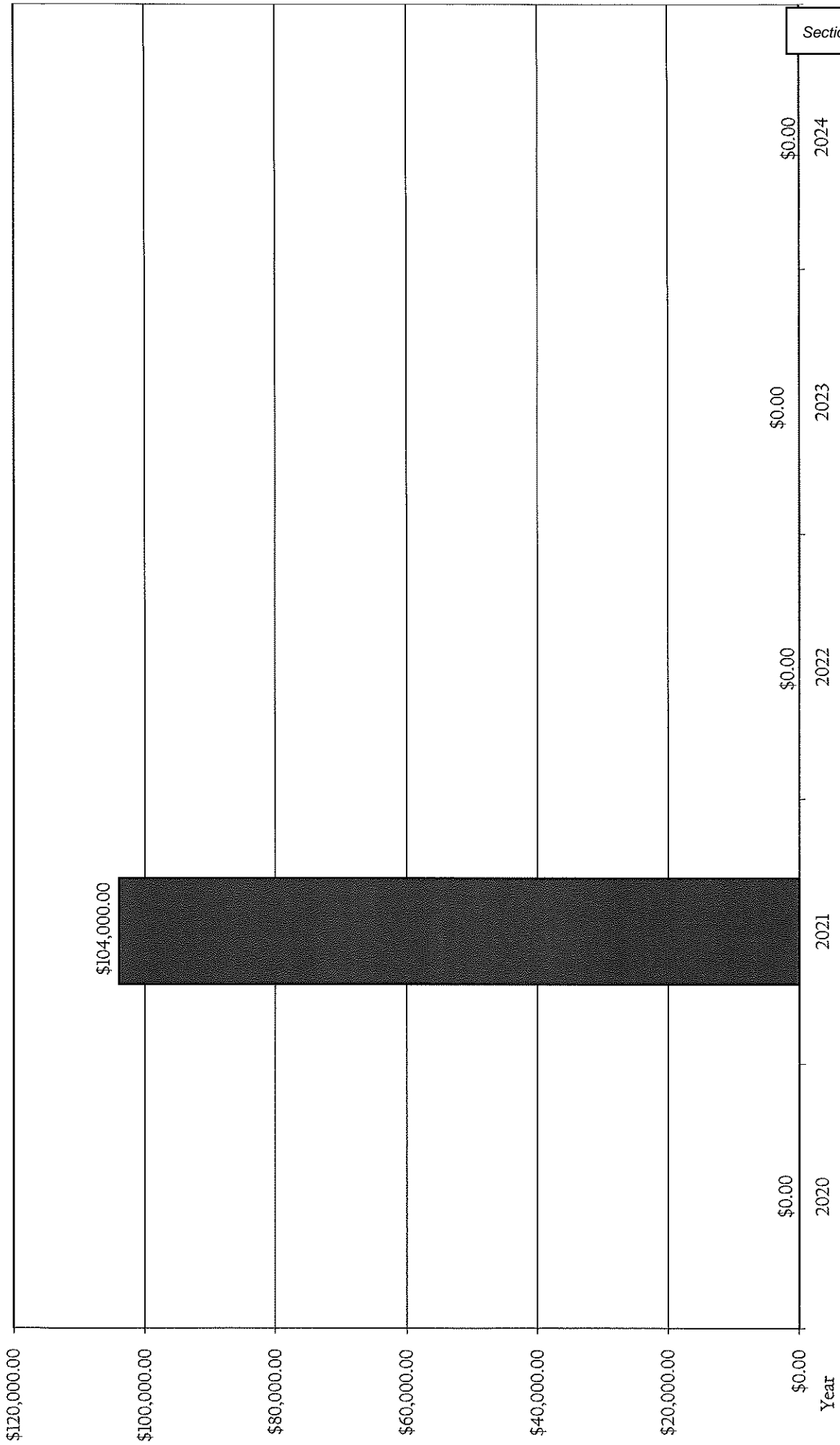
Section 11, Item a.

Multi Family Permits
5 Year (2020 - 2024)



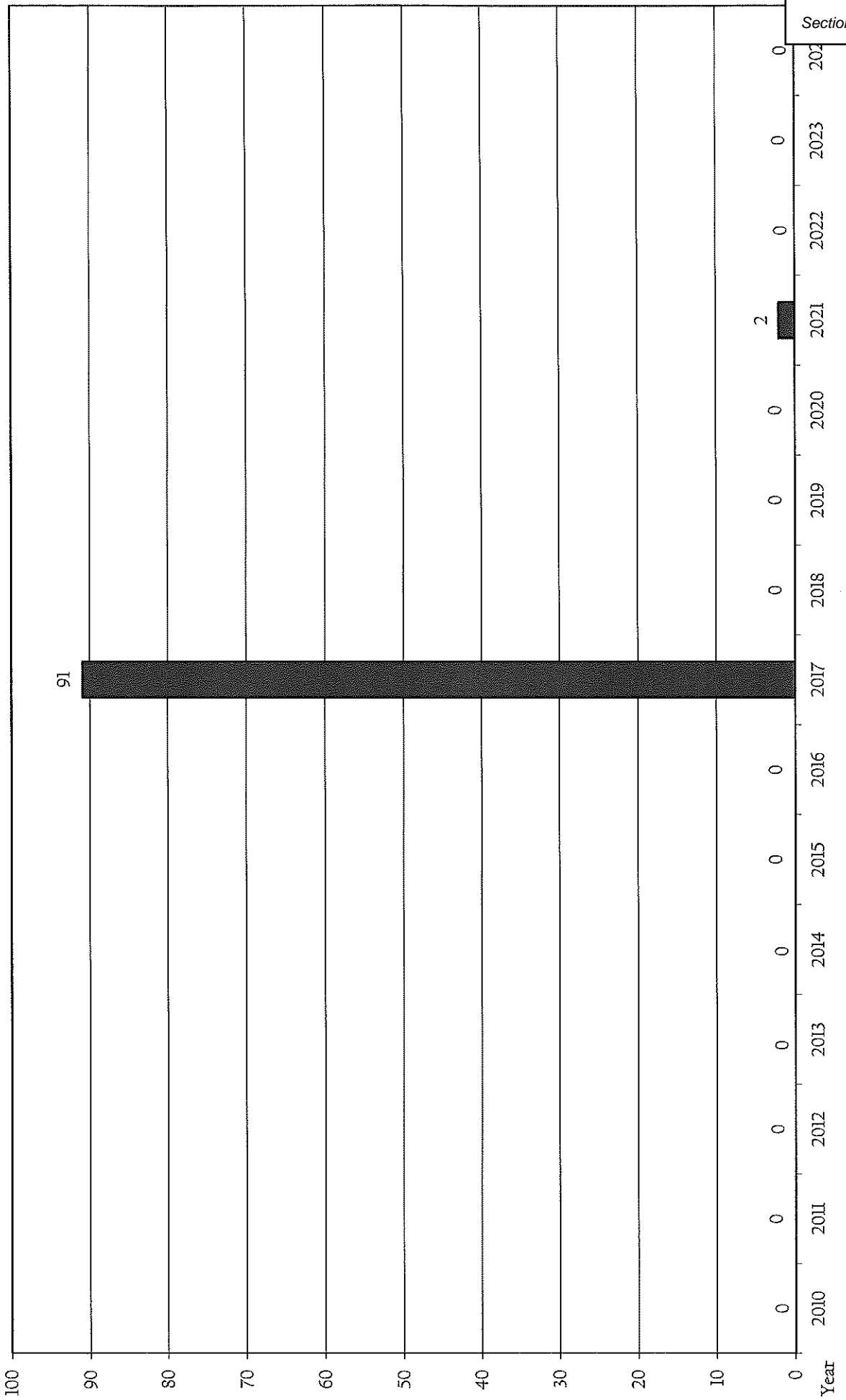
Section 11, Item a.

Values of Multi Family Permits
5 Year (2020 - 2024)



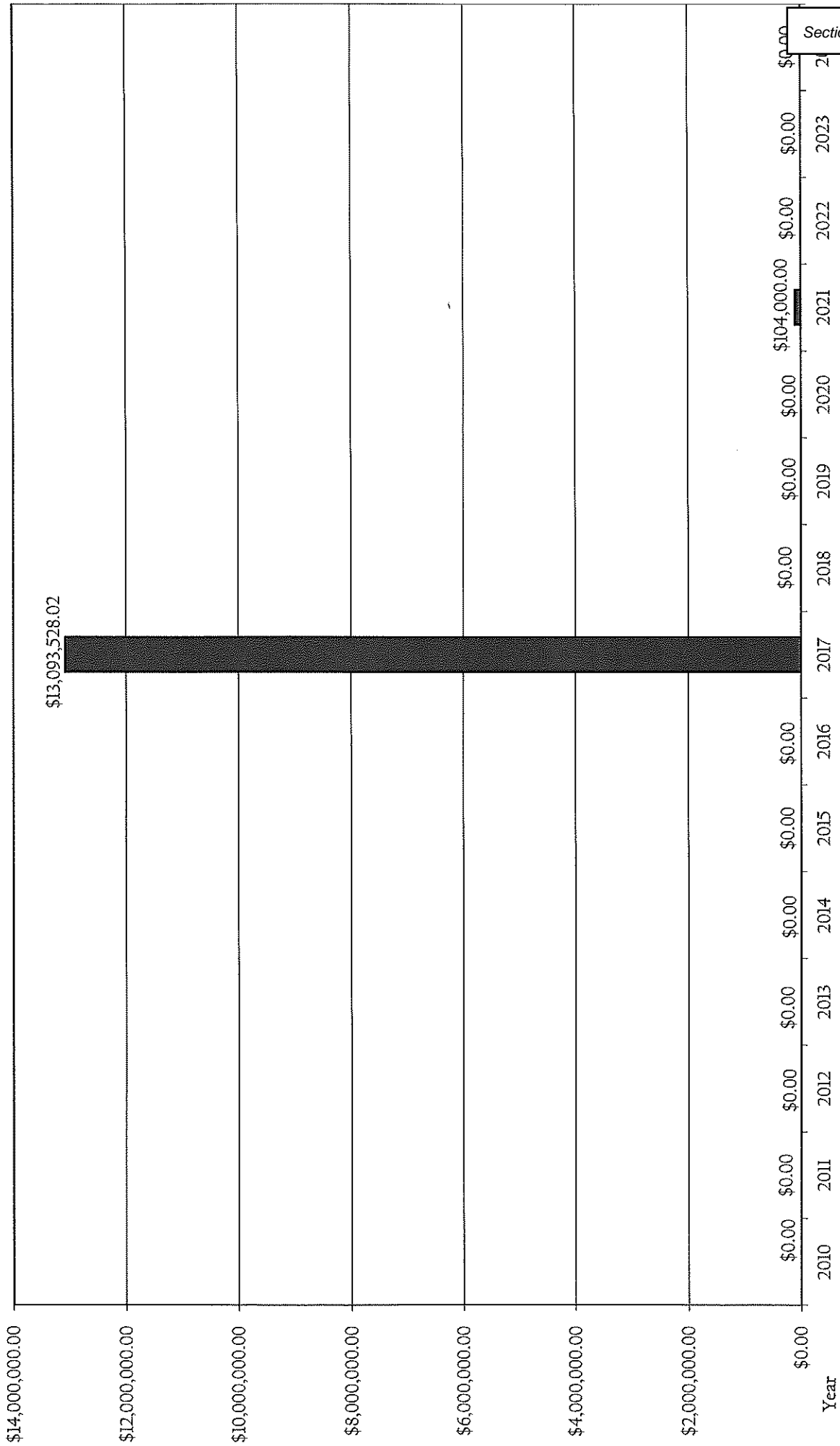
Section 11, Item a.

Multi Family Permits 15 Year (2010 - 2024)



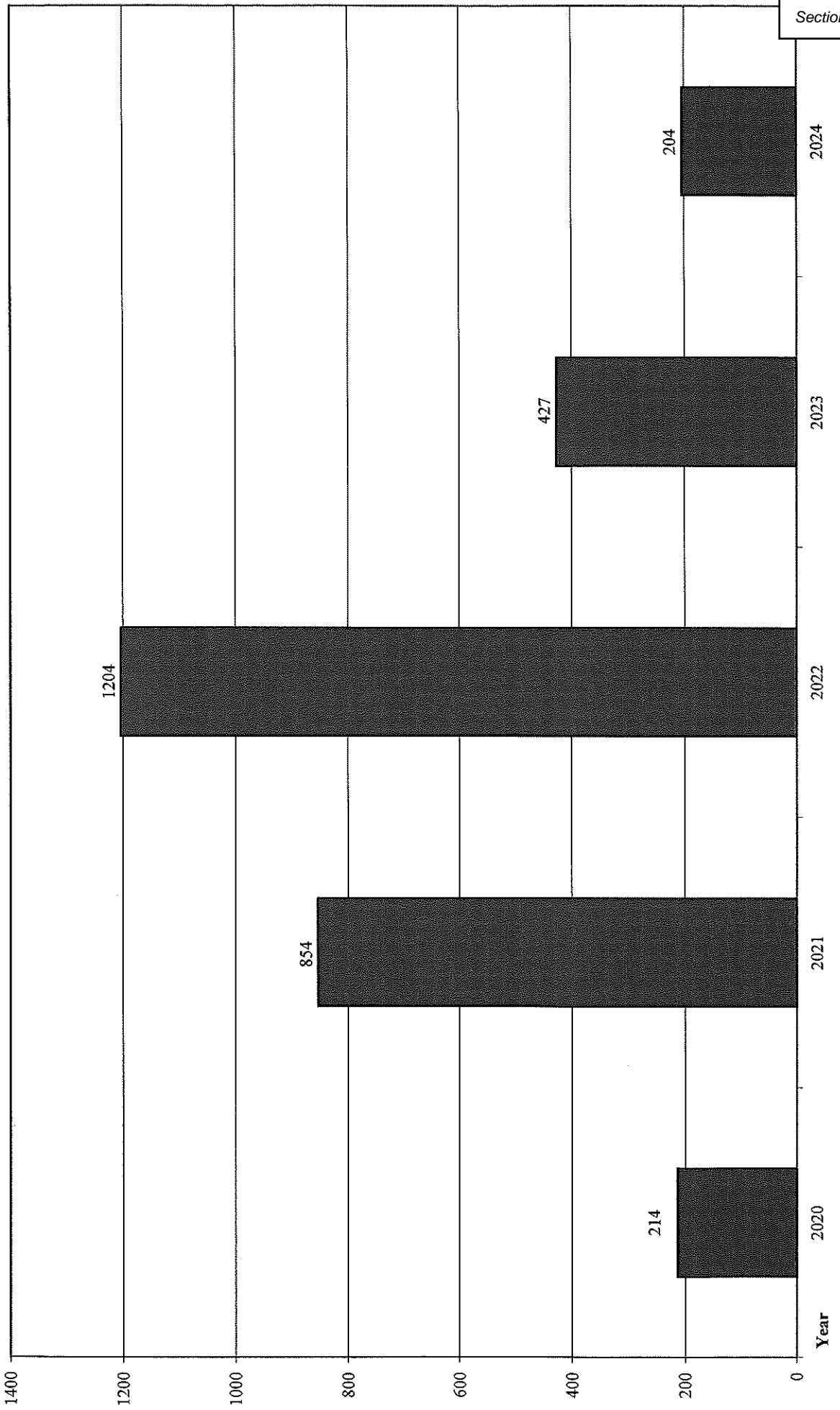
Section 11, Item a.

Values of Multi Family Permits 15 Year (2010 - 2024)

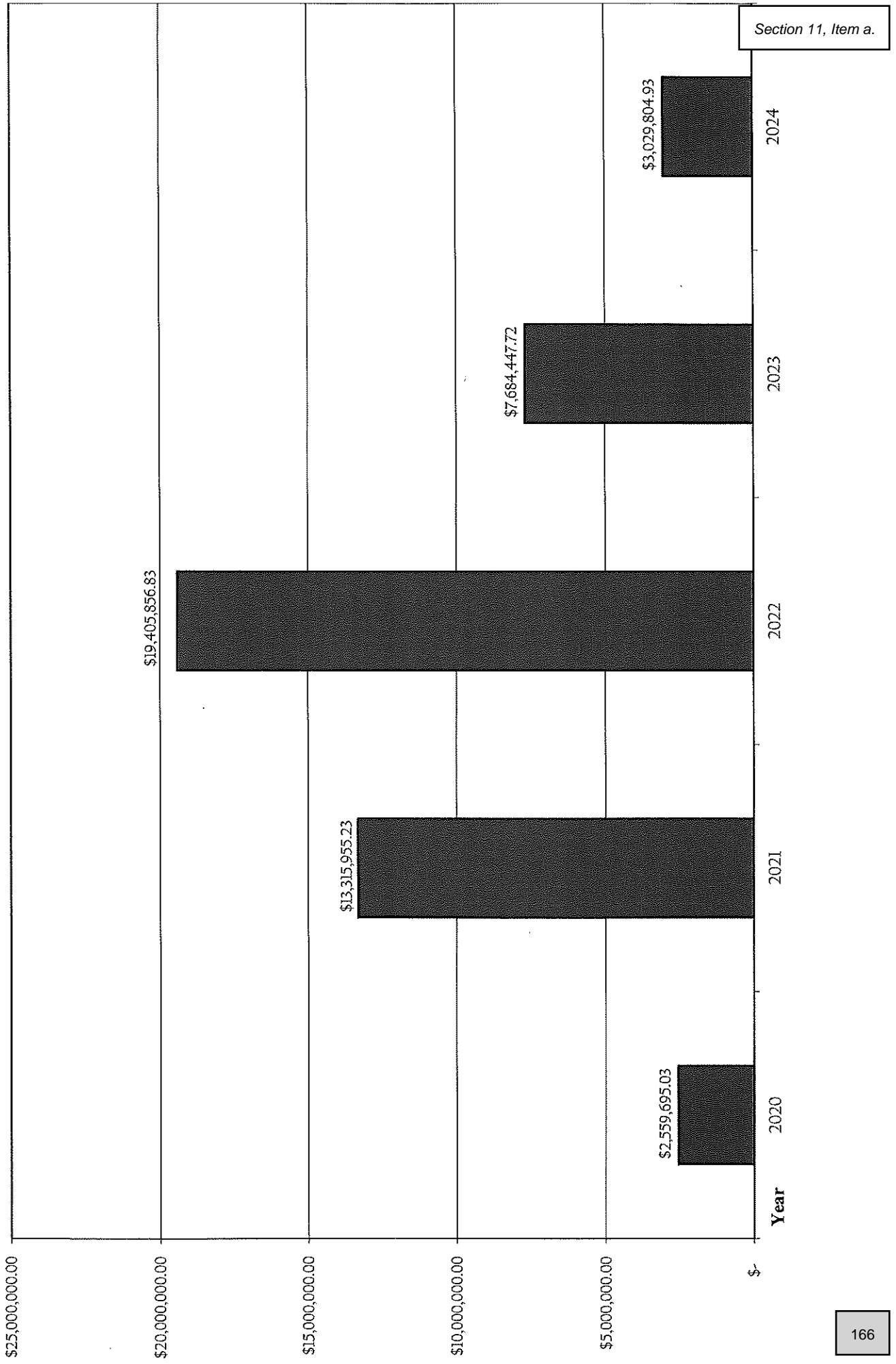


Section 11, Item a.

Misc. Permits
5 Years (2020 - 2024)

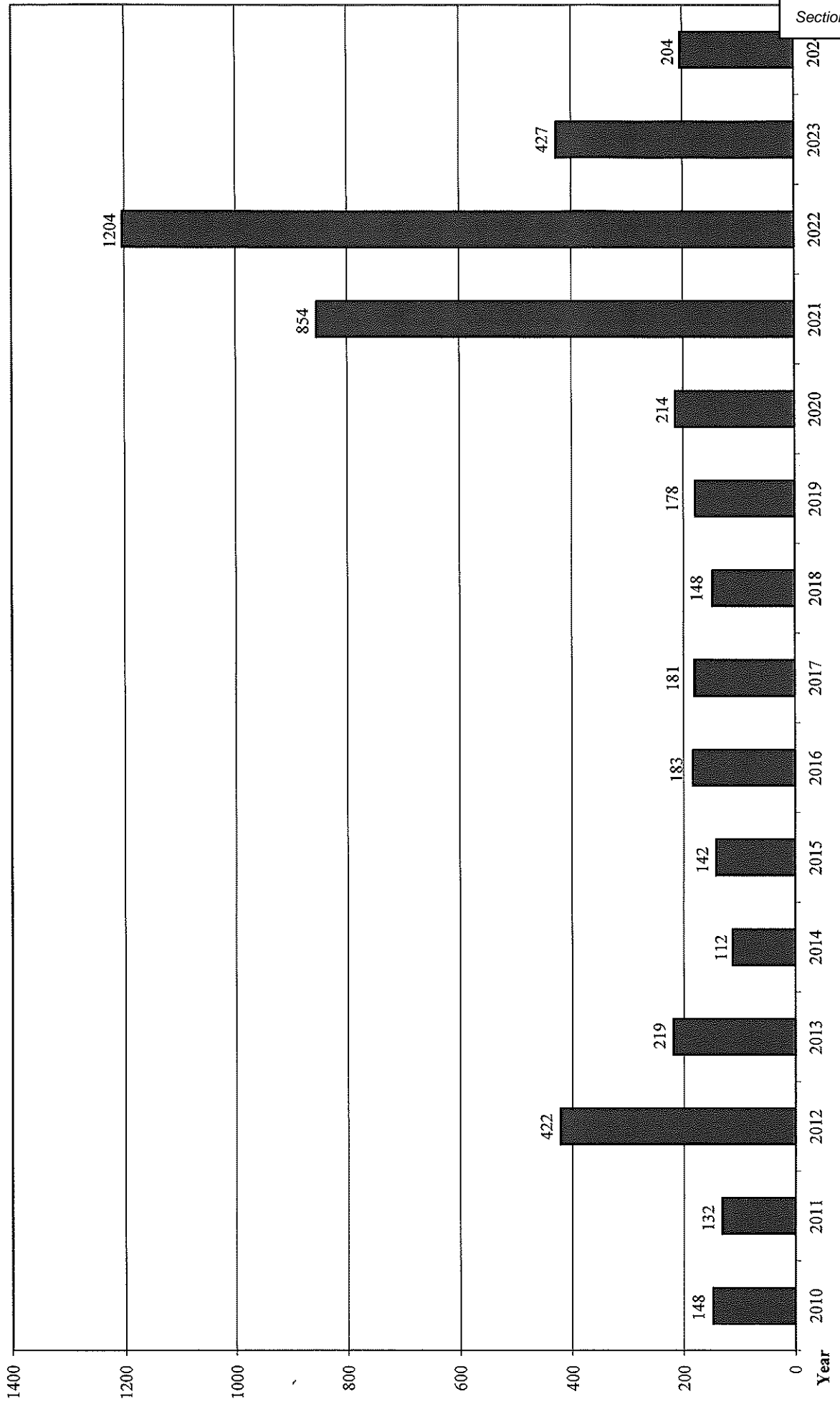


Values of Misc. Permits
5 Year (2020 - 2024)



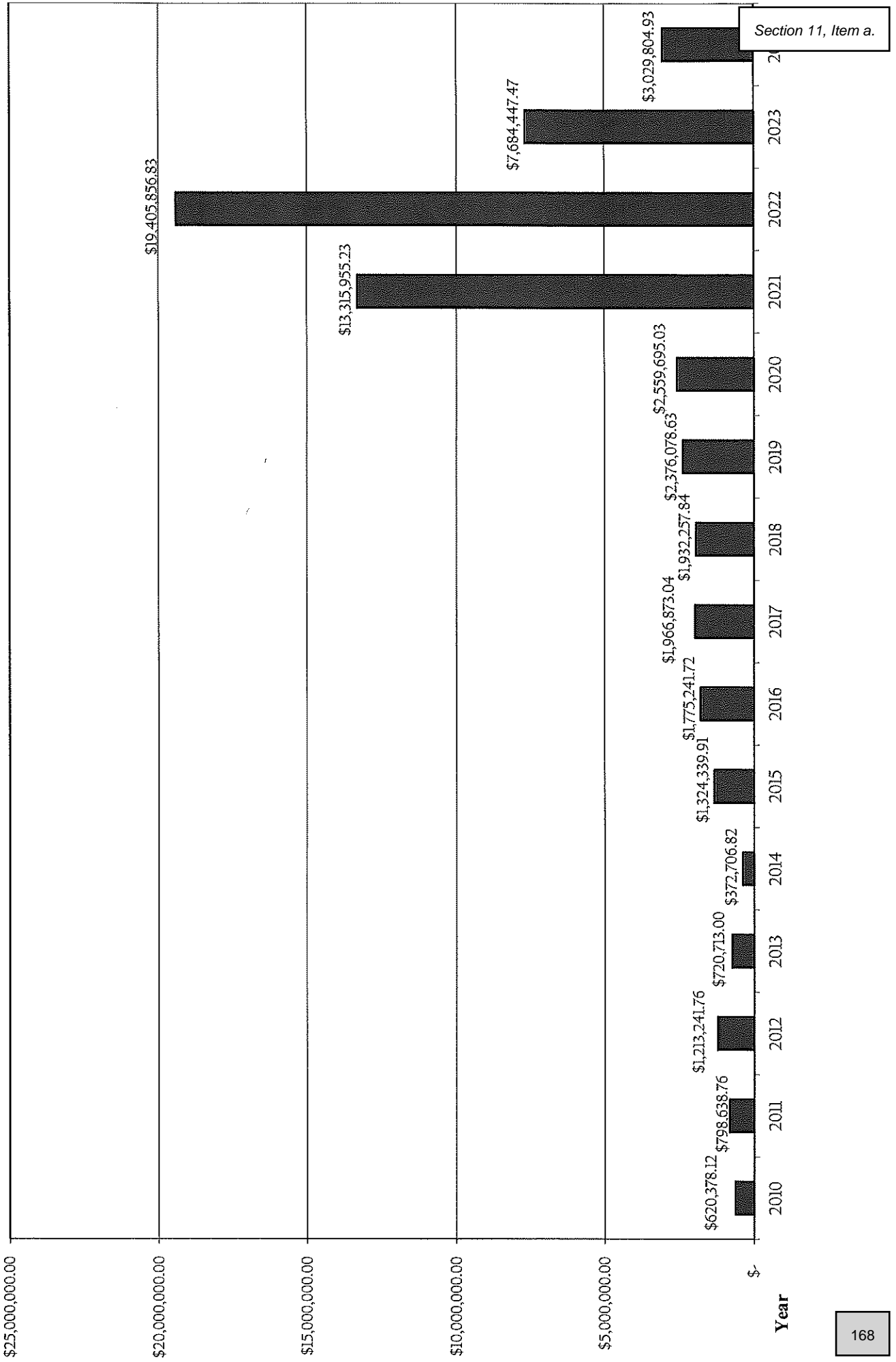
Section 11, Item a.

Misc. Permits
15 Years (2010 - 2024)

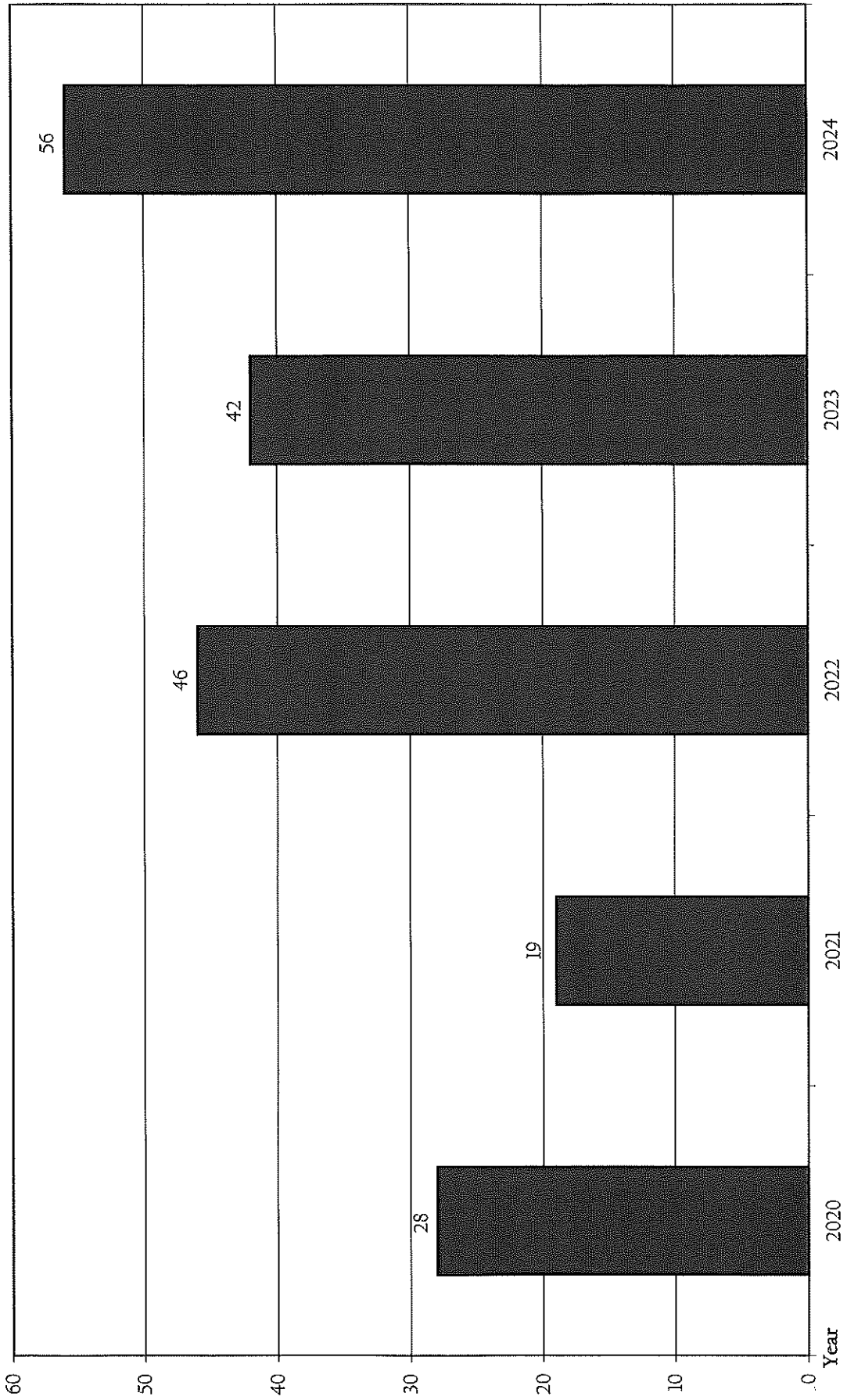


Section 11, Item a.

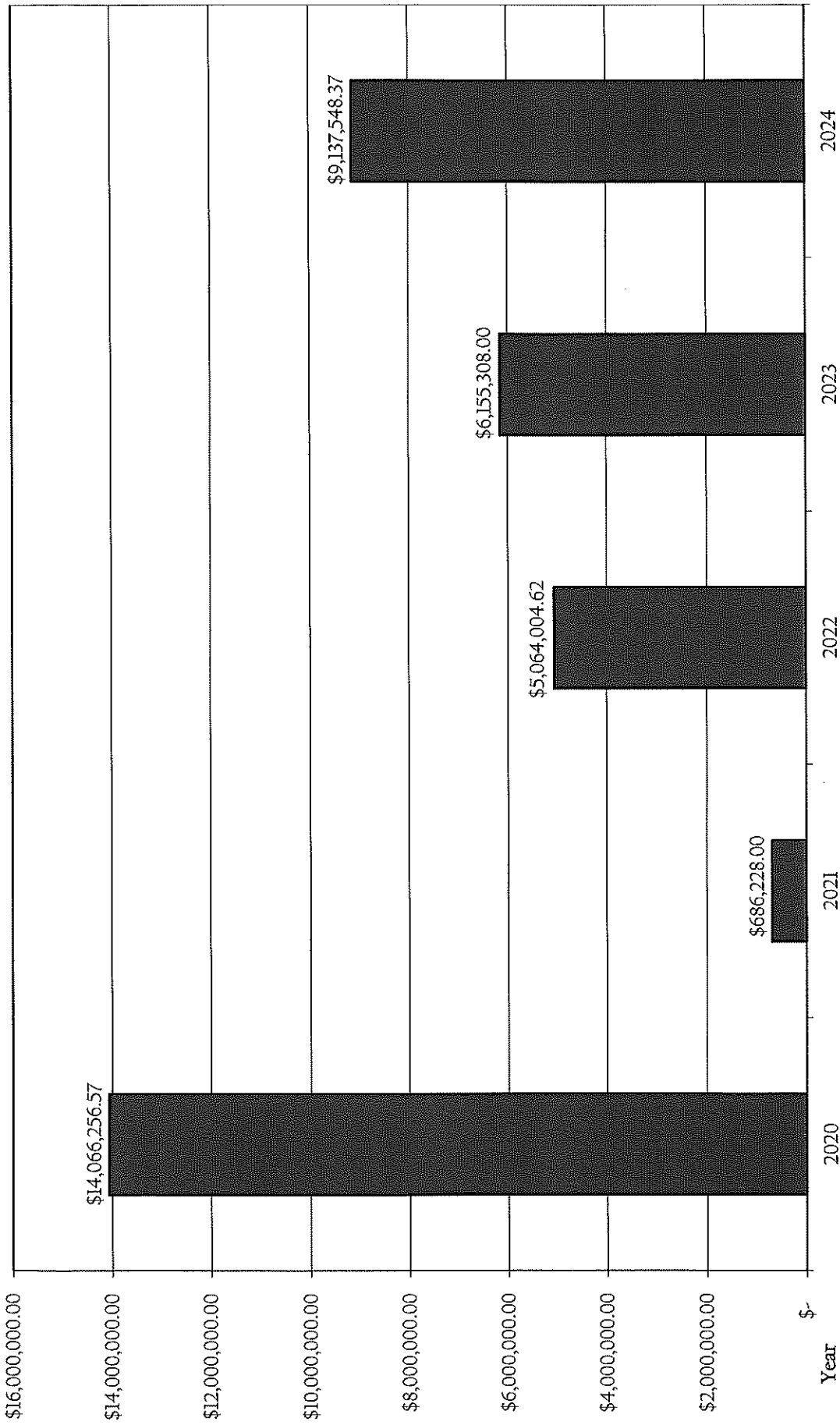
Values of Misc. Permits 15 Year (2010 - 2024)



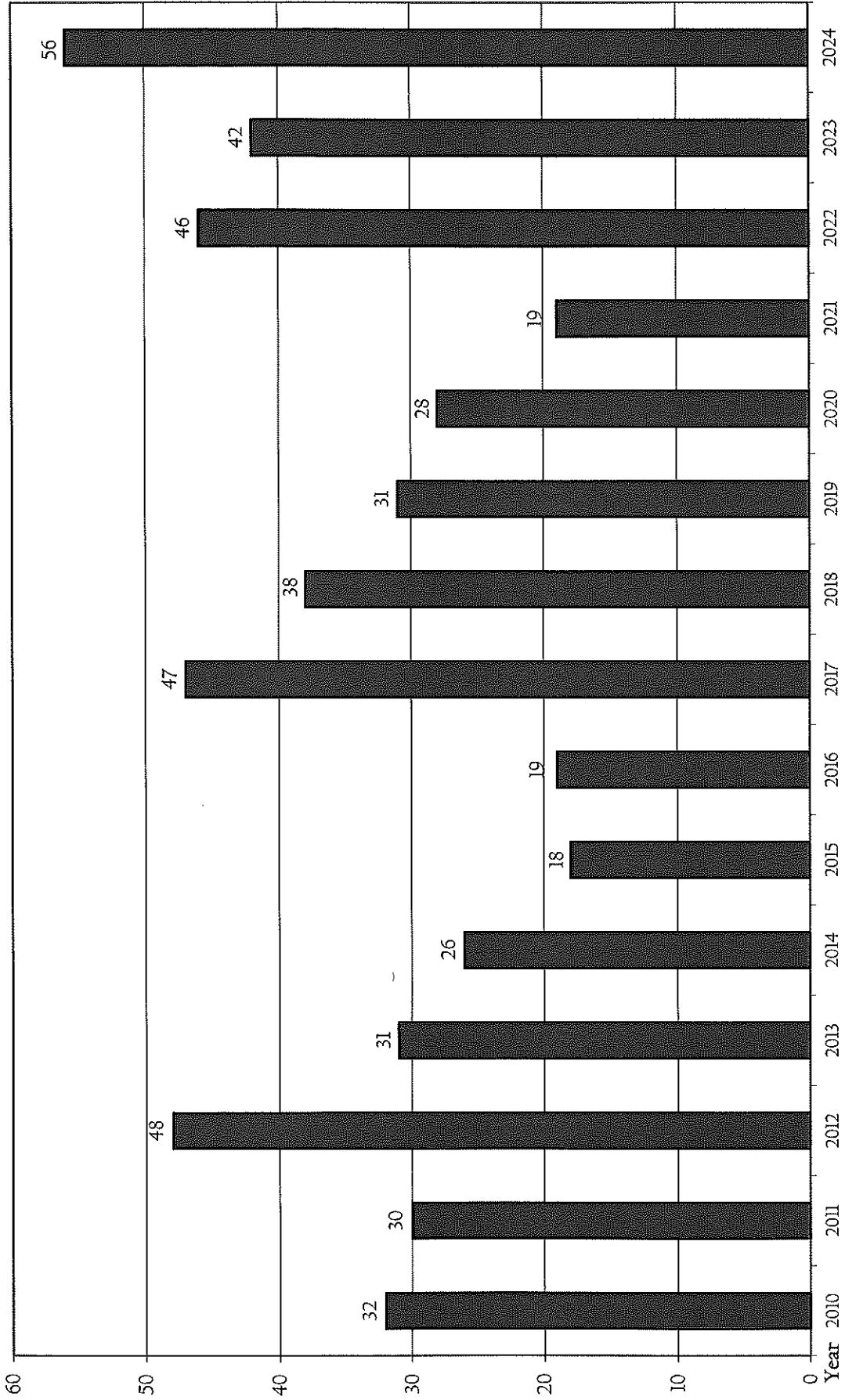
Commercial / Industrial Permits 5 Year (2020 - 2024)



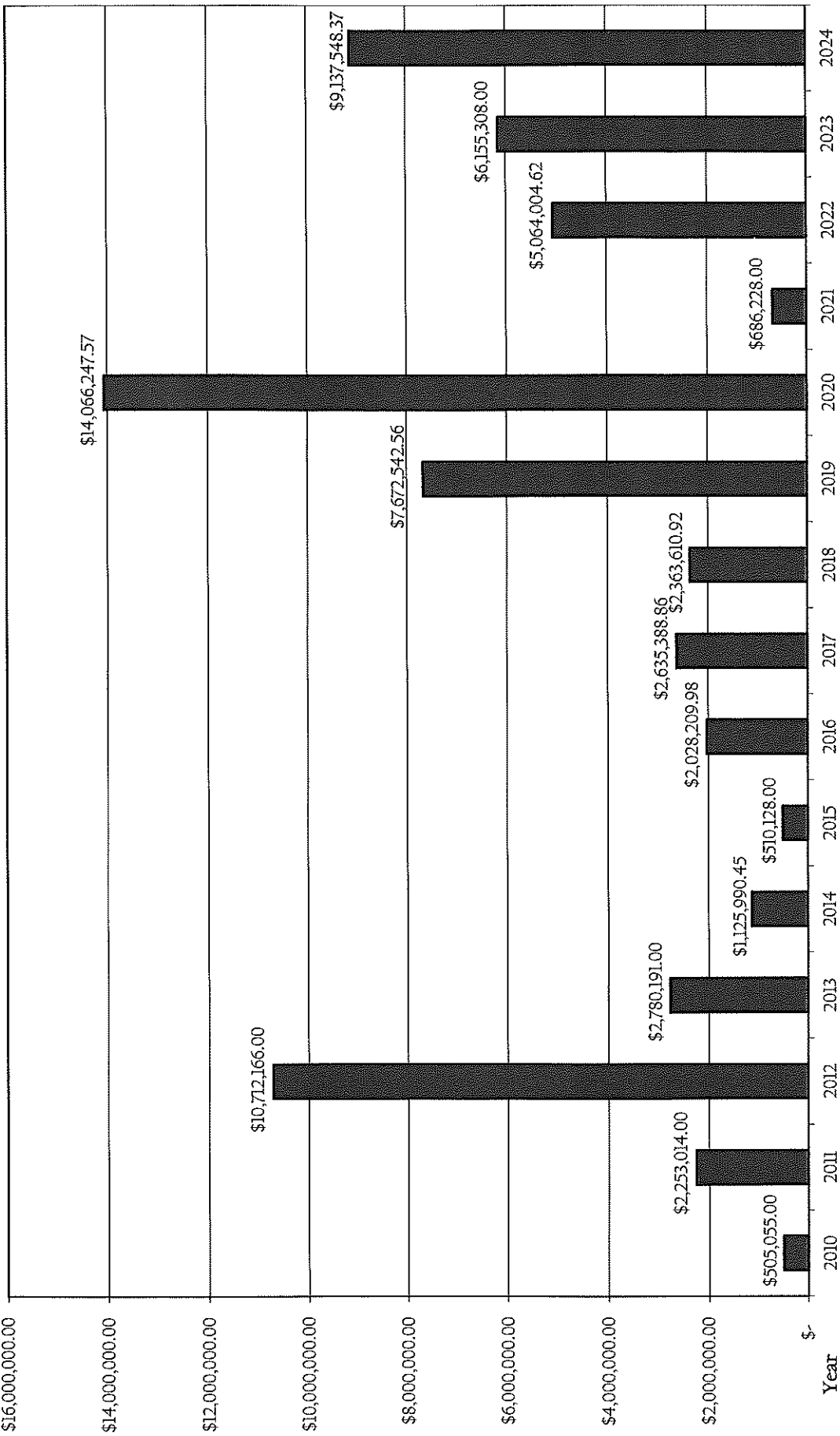
Values of Commercial / Industrial Permits 5 Year (2020 - 2024)



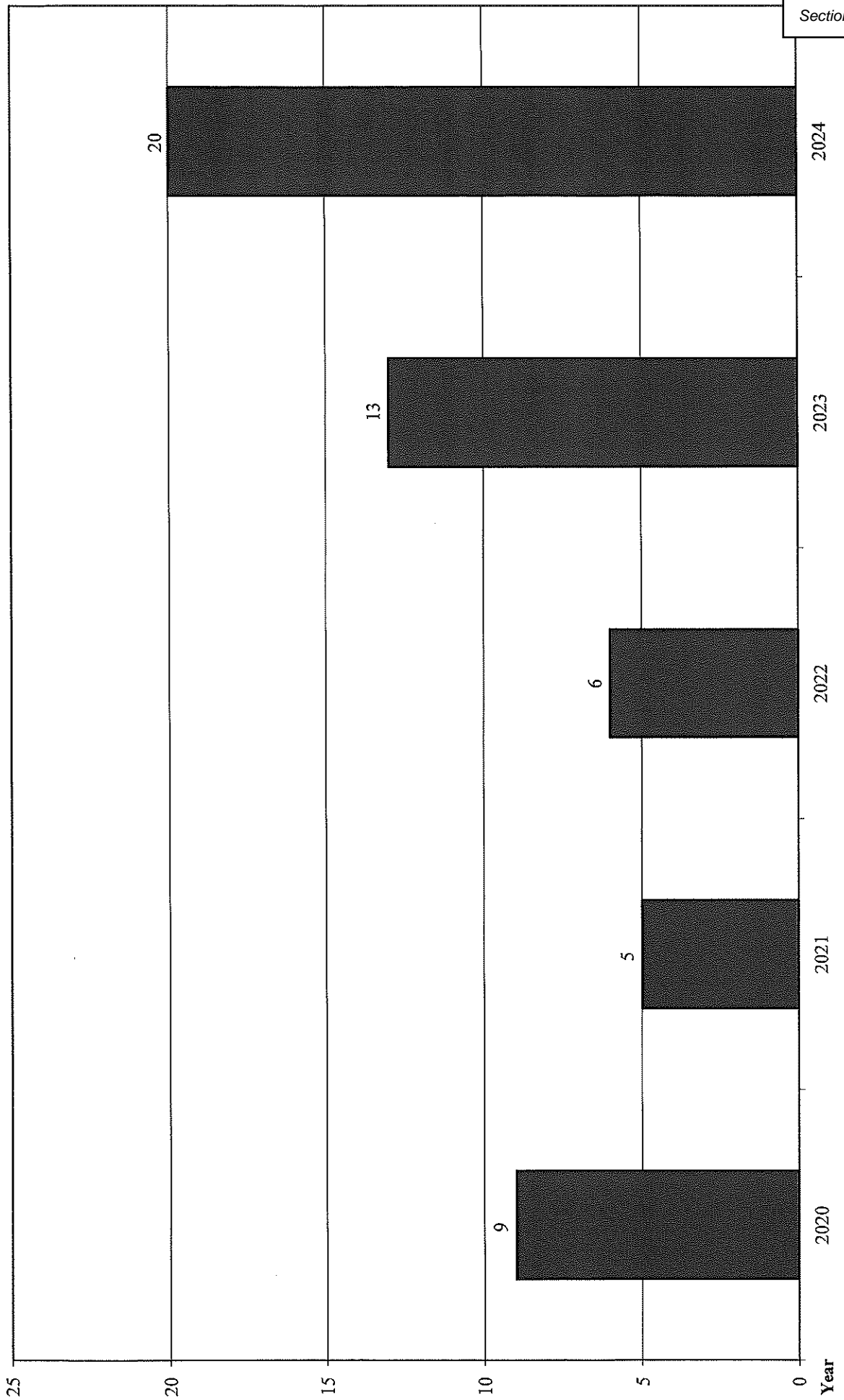
Commercial / Industrial Permits 15 Year (2010 - 2024)



Values of Commercial / Industrial Permits 15 Year (2010 - 2024)

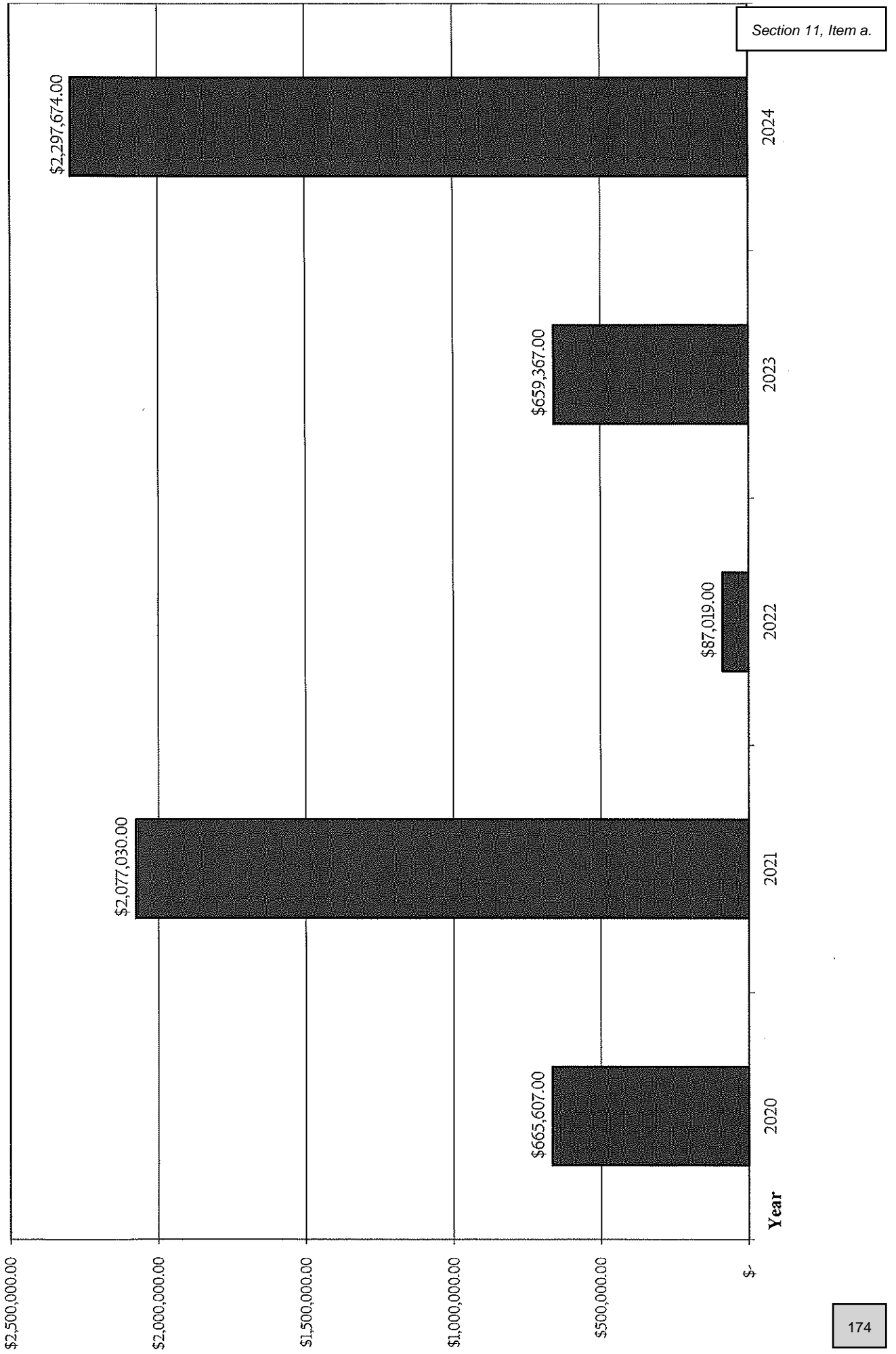


Public Permits
5 Years (2020 - 2024)

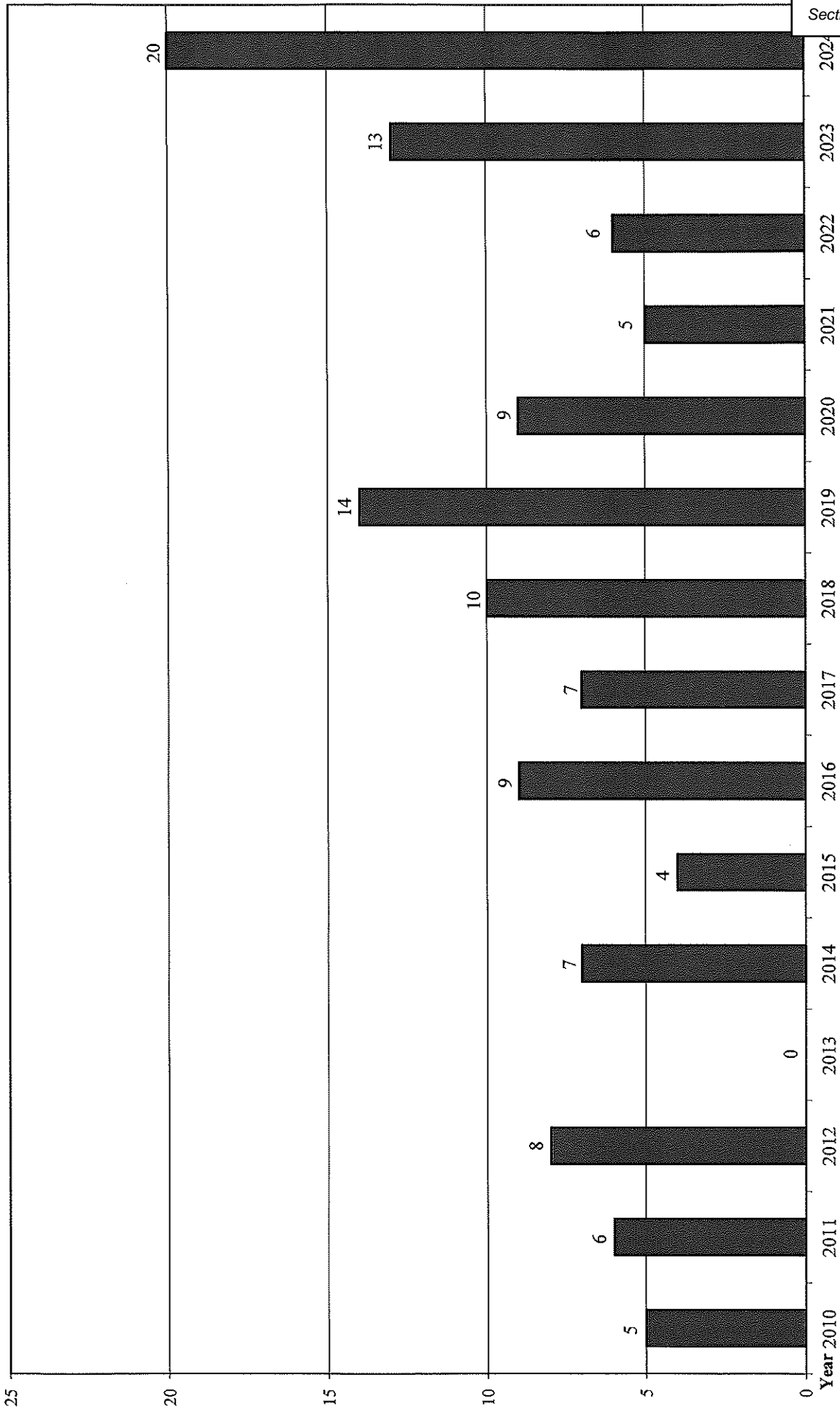


Section 11, Item a.

Values of Public Permits 5 Year (2020 - 2024)

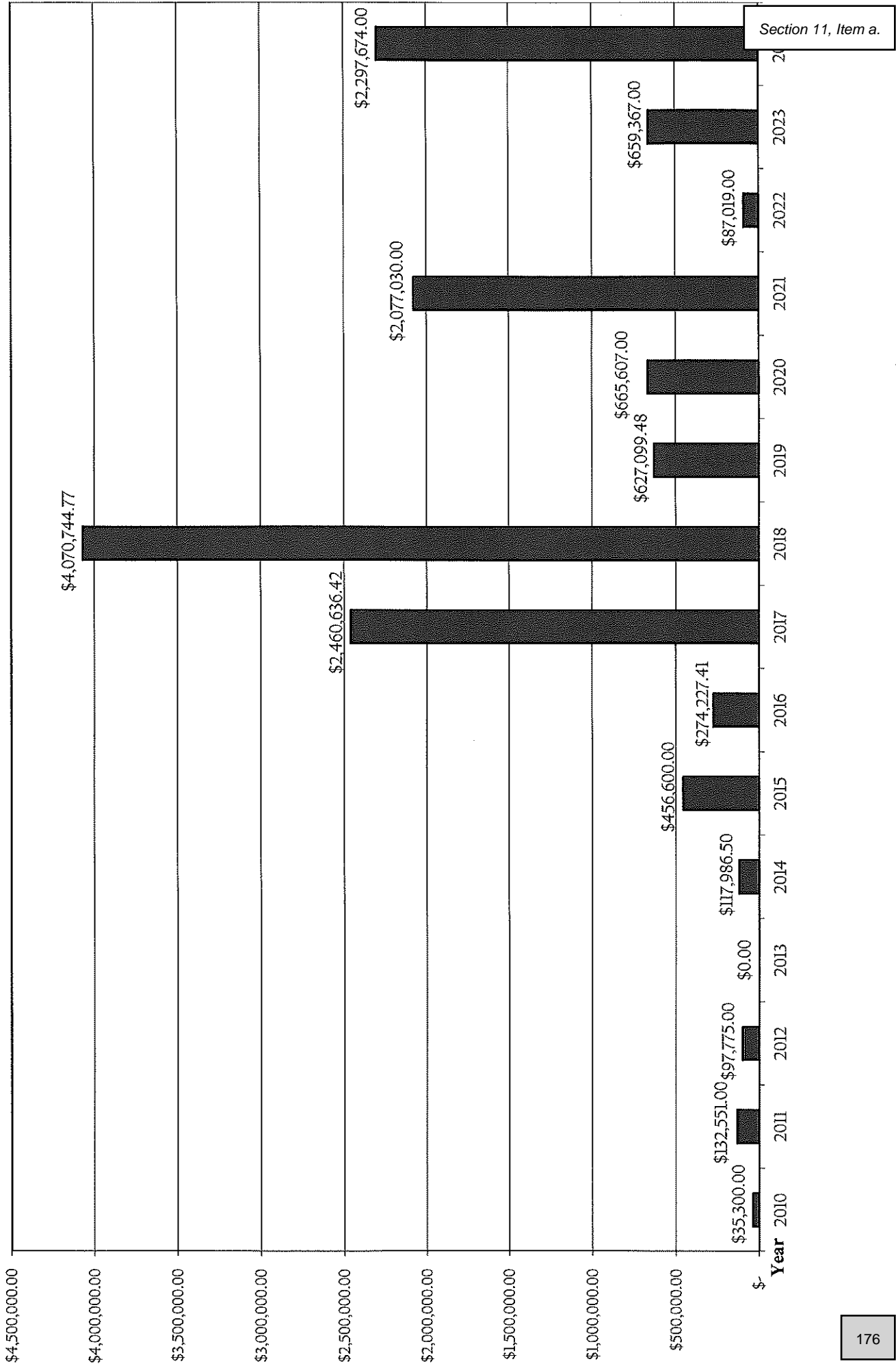


Public Permits
15 Years (2010 - 2024)



Section 11, Item a.

Values of Public Permits
15 Year (2010- 2024)



Section 11, Item a.



MEETING MINUTES

New Prague Golf Board

On site meeting at NPGC
Tuesday, December 17th, 2024

The meeting was called to order at 6:30pm by Board President Den Gardner. The following Board Members were present for the meeting: Den Gardner, Adam Gill, Bob Cunniff, Jen Berglund, and Graham Kuehner. Board Member Adam Brister and Councilmember Shawn Ryan were unable to attend. Also present: GPE Owner/Contract Manager Kurt Ruehling.

- **Approval of November 26, 2024 Meeting Minutes:**
 - A motion to approve November 26th, 2024 Meeting Minutes was made by Gill, seconded by Cunniff. Motion carried (5-0)
- **Claims for Payment (\$39,967.92):**
 - A motion to approve the Claims for Payment was made by Berglund, seconded by Kuehner. Motion carried (5-0)
- **Review Monthly Income Statement and Balance Sheet (December 2024):**
 - Numbers look good...no further discussion
 - A motion to approve the Monthly Income Statement and Balance Sheet was made by Kuehner, seconded by Cunniff. Motion carried (5-0)
- **Capital Equipment Report**
 - At a previous meeting, Brister inquired about bonding money for cart path repair. Ruehling spoke to City Administrator, Josh Tetzlaff and no additional bonding will take place in 2025 for cart paths. Tetzlaff would like the Golf Board to revisit this situation in the spring.
- **Grounds Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Ruehling informed Golf Board that the irrigation lines had been blown out and course had been sprayed for winter
 - Ruehling spoke to Grounds Superintendent, Jeff Pint about whether or not Pint will be top dressing the greens for the winter...Pint informed him they would not be top dressing.
 - Ruehling presented a sand bunker renovation quote from 2002 that he received from Pint, to illustrate the cost of the project...which is very high. Pint will be asked to obtain current quotes for similar work
 - Gardner made a motion for Pint to request/receive two (2) quotes, for bunker renovation, to be presented at the March Golf Board Meeting, seconded by Cunniff. Motion carried (5-0)
- **Food & Beverage Update...Kurt Ruehling GM/PGA Professional:**
 - Michelle Mulvihill has been named Food & Beverage Coordinator...Ruehling will work closely with her to establish duties and ensure a smooth transition
 - The social gathering following the Parade of Lights was a huge success
 - Staff received great compliments from Chase Buthe, organizer of the New Prague Fire Department Party, following their holiday event

- The Parkview Clinic holiday dinner went very well...they are looking forward to the event next year.
- Staff is organizing for the upcoming Chamber Bingo season...set to start on January 9th, 2025

- **Golf Operation Update...Kurt Ruehling, GM/PGA Professional:**
 - Early pay memberships are coming in at a very steady pace...we typically receive 80-100 early pay memberships
 - Ruehling is confirming 2025 event calendar...looking great!
 - The Men's Club is meeting to discuss their upcoming schedule and determine where they would like to allocate funds for facility improvement. There is talk of a wrought iron sign to be placed in the NE corner of the property, near the new pump house. There is no signage there and it would prevent the ongoing cart traffic that is ruining the turf in that area
 - Office is being reorganized to become more efficient

- **Marketing Update...Kurt Ruehling, GM/PGA Professional:**
 - Gill inquired about our social media platforms and volunteered to assist if needed. Gardner would like an update, if available, at the January Golf Board meeting

- **Golf Scholarship Event Summary...Den Gardner:**
 - Gardner reported that the current fund stands at \$10, 492.00
 - Gardner will meet with Ruehling to secure a date for 2025...possibly change from past dates

- **Miscellaneous:**
 - Gardner informed the Golf Board of his Band Little Chicago's plans to put on another concert "British Invasion II". He will work with Ruehling to pin down a date
 - Cunniff inquired about the simulator survey. Golf Board and Ruehling agreed to table it and remove survey from the website

- **Adjournment:**
 - A motion to adjourn the meeting at 7:25p was made by Berglund, seconded by Gill. Motion carried (5-0)

Next Golf Board Meeting –Tuesday, January 28th, 2025, 6:30pm

Respectfully submitted by,

*Kurt Ruehling, GME
PGA General Manager*

Meeting Minutes
New Prague Planning Commission
Wednesday, December 18th, 2024

This meeting was cancelled due to a lack of quorum.

Respectfully submitted,



Kyra J. Chapman
Planner

UTILITIES COMMISSION MEETING MINUTES



City of New Prague

Monday, December 30, 2024 at 3:30 PM

Power Plant - 300 East Main St

1. CALL TO ORDER

The meeting was called to order by Commission President Dan Bishop on Monday, December 30th, 2024, at 3:30 p.m.

Commissioners Present: Dan Bishop, Bruce Wolf, Paul Busch

Commissioners Absent Tom Ewert and Chuck Nickolay

Staff Present: GM Bruce Reimers and OES Ken Zweber

2. APPROVAL OF AGENDA

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the agenda as presented.

Motion carried (3-0)

3. APPROVAL OF MINUTES

a. November 25, 2024, Utilities Meeting Minutes

Motion made by Commissioner Busch, seconded by Commissioner Wolf, to approve the November minutes as presented.

Motion carried (3-0)

4. UTILITY AND SMMPA BILLS

a. Approval of accounts payable in the amount of \$118,240.38 and the SMMPA billing of \$524,731.77.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the accounts payable as presented.

Motion carried (3-0)

5. FINANCIAL REPORTS

a. Investment Report

b. Financial Report

c. Water and Kilowatt Hours Sales

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve the financial reports as Presented.

Motion carried (3-0)

6. LEAGUE OF MINNESOTA CITIES INSURANCE TRUST LIABILITY COVERAGE

a. Waiver Form

Motion made by Commissioner Bishop, seconded by Commissioner Wolf, to not waive the monetary limits on municipal tort liability established by Minnesota Statute 466.04

Motion carried (3-0)

7. APPROVAL OF 2024 PROPOSED WRITE-OFFS

a. 2024 Write-Offs

GM Reimers reviewed the 2024 bad debt write-offs with the Commission for the electric and water departments.

Motion was made by Commissioner Bishop, seconded by Commissioner Busch, to approve the write-offs as presented.

Motion carried (3-0)

8. APPROVAL OF BID TO PROVIDE GENERATING EQUIPMENT

a. Approval Documents

GM Reimers reviewed contract and financial analysis information with the commission on the proposed addition of a 11.3-megawatt power plant. Gm Reimers also shared working group information that had taken place with Commissioners Bruce Wolf, Chuck Nickolay, NPUC staff and Ehlers Municipal advisors on 12-19-2024. Following the working group session staff and Commissioners agreed that General Manager Reimers should proceed with preparing agenda documents for the Commission to consider entering into contract with Ziegler Cat Power Systems to provide Diesel Generation and support equipment in the amount of \$9,841,243 that will be payable when equipment is delivered currently estimated in Q2 of 2027. Motion made by Commissioner Busch, seconded by Commissioner Bishop, to award the contract to Zigler Power Systems.

Motion carried (3-0)

9. ENGINEERING SERVICES AMENDMENT #2 FOR WEST SIDE ENERGY STATION

a. Approval Documents

GM Reimers reviewed task order amendment between DGR engineering and the NPUC to provide regulatory, design, bidding construction and post-construction engineering services for the generation project.

Motion made by Commissioner Bishop, seconded by Commissioner Busch, to approve the task order agreement amendment.

Motion carried (3-0)

10. RESOLUTIONS

a. #24-12-30-01 Declaring Official Intent of City of NP to Reimburse Certain Expenditures

GM Reimers reviewed resolution #24-12-30-01 declaring the official intent of the city of New Prague and the New Prague Utilities Commission to reimburse certain expenditures from the proceeds of tax-exempt bonds or other obligations for the future West Side Energy Station generation projects.

Motion made by Commissioner Wolf, seconded by Commissioner Busch, to approve resolution #24-12-30-01.

Motion carried (3-0)

11. SMMPA BOARD OF DIRECTORS MEETING

a. November 13, 2024

b. December 11, 2024 (Bruce)

GM Reimers informed the Commission on the following:

SMMPA staff informed the board on long-term financial forecasts and turbine procurement contract and permitting schedules

12. GENERAL MANAGER'S REPORT

GM Reimers informed the Commission on the following:

The Water department welcomed Phil Tisdell as the new water department field staff employee. Staff has been working with contractors on the replacement of on the booster pumps at filter plant #2. The Electric department has finished converting all of the customers in the NE section of town from overhead services to the new underground system and all of the 2400 volt distribution system has been deenergized.

13. OTHER BUSINESS

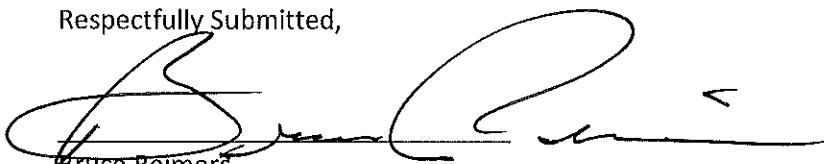
None

14. ADJOURNMENT

Motion made by Commissioner Busch, seconded by Commissioner Bishop, to adjourn the meeting at 4:42 p.m.

Motion carried (3-0)

Respectfully Submitted,



Bruce Reimers
General Manager



**FITNESS &
AQUATIC CENTER**

BE ACTIVE. BE STRONG. BELONG.

NEW PRAGUE JOINT POWERS
JANUARY 27, 2025

FITNESS & AQUATIC CENTER



HISTORY OF THE FITNESS & AQUATIC CENTER

NEW PRAGUE FITNESS & AQUATIC CENTER TIMELINE

- 2016: Facility construction began
- July 2017: Aquatic Center opened
- November 2018: Fitness Center opened
- March 2020: COVID-19 Pandemic began

MISSION & CORE VALUES

The mission of the Fitness and Aquatic Center is to provide the New Prague and surrounding communities with a positive & welcoming facility that will benefit people of all ages and fitness levels by offering a variety of high-quality classes, programs, amenities and services.

Section 12, Item b.

FAC Core Values:

Community Engagement

- Offer a sense of belonging within our facility.

Quality Programs

- Deliver high quality classes, lessons and sessions with well trained staff.

Maintain a Positive, Welcoming & Supportive Environment

- Uphold high standards of customer service.

Multigenerational Facility

- Offer a wide variety of programs, amenities & services that benefit people of all ages and fitness levels.

Adapt to change and try new programs.

- Continued improvement of services & amenities.

Aquatic Center Amenities

- Eight lane competition stretch pool with a moveable bulkhead
- Diving well with two one-meter boards
- Zero-depth warm water recreation pool with water features
- Mini lazy river/current channel that can be used for water walking and therapy
- Hot tub & infrared sauna
- Party room that can be rented for all types of gatherings
- Concession items
- Traditional locker rooms
- 4 family changing rooms with showers
- Additional recreational amenities

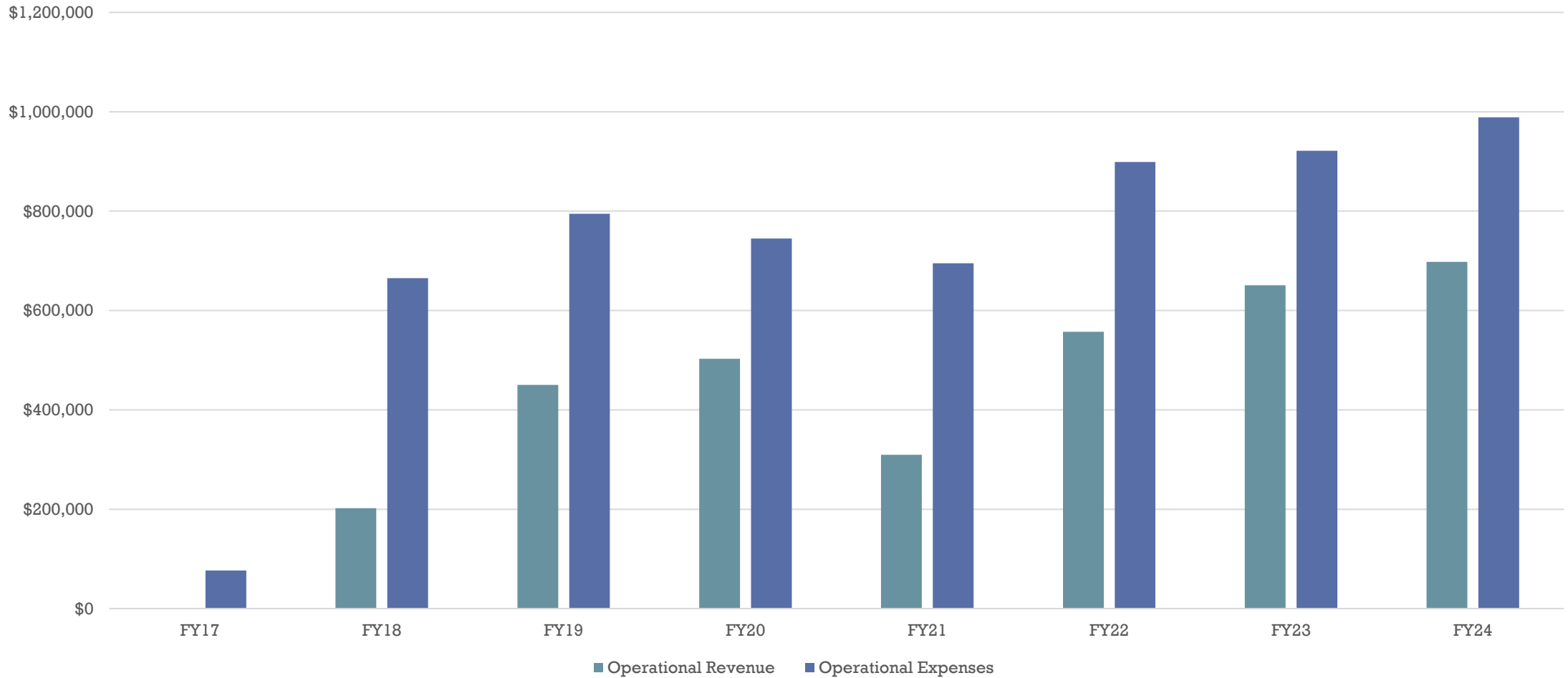
On-site Childcare while exercising

Fitness Center Amenities

- Strength room with strength training machines and free weights
- TRX Room with functional training equipment
- Cardio room
- Group fitness studios
- Full-size gymnasium
- Multipurpose community room

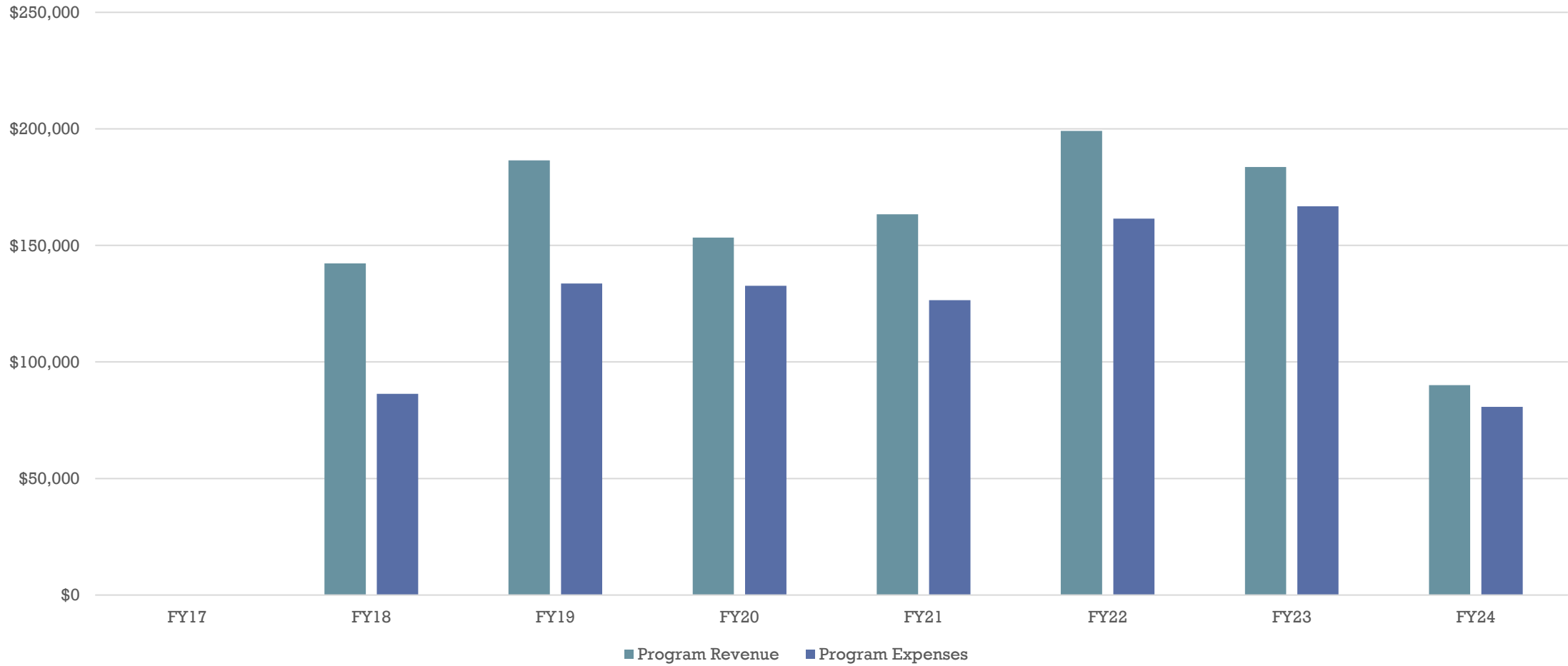
SERVICES/AMENITIES

FY17-FY24 Operational Revenue & Expenses



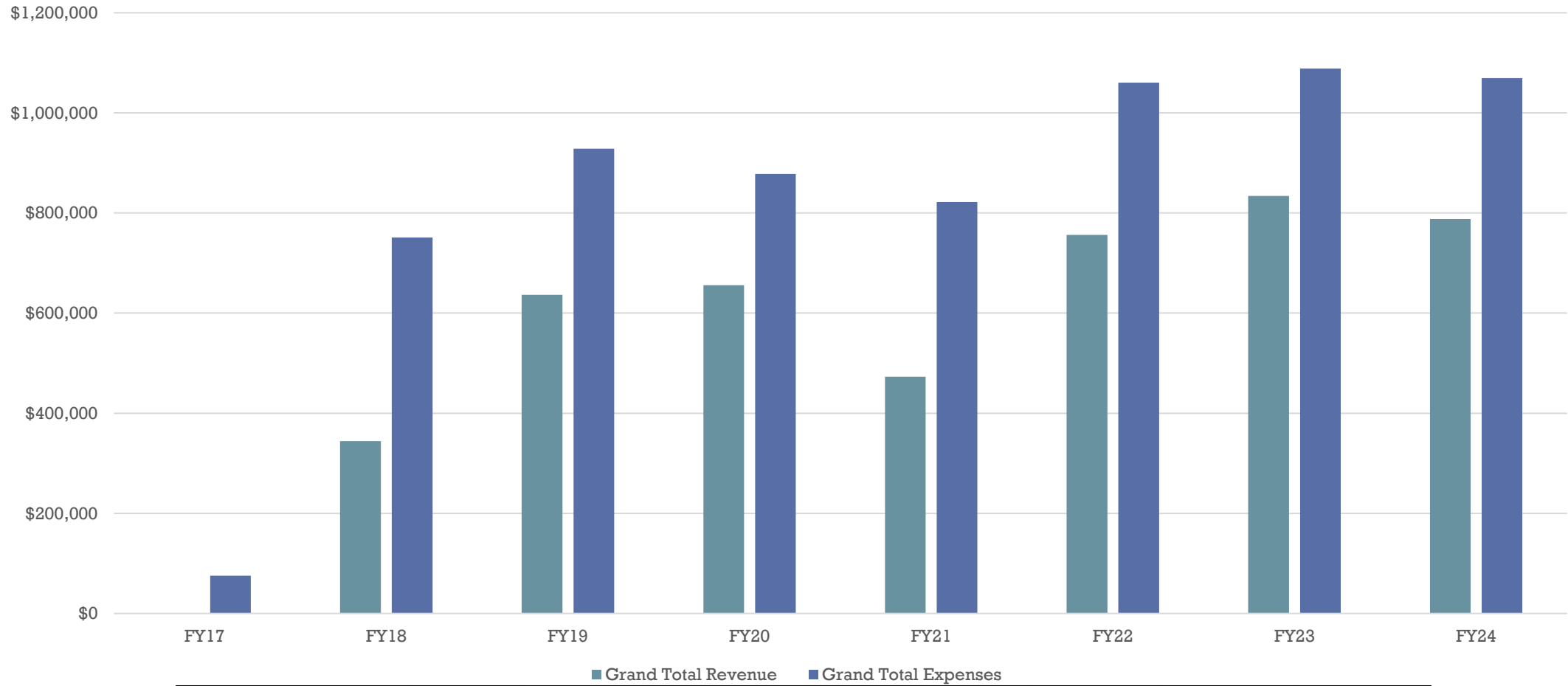
	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Operational Revenue	\$0	\$202,040	\$449,999	\$502,536	\$309,690	\$557,264	\$650,624	\$697,818
Operational Expenses	\$76,526	\$664,886	\$794,696	\$745,044	\$695,181	\$899,046	\$921,613	\$988,743
Total Gain (Loss)	-\$76,526	-\$462,846	-\$344,697	-\$242,508	-\$385,491	-\$341,782	-\$270,989	-\$290,925

FY17-FY24 Program Revenue & Expenses



	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Program Revenue	\$0	\$142,305	\$186,469	\$153,404	\$163,330	\$199,160	\$183,622	\$90,001
Program Expenses	\$0	\$86,324	\$133,697	\$132,639	\$126,513	\$161,494	\$166,823	\$80,753
Total Gain (Loss)	\$0	\$55,981	\$52,772	\$20,765	\$36,817	\$37,666	\$16,799	\$9,248

FY17-FY24 Grand Total Revenue & Expenses



	FY17	FY18	FY19	FY20	FY21	FY22	FY23	FY24
Grand Total Revenue	\$0	\$344,345	\$636,468	\$655,940	\$473,020	\$756,424	\$834,246	\$787,819
Grand Total Expenses	\$75,526	\$751,210	\$928,393	\$877,683	\$821,694	\$1,060,540	\$1,088,436	\$1,069,496
Grand Total Gain (Loss)	-\$75,526	-\$406,865	-\$291,925	-\$221,743	-\$348,674	-\$304,116	-\$254,190	-\$281,677



PRIORITIES FOR FACILITY BOOKING

FAC Gym & Pool Use Priorities:

1. High school athletics, activities & adapted sports
2. District activities
3. FAC members & activities
4. Community Education activities
5. Mantas swim club
Typical schedule: M-Th, 5:30-7:30 pm
Revenue: December 2023-December 2024 was \$24,000
6. Rentals to outside user groups

OPERATIONS

SIGNIFICANT COSTS & FACTORS



Staffing



Utilities



Chemicals



Aging fitness & pool
equipment



Current trend is strength training



Weight room is too small to accommodate demand



Less demand for cardio



Some spaces have limited availability to members based on other users

SPACE LIMITATIONS

FUTURE EXPENSES

- Sauna
- Wibit-play structure
- Rec pool amenities
- Smaller equipment replacement-ropes
- Pool pumps, filters, water softeners
- Hot tub



PONDERING THE POSSIBILITIES

POSSIBLE FUTURE ENHANCEMENTS

- **Batting cage**
- **Simulator**
- **Development of special interest groups to meet community needs**
- **Membership recruitment**
- **Does the city have any grant availability?**
- **Corporate partnerships vs. taxable income**
- **Internal incentives or discounts for visits**



BOARD COMMENTS & QUESTIONS

THANK YOU



BE ACTIVE. BE STRONG. BELONG.

Fitness and Aquatic Center: January 2025 Update

Networking and Communication:

- **FAC app**
- **Member Email Communication:** updates, schedule changes & reminders sent out about 1x/week
- **Monthly Newsletters**
- **Social Media**
- **City & Chamber Newsletters**
- **Website** up to date

Recent FAC Events:

- **Dec. 8: FAC Holiday Party in the Pool from 1-3pm**
 - 70 people attended! 27 members; 43 non-members
 - \$252 in revenue.
- **Dec. 13: Lifeguard Meeting & Holiday Party**
- **Dec. 17: Holiday Hoopla Event in conjunction with Community Ed**
 - 35 attended the Soup Lunch following the concert
- **Dec. 20: Raven Stream 3rd Grade Groups visited the pool: \$387 in revenue!**
- **Dec. 21: Tot Time in the Pool:** (15 attended. \$78 in revenue)
- **Jan. 3: Tot Time in the Pool:** (day of pipe bursting - pool closed all morning, only 3 attended)
- **Jan. 16: Family Swim Night at the Pool** (20 non-members attended. \$87 in revenue)
- **Jan. 18: Tot Time in the Pool from 9:30-11am** (30 attended! \$162 in revenue)
- **Jan. 24: Girl Scout Lock-in from 5-10pm** (38 swam)

Upcoming FAC Events:

- **Jan. 30: Family Swim Night at the Pool**
- **Feb. 6: NPHS Boys Home Swim Meet - aquatic center closed from 12-9pm**
- **Feb. 7: Tot Time in the Pool**
- **Feb. 7: To the Pointe Party in the Pool from 6-8pm**
- **Feb. 13: Family Swim Night at the Pool**
- **Feb. 15: JV Conference Meet** (Aquatic Center closed all day. Fitness areas open)
- **Feb. 16: Valentine's Day Party in the Pool from 1-3pm**
- **Feb. 22: Tot Time in the Pool**
- **Feb. 26: Your Path to Musculoskeletal Health (free) Presentation @ 10:30am**
 - Mayo Clinic Health System Orthopedic Physicians will be presenting. Free to attend.
- **Feb. 27: Family Swim Night at the Pool**
- **March 7 - 9: Mantas hosting MRC Meet at the FAC Aquatic Center.**
 - Entire Aquatic Center, Gymnasium & Community Room will be closed for members.
 - Member Parking & Check-in will be available: south parking lot & south Door #1 entrance.
 - Fitness areas will remain open.

Programming:

- **Aquatics Programming**
 - **Swim Lessons:** Winter B lessons started January 19th.
 - **Birthday Parties:** 6 in December.
 - **11 in January!** 7 scheduled so far in February.

- ***Fitness Programming***
 - **Winter Warrior Challenge started Jan. 13.**
 - 21 members & staff registered.
 - \$1,363 in revenue
 - **NEW! 6 Week Fall Prevention Series will start Feb. 24: Mondays & Thursdays**
 - 30 min sessions led by FAC Personal Trainer, Krista Christenson
 - Fee is \$30/person to participate.
 - **March Madness Challenge will start March 10. Registration starts Feb. 17. Free to participate (retention challenge).**
- ***Group Fitness: classes are busy!!***

Current FAC Promos:

- **Personal Training Promo:** Purchase 10 sessions and get one free in January
- **Pathway4Health Promo:** \$20 savings on the 6 week 1:1 Weight Management Program (Jan. only)

Staffing:

- **Lifeguards:** We hired 6 new guards for the winter.
- **Swim Lessons Instructors:** in the process of getting 5 or 6 more instructors trained!
- **Program Leads:** hired 3 new Program Leads for the Winter After School Program.
- **Personal Trainer:** we'll have one more Personal Trainer starting in February or March.

Projects & Planning:

- **Winter After School Program started Jan. 13 at the MS AUX gym.**
 - 30 kids registered. 7 non-members and 23 members.
- **Lifeguard In-Services:** The last in-service of the year is scheduled for December 13th.