From:	Roen, Katherine (DOT)
To:	Kelsi McNutt
Subject:	RE: Amendment #2 of Lease No. 70005
Date:	Tuesday, May 13, 2025 6:08:43 PM
Attachments:	image001.png image002.png image003.png

Thank you Kelsi. I'll get the fully executed copy to you when I receive it from the functional groups.

Thanks,
Katie

From: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Sent: Tuesday, May 13, 2025 3:38 PM
To: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Subject: RE: Amendment #2 of Lease No. 70005

Here you go! Let me know if there is anything else you need from me.

Kelsi McNutt, CPM, CPRE
Director of Parks & Recreation, City of Shakopee
952-233-9514
www.ShakopeeMN.gov
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From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Wednesday, May 7, 2025 9:41 AM
To: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Subject: RE: Amendment #2 of Lease No. 70005

Thank you Kelsi!

From: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Sent: Wednesday, May 7, 2025 9:24 AM
To: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Subject: RE: Amendment #2 of Lease No. 70005

Hi Katie,

This was passed ang signed last night. Once I get a copied of the signed agreement I will

send it over to you.

Thanks,
Kelsi

Kelsi McNutt, CPM, CPRE
Director of Parks & Recreation, City of Shakopee
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From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Friday, April 25, 2025 1:49 PM
To: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Cc: West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>
Subject: RE: Amendment #2 of Lease No. 70005

Thank you Kelsi!

From: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Sent: Friday, April 25, 2025 1:46 PM
To: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Cc: West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>
Subject: RE: Amendment #2 of Lease No. 70005

Hi Katie,

The next meeting is on May 6th.

Kelsi

Kelsi McNutt, CPM, CPRE
Director of Parks & Recreation, City of Shakopee
952-233-9514
www.ShakopeeMN.gov
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From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Friday, April 25, 2025 1:43 PM
To: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Cc: West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>

Subject: FW: Amendment #2 of Lease No. 70005

Good afternoon Kelsi,

Can you let me know what date the city council is meeting next?

Thank you,
Katie

From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Wednesday, April 16, 2025 1:48 PM
To: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Cc: Barb Potthier <BPotthier@ShakopeeMN.gov>; West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>
Subject: RE: Amendment #2 of Lease No. 70005

Hi Kelsi,

Thank you for the update, I will put your name on our contact list. This is regarding property that the City of Shakopee leases from MnDOT for the dog park located at South side of T.H. 169 .75 mile west of CSAH 18. The current amendment expired on 6/15/2024. We need the appropriate person(s) to sign the amendment renewal after it is approved by the city council. When is the next council meeting that this can be voted on? Please advise.

For your reference, I have also attached the Original Commercial Lease, Amendment #1, and the exhibit of the property being leased.

Thanks,

Katie Roen
Real Estate Aide/Admin | Right of Way Office

MnDOT – Metro District
1500 West County Rd B2
Roseville, MN 55113
Phone: 651-234-7550

DEPARTMENT OF TRANSPORTATION

RW
B

From: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Sent: Wednesday, April 16, 2025 10:53 AM
To: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Cc: Barb Potthier <BPotthier@ShakopeeMN.gov>
Subject: RE: Amendment #2 of Lease No. 70005

You don't often get email from kmcnutt@shakopeemn.gov. Learn why this is important

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Hi Katie,
Thanks for sending this over! Could you provide a bit more detail on what this is regarding and what you're needing from the Parks and Recreation Department? Just a heads up—all lease amendments do need to go through City Council for approval. Also, for anything related to Parks and Recreation, please make sure to direct it to me moving forward rather than Barb, just so we can keep everything streamlined. Appreciate your help—looking forward to hearing more!

Kelsi McNutt, CPM, CPRE
Director of Parks & Recreation, City of Shakopee
952-233-9514
www.ShakopeeMN.gov
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From: Barb Potthier <BPotthier@ShakopeeMN.gov>
Sent: Wednesday, April 16, 2025 10:41 AM
To: Kelsi McNutt <KMcNutt@Shakopeemn.gov>
Subject: FW: Amendment #2 of Lease No. 70005

Kelsi,
I have no idea what this is pertaining to or who I should I should forward it to.
Is it even legit?

Barb Potthier
Recreation Facilities Specialist

Shakopee Parks & Recreation
952-233-9505
M-F 8am-4pm
www.ShakopeeMN.gov
Follow us on: Facebook | Twitter | YouTube

From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Wednesday, April 16, 2025 9:31 AM
To: Barb Potthier <BPotthier@ShakopeeMN.gov>
Cc: West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>
Subject: FW: Amendment #2 of Lease No. 70005

Good morning Ms. Potthier,

I'm following up on the attached Lease No. 70005. Has this been signed yet? Any updates?

Thank you,
Katie Roen
Real Estate Aide/Admin | Right of Way Office

MnDOT – Metro District
1500 West County Rd B2
Roseville, MN 55113
Phone: 651-234-7550

DEPARTMENT OF TRANSPORTATION

RW
B

Thank you,

From: Roen, Katherine (DOT) <Katherine.Roen@state.mn.us>
Sent: Wednesday, March 12, 2025 10:51 AM
To: bpotthier@ShakopeeMN.gov
Cc: West-Vecellio, Sandra (DOT) <Sandra.West@state.mn.us>
Subject: Amendment #2 of Lease No. 70005

Hello Ms. Potthier,

Attached is a copy of Commercial Amendment #2 by and between the State of Minnesota, Department of Transportation (Mn/DOT) and City of Shakopee for the above referenced location.

After your review of the attached, please have the appropriate person(s), sign this lease, and return in a timely manner to me via email for final processing. In addition to forwarding the Tenant-executed Lease, please forward a copy of the required Certificate of Insurance, as required in Sections 10 and 11 of the Lease. Please email this directly to me at Katherine.roen@state.mn.us

The lease from the State of Minnesota, Department of Transportation is a legal document; if you have any questions or request modifications to the lease, please contact me at 651-234-7550 or by email.

Upon receipt of the above-mentioned items, a fully executed copy of the lease will be sent to you for your records.

Thank you,

Katie Roen
Real Estate Aide/Admin | Right of Way Office

MnDOT – Metro District
1500 West County Rd B2
Roseville, MN 55113
Phone: 651-234-7550

DEPARTMENT OF TRANSPORTATION

RW
B